

MEETING MINUTES
CITY OF EAST HELENA
CITY HALL – 306 EAST MAIN - ROOM 110
PUBLIC HEARING & SPECIAL COUNCIL MEETING: 5:30 PM
DATE: TUESDAY, NOVEMBER 9, 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 5:32 PM. Councilmember Leland led the Pledge of Allegiance. Masks and physical distancing were recommended for those in attendance at City Hall.

CITY OFFICIALS & STAFF PRESENT: Council President Don Dahl, Councilmember Judy Leland, Councilmember Kelly Harris, Councilmember Wesley Feist, Mayor James Schell, City Attorney Pete Elverum, Public Works Director Kevin Ore, Clerk/Treasurer Amy Thorngren, and Zoning Officer Jeremy Fadness.

PUBLIC PRESENT: Dave Jensen

ABSENT/EXCUSED: City Judge Dennis Loveless and Fire Chief Troy Maness

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

PUBLIC HEARING:

1. **Highland Meadows Major Subdivision Phase 3 Commencement Request** – The public notice and staff report were in the council packet. Zoning Officer Jeremy Fadness of WWC Engineering summarized the staff report and recommended approval of the commencement request with the original conditions as well as the 6 new conditions in the report. City Attorney Elverum confirmed that the water infrastructure would extend to the abutting parkland parcel and recommended that the wastewater infrastructure do the same for possible future use in that area, council concurred. Zoning Officer Fadness suggested adding a condition that the sewer line be extended slightly to the parkland boundary. This was an information-only item.
2. **Highland Meadows Major Subdivision Phase 3 Commencement Request** – No written public comment had been received. Mayor Schell called three times each for public comment in favor of, opposed to, and neutral toward the request. Referring to the November 4, 2021 council meeting, Dave Jensen commented that he didn't see a line item in the subdivision's road maintenance SID for the budgeted street maintenance truck and that it was a big expenditure and expressed his concerns that residents outside the new subdivisions would have to pay for the truck. Written details of his comments were received at the November 16, 2021 council meeting.
3. **Highland Meadows Major Subdivision Phase 3 Commencement Request** - Councilmember Harris made a motion to approve with the additional condition that the sewer line be extended to the park boundary on Karnel Court. Councilmember Leland seconded the motion. All councilmembers voted aye.

NEW BUSINESS:

1. **Amended Subdivision Plat, Highland Meadows Block 1 Lots 5 & 6 Common Boundary Relocation** – The amended plat was in the council packet. Zoning Officer Fadness explained that Highland Meadows had requested relocation of the common boundary line of lots 5 and 6. He said he didn't see any issues with moving the boundary line. There was no public comment. Councilmember Feist made a motion to approve. Councilmember Leland seconded the motion. All councilmembers voted aye.
2. **Pacific St. Reconstruction (Wastewater) & Manlove Ave. Paving (Water) Projects Bid Tabulations Review & Bid Awards** – Certified bid tabulations by Robert Peccia & Associates (RPA) were in the council packet. Public Works Director Ore recommended Helena Sand & Gravel for both projects and asked

Council’s approval to allow RPA to create the notice of bid award letters. He responded to questions from Dave Jensen about the Pacific Street Reconstruction project. Dave Jensen commented that engineering fees for the projects should be capped at \$20,000 and expressed his concerns that too much was being allocated to the Pacific Street project rather than other wastewater projects in the city. Councilmember Feist made a motion to approve the bid awards to Helena Sand & Gravel. Councilmember Harris seconded the motion. All councilmembers voted aye.

PAYMENT OF BILLS: No claims were presented for Council’s review at this meeting.

SPECIAL MEETINGS & ANNOUNCEMENTS:

- 1. East Helena Christmas Stroll, Thursday December 2, 2021, 5:30PM to 8:30PM, Main Street

MEETING SCHEDULE:

- 1. East Helena Public Hearing & Council Meeting, Tuesday, November 16, 2021, 7PM, City Hall Room 110 {New Ordinance Providing Methods for the Provision & Payment of Street Maintenance & Improvements within the City’s Street Maintenance Districts}
- 2. East Helena Public Hearing & Council Meeting, Tuesday, December 7, 2021, 7PM, City Hall Room 110 {Notice of Assessment of Costs for New Street Maintenance District Highland Meadows Subdivision}
- 3. East Helena Public Council Meeting, Tuesday, December 16, 2021, 7PM, City Hall Room 110

ADJOURNMENT: Mayor Schell adjourned the meeting at 6:07 PM.

ATTEST:

Clerk/Treasurer

Mayor