

# CITY OF POLSON COMMISSION MEETING

Commission Chambers

September 19, 2016

7:15 p.m.

**ATTENDANCE:** Mayor Knutson, Commissioners Coutts, Donovan, Erickson, Siler, Southerland, Turner, City Manager Mark Shrives, and City Clerk Cora Pritt

**OTHERS PRESENT** (who voluntarily signed in): Bill Barron, Alex Burkhalter, Elsa Duford, Lita Fonda, Mark Johnston, Bonnie Manicke, Lee Manicke, and Mark Nunlist

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

**APPROVAL OF PROPOSED AGENDA (00:50)** –Prior to the Approval of Proposed Agenda, Mayor Knutson made one change. Mayor Knutson added Commissioner Erickson Update as Agenda Number 10A. **Commissioner Coutts motion to approve the proposed agenda. Commissioner Donovan second.** Commission discussion: none Public Mark Johnston-Ward 1 commented about the word Approve appearing on Agenda No. 8. **VOTE: Unanimous Motion carried**

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC **NOT** ON THE AGENDA (03:06)** none

**CONSENT AGENDA (03:35)** (a).September 1-15, 2016 claims, (b).City Commission Written Summary Public Hearing Minutes September 7, 2016 (c). City Commission Electronic Public Hearing Meeting Minutes September 7, 2016, (d). City Commission Written Summary Meeting Minutes September 7, 2016, (e). City Commission Electronic Meeting Minutes September 7, 2016. **Commissioner Southerland motion to approve the Consent Agenda. Commissioner Siler second** Commission discussion: Commissioner Siler questioned claim on page 2-ladder truck. Commissioner Siler asked if the truck was back in service. Fire Chief Cottle replied not yet. Commissioner Siler then asked about the claim on page 3, SWIFT. City Manager Shrives explained that was the charge for 911 service. Commissioner Siler then asked about 2 claims to Links Management on page 4. City Manager Shrives explained there was a month missed. Public Comment: Elsa Duford-Ward III corrected a comment regarding the Social Security statement she read. That was for 2016 not 2017. **VOTE: Unanimous Motion carried**

**CITY MANAGER COMMENTS (07:56)**-City Manager Shrives had no comments.

**FIRST READING OF ORDINANCE 2016-TBD, CHAPTER 8 LAW ENFORCEMENT, TRAFFIC, AND VEHICLE REGULATIONS, ARTICAL 1 AND ARTICLE 2 TO POLSON BOOK OF ORDINANCES (08:06)**- City Manager Shrives presented this agenda item. Police Chief Nash has reviewed this document. There were corrections on pages 4, 5, 6, and 7. Commissioner Siler motion to approve the 1<sup>st</sup> reading of the Ordinance Number 2016-TBD to adopt Chapter 8, Law Enforcement, Traffic and Vehicles Article 1, Jurisdiction and General Traffic Code, Article 2., Special Traffic Regulations to the City of Polson Book of Ordinances as amended. Public comment: Lita Fonda-Ward I asked if parking issues were addressed in this chapter. Mayor Knutson replied those were addressed in a previous Ordinance. Mark Johnston-Ward 1 commented on a correction and also turning Salish Point Park roadway into one way. **VOTE: Unanimous Motion carried.**

**APPROVE RESOLUTION TO LEVY AND ASSESS SPECIAL IMPROVEMENT DISTRICTS TO DEFRAY THE COST OF MAKING AND ACQUIRING IMPROVEMENTS THEREIN; AND TO LEVY AND ASSESS CERTAIN STREET LIGHT MAINTENANCE DISTRICTS, AND DELINQUENT UTILITIES FOR FISCAL YEAR 2017 (22:33)**-City Finance Officer Cindy Dooley presented this agenda item. This is done each year in conjunction with the budget. Special Improvement District #42-Streetscape there are 56 property owners that are assessed. Street Light District #19 this district is the residential lights. There is a good reserve that will be used to defer the cost of electricity. Rates may be raised in Fiscal Year 2018. Light District #20 the lights will be replaced with LED lights and there should be a savings of 80%. Montana Code Annotated permits delinquent utility bills to be placed on the property tax as a lien. **Commissioner Coutts motion to approve Resolution No. 2016-TBD to levy and assess special improvement districts to defray the cost of making and acquiring improvements therein; and to levy and assess certain street light maintenance districts and delinquent utilities for fiscal year 2017. Commissioner Donovan second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**A RESOLUTION OF THE POLSON CITY COMMISSION DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSAL (29:09)**-City Manager Shrives presented this agenda item. There is a list of items that have been determined to be surplus and the Commission needs to declare the items as surplus in order to dispose of the items. **Commissioner Erickson motion to approve Resolution No. 2016-TBD declaring certain property as surplus and authorizing its disposal. Commissioner Turner second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**POLSON LANDING PROJECT (31:39)**-Prior to the agenda item being presented Commissioner Turner recused himself and took a seat in the audience. City Manager Shrives commented that there had been a Public Hearing this evening prior to the Commission meeting. Mr. Burkhalter had submitted a letter to the City of Polson requesting a Letter of Support, a Representative to travel to Helena in January to speak on behalf of the project, and a waiver of the Water Impact Fees. Mr. Burkhalter was present at the meeting and took questions from the Commission. Mayor Knutson asked for a motion so that the discussion of the subject could begin. **Commissioner Southerland motion to approve the City Commission sending a letter in support of the Polson Landing Project and sending a Representative to Helena in support of Polson Landing. Commissioner Erickson second.** Commission discussion: the topics were the Water Impact Fee, the tax exemption, and the survey report did not include all rental properties Public comment: Mark Nunlist-Rocky Point Road commented that about the waiver of Water Impact Fee. Also, wished that jobs would come with the project. Stephen Turner Ward II-commented that this appears to be favoritism. Mr. Turner asked that no letter of support be sent to Helena and no representative be sent. Peter Daniels-commented that there is a low housing project being constructed in Pablo, MT. Dennis Duty-Hellroaring Road commented that the City of Polson Growth Policy promotes low income affordable housing. Mr. Duty asked that the letter of support and representative be sent to Helena. Lee Manicke-Ward II commented there hasn't been an adequate discussion on the taxes. Mr. Manicke suggests getting a commitment in writing regarding the P.I.L.T. first. Bill Barron-Lake County Commissioner-commented the County will lose taxes as well. Elsa Duford-Ward III commented that it would appear the decision to send the letter of support has already been decided. Mayor Knutson reminded the Commission that a vote to send the Letter of Support does not mean approval of the project. Mr. Burkhalter commented that if the City does not approve the Zone Change that will be needed then the project will not happen. **VOTE: Commissioner Erickson-For, Commissioner Southerland-For, Commissioner Siler-For, Commissioner Coutts-against, Commissioner Donovan-against, Mayor Knutson-For VOTE: 4 ayes 2 no Motion carried**  
**Mayor Knutson asked for a secondary motion to approve the waiver of Water Impact Fees. Died for lack of motion.**

**COMMISSIONER ERICKSON UPDATE (01:30:32)**- Commissioner Erickson will be moving outside of Ward 1 so therefore Commissioner Erickson submitted his Letter of Resignation effective immediately. **Commissioner Turner motion to accept Commissioner Erickson's Letter of Resignation. Commissioner Donovan second.** Commission discussion: Mayor Knutson and each of the Commissioners thanked Commissioner Erickson for his years of service to the City of Polson and that his friendship has meant a good deal, and he will be missed by all. Commissioner Erickson commented that it has been nice to see all the positive changes that have occurred and that he is leaving the City in good hands. Public Comment: Lita Fonda-Ward 1 thanked Commissioner Erickson for his service. **VOTE: Unanimous motion carried**

Mayor Knutson commented that next we are on to recess for a personnel Executive Session. This matter concerns the City Manager Contract. I have determined that the interest of the public and the knowledge of this contract clearly outweighs the interest of the employee's privacy. However, the City Manager has the right to request that the discussion of the contract be closed as a matter of personnel privacy and if he exercises that right, the discussion will be closed. If the discussion is closed, upon its completion the Commission will reconvene into open session only to determine the action versus full minutes and to adjourn. The actual City Manager Contract will be presented at a future public meeting. I expect that the discussion will take approximately 30 minutes to 1 hour. At this point I would like to ask the City manager if he would wish for the discussion to be closed." City Manager Shrives, "Yes." Mayor Knutson, "Okay. Thank you. With that then we will go into recess."

**RECESS:** 8:56 P.M.

**EXECUTIVE SESSION -PERSONNEL**

**RECONVENED:** 9:23 P.M.

**(01:38:07)** Mayor Knutson asked if the Commission wanted full minutes or action minutes. The Commission determined that action minutes would suffice.

**Adjourn. (01:40:22) Commissioner Donovan motion to adjourn. Commissioner Siler second.** Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

**ADJOURN:** 9:26 p.m.

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**ATTEST:** \_\_\_\_\_

**Mayor Heather Knutson**

**Cora E. Pritt, City Clerk**