

**POLSON CITY COMMISSION MEETING MINUTES
CITY HALL – CITY COMMISSION CHAMBERS
WEDNESDAY, JANUARY 23, 2013, 7:00 PM**

ATTENDANCE: City Commissioners: Todd Erickson, John Campbell, Mike Lies, Dan Morrison, Fred Funke and Mayor Pat DeVries presiding. City Manager Todd Crossett, City Treasurer Bonnie Manicke, City Clerk Cindy Dooley and Building and Planning Official Joyce Weaver present. Commissioner Turner and City Attorney Raymond absent. Others present (that signed in): Rory Horning, Ken Siler, Agnes Rinehart, Mark Shackelford, Joslyn Shackelford, Andrew Speer, Jill Southerland, Dennis Duty, Cheryl Wolfe and Lee Manicke.

Mayor Pat DeVries called the meeting to order. The pledge of allegiance was recited.

APPROVAL OF PROPOSED AGENDA: Commissioner Funke moved to approve the proposed agenda, seconded by Commissioner Campbell. Commission discussion: None. Public discussion: None. Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.

CONSENT AGENDA:

A. JANUARY 1 – JANUARY 17 CLAIMS

Commissioner Funke moved to approve the consent agenda, seconded by Commissioner Erickson. Commission discussion: None. Public discussion: None. Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.

COMMISSION MEETING MINUTES JANUARY 7, 2013: Commissioner Lies moved to approve the City Commission meeting minutes of January 7, 2013, seconded by Commissioner Campbell. Commission discussion: Commissioner Erickson noted that he was not in attendance and has spoken to City Clerk Dooley about this and she will change the minutes to reflect that. Public discussion: None. Commissioners Campbell, Lies, Morrison and Funke voted aye. Commissioner Erickson abstained. Commissioner Turner absent. Motion carried.

PUBLIC HEARING

FISCAL YEAR 2012-2013 BUDGET AMENDMENTS PRESENTATION: City Manager Crossett said this is similar to the public hearing that was held at the last City Commission meeting. He noted that the discussion on the streetscape was held at the public hearing at the last meeting but the budget amendment is actually for 2012-2013. He commented that the project did not go over the engineer's project budget but that it was not fully budgeted in the accounting records. He said that even with several engineering challenges and unexpected challenges, by working closely with the contractor, the City did not have to borrow the \$100,000 in CTEP funds from the County. City Manager Crossett then explained the other budget amendments: there is \$6,600 budgeted for the City's share of assessments for Light Maintenance District #20 in the General Fund and there is \$6,600 budgeted for the City's share of electricity in Fund 2402, the Light Maintenance District Fund. City Manager Crossett said that the expenditures for the Tree Fund were not budgeted and there was unanticipated grant revenue received for the police department to cover an equipment purchase. He said the parks department provides a number of services to the utility department so the water and sewer funds will expend money from their existing budget authority to reimburse the parks department for those services. The parks department will increase their payroll expenditure budget as a result of this \$5,000 reimbursement. **Mayor DeVries**

asked if there were any questions on Resolution No. 1036, hearing none, the public hearing was adjourned.

CITY MANAGER COMMENTS: City Manager Crossett said he will be facilitating a Heart and Soul gathering for the Polson business community tomorrow morning (January 24th) at 7:15 am at the Cove Deli. It will adjourn at 8:30 am.

FLIC (Flathead Lake International Cinemafest) is having their first winter film festival February 1st, 2nd, and 3rd. City Manager Crossett said that FLIC was part of Envision Polson! and that his year-round-recreation group had spun off an entire committee of dedicated people that are working year-round on this project. The films will be shown at the Showboat Cinema in downtown Polson. The tickets can be purchased for \$5 for a two-hour block of films or \$25 for an all-day pass. He said that there will be a kick-off party on Friday, February 1st at 5:00 pm at the KwaTaqNuk Resort and the tickets are \$25 for that event.

City Manager Crossett said that the City still needs volunteers to sign up for snow shoveling. He thanked Clay Frizzell an Eagle Scout who is now a college student for doing shoveling over the Christmas break.

City Manager Crossett is working with department heads to put together their needs, opportunities and potential projects that can be used to set priorities during the upcoming strategic planning session on Friday, January 25th from 4 to 6:00 pm.

City Manager Crossett is working with the Airport entities on a potential agreement.

The Polson Development Code (PDC) re-write committee is meeting about once per week to wrap up that project.

City Manager Crossett is meeting with Director of Golf Roger Wallace to come up with a restaurant plan. The goal is to have a number of decision points to present at the next commission meeting. They are exploring ideas concerning the liquor license and ways to make it work if Director of Golf Wallace takes over management of the restaurant. Commissioner Lies and Golf Board Chairman Dave Cottingham have been working on creating a new doorway with convex mirrors that will look out over the restaurant. The cost to move the vent did not make that a feasible option. Commissioner Lies has also done a lot of cleanup in the kitchen.

City Manager Crossett is also working with the Polson Redevelopment Agency (PRA) and the bond counsel on development of their projects. One of the projects that they are interested in is a potential public ice skating rink so he and Parks Superintendent Karen Sargeant have been doing research on this including business plans to assess the feasibility of the project.

Mayor DeVries said she met with the ministerial association today and they asked if the City could do anything volunteer-wise to help on community issues. She invited them to attend the City Commission meetings and she suggested that Police Chief Nash attend one of their meetings. Mayor DeVries mentioned that she did talk to Police Chief Nash about this. She also told them about the volunteers needed for snow shoveling and clean up. She said the ministerial association is particularly concerned about the homeless situation in Polson.

NEW BUSINESS

APPROVE APPOINTMENT OF KEN SILER & JOSLYN C. SHACKELFORD TO THE POLSON CITY/COUNTY PLANNING BOARD AS CITIZEN MEMBERS: Commissioner Morrison moved to appoint Ken Siler and Joslyn Shackelford to the Polson City/County Planning Board as citizen members each for a two year term beginning January 1, 2013, seconded by Commissioner Erickson. Commission discussion: Building and Planning Official Weaver reminded the commission that this is also the City's zoning commission and that is why the City Council is voting on these appointments. The MCA requires that the Mayor approve the citizen member appointments if this was only a city/county planning board according to Building and Planning Official Weaver. Public discussion: None. **Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.** Mayor DeVries then administered the Oath of Office that is required for members of the City/County Planning Board as it is a quasi-judicial board. The Oath of Office was then signed by Ken Siler and Joslyn Shackelford and given to City Clerk Dooley.

APPROVE RESOLUTION NO. 1036 – BUDGET AMENDMENTS FOR FISCAL YEAR 2012-2013: Commissioner Funke moved to approve Resolution No. 1036 – budget amendments for fiscal year 2012-2013, seconded by Commissioner Morrison. Commission discussion: None. Public discussion: None. **Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.**

APPROVE RESOLUTION NO. 1037 – ADOPTION OF VISION STATEMENT, MISSION STATEMENT AND SLOGAN: City Manager Crossett said that the vision statement and mission statement had been worked on by himself and the commission over a year ago and then the City shifted focus to other priorities, and it is now coming back to the forefront as part of the work on goal setting and prioritizing. City Manager Crossett said the vision statement is what you want Polson to look like and the mission statement is the core of what the City is about. He said that the vision and mission statements are a way to measure the goals and objectives of the City and how resources are directed. He commented that it is a foundation for ongoing activities and approval of the resolution would make it official. City Manager Crossett recommended that the Commission approve only the vision and mission statements as those are the pieces that are salient to the decision making process. He said the slogan was just an add-on that everyone thought was kind of cool, but other organizations also have a slogan and he does not recommend raising conflict with those slogans without engaging in a larger community discussion. Mayor DeVries asked what the slogan says. City Manager Crossett paraphrased the slogan which is "A Place to call home, no matter where you live". **Commissioner Erickson moved to approve Resolution No. 1037 – adoption of the vision statement and mission statement, seconded by Commissioner Morrison.** Commission discussion: Mayor DeVries read the vision statement and mission statement for the public in attendance. Commissioner Erickson said the two statements were very comprehensive. Mayor DeVries said she especially liked the mission statement. Public discussion: None. **Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.**

APPROVE APPOINTMENT OF BRUCE AGRELLA TO THE JOINT AIRPORT BOARD OF DIRECTORS FOR A THREE YEAR TERM: City Manager Crossett said that Bruce Agrella has been serving on the airport board for quite some time. He said he has been working with Mr. Agrella on a number of airport issues for over three years and Mr. Agrella is doing a great job and is willing to continue in that capacity. **Commissioner Lies moved to appoint Bruce Agrella to the Joint Airport Board of Directors for a three year term beginning January 1, 2013 as he has a vast knowledge of the**

airport issues and has been serving for a long time, seconded by Commissioner Campbell. Commission discussion: None. Public discussion: None. Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.

APPROVE APPOINTMENT OF TODD A. BASSETT TO THE POLSON GOLF BOARD FOR A TWO YEAR TERM: City Manager Crossett explained that citizen at large appointments for the golf board are recommended by the City Manager and that the Ward appointments are recommended by the Commissioners in that Ward and in both cases, the City Commission must give its approval. He said he received more than one good letter of interest and he is recommending Todd Bassett for the position based on his banking background. Commissioner Campbell asked if this appointment will still keep a majority of City residents on the board as is required by the municipal codes. City Clerk Dooley said she did check on this and there would still be a majority that would be City residents. **Commissioner Morrison moved to appoint Todd Bassett to the Polson Golf Board citizen at large position for a two year term beginning January 1, 2013, seconded by Commissioner Campbell.** Commission discussion: None. Public discussion: None. Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.

APPROVE APPOINTMENT OF MARK W. SHACKELFORD TO THE POLSON PARK BOARD AS THE WARD 1 REPRESENTATIVE: Mayor DeVries asked Commissioners Erickson and Campbell for their comments. Commissioner Campbell said he was unaware of the vacancy. He said there are two representatives from Ward 1 including Tim Dolphin. City Manager Crossett said he could not remember which vacancy was open (Clerk note: Arlene Long was the other Ward 1 representative whose term was expiring). City Manager Crossett said that Mark Shackelford applied and that he believed he would do a good job. **Commissioner Campbell moved to appoint Mark Shackelford to the Polson Park Board as a Ward 1 representative for a two year term beginning January 1, 2013, seconded by Commissioner Funke.** Commission discussion: Commissioner Erickson said Mr. Shackelford would be a good selection because of his background in landscaping and the vested interest in the community that he expressed in his letter. Public discussion: None. Commissioners Erickson, Campbell, Lies, Morrison and Funke voted aye. Commissioner Turner absent. Motion carried.

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA:

None.

The meeting adjourned at 7:29 p.m.

Mayor Pat DeVries

Attest: Cindy Dooley, City Clerk