

MEETING AGENDA

CITY OF EAST HELENA

CITY HALL – 306 EAST MAIN - ROOM 110

COUNCIL MEETING: 6:30 PM

DATE: TUESDAY, DECEMBER 16, 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

PLEDGE OF ALLEGIANCE: Councilmember Leland

PUBLIC COMMENTS: Note: This time is set aside for comments from the public on matters that are not on the meeting agenda. Public comments will be taken on agenda items prior to a motion. All public comments will be limited to a reasonable duration. Prior to your comments, please state your name and address in an audible tone of voice for the record.

APPROVAL OF MINUTES: December 2, 2025

CITY COURT REPORT: City Judge Dennis Loveless

DEPARTMENTAL REPORTS:

Administration – Clerk/Treasurer Amy Thorngren

Police Department – Police Chief Mike Sanders

Public Works - Public Works Director Kevin Ore

Volunteer Fire Department - Fire Chief Roger Campbell

UNFINISHED BUSINESS:

1. Request to Reissue and/or Cancel Stale-Dated Checks – Clerk/Treasurer Thorngren
Action: Approve/Deny/Table

NEW BUSINESS:

1. Discussion on Proposed Changes to the Missouri River Drug Task Force Memorandum of Understanding – Police Chief Sanders
Action: Information Only

MAYOR’S REPORT: Mayor Harris

COUNCILMEMBERS’ REPORTS:

Don Dahl

Judy Leland

Wesley Feist
Suzanne Ferguson

LEGAL REPORT: City Attorney Elverum

PAYMENT OF BILLS: Action: Approve/Deny/Table

MEETING & EVENT SCHEDULE:

1. East Helena City Council Meeting, Tuesday, January 6, 2026, 6:30 p.m., East Helena City Hall Room 110
2. East Helena City Council Meeting, Tuesday, January 20, 2026, 6:30 p.m., East Helena City Hall Room 110

ADJOURNMENT: Mayor Harris

ADA NOTICE

The City of East Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The city will not exclude people with disabilities from participating in its meetings, or otherwise deny them the City's services, programs, or activities. Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City Clerk as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

(406) 227-5321 or TTY Relay Service 1-800-253-4091 or 711

cityclerk@easthelenamt.us - 306 East Main Street, P.O. Box 1170, East Helena, MT 59635

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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 Kallem, 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 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 18th 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 detectible 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 Jady 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:

Clerk/Treasurer

Mayor

DRAFT



Public Works Department

Merry Christmas

December 16th, 2025

1.) WWTP Report

- Prospect continues construction on headworks and lift station.
- Montana Ave Lift pump failed. Crews will be installing back up pump and having failed pump rebuilt. (Discuss)
- Water pump for the Lane Ave lift station generator started leaking. Had to order parts.

2.) Metal Removal Building

- Shane is doing a great job in operating and maintaining sand filters.

3.) Source Water Report

- Service drain line for the M.C. Creek tank started to leak, crews will be making repairs. (Discuss)
- Wylie 4 is back into service and running well.
- Shane and I are working with City Engineers on tank water levels and pump run times.
- Shane has finished taking the last water samples for this calendar year.

4.) Solid Waste Report

- Olympic truck sales contacted me; garbage truck will be delivered to them by Friday the 12th. They are still working on logistics to have truck shipped to us.

5.) Parks

- We will be removing a beaver dam in Prickly Pear Creek. Working on getting required permitting.

6.) Pool

- Nothing new to report.

7.) Streets

- No response from Federal Highways on resubmitted BUILD grant application. RFQ will be going out advertising on Dec 30th and Jan 6th proposal opening will be Jan 12th.
- Starting to investigate funding/grant options for a street sweeper.

8.) Facilities

- Working on getting Fran Pool scheduled to start work on City Hall floors.

9.) Resident/City Information and Events

- Had to remove Christmas lights from Main Street due to power poles not being able to support the weight. Working with N.W. Energy on possible options to repair. (Discuss)
- Yard waste transfer site at the Wastewater Treatment plant is closed for the season. Having trouble with construction material being dumped at off hours. We have changed the gate combo to try to secure this area better. (Discuss)





