

# CITY OF POLSON COMMISSION MEETING MINUTES

Commission Chambers

May 18, 2020

7:00 p.m.

**ATTENDANCE:** Mayor Briney, Commissioners, Howlett, Isbell, Martin, Marchello, Moll, Pardini, Interim City Manager Wade Nash and City Clerk Cora Pritt

**ABSENT:** Commissioner Howlett

**OTHERS PRESENT** (who voluntarily signed in via Zoom): Larry Ashcraft, Ruth Hodges, and David Ritterhouse

**CALL TO ORDER: (00:10)** Mayor Briney called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

**APPROVAL OF PROPOSED AGENDA (01:01)** –Commissioner Martin motion to approve the proposed agenda. Commissioner Marchello second. Commission discussion: none Public comment none. **VOTE: Unanimous Motion carried**

**PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (02:02)** – none

**CONSENT AGENDA (02:18)** - a. May 1-15, 2020 Claims, b. City Commission Electronic Meeting Minutes May 4, 2020, c. City Commission Written Summary Meeting Minutes May 4, 2020.

**Commissioner Moll motion to approve the Consent Agenda. Commissioner Martin second.** Commission discussion: Commissioner Martin asked about the \$11,000.00 invoice incurred by the Fire Department. Interim City Manager Nash explained that was the final invoice for the Jaws of Life for the new engine. Also, the Fire Department sold the other truck to Lake County. Public comment: none **VOTE: Unanimous Motion carried**

**CITY MANAGER COMMENTS (04:08)** Interim City Manager Wade Nash made the following comments: The Federal Emergency Management Administration (FEMA) parts 100 & 200 need to be completed by each Commissioner and Mayor Briney. The test is an on-line test. If anyone needs assistance in completing this they could come to City Hall and someone will help them. Congratulations to Commissioner Moll for completing both 100 & 200. The certification will allow the City to request reimbursement from expenses incurred during the Covid-19 pandemic. The City has incurred expenses totaling \$15-20,000.00. Commissioner Pardini commented that the testing is difficult and time intensive. Commissioners Marchello, Martin, and Isbell as well as Mayor Briney commented that they didn't receive the emails. The Polson Police Department was awarded a Homeland Security grant. The \$72,000.00 grant will be used to purchase equipment for quick response. This will be to purchase protective equipment. Thanks to Sgt. Simpson for all his work in writing the grant application. The money will arrive the first of October. Also just as a reminder, Bunker's Golf restaurant is now open. They have been running lunch specials. City Planner Kyle Roberts advised the Commission that on Monday, June 15, 2020 there will be a Public Hearing at 6:30 p.m. for a subdivision review. Commissioner Martin asked if the Commission will still be doing their meeting via Zoom at that time. City Planner Roberts replied probably. Interim City Manager Nash also commented that the City has reached out to the Governor's office regarding the Memorial Day Parade. The response was that it will be up to the local County Health Department. As far as we know, there will be no Memorial Day Parade. Commissioner Pardini commented she would like to continue meeting via Zoom. Commissioner Pardini

also thanked Interim City Manager Nash for doing a great job during all the Covid-19 restrictions. Interim City Manager Nash thanked her and commented the job was made a lot easier due to the cooperation from the Community as well as the City Hall staff.

## **SECOND READING OF ORDINANCE 2020-002 PARKS AND RECREATIONAL**

**DEPARTMENT TOBACCO-FREE PARKS & RECREATION POLICY (15:34)-** Patrick Nowlen, Parks & Recreational Director presented was unable to attend so Interim City Manager Nash presented this agenda item. Nothing has changed since the first reading. The golf course wasn't included. This is a good ordinance to start with and will protect the children in the Community. **Commissioner Marchello motion to approve the second reading of Ordinance 2020-002 Parks and Recreational Department Tobacco-Free Parks & Recreation Policy. Commissioner Moll second.** Commission discussion: Commissioner Pardini commented that she remains opposed. She has spoken to several people in the community and this policy does not represent the smoker's that live in the community. It would be easier to support if it were just the kids sports complexes. Commissioner Pardini also asked what the enforcement procedure will be. Interim City Manager Nash replied it is spelled out in the ordinance; a verbal, then written, the citations would be written by the Polson Police Department. Mayor Briney commented that the school system has this policy. Interim City Manager Nash addressed smoking on the golf course. When the Junior Golf League is on the course there is no smoking. The no tobacco use in the parks will help with the liter. The County Health Department took a group of high school students to Riverside Park where they picked up over 1700 cigarette butts. The policy is a start. On the campus of Montana State University and Montana University there is no smoking. If someone smokes then peer pressure comes in to play. Commissioner Martin commented that he understands Commissioner Pardini's concerns. Enforcement in the Parks will be the hardest but we should try. Public comment: none **VOTE: 6 ayes, 1 nay. Motion carried**

## **RECOMMENDATION TO FURTHER EVALUATE FOUR CITY MANAGER FINALIST CANDIDATES AND INVITE THEM FOR INTERVIEWS (31:37)-**

City Planner Kyle Roberts and City Manager Search Committee Chairperson Ruth Hodges presented this agenda item. Ruth Hodges read the following letter from the Search Committee: The Polson City Manager Search Committee met at Polson City Hall on May 11, 2020. Five members of the committee plus Kyle Roberts were in attendance. Our purpose was to examine the remaining candidates for Polson City Manager and choose 3 or 4 to be interviewed. Following discussion and input from all members we voted to include the following 4 candidates; Brian Bender, Darcy Long, Ed Meece, and Troy Smith. Respectfully submitted by Ruth E. Hodges. City Planner Roberts explained that there were 41 candidates as of February 2020. There were 9 in mid-March, 2 dropped out, 1 candidate took a job. The Search Committee narrowed the remaining candidates to the 4 names presented this evening. Jim Mercer said it will take approximately 2-3 weeks for the background checks to be completed on the 4 candidates. Mayor Briney thanked Ruth and the Search Committee for all of their hard work. It has been a long road. Commissioner Marchello commented that the spouses should be included in the invitation to come to Polson when the interviews occur. City Planner Roberts explained that Mr. Mercer will be assisting the Commission through the process. Commissioner Martin asked if the interviews will be email, phone, or open meeting. City Planner Roberts answered he will have to consult with Mr. Mercer and the City Attorney. Commissioner Martin suggested that any proposal be given to the City Attorney for review. Commissioner Isbell asked about the contact between the Search Committee and Mr. Mercer. Ruth Hodges answered that there have been several meetings between them. Commissioner Pardini commented that she and Commissioner Isbell have not met with Mr. Mercer. City Planner Roberts explained that when the City contracted with Mr. Mercer he came to Polson and interviewed each Commissioner, Mayor Briney, and the Department Heads. Mr. Mercer gathered information and defined the criteria. Commissioner Isbell asked if there were any locals in the final 4. City Planner Roberts explained that in the original 9 candidates there had been someone from Polson but that individual later withdrew their name. **Commissioner Moll motion to approve the City Manager Search Committee recommendation to begin working directly with Mr. Mercer to further evaluate the four selected finalist candidates and invite them for interviews. Commissioner Marchello second.** Commission discussion: Commissioner Marchello thanked the

Search Committee for all of their work. The Search Committee should be included in the interview process. Mayor Briney agreed. Commissioner Martin commented that he would like to see complete resumes on the candidates as the process progresses. Public comment: Dave Rittenhouse-Ward II complimented the work that has been done. There is concern about how long the process is taking. When moving ahead, see a complete resume and be specific in the skills for the new City Manager. Commissioner Marchello agreed with Mr. Rittenhouse to be very specific. Commissioner Martin agreed that the Commission needs to work quickly to hire the new City Manager. The longer the City takes we could lose more. Larry Ashcraft commented at the beginning of the process there was discussion about a document that could be used in evaluating a City Manager. Has this document been written? Commissioner Marchello commented that the document has not been written. Commissioner Moll commented that there is a one year warranty from the Mercer organization for the first year the City Manager is in place. This was an assurance. The process needs to be equal for everyone. Commissioner Isbell asked how quickly the 4 candidates would be in front of the Commission. City Planner Roberts answered he would be in contact with Mr. Mercer. Two of the candidates are from out of state. With travel restrictions in place this will need to be carefully navigated. Commissioner Martin requested an email next week and not wait until the next Commission meeting. **VOTE: Unanimous Motion carried**

Prior to adjourning Mayor Briney asked the Commission if Action Minutes are agreeable. The Commission stated yes Action Minutes are agreeable.

**Adjourn (52:57) - Commissioner Martin motion to adjourn. Commissioner Marchello second. VOTE: Unanimous Motion carried.**

**ADJOURN: 7:53p.m.**

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**Mayor Paul Briney**

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