

**MEETING AGENDA**  
**CITY OF EAST HELENA**  
**CITY HALL – 306 EAST MAIN – COUNCIL CHAMBERS - ROOM 110**  
**COUNCIL MEETING: 7:00 PM**  
**DATE: TUESDAY, SEPTEMBER 21, 2021**  
**INTERNET ZOOM MEETING: <https://zoom.us/j/8976327748>**  
**CONFERENCE CALL-IN: 1-301-715-8592 MEETING ID: 897 632 7748**

Masks and physical distancing are recommended for those in attendance at City Hall.

**MEETING CALLED TO ORDER:** Mayor Schell

**PLEDGE OF ALLEGIANCE:** Councilmember Harris

**PUBLIC COMMENTS:**

Note: This time is set aside for public comment on non-agenda items. Public comment will be taken on agenda items prior to a motion. All public comments will be limited to a reasonable duration. Please state your name and address in an audible tone of voice for the record, prior to your comments.

**APPROVAL OF MINUTES:** September 7, 2021

**CITY COURT REPORT:** City Judge Dennis Loveless

**DEPARTMENTAL REPORTS:**

Administration – Clerk/Treasurer Amy Thorngren  
Police Department – Mayor Schell  
Public Works - Public Works Director Kevin Ore  
Volunteer Fire Department - Fire Chief Troy Maness

**UNFINISHED BUSINESS:**

1. Montana Environmental Trust Group New Public Water Supply Well Agreement – Mayor Schell  
Action: Information Only
2. City-County Board of Health Interlocal Agreement and 2021 HB121 – Mayor Schell & Attorney Elverum  
Action: Information Only

**NEW BUSINESS:**

1. Craft Fair, City Hall Gym October 16, 2021, 10AM-5PM, Request Single Business License - Juli Moden  
Action: Approve/Deny/Table
2. Vigilante & Highland Meadows Subdivisions Special (Road) Improvement District Creation – Attorney Elverum  
Action: Approve/Deny/Table
3. Police Department Update and Lewis & Clark County Sheriff Interlocal Agreement Discussion – Mayor Schell  
Action: Information Only
4. Interlocal Agreement with Lewis & Clark County for Valley Drive Engineering Services Costs – Mayor Schell  
Action: Approve/Deny/Table
5. Valley Drive Improvements 100% Design Stahly Engineering – Public Works Director Ore  
Action: Approve/Deny/Table
6. City Attorney Annual Contract Review – Mayor Schell  
Action: Approve/Deny/Table
7. Policy Manual Update – Appendix 2 & 3: Pay Grades & Matrix – Mayor Schell  
Action: Approve/Deny/Table
8. Posting of RFP for Building Inspection Services – Mayor Schell  
Action: Approve/Deny/Table
9. Volunteer Fire Department By-Laws, Fire City Code, and VFD Relief Association By-Laws – Mayor Schell & Volunteer Fire Chief Maness  
Action: Information Only

**MAYOR'S REPORT:** Mayor Schell

**COUNCIL MEMBERS' REPORTS:**

Don Dahl  
Wesley Feist  
Kelly Harris  
Judy Leland

**LEGAL REPORTS:** City Attorney Elverum

**PAYMENT OF BILLS:** Mayor Schell - Action: Approve/Deny/Table

**SPECIAL MEETINGS & ANNOUNCEMENTS:**

1. East Helena Main Street Park Pavilion Dedication, Saturday, September 25, 2021, 3PM, 105 E. Main Street
2. East Helena Prickly Pear Land Trust & Montana Environmental Trust Group Onsite Update, Tuesday, September 28, 2021, 5:30PM, MT Hwy (RTE) 518 & Old Smelter Dam Road {1/2 mile south of Hwy 12}

**MEETING SCHEDULE:**

1. East Helena Council Meeting, Tuesday, September 21, 2021, 7PM, City Hall Room 110
2. East Helena Public Hearing & Council Meeting, Tuesday, October 5, 2021, 7PM, City Hall Gym Room 108 {Water Rate Increase Public Hearing}
3. East Helena Council Meeting, Tuesday, October 19, 2021, 7PM, City Hall Room 110
4. East Helena Council Meeting, Tuesday, November 2, 2021, 7PM, \*\* Cancelled \*\*

**ADJOURNMENT:** Mayor Schell

**ADA NOTICE**

The City of East Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings, or otherwise deny them the City's services, programs, or activities. Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City Clerk as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

(406) 227-5321 or TTY Relay Service 1-800-253-4091 or 711  
[cityclerk@easthelenamt.us](mailto:cityclerk@easthelenamt.us) - 306 East Main Street, P.O. Box 1170, East Helena, MT 59635