

# CITY OF POLSON

## CITY COMMISSION MEETING

Commission Chambers

April 6, 2015

7:00 p.m.

**ATTENDANCE:** Mayor Heather Knutson, Commissioners Campbell, Erickson, Morrison, Siler, Southerland, Turner and City Manager Shrives, City Clerk Cora Pritt

**OTHERS PRESENT** (who voluntarily signed in): Elsa Duford, UnaRose Graham, Heather Holmes, Darinda Huntley, Rick LaPiana, Bonnie Manicke, Tony Porrazzo, Agnes Rinehart, Mike Roberts, Karen Sargeant, and David Venters

**CALL TO ORDER: (00:03)** Mayor Knutson called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

**APPROVAL OF PROPOSED AGENDA (00:42)** Commissioner Turner motion to approve the proposed agenda. Commissioner Southerland second. City Commission discussion: none  
Public comment: none **VOTE: Unanimous Motion carried**

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (1:17)**-There was no public comment.

**CONSENT AGENDA: (1:44)** a. Claims March 19-31, 2015, b. City Commission Meeting Minutes March 2, 2015, c. City Commission Public Hearing Minutes March 23, 2015, d. City Commission Meeting Minutes March 23, 2015, e. Transfer of Ownership All-Alcoholic Beverages License No. 15-860-3787-001 to Vine & Tap, LLC., f. Resolution of Annexation of Skyline Drive. City Manager Shrives commented on "f". This came out of the meeting that City Manager Shrives had with the County Commissioners. The City has taken over the maintenance of Skyline Drive but have not been receiving the Gas Tax for it. With the annexation the City will now receive Gas Tax monies in approximately \$5,000.00. Mayor Knutson commented that the March 23<sup>rd</sup> Public Hearing minutes adjournment has an error. Commissioner Southerland was absent and could not have made the motion to adjourn. The adjournment was made by Commissioner Campbell and Second by Commissioner Siler. **Commissioner Morrison motion to approve the Consent Agenda with the update to the Public Hearing minutes from March 23<sup>rd</sup> minutes. Commissioner Campbell second.** Public comment: **Bonnie Manicke** commented that the March 2<sup>nd</sup> minutes the adjournment was also made by Commissioner Southerland and she was absent. **Motion to approve pending the correction.** **Elsa Duford** commented that she wanted clarification on the letter that was sent to the Legislature. Mayor Knutson commented that the only addition was the brief statement thanking the Representatives. Elsa also commented about the attendance sheet that was signed on the Public Hearing March 23<sup>rd</sup>. It was signed by Lori Benner and Shari Johnson. Elsa was also in attendance but did not sign the sheet. The Letters of Support that are being sent out state that the individual learned at a recent Public Hearing. There were not a bunch of people at the Public Hearing. **VOTE: 6 ayes 1 abstain Motion carried**

**CITY MANAGER COMMENTS (10:11)** City Manager Shrives commented on the invitation from the North Lake County Library District. In honor of National Library Week there will be an unveiling of four little libraries Monday, April 13<sup>th</sup> at 4:00 p.m. at the library. The Downtown Water Looping project is underway. April 13<sup>th</sup> the project will begin boring under Highway 93. Lagoon number one, which will be the location of the new wastewater treatment facility, has begun the pumping down. City Manager Shrives would like to conduct a very short field trip to the Lagoon on Saturday, April 18<sup>th</sup> at 9:00 a.m. Parks Director Karen Sargeant gave an update on the remodel of the restrooms at Riverside Park. Final

item is the Budget FY2015-16 schedule for the Commission: Workshop for health Insurance May 18, 2015 @ 6:00 p.m, Commission & Department Head Workshop June 15, 2015 @ 6:00 p.m., and a Budget Presentation & Public Hearing regarding the Preliminary Budget July 20, 2015 @ 6:00 p.m. The Fire Department Review Report was distributed to Rural Fire Board, the County Commissioners, the Office of Emergency Management, and City Commissioners. There may be a discussion put on the April 20<sup>th</sup> Agenda.

**APPROVE SECOND READING OF ORDINANCE 2015-005 TO ADOPT CHAPTER 3, ARTICLES 1-IN GENERAL, ARTICLE 2-WATER, ARTICLE 3-SEWER TO THE CITY OF POLSON BOOK OF ORDINANCES. (21:15)** City Manager Shrives presented this agenda item. There was a meeting with Commissioner Campbell, City Attorney Rich Gebhardt, Water/Sewer Superintendent Tony Porrazzo and City Manager Shrives. The definition of a “customer” is being changed. The new definition will be the actual property owner not the renter. This will help in the Landlord/Tenant dispute. There will be a letter sent out to the property owners explaining the change. Also note the following changes: page 3, sec 03.032.5 delete, page 10 03.02.342 “b” delete. Commissioner Campbell commented that he liked working with the City Attorney on this process. **Commissioner Campbell motion to approve the first reading of the Ordinance adopting Chapter 3, Articles 1, 2, and 3 of the City of Polson Book of Ordinances. Commissioner Siler second.** Commission discussion: none Public comment: **Lee Manicke** commented that on page 32, Division 5 the numbers are out of sequence. **Elsa Duford** commented on the provision that the water meter boxes are the property of the homeowner. Previously it was the City. Commissioner Campbell commented that from the curb stop to the main it is City property, from the curb stop in was the property owner. **VOTE: Unanimous Motion carried**

**INFORMATION ON ENVISION POLSON CLEAN UP/GREEN UP DAY APRIL 24, 2015 (29:13)** This agenda item was presented by Agnes Rinehart, Beautification Committee of Envision Polson. This will be the week-end of April 24<sup>th</sup> thru the 26<sup>th</sup>. The headquarters will be in the library. Gloves and bags may be picked up there with a dumpster located across the street. Scouts, schools, service organizations have been contacted to participate. There will be banners placed thru out the City. We need everyone’s support.

**APPROVE TWO 2016 GOLF PASSES FOR FESTIVAL OF YOUTH RAFFLE & CHILI COOK OFF (30:47)** City Manager Shrives presented this agenda item on behalf of the Golf Board who is recommending approval, with assistance from Commissioner Siler. Commissioner Siler recused himself from voting. There will be six items that the Rotary will raffle off at the Chili Cook Off in August. The First Interstate Bank donates a cash prize of \$1,000.00, Super 1 Foods donates \$1,000.00 in groceries, the Rotary Club members each donate 2 bottles of wine, so that’s 100 bottles of wine, there is a gas card, and the City donates the 2 City passes, the Marchi Ranch donates ½ a beef. Last year the Rotary partnered with the Polson Youth Soccer Association and raised \$21,000.00 for the organization. **Commissioner Turner motion to approve the two golf passes. Commissioner Southerland second.** Commission discussion: none. Public comment: someone from the audience asked the date of the Chili Cook Off. Commissioner Siler replied that it is the third week-end in August. **VOTE: 6 ayes, 1 abstain Motion carried**

**APPROVE USE OF SALISH POINT PARK FOR 5<sup>TH</sup> ANNUAL FLATHEAD LAKE BLUES FESTIVAL AUGUST 14 & 15, 2015 WITH WAIVERS (33:40)** Darinda Huntley, President and David Venters, Treasurer presented this agenda item. This year there will be a collaboration with the Art in the Park at Sacajawea Park. There will be a set up on Friday, August 13<sup>th</sup> with the park remaining open. The park would only be closed on August 14<sup>th</sup> & 15<sup>th</sup> during the festival hours. 5% of ticket sales go to the City for the Salish Point Renovation Fund, and 5% goes to the Student Band Instrument Fund. In

addition a raffle is held during the festival. This year an instrument will be given away. Mayor Knutson proposed the following motion: **Approve Flathead Lake Blues Festival to close Salish Point Park for set up on August 13<sup>th</sup> for the festival on August 14<sup>th</sup> & 15<sup>th</sup> and for clean up on August 16<sup>th</sup>. We will waive the Polson Development Code noise level to 12: 30 a.m. both days of the event, Waiver of the Open Container Ordinance for the days of the event. We would close Kootenai Avenue from 3:00 p.m. on August 14<sup>th</sup> until 5:00 p.m. on August 16<sup>th</sup> and closing Salish, Kootenai-Pend O'Reille Loop from 12:01 a.m. Friday, August 14<sup>th</sup> to 5:00 p.m. Sunday, August 16<sup>th</sup>; all other coordination to be completed event to be completed with the City staff. Commissioner Southerland motion to approve. Commissioner Morrison second.** Commissioner Erickson commented about the fact that were no issues at last year's event according to Polson Police Chief Wade Nash. Public Comment: none  
**VOTE: Unanimous Motion carried**

**APPROVE USE OF SACAJAWEA PARK FOR FLATHEAD FESTIVAL OF THE ARTS, AUGUST 15<sup>TH</sup> & 16<sup>TH</sup>, 2015 (43:00)** Heather Holmes, Director of Sandpiper Gallery presented this agenda item. There will be security from the Lake County Reserve officers provided. There will be two officers at all times. This will be a fine arts festival. Mayor Knutson proposed the following motion; **to allow Sandpiper Art Gallery and Flathead Festival of the Arts to use Sacajawea Park on Friday, August 14<sup>th</sup> from 4:00 to 8:00 p.m. for vendor tent set-up; on Saturday, August 15<sup>th</sup> & Sunday, August 16<sup>th</sup> for the event. Commissioner Turner motion to approve. Commissioner Campbell second.**

Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**APPROVE THE RESOLUTION TO ADOPT THE SAFE AND ACCESSIBLE STREETS POLICY (45:49)**( Parks Director Karen Sargeant presented this agenda item. This process began in March 2014 with a workshop to create safe and accessible streets for the entire community. This policy could be put in place without any changes to the budget. This would be a guide for the department heads and developers for projects of all sizes. Commissioner Campbell commented that a great pilot project would be the Riverside Addition area that has just had upgrades done. The sidewalks are 1912 and haven't changed. There are three blocks that could be connected to the Sports Complex. **Commissioner Morrison motion to approve the Resolution to adopt the Safe and Accessible Streets Policy. Commissioner Erickson second.** Commission discussion: none Public comment: none  
**VOTE: Unanimous Motion carried**

**(52:19)** Mayor Knutson reminded everyone that Tuesday, April 7, 2015 is National Mayors Day of Recognition. Mayor Knutson will be at the Senior Center from 11:00 a.m. – 1:00 p.m. The Proclamation will be read and the Mayor will be assisting in serving lunch.

**(53:00)** Mayor Knutson then asked the Commission if there were any of the agenda items that should be detailed or are the Action Minutes okay. The Commission responded that Action Minutes on all of the agenda items would be appropriate.

**Mayor Knutson asks for a Motion to Adjourn. (53:27) Commissioner Turner motion to adjourn. Commissioner Erickson second. VOTE: Unanimous Motion carried.**

**(53:41)** Linda Greenwood commented that the Tribal Water Rights Compact hearing will be held on Saturday, April 11, 2015 at 10:00 a.m. in the old Supreme Court Chambers in Helena in Room 303.

**ADJOURN: 7:54 p.m.**

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**Heather Knutson, Mayor**

**ATTEST:**

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**Cora E. Pritt, City Clerk**