

# CITY OF POLSON

## CITY COMMISSION SPECIAL MEETING

Commission Chambers

June 22, 2015

6:30 p.m.

**ATTENDANCE:** Mayor Heather Knutson, Commissioners Campbell, Erickson (note: Commissioner Erickson arrived after the meeting had begun), Siler, Turner, and Southerland. City Manager Shrives, City Clerk Cora Pritt

**OTHERS PRESENT** (who voluntarily signed in): Karol Bird, Peter Daniels, Bonnie Manicke, and Lee Manicke,

**CALL TO ORDER: (00:02)** Mayor Knutson called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

**APPROVAL OF PROPOSED AGENDA (00:52) - Commissioner Turner motion to approve the proposed agenda. Commissioner Campbell 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 (1:47)-(a).** Claims June 12-18, 2015 (b). Finance Officer Bank Reconciliation June 30, 2014. **Commissioner Southerland motion to approve the consent agenda. Commissioner Siler second.** Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried**

**APPROVE A RESOLUTION SETTING THE IMPACT FEE COLLECTION LEVELS ( 2:31) -** City Manager Shrives presented this agenda item. At the June 15, 2015 the motion to approve was made but there was confusion on the effective dates. The intent was to bring the Resolution back to this meeting to be adopted. So, the Resolution needs to be corrected that all dates reading July 15, 2015 need to be changed to read effective July 22, 2015. Impact Fees for Water and Sewer were raised to 100% and Impact Fees for Fire and Parks were raised to 60%. **Commissioner Turner motion to approve the Resolution setting Impact Fees Collection Levels of July 22, 2015. Commissioner Campbell second.** Commission discussion: none Public Comment: none **VOTE: Commissioner Erickson abstain 5 ayes Motion carried**

**APPOINTMENT OF CITY COMMISSIONER WARD 3 ( 5:56)-**City Manager Shrives presented this agenda item. City Manager Shrives, “We had four applications for the position. We had asked the individuals that applied to provide a, up to a five minute presentation to the Commission on why they would like to be appointed to the City Commission position and then also to probably expect some questions. Then I think the plan is that we did prepare ballots, and so we would ask that after, when you are ready to vote, is that we would then, have you fill out the ballot with your top choice being number 1, all the way down 2, 3, and 4 by each name. That way I think we will be able to avoid a tie. Similar to what we have had on previous appointment. So the lowest score would be the person that would be appointed. That would be the proposed way but if you have any other way you would like to do it, but that seemed the easiest way to get, to avoid having a tie occur again.” Mayor Knutson, “Yeah we had a tie on a previous vote that we did where we just selected the person. So we’re just trying to avoid that. We thought if we could do a number system it might alleviate that from happening. It certainly could potentially still happen but I think it would be a little bit less chance of it happening.” Commissioner

Siler, "So it's a golf score that's going to be the winner." City Manager Shrives, "A golf score." Mayor Knutson, "A golf score wins. Yes." City Manager Shrives, "The golf score. Yes." Mayor Knutson, "A one, yeah a one would be your first selection, two your second as so on. Okay. Does that sound okay to everyone? The process to proceed? Okay." City Manager Shrives, "We didn't set up any particular order so..." Mayor Knutson, "I have names to draw. If that's okay I can just peel these off. These are everyone's names. It seems fair that we just draw names of who goes first to share with us their information. Is that alright? Okay." Mayor Knutson, "Okay. I have Carolyn Pardini." **Carolyn Pardini**, "Do you want me to come to the podium?" Mayor Knutson, "That would be fantastic. Thank you." Carolyn Pardini, "Well, it won't take five minutes." Mayor Knutson, "That's okay." Carolyn Pardini, "I ran, or I put my name in the hat because my neighbor asked me to. And then when I thought about it a little bit more, Lee was on the Park Board with Dan for a number of years. I thought that agreeing to serve on the City Commission for the rest of his term was a way to show respect for all the years of service that he gave. That's, that's why I put my name in." Mayor Knutson, "Okay." Carolyn Pardini, "Are you going to ask me any questions? Do I stand up here while you ask me questions?" Mayor Knutson, "If you don't mind. It actually records better. I apologize." Carolyn Pardini, "Whoa, whoa, whoa I get it." Mayor Knutson, "It will record you better. So, does anyone have any questions that they would like to ask Carolyn Pardini?" Commissioner Turner, "Could you give us a little history of your background? How long have you been in Polson?" Carolyn Pardini, "I paid my house off last summer. So for a while." Commissioner Turner, "You can't beat that. Banker doesn't like to hear that." Carolyn Pardini, "They were happy to. I teach fourth grade in Pablo. I've taught for 25 years. I have a long history of service in the community. When you read about Polson Youth Soccer starting 25 years ago, that was me." Commissioner Turner, "Good deal." Carolyn Pardini, "Yeah. Great job." Commissioner Erickson, "What do you see as the concerns in your ward?" Carolyn Pardini, "In my ward. You I think, I don't think that just representing a ward in a town like Polson is really would be that appropriate. I think my responsibility as a ward council person is to get out and talk to people and find out what they want. Personally I think we're facing some big challenges to mediate growth and charm. Because we have a pretty charming little town right now. If we want to keep it that way and provide growth that's going to take some innovative thinking and some problem solving. That's what I think the challenge." Mayor Knutson, "Knowing what your skills, your background, your talents and all of that combined, experience, all of that can you share with us what you think your greatest contribution to the City Commission would be? Or to the City of Polson." Carolyn Pardini, "Well I said in my application one thing I've learned to do is I've just gotten to be a really good listener. I've been able to.... I think when you're younger and you start your career, you have that house payment and your kids are doing this and doing that, all that pressure to make decisions quick and right and you've got to go forward all the time. I've kind of moved pass that stage in my life. I can spend a little bit more time on reflection. I can think about what's going to happen next and how I want to portray myself and what happens next and how I want to represent, you know, the people who are depending me and what happens next. I think, so I think that's something that I would bring to the Council is that ability to look back and forth and to mediate those challenges. I didn't think about that question. Anything else?" Mayor Knutson, "Any other questions? No other questions? Okay. Thank you. Appreciate it." Carolyn Pardini, "Thank you." Mayor Knutson, "Okay. Go with that one? Okay. Next we have Karol Bird." Karol Bird, "I'm nervous because I can't answer as good as she can. I was born and raised here. My brother worked for the City, and my dad also worked for the City. I've lived here all of my life except for four years. Raised my kids and they went to school here. They both graduated from college and I'm retired and I've got time. I don't know what else to say." Mayor Knutson, "Do I have any questions for Karol?" Commissioner Southerland, "Could I ask you what you are retired from? What you did in your past?" Karol Bird, "I was a, I did a lot of odd jobs. I just worked where I could find work. I worked at Western Bee. I worked at the hospital and I've cleaned houses. I don't have a huge background. It's just me." Mayor Knutson, "Good. Any other questions?" Commissioner Erickson, "What are your concerns about Polson?" Karol Bird, "Well, I think the City water. You know, it's kind of high up there." Commissioner Erickson, "The water rates or the water/sewer ..." Karol Bird, "All of it. The town's old and things need to be done, and the rates. I'm

retired so the rates.” Mayor Knutson, “Okay. I would ask you the same question knowing your skill and experience, what do you believe the thing that you would contribute to the City of Polson and the City Commission?” Karol Bird, “That’s a hard question.” Mayor Knutson, “It is a hard one. I’m sorry.” Karol Bird, “I know. Well, I’ve got time. I’m available. I just think, I hope to do a good job. I’ll try.” Mayor Knutson, “Thank you. I appreciate you being here.” Karol Bird, “Thank you.” Mayor Knutson, “And next I have Ian Donovan.” **Ian Donovan**, “I am also a teacher. I’ve been teaching for 17 years. I just finished my 17<sup>th</sup> year here in Polson, which is pretty cool. I’ve lived here for over 20 years. I graduated from Polson. I applied to the vacancy, I really felt that it is important to just become more involved with, with our community as being a part of it for as long as I have. I think that the teaching background I have been able to communicate with parents and other community members in our town of Polson. To really just get to the heart of what the issues are and what they want for their children but also for themselves and what they face every day in their own lives. I feel like I can be a good voice for people in my ward. I feel like just being able to listen, I’m a good listener as well. Been able to take in a lot of other viewpoints and considerations, to make good decisions and that’s what I hope to do. For myself, to become more informed in the issues that we are facing. I feel like sometimes that I don’t know as much as I should know. I read in the paper but I feel like I could become a lot more involved. Just background or reading more, understanding more, what we’re facing and I think I could become a voice for people to help make decisions. I also believe that, you know, relationships that I’ve built with parents and community members because of my teaching background have been able to have those strong relationships for a long time. I see people all the time and I still feel really good friendships and relationships with those people that I’ve been in contact with throughout my years here.” Mayor Knutson, “Questions for…” Commissioner Erickson, “Sorry, what grade do you teach?” Ian Donovan, “Oh. I’m sorry. I teach elementary school. I teach at Linderman. I’ve taught multi-age. I’ve taught third and fourth grade.” Commissioner Erickson, “Okay.” Ian Donovan, “And then I’ve also taught several years where I looped with third. I had a class for two years, third and then looped to fourth grade, which was really great. The relationships, that foundation with those parents, those families, really important. Now I’ve also worked in I’ve been a math coach and I’ve been doing title work. I’m doing reading interventions, math interventions, with students. This next year I will be going back into the classroom. I will be teaching second grade at Linderman” Mayor Knutson, “Any other questions for Ian?” Commissioner Turner, “What do you think of the growth that Polson is seeing here in the last couple of years?” Ian Donovan, “Well that’s actually a concern. There’s a balance between what sustainability for a community like ours for the business influx that we’ve had. I think it’s a good thing. I think the growth is good but I think because we are such a tourist, really a tourist town and a lot of summer businesses and the winter businesses. Keeping those sustained through the winter is a challenge for a lot of businesses. I’ve seen a lot start and then they fall. They aren’t able to sustain through that time. I think that’s a big issue. I think that being part of the Commission, being on a ward, I think that I could help give input and help make decisions that would make that balance in our community. Mayor Knutson, “Any additional questions? I know you’ve shared more about you, but I have to be fair and ask the same question of everyone. So, what would you attribute to your greatest contribution to the Commission if you were appointed?” Ian Donovan, “Sure. Well, like I mentioned kind of before I think being able to, I guess, know a lot of people that I do in this community, a lot of people know me through being a teacher and also I work at Super 1 Foods. I’ve worked there for 27 years since that store opened. I’ve been involved in Community Theater. I think that being able to have open conversations with people, listen to their concerns and be able to make decisions based on their view point, what they feel is important to them, and also how we feel as board, to make sure that we’re making good decisions. Thank you.” Mayor Knutson, “Alright. Thank you. Next we’ll have Peter Daniels please.” **Peter Daniels**, “I’m the grandpa of everybody here I guess. My entire life, most of my life has been making decisions. I was CEO of a bank in town of 400. I was a branch manager in the big city of Detroit and in the city of Grand Rapids. I was a trader for a stock brokerage firm where I had to make instant decisions as to whether or not to invest in thousands and hundreds of thousands dollars’ worth of stock. I’ve had four telephones on my desk and sometimes I was on all four at the same time. The party on the other end would never

identify themselves whether they were a buyer or a seller and I would have to give them a quote as to what I would pay for the stock or what I would sell the stock for. So, that's part of that particular job. In Detroit, when I was a branch manager, I had a staff of 18. I was really because the turnover in branch banking in Detroit was horrendous. My last office, I had the best record of retaining employees of any office out of 28 branches. I lost one employee and that was only because her husband transferred out of town. I've been a player. I'm on the board of the Senior Citizens here. I was an officer in the Veteran's club in Michigan. I was an officer in the sales and marketing sect of America. I just think that I can add a little bit to everything. I think right now, I think the City of Polson is on a role which I am very proud of. I think there should be some special recognition for the people that are taking the Wolf Den and converting it. I mean, we give benefits to the new people that come in, I think that somebody like that should get special recognition from the City. One of my thoughts along the line, now that we are on a role is that with the media's help that we might take a poll of the citizens and I'm sure that there's businesses that people would like to see come to the City. Myself personally I would like to see a Dairy Queen here. If the citizens said they liked it, I'd like to see an official invitation to out from the Mayor's office, with the Commissioners saying how about looking over Polson? This is what we have to offer and would like to welcome you to be part of our community. This was just a thought I had along the lines. So I don't have all of the answers and I just hope that we keep progressing. I know problems will come up. We always will have problems to solve. Financial are always one of the greatest, toughest ones to solve. I guess that's it. Any questions?" Commissioner Southerland, "I'm from Grand Rapids." Peter Daniels, "Really. I left there in 2003." Commissioner Southerland, "I've been gone for a long time." Peter Daniels, "I still read the obituaries. That's what happens when you get old." Mayor Knutson, "Hang on for just one second. I just wanted to see if there's any other questions." Commissioner Turner, "What brought you to Polson?" Peter Daniels, "Grandchildren. They actually were in Ronan. I didn't want to crowd them. I just felt that Polson was a better fit." Mayor Knutson, "Okay. Any additional questions? I would like to make sure that I understood. I think when you started you were answering one of my questions as well. Decision making, would you attribute that as one of your strengths to our City and to our Council." Peter Daniels, "Yes." Mayor Knutson, "Okay. That's what I was hearing but I just wanted to make sure that I understood that." Peter Daniels, "Yes." Mayor Knutson, "Okay. Any other questions? Okay. Thank you. Before we hand out the ballots I do want to just take a moment here to say thank you to you all for interest in the City of Polson. For your desire and wish to serve our community in this way. We understand that it is not easy to come in here and to share this about yourselves and to express the information but we certainly appreciate your willingness to help our community. I think that we have a lot of great people that are interested and we appreciate that as well. So thank you all very much. With that we will hand out the ballots." Commissioner Southerland, "It's a tough decision." Mayor Knutson, "I know. Oh, did I hand you four?" Commissioner Southerland, "Yes you did." Mayor Knutson, "I'm sorry. Thank you. And what we'll do, again, is select your first choice as a 1, your second choice as a 2 and so on. We will hand them to Cora to tabulate and let us know which one, which golf score is one we have." City Manager Shrives, "Cora let me do a double check when you're done." City Clerk Cora Pritt, "You want to do it now?" City Manager Shrives, "Sure." City Clerk Pritt, "Your Honor" Mayor Knutson, "Yes." City Clerk Pritt, "Our Ward 3 Commissioner is Mr. Ian Donovan." Mayor Knutson, "Okay. So we will have to go ahead and do a motion appoint Mr. Ian Donovan." City Manager Shrives, "Correct." **Commissioner Turner, "I motion to appoint Ian Donovan."** **Commissioner Southerland, "I'll second."** Mayor Knutson, "I'm going to clarify for Ward 3 with a term ending December 31, 2015. Is that alright?" Commissioner Turner, "Yes." Mayor Knutson, "Okay. I've got a motion from Commissioner Turner with and a second from Commissioner Southerland. Do I have any Commission discussion? Do I have any public comment? Carolyn Pardini, "Congratulations." Mayor Knutson, "We'll vote then beginning with Commissioner Turner." Commissioner Turner, "For." Commissioner Campbell, "For." Commissioner Siler, "For." Commissioner Southerland, "For." Commissioner Erickson, "For." Mayor Knutson, "For." **Motion carried.** Mayor Knutson, "Thank you all again. We very much appreciate your interest and we hope to see you here again. Thank you."

**OATH OF OFFICE (30:57)** -given by Mayor Knutson. Ian Donovan was sworn in as Commissioner of Ward 3 and after taking the Oath of Office, he took his seat with the Commission.

**APPOINTMENT OF CITY OF POLSON CITIZEN REPRESENTATIVE TO FIREFIGHTER INTERVIEW COMMITTEE (33:14)** City Manager Shrives presented this agenda item. There are two options, One of the Commissioners could be assigned to this committee or the City could run an advertisement, take applications, then appoint. This committee will work with the Rural Fire Board. The committee will consist of the Fire Chief, Representative of the Membership, a representative from the Rural Board, a Rural citizen, and a Citizen from Polson. Mayor Knutson clarified that this is something that is looking to be initiated fairly soon due to the fact that there are firefighter applications pending. City Manager Shrives comments that there are also two policies that are pending, Selection Policy and Probation Policy. The minimum term for the Citizen Representative will be a year. Mayor Knutson recommended appointing a Commissioner as the Citizen Representative so as to not hold up the process with Fire Season upon us. **Commissioner Turner nominated Commissioner Ken Siler. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Commissioner Siler abstained. 6 ayes. Motion carried.**

**APPROVE CITY/RURAL FIRE DEPARTMENT ADMINISTRATION POLICY-**

**“RECRUITMENT AND SELECTION OF VOLUNTEER FIREFIGHTERS (37:32)** - This agenda item was presented by City Manager Shrives. This policy has been shared with the Membership. This policy has been coordinated through the Rural Fire Board. Some of the comments have been incorporated but not all of the comments. The Rural Fire Board has already adopted this policy. **Commissioner Campbell motion to approve the “Polson Fire Department Administrative Policy for Recruitment and Selection of Volunteer Firefighters.” Commissioner Southerland second.** Commission discussion: Commissioner Siler commented that there was a grammatical error should be another “to” added to the line “before an applicant may be considered. ( NOTE: This is located in the Selection Process, 2<sup>nd</sup> paragraph.) City Manager Shrives acknowledged the correction. Commissioner Campbell noted that the fact it has been run through all bodies and that the Mayor and City Manager were able to negotiate this, it is okay with Commissioner Campbell. Public comment: none **VOTE: Unanimous Motion carried**

**APPROVE CITY/RURAL FIRE DEPARTMENT ADMINISTRATION POLICY-**

**“REQUIREMENTS AND EXPECTATIONS TO FULFILL PROBATION”(40:56)** –presented by City Manager Shrives. This is similar to the previous policy that was passed. It has been adopted by the Rural Fire Board. **Commissioner Siler motion to approve the Polson Fire Department Administrative Policy for “Requirements and Expectations to Fulfill Probation.” Commissioner Campbell second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

Mayor Knutson asked the City Manager if the meeting should be closed to discuss the strategy of pending, threatened or actual litigation. City Manager Shrives, “Yes it should.” Mayor Knutson, “Is this litigation between two governmental agencies?” City Manager Shrives, “No it is not.” Mayor Knutson, “Does the discussion of this legal matter in open meeting have the potential to adversely affect the City if strategy to defend the matter is disclosed?” City Manager Shrives, “Yes it does.” Mayor Knutson, “Based on this information from the City Manager I find that the Commission should close this meeting to Executive Session so that we may discuss the litigation strategy of pending, threatened, or actual litigation. I believe that we will be discussing this matter for approximately 20 to 30 minutes. Thereafter we will reconvene the meeting. Only to discuss the items for full minutes and to adjourn the meeting. So at this point we are going to go ahead and take a recess.”

**RECESS-EXECUTIVE SESSION 7:13 p.m.**

**RECONVENED-8:08 p.m.**

Mayor Knutson asked the Commission if there were any items that needed full minutes or will action minutes suffice. Commissioner Turner requested full minutes on Agenda Item No. 7.

**Adjourn. Commissioner Turner motion to adjourn. Commissioner Erickson second.** Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

**ADJOURN: 8:10 p.m.**

\_\_\_\_\_  
**Heather Knutson, Mayor**

**ATTEST:** \_\_\_\_\_  
**Cora E. Pritt, City Clerk**