

**MEETING MINUTES**  
**CITY OF EAST HELENA**  
**CITY HALL – 306 EAST MAIN - ROOM 110**  
**COUNCIL MEETING: 6:30 PM**  
**DATE: TUESDAY, DECEMBER 20, 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 Dahl 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, Public Works Director Kevin Ore, City Attorney Pete Elverum, Clerk/Treasurer Amy Thorngren, and Clint Smith of Stahly Engineering

**PUBLIC PRESENT:** Dave Jensen (via Zoom)

**ABSENT/EXCUSED:** City Judge Dennis Loveless, Police Chief Mike Sanders, and Fire Chief Troy Maness

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

**PRESENTATION:** Valley Drive Funding / Grant Applications – A scope of service copy was included in the council packet and a list of state and federal funding opportunities was handed out. Clint Smith of Stahly Engineering presented three grant application options for Council to consider. Council discussed the likelihood of securing each to increase funding for improvements to Valley drive with Engineer Smith.

**APPROVAL OF MINUTES:** The draft minutes of the December 6, 2022 meeting were included in the council packet. There was no public comment. Councilmember Leland made a motion to approve the minutes as presented. Councilmember Feist 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 Thorngren thanked Council for the staff holiday party reported that she had been working on the FY22 AFR and that no new zoning or building permit applications had been received.

**Police Department** – Police Chief Mike Sanders was excused. A written report was on the council room table.

**Public Works** - Public Works Director Kevin Ore thanked Council for the staff Christmas party and reported that Robert Peccia & Associates was finishing up the rate analysis and scope of service for the wastewater headworks and slip-lining projects; chemical dosing will be reevaluated at the wastewater treatment plant now that septic loads are not being accepted; and there had been a delay in securing the new pickup that had been ordered for the Public Works Department.

**Volunteer Fire Department** - Fire Chief Troy Maness was excused.

**UNFINISHED BUSINESS:**

1. **City of East Helena Development Fees - Resolution** – Draft Resolution 578 was included in the council packet. Draft Exhibit A to the resolution was on the council room table. City Attorney Elverum explained how the resolution would set the fee schedule for new development connecting to the city’s water and wastewater systems and could be adjusted by future resolutions. Councilmember Feist noted that the draft resolution referenced an appendix rather than an exhibit. Dave Jensen commented that the proposed wastewater development fees were too low. Councilmember Feist made a motion to approve Resolution 578 with correction to the title of Exhibit A to Appendix A. Councilmember Dahl seconded the motion. The motion passed unanimously.
2. **City of East Helena and METG Funding Agreement and Release for South Montana Avenue** – The draft agreement was included in the council packet. Public Works Director Ore noted that the road would be paved to county standards. There was no public comment. Councilmember Feist made a motion to approve the agreement. Councilmember Leland seconded the motion. The motion passed unanimously.
3. **Disposal of Firearms** – Draft Resolution 577 was in the council packet. City Attorney Elverum explained that the resolution allowed for the sale of surplus firearms to Capital Sports. There was no public comment. Councilmember Feist made a motion to approve Resolution 577. Councilmember Ferguson seconded the motion. The motion passed unanimously.

**NEW BUSINESS:**

1. **Adventures in Cardboard 2023** – Mayor Harris presented a request from Eric and Anna of Adventures in Cardboard to use the area behind JFK Park for \$100 per week for two weeks of summer camp as they have the past two summer. There was no public comment. Councilmember Dahl made a motion to approve the request. Councilmember Feist seconded the motion. The motion passed unanimously.
2. **AARP FitLot Programmatic Grant Renewal** – The draft grant renewal was in the council packet. Clerk/Treasurer Thorngren reported that Nancy Andersen with AARP offered her assistance in finding a coach to teach classes on the FitLot equipment at JFK Park in the coming summer. There was no public comment. Councilmember Ferguson made a motion to approve the grant renewal. Councilmember Leland seconded the motion. The motion passed unanimously.
3. **Transfer of ARPA Funds from Lewis and Clark County to the City of East Helena** – Mayor Harris requested Council’s approval to accept \$494,943 in ARPA funding from Lewis and Clark County and apply it to existing water system improvement projects. Public Works Director Ore and Mayor Harris expressed their appreciation to the county for the generous offer. There was no public comment. Councilmember Leland made a motion to approve. Councilmember Feist seconded the motion. The motion passed unanimously.
4. **Task Order 21 – Contract Amendment #1 RPA** – The amendment was included in the council packet. Public Works Director Ore explained the additions of geotechnical work, METG flow projections, and influent pump station design. Dave Jensen commented that the task order included too many hours for project and CAD management. Councilmember Feist made a motion to approve. Councilmember Leland seconded the motion. The motion passed unanimously.

**MAYOR’S REPORT:** Mayor Harris thanked Councilmember Ferguson for her work on the staff Christmas party and reported that he had spoken at the library about the functionality of local government; he had attended several meetings with City Engineer Brad Koenig regarding current projects; and he attended the county commission meeting to thank them for their offer of ARPA funds.

**COUNCILMEMBERS’ REPORTS:**

**Don Dahl** reported that he attended the staff Christmas party, METG’s public meeting, and the county commission meeting. He commended city staff for fostering a good relationship with the county and thanked Councilmember Ferguson and Mayor Harris for their work on the staff Christmas party.

**Judy Leland** reported that she attended the staff Christmas party and METG’s public meeting.

**Wesley Feist** reported that he attended the staff Christmas party, METG’s public meeting, Coffee with the Chamber, the ARPA awarding for the East Valley Rodeo Association, the Vision Helena meeting, Hometown Helena, and the MBAC meeting.

**Suzanne Ferguson** reported that she attended the staff Christmas party.

**LEGAL REPORT:** City Attorney Elverum reported that he attended the staff Christmas party, had been working on system development fees, there had been more PFMA’s in court, and that working with the police department is the best it’s been in years.

**PAYMENT OF BILLS:** Claims 295784 through 295825 were presented for Council’s review. Councilmember Feist asked Public Works Director Ore for an update on Bloomquist Law Firm’s work on the city’s water rights. Public Works Director Ore reported that City Engineer Koenig was working to redefine the water right boundary and that the city’s water rights would be contested in on January 20<sup>th</sup>. There was no public comment. Councilmember Leland made a motion to pay the bills. Councilmember Dahl seconded the motion. The motion passed unanimously.

**MEETING SCHEDULE:**

1. East Helena Council Meeting, Tuesday, January 3, 2023, 6:30 PM, City Hall Room 110
2. East Helena Council Meeting, Tuesday, January 17, 2023, 6:30 PM, City Hall Room 110

**ADJOURNMENT:** Mayor Harris adjourned the meeting at 7:35 PM.

ATTEST:

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Clerk/Treasurer

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Mayor