

MEETING MINUTES
CITY OF EAST HELENA
CITY HALL – 306 EAST MAIN - ROOM 110
COUNCIL MEETING & PUBLIC HEARING: 6:30 PM
DATE: TUESDAY, JULY 19, 2022
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 Harris called the meeting to order at 6:30 PM. Councilmember Ferguson led the Pledge of Allegiance.

CITY OFFICIALS & STAFF PRESENT: Mayor Kelly Harris, Council President Don Dahl, Councilmember Judy Leland, Councilmember Wesley Feist, Councilmember Suzanne Ferguson, Police Chief Mike Sanders, Public Works Director Kevin Ore, Clerk Treasurer Amy Thorngren, and City Attorney Pete Elverum

PUBLIC PRESENT: Eric Seidensticker, Anne Pichette, Brian Obert, Katherine Anderson, James Irby, Scott Walter, Dan Rispens, Dave Jensen, and Elizabeth (via Zoom)

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

PUBLIC HEARING:

1. **Update to the City of East Helena Subdivision Regulations** – The public notice and updates were included in the council packet. Mayor Harris reported that the updates were to bring the subdivision regulations in line with new legislation. This was an information-only item.
2. **Update to the City of East Helena Subdivision Regulations** – No written public comment had been received. There was no public comment.
3. **Update to the City of East Helena Subdivision Regulations** – Councilmember Feist noted a grammatical error. Councilmember Feist made a motion to approve the update to the subdivision regulations as amended. Councilmember Dahl seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS: Written public comment from Robert Utick regarding the application of residential zoning requirements in the older part of town was on the council room table. Zoning Officer Fadness' clarification of the zoning ordinance was also on the council room table.

APPROVAL OF MINUTES: The draft minutes of the July 5, 2022 meeting were in the council packet. There was no public comment. Councilmember Dahl made a motion to approve the minutes as presented. Councilmember Leland seconded the motion. The motion passed unanimously.

CITY COURT REPORT: A written report from City Judge Dennis Loveless is expected at the next meeting.

DEPARTMENTAL REPORTS:

Administration – Clerk/Treasurer Amy Thornngren reported on the following:

- She attended the Lewis & Clark County Records Management Working Group meeting where a draft RFP was discussed.
- She had been working on year-end-closing, the FY22 budget amendment, and the FY23 budget.
- The Montana State Fund audit would be done the following morning.
- Leash laws for the new walking trail may need to be clarified in the future.
- Many responses had been received regarding the proposed cemetery district.

Police Department – Police Chief Mike Sanders reported on the following:

- Rodeo weekend was a success.
- Some abandoned vehicles had been towed and more had been flagged.
- Counterfeit bills had been passed at local businesses.
- There had been 300 calls-for-service during the first 18 days of July.
- The security access pad and camera had been installed in the evidence room.

Public Works - Public Works Director Kevin Ore reported on the following:

- The nitrogen study at the wastewater treatment plant had stopped because ammonia levels were getting too high.
- The new water supply well is now operational and running well.
- New water tank construction had been delayed due to an issue with the concrete placed for the floor.
- Pacific Street paving is nearly complete.
- He met with School District 9 about traffic issues.
- The City's plow trucks need replacing.

Volunteer Fire Department - Fire Chief Troy Maness was excused.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS:

1. **MBAC Update and Introduction to Tax Increment Financing (TIF)** – A brochure about tax increment financing (TIF) and MBAC's Comprehensive Economic Development Strategy were handed out. Montana Business Assistance Connection (MBAC) representatives Brian Obert, Eric Seidensticker, Anne Pichette, and Katherine Anderson presented information and answered questions from Council about how TIF works. This was an information-only item.
2. **Adoption of Building Related Codes** – An email from the State of Montana Building Codes office was in the council packet. City Attorney Elverum reported that the state had adopted updated editions of the building codes and that there would be a public hearing at the August 16th council meeting to align city code with them. This was an information-only item.
3. **Certificate of Occupancy Update to City Code** – An email from Building Inspector Craig Jenneskens and his recommended changes to city code were included in the council packet. City Attorney Elverum reported that the city does not issue

certificates of occupancy and that there would be a public hearing at the August 16th council meeting to update city code. This was an information-only item.

4. **FY23 Budget Meeting Schedule** – Mayor Harris discussed the timeline of FY23 Budget meetings with Council. Public Works Director Ore reported that proposed departmental budgets would be presented at the August 16th council meeting. This was an information-only item.

MAYOR’S REPORT: Mayor Harris reported on the following:

- He attended a Police Administrative Support Specialist interview.
- He met with Wastewater Superintendent Pursley about the nitrogen study.
- He had talked with Stahly Engineering about rebuilding Montana Avenue.
- He had met with Cindy Brooks of the Montana Environmental Trust Group about infrastructure.

COUNCILMEMBERS’ REPORTS:

Don Dahl reported that the drain at Montana and Clinton needed to be flushed.

Judy Leland reported that she had attended a Police Administrative Support Specialist interview.

Wesley Feist reported that he had met with the mayor about United Way housing, that Hometown Helena will be about East Helena on August 11th, and that he wanted to discuss an Emergency Plan in the future.

Suzanne Ferguson had nothing to report.

LEGAL REPORTS: City Attorney Elverum reported he had attended the discussion about Montana Avenue/Valley Drive, that he had attended the infrastructure meeting with METG, and that the court had been busy.

PAYMENT OF BILLS: Claims 295265 through 295316 were presented for Council’s review. Councilmember Leland made a motion to pay the bills. Councilmember Feist seconded the motion. The motion passed unanimously.

MEETING SCHEDULE:

1. East Helena Council Meeting, Tuesday, August 2, 2022, 6:30 PM, City Hall Room 110
2. East Helena Council Meeting, Tuesday, August 16, 2022, 6:30 PM, City Hall Room 110

ADJOURNMENT: Mayor Harris adjourned the meeting at 7:52 PM.

ATTEST:

Clerk/Treasurer

Mayor