

**MEETING MINUTES**  
**CITY OF EAST HELENA**  
**CITY HALL – 306 EAST MAIN - ROOM 110**  
**COUNCIL MEETING & PUBLIC HEARINGS: 6:30 PM**  
**DATE: TUESDAY, NOVEMBER 15, 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 Feist led the Pledge of Allegiance.

**CITY OFFICIALS & STAFF PRESENT:** Mayor Kelly Harris, Council President Don Dahl, Councilmember Judy Leland, Councilmember Wesley Feist (via Zoom), Councilmember Suzanne Ferguson, Public Works Director Kevin Ore, Fire Chief Troy Maness (via Zoom), Clerk/Treasurer Amy Thorngren, City Engineer Brad Koenig, and City Engineer Austin Wargo

**PUBLIC PRESENT:** Dave Jensen

**ABSENT/EXCUSED:** City Judge Dennis Loveless, Police Chief Mike Sanders, and City Attorney Pete Elverum

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

**PRESENTATION:** Brad Koenig and Austin Wargo of Robert Peccia & Associates presented “City of East Helena Development Fees: Draft Fees Presentation & Discussion.” A copy of the presentation was included in the council packet. They discussed the purpose of the proposed development fees including how they would be established and took questions from Council and residents. This was an information-only item.

**APPROVAL OF MINUTES:** The draft minutes of the November 1, 2022 meeting were included 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 for the month of October from City Judge Dennis Loveless was included in the council packet.

**DEPARTMENTAL REPORTS:**

**Administration** – A copy of an email from Helena Area Chamber of Commerce President/CEO Callie Aschim was on the council room table. Clerk/Treasurer Amy Thorngren reported that the Chamber of Commerce Board was looking for an East Helena representative.

**Police Department** – A written report from Police Chief Mike Sanders was on the council room table. The department had received 86 calls-for-service for the first half of November and Coffee with a Cop had been a success.

**Public Works** – A copy of a notice about the city’s drinking water that had been posted, sent to the school district, and would be mailed to residents was on the council room table. Public Works Director Kevin Ore explained that in 1996 it was determined that the McClellan Creek water source’s PH level could be corrosive to copper and lead pipes and that ortho should be injected into the water to coat the pipes and prevent the copper and lead leaching into drinking water. While constructing the city’s new 1-million-gallon water tank at the McClellan Creek water source, the ortho injection system was shut down. The city’s water has been coming from the Wylie Drive water source which has not been deemed corrosive to pipes. A recent DEQ inspection revealed that a rule requiring that once ortho injection has begun it can never be stopped had been broken. He reported that the water was being tested to ensure its safety and that ortho injection equipment would be installed at the Wylie Drive water sources.

**Volunteer Fire Department** - Fire Chief Troy Maness reported that the department had responded to 14 EMS calls; that he had met with city Attorney Elverum about the possible consolidation of area fire departments; that department members were receiving EMR training through a grant from St. Peter’s Ambulance Service; and that the department was gearing up to serve popcorn and hot chocolate at the Christmas Stroll.

**UNFINISHED BUSINESS:**

1. **Second Reading of Ordinance 282 Amending Title 8, Chapter 3 of the City Code of The City of East Helena Regarding Water Regulations to Include Water System Development Fees** – A copy of the approved first reading of the ordinance was in the council packet. No revisions were made. There was no public comment. Councilmember Feist made a motion to approve Ordinance 282. Councilmember Dahl seconded the motion. The motion passed unanimously.
2. **Second Reading of Ordinance 283 Amending Title 7, Chapter 3 of the City Code of The City of East Helena Regarding Sewer Regulations to Include Sewer System Development Fees** – A copy of the approved first reading of the ordinance was in the council packet. No revisions were made. There was no public comment. Councilmember Dahl made a motion to approve Ordinance 283. Councilmember Ferguson seconded the motion. The motion passed unanimously.

**NEW BUSINESS:**

1. **RPA/City of East Helena Task Order Twenty-Four (McClellan Creek Transmission Main)** – A copy of the task order was included in the council packet. Public Works Director Ore explained that the task order was for design and replacement of the 10-inch transmission main from the McClellan Creek water tank to a point west of HWY 518 and replacement of 2 blocks of 4-inch water on Washington Street from Porter Street to the north side of East Main Street. Dave Jensen commented that RPA’s estimate contained too many hours for the group manager and CAD operator for the project. Councilmember Feist made a motion to approve the task order. Councilmember Dahl seconded the motion. The motion passed unanimously.

2. **Request for Blanket Business License for Craft Fair in Gym November 26, 2022** – Redheaded Gypsy Design, LLC’s business license application and liability insurance information were included in the council packet. Clerk/Treasurer Thorngren requested Council’s permission to issue one blanket business license to cover all of the vendors at the craft fair. There was no public comment. Councilmember Leland made a motion to approve issuance of the blanket business license for the craft fair. Councilmember Ferguson seconded the motion. The motion passed unanimously.
3. **Request to Use the Fire Hall for a Staff Holiday Party** – Mayor Harris discussed the possibility of a city staff holiday party at the Fire Hall. Dave Jensen commented that consumption of alcohol at the party could be a liability. Councilmember Dahl made a motion to approve use of the Fire Hall on December 9<sup>th</sup> for the staff holiday party. Councilmember Feist seconded the motion. The motion passed unanimously.

**MAYOR’S REPORT:** Mayor Harris reported that he had attended the Board of Health meeting and that he had been working on the DEQ drinking water violation.

**COUNCILMEMBERS’ REPORTS:**

**Don Dahl** reported that there would be a Planning Board meeting on December 14<sup>th</sup>.

**Judy Leland** had nothing to report.

**Wesley Feist** reported that he had visited with a field rep with Senator Daines’ office; he continues to have conversations with the Vision Helena group; that there will be another Coffee with the Chamber at Galaxy Roasters on the 22nd; and that he’d talked to a resident in Vigilante Subdivision who hadn’t received a utility bill yet.

**Suzanne Ferguson** had nothing to report.

**LEGAL REPORT:** City Attorney Elverum was excused.

**PAYMENT OF BILLS:** Claims 295663 through 295707 were presented for Council’s review. Councilmember Feist made a motion to pay the bills. Councilmember Ferguson seconded the motion. The motion passed unanimously.

**MEETING SCHEDULE:**

1. East Helena Council Meeting, Tuesday, December 6, 2022, 6:30 PM, City Hall Room 110
2. East Helena Council Meeting, Tuesday, December 20, 2022, 6:30 PM, City Hall Room 110

**ADJOURNMENT:** Mayor Harris adjourned the meeting at 8:18 PM.

ATTEST:

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Clerk/Treasurer

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Mayor