

MEETING MINUTES
CITY OF EAST HELENA
CITY HALL – 306 EAST MAIN – ROOM 110
SPECIAL COUNCIL MEETING: 6:00 PM
DATE: TUESDAY, AUGUST 24, 2021
INTERNET ZOOM MEETING: <https://zoom.us/j/8976327748>
CONFERENCE CALL-IN: 1-301-715-8592 MEETING ID: 897 632 7748

MEETING CALLED TO ORDER: Mayor Schell called the meeting to order at 6:17 PM. Councilmember Feist led the Pledge of Allegiance. Masks and physical distancing were recommended for those in attendance at City Hall.

CITY OFFICIALS & STAFF PRESENT: Councilmember Don Dahl, Councilmember Judy Leland, Councilmember Kelly Harris, Councilmember Wesley Feist, Mayor James Schell, Public Works Director Kevin Ore, City Attorney Pete Elverum, Volunteer Fire Chief Troy Maness (via Zoom), and Clerk/Treasurer Amy Thorngren

PUBLIC PRESENT: Dave Jensen

ABSENT/EXCUSED: None

PUBLIC COMMENTS: There was no comment on non-agenda items.

UNFINISHED BUSINESS:

1. **Budget Introduction and Timeline** – The timeline was in the council packet. Mayor Schell noted that a public notice was being prepared to publish for the public hearing on the preliminary budget scheduled for September 7, 2021. There was no public comment. This was an information-only item.
2. **Review of Open Budget Questions, Budget Revenues & Expenditures** – The list of open budget questions was in the council packet. Mayor Schell reviewed each with Council. Councilmember Dahl handed out a list of his recommend changes to the proposed budget and reviewed each. Councilmember Harris handed out a report on mayoral pay in other Montana cities. A phone expense report for FY21 was in the council packet. A report of the increase to each fund for the proposed conversion of the Utility Clerk position to full-time was on the council room table. There was no public comment. This was an information-only item.
3. **Montana Environmental Trust Group (METG) COS/Boundary Line Relocation for Montana Propane on Smelter Road** – Mayor Schell reported that due to the already approved easement agreement with MRL, their signatures were removed from the Montana Propane Boundary Line Relocation/COS. Redlined changes to the previous COS were in the council packet. He reiterated that this was for Tract 1 which is designated for sale to Montana Propane by the METG. There was no public comment. Councilmember Dahl made a motion to approve. Councilmember Leland seconded the motion. All councilmembers voted aye.

NEW BUSINESS:

1. **Review of FY22 General & Enterprise Fund Budget Reserves** – Reserve reports were on the council room table. A cash report for the general fund was on the council room table. Mayor Schell and Clerk/Treasurer Thorngren discussed them with Council. There was no public comment. This was an information-only item.
2. **Review FY22 Fund Reserves & Adjust Budget Spending** – Council discussed revisions to the departmental budgets which were in the council packet. Mayor Schell summarized for clarity the changes recommended by Council. Dave Jensen commented that 3rd Street had been damaged by heavy

trucks because of NorthWestern Energy’s detour from Wylie Drive; that Highland Meadows subdivision should pay for any equipment purchased to plow its cul-de-sacs; that too much employee time was being charged to the solid waste fund; and discussed his disagreement with the increases in employee wages. This item was determined to be information-only.

3. **Approve Preliminary FY22 Budget** – There was no public comment. Councilmember Leland made a motion to approve the preliminary budget with the changes discussed. Councilmember Harris seconded the motion. All councilmembers voted aye.
4. **Discuss/Review Budget Process** - There was no public comment. This was an information-only item.
5. **Letter of Support for East Valley Groundwater Investigation Program** – A copy of the letter was on the council room table. Information and maps were included in the council packet. There was no public comment. Councilmember Dahl made a motion to approve the letter. Councilmember Feist seconded the motion. All councilmembers voted aye.

MEETING SCHEDULE:

1. East Helena Public Hearings & Council Meeting, Tuesday, September 7, 2021, 7PM, City Hall Gym Room 108
{Water Rate Increase Public Hearing & FY21/FY22 Budgets}
2. East Helena Council Meeting, Tuesday, September 21, 2021, 7:00PM, City Hall Room 110

ADJOURNMENT: Mayor Schell adjourned the meeting at 9:48 PM.

ATTEST:

Clerk/Treasurer

Mayor