

# CITY OF POLSON COMMISSION MEETING

Commission Chambers

October 17, 2016

7:00 p.m.

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

**ABSENT:** Commissioner Coutts

**OTHERS PRESENT** (who voluntarily signed in): Elsa Duford, Lita Fonda, Cara Hingiss, Bonnie Manicke, Lee Manicke, Irene Marchello, Lou Marchello, and Tony Porrazzo

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

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC **NOT** ON THE AGENDA (01:22)** none

**CONSENT AGENDA (01:46)** (a).October 1 - 12, 2016 claims, (b).City Commission Written Summary Public Hearing Minutes October 3, 2016 (c). City Commission Electronic Public Hearing Meeting Minutes October 3, 2016, (d). Before the motion, Mayor Knutson made a correction to the Written Summary Minutes of October 3, 2016. In the motion to adjourn the Second was made by Commissioner Southerland. **Commissioner Southerland motion to approve the Consent Agenda with the correction. Commissioner Donovan second.** Commission discussion: none Public comment: none **VOTE: Commissioner Siler abstained due to his absence at the October 3, 2016 meeting. 4 Ayes Motion carried**

**CITY MANAGER COMMENTS (03:26)**-City Manager Shrives commented that the new sound system has been installed. Mayor Knutson presented former Commissioner Todd Erickson with a plaque in recognition of his years of service. Mr. Erickson thanked everyone for the opportunity to serve the City of Polson and the community. Police Chief Wade Nash introduced two new City of Polson Police officers, Reserve Officer Michael Hingiss, and Officer Cody Doyle. Mayor Knutson administered the Oath of Office to each Officer. City Manager Shrives then read a press release from the Polson Rotary regarding a check the Rotary presented to the Mission Valley Junior Golf Association. The check was in the amount of \$11,000.00 to support the Polson Middle School Golf Program. Commissioner Siler also commented that the Rotary gave the Junior Soccer \$9,000.00. Also, City Manager Shrives commented that the City will be working with the Polson Greater Foundation to explore using their Welcome to Polson logo as the official logo for the City.

**APPOINTMENT OF CITY COMMISSIONER WARD 1 (17:44)** - City Manager Shrives along with Mayor Knutson presented this agenda item. The City advertised the position for two weeks. There was one application, Lou Marchello. Mayor Knutson thanked Lou for applying. **Commissioner Turner motion to accept Lou Marchello as Ward 1 Commissioner to replace Todd Erickson. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried** Mayor Knutson then administered the Oath of Office to Lou

Marchello. Upon completion of the Oath of Office being taken, Commissioner Marchello took his seat with the rest of the Commission.

**SET THE POLSON BAY GOLF COURSE 2017 SEASON PASS FEES (21:06)** – Polson Bay Golf Course Director Roger Wallace presented this agenda item. This is the proposed 2017 Golf Fees. This rate increase will be the final fee raise of the 3 year plan to raise fees for the purpose of capital improvement. There is also a new rate for millennials. This new rate is to help those just beginning their careers to be able to play golf. Commissioner Siler asked if the issue of refunds had been addressed. Roger commented that there are several postings of the Refund Roll-over Policy and that anyone purchasing a season pass will be required to sign that they are aware of the policy. Mayor Knutson asked if the new fee increase was supported by the Golf Board. Roger answered yes, the Golf Board was in full support of the fee increase. **Commissioner Southerland motion to set the 2017 Polson Bay Golf Course Season Pass Fees at the amount noted on the attached fee notice sheet. Commissioner Marchello second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**APPROVE CITY MANAGER MARK SHRIVES EMPLOYMENT AGREEMENT (28:40)**-Mayor Knutson presented this agenda item. The City Commission has met and discussed the employment contract with City Manager Mark Shrives. The changes to the contract are; (a). Base salary will be \$87,705.00 effective October 30, 2016, (b). Term is two years, (c). Performance Review will occur in May, (d). PERS+1%, (e). \$350.00 car allowance for the City Manager to be able to drive the car of his choice. **Commissioner Turner motion to approve the City Manager contract with Mark Shrives. Commissioner Donovan second.** Commission discussion : none Public comment: none **VOTE: Unanimous Motion carried**

(31:28) Mayor Knutson asked if the Commission wanted full minutes or action minutes. The Commission determined that action minutes would suffice.

**Adjourn. (31:42) Commissioner Siler motion to adjourn. Commissioner Donovan second. VOTE: Unanimous Motion carried.**

**ADJOURN: 7:32 p.m.**

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**Mayor Heather Knutson**

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