

MEETING MINUTES

CITY OF EAST HELENA

CITY HALL – 306 EAST MAIN - ROOM 110

COUNCIL MEETING & PUBLIC HEARING: 6:30 PM

DATE: TUESDAY, NOVEMBER 19, 2024

JOIN ZOOM MEETING: <https://us06web.zoom.us/j/3787705872>

CONFERENCE CALL-IN: 1-253-205-0468 MEETING ID: 378 770 5872

MEETING CALLED TO ORDER: Mayor Harris called the meeting to order at 6:30 p.m. Councilmember Feist 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, Clerk/Treasurer Amy Thorngren, Public Works Director Kevin Ore, City Attorney Pete Elverum, Fire Chief Roger Campbell (via Zoom), Police Chief Mike Sanders, Deputy Police Chief Ed Royce, City Engineer Jeremy Perlinski, and Patrol Officer Zach Butler

PUBLIC PRESENT: Terry Wiedeman, Julie Munson, Chris Munson, Bob Murdo, Taylor Plant, Jarrod Plant, John Adams, Marjie Adams, Mark Trenary, Gayle Trenary, Dave Jensen, and Heath Mason

ABSENT/EXCUSED: City Judge Dennis Loveless

PUBLIC COMMENTS: There were no public comments on non-agenda items.

(0:01:05) APPROVAL OF MINUTES: The draft minutes of the October 15, 2024 and October 29, 2024 meetings were included in the council packet. There was no public comment. Councilmember Feist made a motion to approve both the October 15th and 29th minutes as presented. Councilmember Dahl seconded the motion. The motion passed unanimously.

CITY COURT REPORT: A written report was included in the council packet. City Judge Dennis Loveless was excused.

DEPARTMENTAL REPORTS:

(0:01:45) Administration – A written report was on the council room table. Clerk/Treasurer Amy Thorngren reported that the TextMyGov app was now live; there was a Toys for Tots donation box in the admin office; and that she'd met with Doxo about providing additional payment options to residents.

(0:04:25) Police Department – Police Chief Mike Sanders reported that there had been 475 calls-for-service in October and that the department attended the Red Ribbon parade, the Halloween Stroll, the tour of the newest section of the PPLT walking trail, the Veterans Day parade, and Coffee with the Chamber.

(0:06:15) Public Works – A written report was included in the council packet. Public Works Director Kevin Ore reported that he attended a DEQ meeting; two VFDs had failed at the

wastewater treatment plant; road resurfacing projects had been completed around town; and that Public Works Foreman Sean Zimmermann had started work this week.

(0:08:50) Volunteer Fire Department - Fire Chief Roger Campbell reported that the department attended the Halloween Stroll; preparations were being made for the Christmas Stroll; the department will participate in the Heroes & Helpers event; the department responded to a house fire that was contained to the garage; and that he planned to add three new members.

UNFINISHED BUSINESS:

1. **(0:11:00) East Clark Street Sewer District** – A request from Heath Mason to revoke the May 7th council vote terminating the East Clark Street Sewer District Interlocal Agreement was in the council packet. Mr. Mason had no further comment. There was no public comment. Councilmember Dahl made a motion to deny. Councilmember Leland seconded the motion. The motion passed unanimously.
2. **(0:13:20) Second Reading of Ordinance 289 Providing that the East Helena Municipal Code Be Amended by Adding a New Chapter 9.13 Providing for the Establishment of Truck Routes throughout the City of East Helena** – Mayor Harris noted that no changes had been made since the first reading of the ordinance. (0:13:55) Dave Jensen commented in opposition to the ordinance. A written version of Mr. Jensen’s comments was included in the council packet. Councilmember Feist made a motion to approve the second reading of Ordinance 289. Councilmember Ferguson seconded the motion. The motion passed unanimously.
3. **(0:19:00) Ordinance 290 Providing that the East Helena Municipal Code Be Amended by Revising Chapter 6-1-3, Public Drinking, Defining Public Places to Preclude Kennedy Park, Main Street Park, and the Downtown Commercial District Along Main Street from 1st Street to Thurman Avenue** – The draft ordinance revising city code 6-1-3 was included in the council packet. City Attorney Elverum discussed the changes with Council. There was no public comment. Councilmember Leland made a motion to approve the first reading of Ordinance 290. Councilmember Feist seconded the motion. The motion passed unanimously.

NEW BUSINESS:

1. **(0:21:45) Fire Hall Rental Agreement for 2025 and 2026** – A list of requested usage dates was included in the council packet. John Adams requested renewal of the Living Church of God’s long-term use agreement for \$390 per month. He answered questions from Council. There was no public comment. Councilmember Ferguson made a motion to approve the agreement. Councilmember Dahl seconded the motion. The motion passed unanimously.
2. **(0:25:10) 212 Kinross Court Boundary Line Relocation** – The amended plat and site plan were included in the council packet. Public Works Director Ore noted that Zoning Officer Fadness recommended approval of the amended plat. (0:27:00) Taylor Plant commented in support of the boundary line relocation. Councilmember Feist made a motion to approve the amended plat. Councilmember Leland seconded the motion. The motion passed unanimously.
3. **(0:27:40) 212 Kinross Court Encroachment Agreement** – The application for an encroachment agreement was included in the council packet. Public Works Director Ore

- discussed the application with Council. There was no public comment. Councilmember Feist made a motion to approve the agreement. Councilmember Leland seconded the motion. The motion passed unanimously.
4. **(0:29:25) City of East Helena Wastewater System Update** – A copy of the presentation was in the council packet. Jeremy Perlinski of Robert Peccia & Associates discussed the past, present, and future of the city’s wastewater system. He answered questions from those present. This was an information-only item.
 5. **(0:58:00) East Helena Headworks & CIPP Lining Project Bid Award** – RPA’s recommendation of award and bid tabulations were included in the council packet. Jeremy Perlinski of Robert Peccia & Associates discussed awarding the project to Vortex Services, LLC and Prospect Construction, Inc. There was no public comment. Councilmember Feist made a motion to approve the bid award. Councilmember Dahl seconded the motion. The motion passed unanimously.
 6. **(1:01:50) East Helena Headworks & CIPP Lining Project Scope of Services Agreement** – RPA Task Order #29 was included in the council packet. Jeremy Perlinski of Robert Peccia & Associates discussed the scope of services. There was no public comment. Councilmember Dahl made a motion to approve the agreement. Councilmember Feist seconded the motion. The motion passed unanimously.
 7. **(1:06:05) Appointment of Zach Butler as Patrol Officer** – A copy of the Certification of Qualification of Applicant form from the East Helena Police Commission was included in the council packet. Police Chief Sanders discussed Zach Butler’s qualifications with Council. There was no public comment. Councilmember Dahl made a motion to appoint Zach Butler as Patrol Officer. Councilmember Ferguson seconded the motion. The motion passed unanimously.
 8. **(1:09:55) Reappointment of Kit Johnson to the Police Commission** – Relevant Montana code regarding police commissions was included in the council packet. Mayor Harris recommended Kit Johnson’s reappointment. There was no public comment. Councilmember Feist made a motion to reappoint Kit Johnson to the East Helena Police Commission. Councilmember Leland seconded the motion. The motion passed unanimously.
 9. **(1:10:50) Missouri River Drug Task Force MOU** – A copy of the agreement was included in the council packet. Police Chief Sanders noted that the agreement remained unchanged and stressed that it was important for the city’s police department to be a part of it. There was no public comment. Councilmember Feist made a motion to approve the memorandum of understanding. Councilmember Leland seconded the motion. The motion passed unanimously.
 10. **(1:12:20) CDBG Planning Consultant Services Proposal WWC** – A copy of the proposal was included in the council packet. Mayor Harris noted that WWC Engineering was the only applicant. There was no public comment. Councilmember Leland made a motion to approve the proposal. Councilmember Ferguson seconded the motion. The motion passed unanimously.
 11. **(1:13:20) FY25 1st Quarter Budget vs Actual Report** – The report was included in the council packet. (1:14:30) Dave Jensen commented in favor of including a cash report. Councilmember Dahl made a motion to approve the first quarter financial report. Councilmember Feist seconded the motion. The motion passed unanimously.

(1:15:45) MAYOR'S REPORT: Mayor Harris reported that he attended the water rights meeting, spent time with new Maintenance Foreman Sean Zimmermann, and toured the newest section of the PPLT trail.

COUNCILMEMBERS' REPORTS:

(1:18:20) Don Dahl reported that he attended NorthWestern Energy's Business After Hours at the high school; passed out candy at the Halloween Stroll; attended METG's meeting; and toured the newest section of the PPLT trail.

(1:19:05) Judy Leland reported that she handed out candy at the Halloween Stroll and attended the Patrol Officer interviews.

(1:19:55) Wesley Feist reported that he attended NorthWestern Energy's Business After Hours at the high school, Coffee with the Chamber, How the Helena, Vision Helena, the MBAC meeting, the Red Ribbon parade, the Veterans Day parade, and the Chamber board meeting.

(1:26:20) Suzanne Ferguson reported that she passed out candy at the Halloween Stroll and attended the Veterans Day parade.

(1:26:40) LEGAL REPORT: City Attorney Elverum reported that he had been working on a new agreement with the East Clark Street Sewer District. He noted that the police department had been working hard and court was going well.

(1:29:10) PAYMENT OF BILLS: Claims 298146 through 298217 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 City Council Meeting, Tuesday, December 3, 6:30 p.m., City Hall Room 110
2. East Helena City Council Meeting, Tuesday, December 17, 6:30 p.m., City Hall Room 110

ADJOURNMENT: Mayor Harris adjourned the meeting at 7:59 p.m.

ATTEST:

Clerk/Treasurer

Mayor