

CITY OF POLSON

CITY COMMISSION MEETING

Commission Chambers

May 4, 2015

7:00 p.m.

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

ABSENT: Commissioner Turner

OTHERS PRESENT (who voluntarily signed in): Trip Burns, Rick LaPiana, Carlisa London, Paul London, Bonnie Manicke, and Russell Stone.

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 (00:51) Commissioner Southerland motion to approve the proposed agenda. Commissioner Erickson second. City Commission discussion: none
Public comment: none **VOTE: Unanimous Motion carried**

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC **NOT ON THE AGENDA (1:23)-none**

CONSENT AGENDA: (1:59) a. Claims April 16-29, 2015, b. City Commission Meeting Minutes April 20, 2015, c. Finance Officer Bank Reconciliation December 31, 2013, e. Finance Officer Bank Reconciliation January 31, **Commissioner Siler motion to approve the Consent Agenda. Commissioner Southerland second.** Commission Discussion: none Public comment: none.
VOTE: 1 abstain Motion carried

CITY MANAGER COMMENTS (2:54) City Manager Shrives commented on:

Met with County Commissioners. Topic of discussion was the Polson Development Code Re-write completion schedule. The County Commissioners are asking for more time to review, become familiar with the document. City Commissioner Campbell asked how long the County was asking for. City Manager Shrives commented that the City has a few options; move forward without the County, this option would require a lot of editing of the document. The City could give the County a month to respond. The Polson Growth Policy is also being updated. The County will need to adopt this document too. Mayor Knutson commented that the City would give the County a month to respond.

APPROVE THE FIRST READING OF AN ORDINANCE TO ADOPT CHAPTER 3, ARTICLES 4. STORMWATER, ARTICLE 5. UTILITY POLES, ARTICLE 6, PUBLIC WORKS STANDARDS AND ARTICLE 7. INFRASTRUCTURE REBATE TO THE CITY OF POLSON BOOK OF ORDINANCES (11:51)-City Manager Shrives presented this agenda item. This is the next chapter to be reviewed for the recodification process. Mayor Knutson had a question about public comment in Section 306.130 A. City Manager Shrives explained this was regarding the adoption of the Montana Work Standard. This needs to be reworded for clarification. Commissioner Erickson commented about the drainage issue on Shoreline Drive. Is there a specification about this and dealing with the Tribe on storm drainage. City Manager Shrives said he would check with the Tribe.
Commissioner Campbell motion to approve the first reading of the Ordinance adopting Chapter 3, Article 4.Stormwater, Article 5. Utility Poles, Article 6. Public Works Standards and Article 7. Infrastructure Rebate to the City of Polson Book of Ordinances. Commissioner Morrison second.

Commission discussion: none Public Comment: **Bonnie Manicke** commented that the language from Ordinance 466 should be included in the section on Utility Poles. Mission Valley Power had published a letter regarding this issue. **VOTE: Unanimous Motion carried**

APPROVE A RESOLUTION TO ADOPT FEES FOR THE EXCAVATION OF CITY PROPERTY OR RIGHT OF WAY (21:53) -City Manager Shrives presented this agenda item. This Resolution goes along with the Excavation Ordinance that was approved a few months back. This is similar to the current Street Cut permit. The Resolution states the purpose and the fees associated with the permit. **Commissioner Erickson motion to approve the Resolution to adopt fees as recommended for the excavation of city property or right of ways. Commissioner Siler second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

APPOINTMENT OF THE ECONOMIC DEVELOPMENT COUNCIL (23:39)-City Manager Shrives presented this agenda item. This is the creation of a new Board that will be providing recommendations to the Commission regarding economic issues. There were 12 applications. Mayor Knutson emailed each applicant questions and the answers were provided in the meeting packets. Applicant Larry Ashcraft voluntarily withdrew his name. The Commission recessed to mark their voting ballots. Once voting was completed, the Commission reconvened and the ballots were tabulated by Mayor Knutson and City Clerk Cora Pritt. There was a tie vote on the seventh applicant so the seventh member will be voted on and appointed at the next Commission meeting along with the Staff Representative. **Commissioner Southerland motion to appoint Geraldine Browning, Louis Cross, Becky DuPuis, Rich Forbis, Rick LaPiana, and Carlisa London to the Economic Development Council. Commissioner Erickson second.** Commission Discussion: none Public Comment: none **VOTE: Unanimous Motion carried**

Commissioner Siler Motion to appoint Commissioner Southerland to the Economic Development Council as the Commission liaison. Commissioner Morrison second. Commission discussion; none Public comment: none **VOTE: 1 abstain 5 ayes Motion Carried**

COVE DELI & PIZZA REQUESTING A WAIVER TO THE OPEN CONTAINER ORDINANCE, STREET CLOSURE (33:11)-Ken Avison & Kevin Avison presented this agenda item. On May 29th the Cove Deli will be hosting a Pirates of Summer outdoor concert from 5:00 p.m. until 10:30 p.m. There will be live music provided. The request for the waiver to the open container ordinance is so that patrons may who purchase a beer at the Cove Deli may take the beverage outside to listen to the music. There will be fencing provided and security to make certain no one leaves the area and no one brings alcohol into the area from outside the boundary. The street closure will be from the alley beside Cove Deli on 3rd Ave. W to 1st St West. This is the area where the band will be performing from. The proceeds will go to the Special Olympics. There will be prizes for the best costumes as well as photo opportunities proved by "Polson Old Time Photos." **Commissioner Southerland motion to approve the Road Closure of 3rd Ave. West from the Alley to First Ave. West in front of the Cove Deli & Pizza and a Waiver of the Open Container Ordinance. Commissioner Siler second.** Commission discussion: none Public comment: **Paul London** expressed his thanks to the Avison's and the Commission for their support. This is a great idea. **VOTE: Unanimous Motion carried**

APPROVE A RESOLUTION RELATING TO THE ISSUANCE BY THE CITY OF POLSON OF ITS \$463,000 WATER SYSTEM REVENUE BOND (DNRC DRINKING WATER STATE REVOLVING LOAN PROGRAM), CONSISTING OF \$231,500 SUBORDINATE LIEN TAXABLE SERIVES 2015A BOND AND \$231,500 SERIES 2015B BOND; AUTHORIZING THE ISSUANCE AND FIXING THE TERMS AND CONDITIONS THEREOF AND AMENDING RESOLUTION NO. 999 REGARDING RESERVE REQUIREMENTS, ADDITIONAL BONDS AND RATE COVENANTS (38:18) -City Finance Officer Cindy Dooley presented this agenda item. This is the final piece to the Downtown Water Looping project. The A Bond is a Federal grant that will

be forgiven upon submission of the Compliance Certificate Request form to DNRC., and the B Bond has a 20 year payback. These payments will be made semi -annual with an interest rate of 2.5%. Bond Council Bob Murdo prepared the bonds. **Commissioner Campbell motion to approve the Resolution relating to the issuance of the \$463,000 water system revenue bond consisting of \$231,500 subordinate lien taxable series 2015A and \$231,500 series 2015B Bond; authorizing the issuance and fixing the terms and conditions thereof and amending Resolution No. 999 regarding reserve requirements, additional bonds and rate covenants. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

DISCUSS AND DIRECT ON FIRE REPORT (43:07)-City Manager Shrives presented this agenda item. There was a report by Curtis Belts that was distributed two meetings ago. So far no comments have been received from the Commission on direction. Mayor Knutson commented that she had been included in meetings with the City Manager, and the Rural Fire Board Chairman to improve communication between the two entities. Some of the topics discussed was the Chain of Command, structure roles, identify the organizational structure and roles and responsibilities. Specific policy to be reviewed is the process for becoming a firefighter. Suggested direction is to support the current structure, work on improving communication, and fine tuning the process of approving policies and other inter-department details with the entities involved. Commissioner John Campbell suggested that the smaller group that has been meeting (Rural Board Chair and Co-Chair, City Manager, and Mayor) continue to do so, as there seems to be some progress being made. The rest of the Commission agreed with this direction. **City of Polson Fire Chief John Fairchild** commented that smaller communities have moved forward. It helps to have smaller groups but the membership as a whole should have the final say on matters. Both the City and the Rural need each other. There would be nothing gained in separating the two. There is an excellent Fire Department in place. Keep doing what is being done by having the smaller groups and keep the communication going. **Rural Fire Board Chairman Jack Clapp** commented that some of the suggestions do have a price tag. The Rural side of the department has tried to be supportive of the process and Chief Fairchild. Currently empower Chief Fairchild to run the department. Some housekeeping does need to be checked. **Drew Hoel** thanked the Commission for what is happening. Really appreciate the time and support that is being given.

(01:02:24) 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. (01:02:43) Commissioner Erickson motion to adjourn. Commissioner Morrison second. VOTE: Unanimous Motion carried.

ADJOURN: 8:03 p.m.

Heather Knutson, Mayor

ATTEST: _____
Cora E. Pritt, City Clerk