

MEETING MINUTES
CITY OF EAST HELENA
CITY HALL – 306 EAST MAIN - ROOM 110
COUNCIL MEETING & PUBLIC HEARING: 6:30 PM
DATE: TUESDAY, OCTOBER 18, 2022
INTERNET ZOOM MEETING: <https://zoom.us/j/84979380604>
CONFERENCE CALL-IN: 1-301-715-8592 MEETING ID: 849 7938 0604

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 Suzanne Ferguson, Public Works Director Kevin Ore, Clerk Treasurer Amy Thorngren, City Attorney Pete Elverum, Fire Chief Troy Maness (via Zoom), Zoning Officer Jeremy Fadness, and Police Administrative Support Specialist Bonnie Jones

PUBLIC PRESENT: Greg Wirth, Landy Leep (via Zoom), and Dave Jensen

ABSENT/EXCUSED: City Judge Dennis Loveless, Councilmember Wesley Feist, and Police Chief Mike Sanders

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

PUBLIC HEARING:

1. **Highland Meadows Major Subdivision Phase 4 Commencement** – The published public notice and staff report were included in the council packet. Zoning Officer Jeremy Fadness went over the staff report and recommended approval of commencement of Phase 4 of Highland Meadows Major Subdivision with the original approved conditions of approval and the addition of 4 new conditions of approval specifically for Phase 4. He noted that he had proposed a condition of approval that the developer consult with city engineering staff on whether a looped water main is required for the lots on the end of Meadow View Loop and that the access to the park land would be reviewed with the phase 3 final plat application. This was an information-only item.
2. **Highland Meadows Major Subdivision Phase 4 Commencement** – Mayor Harris called for public comment. Greg Wirth of Stahly Engineering requested approval of commencement with the amendment of condition #2 to defer looping the dead-end water main with a financial guarantee until phase 5. He confirmed that the access road to the park land would be built according to the park development plan.
3. **Highland Meadows Major Subdivision Phase 4 Commencement** – Councilmember Dahl made a motion to approve commencement of phase 4 with the requested deferral of the looped water main and financial guarantee. Councilmember Leland seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES: The draft minutes of the October 4, 2022 meeting were included in the council packet. Councilmember Feist had emailed a correction to his report. There was no public comment. Councilmember Ferguson made a motion to approve the minutes as amended. Councilmember Dahl seconded the motion. The motion passed unanimously.

CITY COURT REPORT: A written report from City Judge Dennis Loveless was on the council room table at the last regular meeting.

DEPARTMENTAL REPORTS:

Administration – An email from resident Janel Favero asking the city to consider offering ByteTag, which allows pet owners to keep all their pet’s information in one mobile app, was in the council packet. Clerk/Treasurer Amy Thorngren reported the following:

- She attended the Lewis and Clark County Records Management/Storage working group meeting.
- Prickly Pear Elementary 2nd graders plan to tour City Hall on Halloween.
- The admin office has been receiving many phone calls for information about the Halloween and Christmas Strolls.
- The newly hired commercial cleaning company is off to a great start.
- She had been coordinating with AARP, FitLot, and the East Helena Booster Club about the possibility of donating unused grant funds to the booster club.

Police Department – A written report from Police Chief Mike Sanders was on the council room table. Mayor Harris introduced Police Administrative Support Specialist Bonnie Jones to Council.

Public Works - Public Works Director Kevin Ore congratulated Councilmember Leland on her 50th wedding anniversary and reported the following:

- Mike Coleman Construction finished up the boring project under the highway. City Engineer Koenig is finishing up the cost estimate for the lift station.
- Manlove Avenue paving is being completed and weight restrictions are being considered.
- He attended a water rights meeting with Attorney Bloomquist, Bob Anderson of Hydrometrics, and RPA.
- Wylie Well 4 construction is going well.
- Thirty-seven of eighty radios ordered had arrived, however, fifty-seven are needed. There is still a supply-chain shortage.
- Carpets will be replaced in the police department and public works offices and south entrance ramp as budgeted.
- He attended the Vigilante West Subdivision pre-application meeting.

Volunteer Fire Department - Fire Chief Troy Maness reported that he met with the chiefs of the Eastgate and East Valley fire departments to discuss the possibility of becoming one department.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS:

1. **Vigilante Subdivision Boundary Line Relocation** – A copy of the amended plat was in the council packet. Zoning Officer Fadness explained that the lot would be partially in city limits and recommended approval of the amended plat. City Attorney Elverum agreed. There was no public comment. Councilmember Leland made a motion to approve the boundary line relocation. Councilmember Ferguson seconded the motion. The motion passed unanimously.
2. **Bridge and Road Safety and Accountability Program (BaRSAA) Fuel Tax Allocation Distribution Request Resolution** – Draft Resolution 567 was included in the council packet. Clerk/Treasurer Thorngren presented the annual request for distribution of the city’s BaRSAA funds. The funds are used for city-wide street maintenance. There was no public comment. Councilmember Dahl made a motion to approve Resolution 576. Councilmember Leland seconded the motion. The motion passed unanimously.
3. **Park Bench Donation in Memory of JoAnn Copeland** – A picture of the proposed bench and an email from Dodge Wallace of Helena Sand & Gravel were in the council packet. Public Works Director Ore explained that Helena Sand & Gravel wanted to donate a bench in memory of the wife of their employee Mike Copeland. JoAnn Copeland was a long-time resident of East Helena. There was no public comment. Councilmember Ferguson made a motion to approve placement of the bench in Main Street Park. Councilmember Dahl seconded the motion. The motion passed unanimously.
4. **Use of City Facilities for the Annual Christmas Stroll** – Mayor Harris presented Jolene Giarde’s request for free use of City Hall and the Fire Hall for the annual Christmas Stroll on December 1, 2022. There was no public comment. Councilmember Leland made a motion to approve the request. Councilmember Dahl seconded the motion. The motion passed unanimously.

MAYOR’S REPORT: Mayor Harris reported the following:

- He attended the Chamber of Commerce’s Lunch with Local Government.
- He’d been on calls with Montana Environmental Trust Group, Prickly Pear Land Trust, and Sussex Construction to coordinate development on the METG land.
- He received a call from Drae’s Casino who expressed their appreciation of the police presence in the casinos and offered their assistance.

COUNCILMEMBERS’ REPORTS:

Don Dahl had nothing to report.

Judy Leland had nothing to report.

Wesley Feist was excused.

Suzanne Ferguson had nothing to report.

LEGAL REPORTS: City Attorney Elverum reported that a public notice for an ordinance update for system development fees was forthcoming and noted that the University of Idaho had reclaimed the Little Brown Stein from the University of Montana.

PAYMENT OF BILLS: Claims 295573 through 295618 were presented for Council's review. Councilmember Leland made a motion to pay the bills. Councilmember Ferguson seconded the motion. The motion passed unanimously.

MEETING SCHEDULE:

1. East Helena Council Meeting & Public Hearing, Tuesday, November 1, 2022, 6:30 PM, City Hall Room 110
2. East Helena Council Meeting, Tuesday, November 15, 2022, 6:30 PM, City Hall Room 110

ADJOURNMENT: Mayor Harris adjourned the meeting at 7:20 PM.

ATTEST:

Clerk/Treasurer

Mayor