

**MEETING MINUTES**

**CITY OF EAST HELENA**

**CITY HALL – 306 EAST MAIN - ROOM 110**

**COUNCIL MEETING: 6:30 PM**

**DATE: TUESDAY, DECEMBER 2, 2025**

**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 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, Clerk/Treasurer Amy Thorngren, Public Works Director Kevin Ore, City Attorney Pete Elverum, Volunteer Fire Chief Roger Campbell, Volunteer Firefighter Nick Kalle, Police Chief Mike Sanders, Deputy Police Chief Ed Royce, Patrol Officer Zach Butler, Patrol Officer Kyle Butler, and City Engineer Jeremy Perlinski

**PUBLIC PRESENT:** Shawn Butler, Lise Butler, Shaun Murgel, Bridget Williams, Jacob Wheeling, Jason Miller, Jennifer Miller, Jess Smith, Denise A. Kirkpatrick, Eliza DuBose, Mackenzie Meter, Randy Rickman, Amy Steinmetz (via Zoom), Katie Garcin-Forba (via Zoom), Mary Ann Dunwell (via Zoom), Dave Jensen, Krystal Butler, Colton Butler, and Bearett Butler

**ABSENT/EXCUSED:** City Judge Dennis Loveless

**(0:02:45) EAST HELENA HIGH SCHOOL ACTIVITIES UPDATE:** Activities Director Shaun Murgel updated Council on sports and events at East Helena High School. This was an information-only item.

**(0:04:10) EAST HELENA SUPERFUND UPDATE:** Bridget Williams and the EPA/DEQ Site Team Members updated Council on the progress of yard remediation in East Helena. This was an information-only item.

**(0:11:05) PUBLIC COMMENTS:** Dave Jensen commented in opposition to the condition of the new picnic tables installed at Main Street Park. Mr. Jensen provided pictures and a written version of his comments for the record.

**(0:14:20) APPROVAL OF MINUTES:** The draft minutes of the November 18<sup>th</sup> 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. Councilmembers Dahl, Leland, and Ferguson voted aye. Councilmember Feist abstained. The motion passed.

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

**DEPARTMENTAL REPORTS:**

**(0:14:55) Administration** – A flyer for Jadyn Fred Foundation was included in the council packet. Clerk/Treasurer Amy Thorngren reported that staff had been decorating for the annual Christmas Stroll and that facility rentals were steadily increasing.

**(0:15:30) Police Department** – A written report was on the council room table. Police Chief Mike Sanders reported that there had been 520 calls-for-service in November, two new computers were added to the department's office, and that the department was looking forward to the Christmas Stroll.

**(0:16:35) Public Works** - A written report was included in the council packet. Public Works Director Kevin Ore reported that 99.8 tons of sludge had been processed at the wastewater treatment plant last year, coordinated with City Attorney Elverum to borrow a garbage truck from the City of Deer Lodge until the new truck arrives, and that application for the Federal Highways grant had been submitted on an updated template.

**(0:20:35) Volunteer Fire Department** - Fire Chief Roger Campbell reported that the department was looking forward to participating in the Christmas Stroll and the Heroes & Helpers program. He noted that Volunteer Firefighter Nick Kallem had been appointed as the department's EMS director.

**UNFINISHED BUSINESS:** There was no unfinished business.

**NEW BUSINESS:**

1. **(0:21:20) Life Saving Awards for Patrol Officer Kyle Butler & Patrol Officer Zach Butler** – Police Chief Sanders presented lifesaving awards to Officer Kyle Butler and Officer Zach Butler for their successful resuscitation of a resident who had suffered a heart attack. The survivor was present for the presentation of the awards. This was an information-only item.
2. **(0:25:15) Life Saving Awards for Deputy Police Chief Royce & Patrol Officer Zach Butler** – Police Chief Sanders presented lifesaving awards to Deputy Police Chief Ed Royce and Officer Zach Butler for their successful resuscitation of an individual who was found not breathing and with no detectable pulse. This was an information-only item.
3. **(0:28:25) Confirmation of Appointment of Patrol Officer Zach Butler** – Police Chief Sanders discussed Officer Zach Butler's successful completion of his one-year probationary period. There was no public comment. Councilmember Feist made a motion to confirm Officer Zach Butler's appointment. Councilmember Leland seconded the motion. The motion passed unanimously.
4. **(0:30:35) Robert Peccia & Associates Task Order 30 for Wastewater Treatment Plant Phase 2 Upgrades** – A copy of the task order was included in the council packet. Mayor Harris noted that a new task order was required for each phase of the ongoing wastewater treatment plant improvement project. (0:31:20) Dave Jensen

commented in opposition to Task Order 30. Mr. Jensen provided a written version of his comments for the record. Councilmember Feist made a motion to approve Task Order 30. Councilmember Ferguson seconded the motion. The motion passed unanimously.

5. **(0:35:20) Request to Reissue and/or Cancel Stale-Dated Checks** – Relevant Montana Code and an example of how the City of Bozeman handles stale-dated checks was included in the council packet. A list of checks proposed to be reissued and/or cancelled was on the council room table. Clerk/Treasurer Thorngren requested Council's approval to write off stale-dated checks per Montana Code 7-6-4303. A final list of the checks to be written off will be presented at the next council meeting. There was no public comment. Councilmember Ferguson made a motion to approve. Councilmember Leland seconded the motion. The motion passed unanimously.

**(0:40:50) MAYOR'S REPORT:** Mayor Harris reported that he had met with EPA Remedial Project Manager Bridget Williams, had numerous conversations in preparation for the Christmas Stroll, and posted the Police Chief position announcement.

#### **COUNCILMEMBERS' REPORTS:**

**(0:44:30) Don Dahl** reported that he attended the Water Quality Protection District meeting. **Judy Leland** had nothing to report.

**(0:45:10) Wesley Feist** reported that he attended the Veterans Day parade, presented to the Helena Rotary Club, attended the Helena Area Chamber of Commerce board retreat, attended Coffee with the Chamber, went to the Lewis & Clark County Joint Infrastructure Study open house, and met with a representative of the Jadyn Fred Foundation.

**Suzanne Ferguson** had nothing to report.

**(0:46:50) LEGAL REPORT:** City Attorney Elverum reported that court was going well, he met with Mayor Harris and EPA Remedial Project Manager Bridget Williams, assisted with the loan of a garbage truck from the City of Deer Lodge, and advised on the disposal of a dead horse.

**(0:48:35) PAYMENT OF BILLS:** Claims 299429 through 299471 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 & EVENT SCHEDULE:**

1. East Helena Christmas Stroll, Thursday, December 4, 2025
2. East Helena Christmas Convoy, Saturday, December 13, 2025
3. East Helena City Council Meeting, Tuesday, December 16, 2025, 6:30 p.m., East Helena City Hall Room 110
4. East Helena City Council Meeting, Tuesday, January 6, 2026, 6:30 p.m., East Helena City Hall Room 110

**ADJOURNMENT:** Mayor Harris adjourned the meeting at 7:18 p.m.

ATTEST:

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Clerk/Treasurer

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Mayor