

CITY OF POLSON

COMMISSION MEETING MINUTES

Commission Chambers

June 15, 2020

7:00 p.m.

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

ABSENT: Commissioners Marchello, Pardini

OTHERS PRESENT (who voluntarily signed in): Becky DuPuis, Bonnie Manicke, Lee Manicke

CALL TO ORDER: (00:01) Mayor Briney called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF PROPOSED AGENDA (00:45) –**Commissioner Moll motion to approve the proposed agenda. Commissioner Martin second.** Commission discussion: none Public comment none. **VOTE: Unanimous Motion carried**

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (01:14) – none

CONSENT AGENDA (01:30) - a. May 16-29, 2020 Claims, b. June 1-12, 2020 Claims, c. City Commission Electronic Meeting Minutes May 18 2020, d. City Commission Written Summary Meeting Minutes May 18, 2020. **Commissioner Howlett motion to approve the Consent Agenda. Commissioner Moll second.** Commission discussion: Commissioner Moll asked about the \$16,000.00 claim for engineering fees for Waste Water Recovery Facility. Commissioner Martin commented the payment was to HDR Engineering for the Sewer Collection System Project. City Finance Officer Cindy Dooley answered yes it is for the Collection System project. Public comment: none **VOTE: Unanimous Motion carried**

CITY MANAGER COMMENTS (03:09) - City Planner Kyle Roberts is sitting in for Interim City Manager Wade Nash. Cameron Milton, Polson Golf Course Pro, has invited the Commission to come to the Golf Club House for lunch and a tour of the new golf simulators project. On Thursday and Friday the first round of interviews will be conducted with the City Manager applicants'. There will be two interviews on Thursday and two on Friday. The Commission will be conducting the interviews at the Polson School District Administration facility. The public may view the interviews at City Hall in the Commission Chambers. The interviews will be via Zoom. The public comments will be received until June 24th at 5:00 p.m. The second round of interviews will be in person. Jim Mercer will be assisting with the interview process. The Commission will be asking approximately 20 questions. Commissioner Moll thanked City Planner Roberts for all of his hard work throughout this process.

SUBDIVISION VARIANCE REQUEST: PRELIMINARY PLAT SUBDIVISION #19-05: AMENDED PLAT OF LOT 1, BLOCK 1, SLACK VILLA AND ORCHARD TRACTS-2-LOT SUBSEQUENT (10:37)- City Planner Roberts presented this agenda item. This proposal was presented during the Public Hearing. There is nothing new to add. If the variance request does not pass, the subdivision is not approvable. City staff recommends approving. **Commissioner Moll motion to approve the Subdivision Variance request. Requesting a variance from the LRZD minimum front yard setback provision. As it applies to the existing dwelling and shed located on proposed Lot 1B because the request complies with the Subdivision Variance Evaluation criteria as outlined in the**

Polson Development Code and discussed in the June 15th Staff Report. Commissioner Martin second. Commission discussion: Commissioner Isbell clarified this was just for the setbacks. Public comment: none **VOTE: Unanimous Motion carried**

PRELIMINARY PLAT SUBDIVISION #19-05: AMENDED PLAT OF LOT 1, BLOCK 1 SLACK VILLA AND ORCHARD TRACTS-2-LOT SUBSEQUENT MINOR (12:17) - City Planner Kyle Roberts presented this agenda item. This request did go through public hearing with the City County Planning Board. The CCPB voted to recommend this subdivision with the 10 Conditions of Approval. City Finance Officer Cindy Dooley commented that the developer pays half the Impact Fees at the time of development. The builder pays the second half at the time new construction begins. There will also be Fire and Parks Impact Fees. Commissioner Martin explained the situation of two homes on one lot with one water/sewer hook-up. There will not be two connections. Will the Impact Fees apply? City Finance Officer Dooley answered yes, the second lot will be new development. The City Attorney can be asked for his opinion on the matter. City Planner Roberts commented that according the Impact Fee ordinance Impact Fees will assessed at the time. The City will get clarification. Commissioner Martin commented that if Impact Fees apply that should be Condition number 11. **Commissioner Howlett motion to approve the Preliminary Plat of Amended Plat of Lot 1, Block 1, Slack Villa and Orchard Tracts Subdivision, subject to the Ten Conditions outlined in the June 15th Staff Report and also subject to the legal review of whether Impact Fees need to be paid. If so that would be an added 11th Condition.** Commissioner Moll second. Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

PRA/TIF GRANT AGREEMENT TIME EXTENSION REQUEST: POLSON THEATRES, INC. DBA SHOWBOAT CINEMA (17:21) -City Planner Kyle Roberts presented this agenda item. The Polson Redevelopment Agency (PRA) recommended the Tax Increment Funding grant for expansion on August 15, 2018 for two years. The applicant is requesting a six month extension to complete the expansion. Beck DuPuis commented that hopefully half of the newly expanded theater will be open in July. The second section will be completed by the end of August. Commissioner Martin asked if six months would be long enough. Becky answered it should be. Commissioner Howlett commented it look nice. **Commissioner Martin motion to approve a six-month time extension to The Polson Theatres, Inc. PRA/TIF Grant agreement for a new expiration date of February 15, 2021. Commissioner Moll second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

CITY OF POLSON RESOLUTION 2020-TBD, TO ANNEX LOTS 11, 12, 13, AND 14 OF BLOCK 4, EAST SIDE ADDITION TO GRANDVIEW TOWNSITE AND 27.5 FEET OF ABANDONED STREET AND 8 FEET OF ABANDONED ALLEY (20:31) City Planner Kyle Roberts presented this agenda item. There are four lots petition to annex, then aggregate the four lots into one lot. A single family residence will then be built on the lot. Commissioner Moll asked about access. City Planner Roberts explained there is an easement that runs along the property to allow access. Commissioner Martin asked if the vote for only for the annexation. City Planner Roberts commented that the annexation is the only matter for vote. The aggregation is completed administratively by City Staff. The existing lots are fairly small lots. **Commissioner Martin motion to approve Resolution 2020-TBD to annex Lots 11, 12, 13, and 14 of Block 4, East Side Addition to Grandview Townsite and 27.5 feet of abandoned street and 8 feet of abandoned alley. Commissioner Howlett second.** Commissioner comment: none Public comment: none **VOTE: Unanimous Motion carried**

RIDGEWATER (PHASES 5 AND 6) SUBDIVISION IMPROVEMENT AGREEMENT EXTENSION (26:10) City Planner Kyle Roberts presented this agenda item. In 2014 Phase 5 and 6 were approved. The developer has not developed these lots. The City entered in to an agreement to develop the road. The developer is asking for a 1 year extension of the Subdivision Approval Agreement. The Lift Station is being worked on. A Letter of Credit for 2020 has been obtained from the bank. The developer's engineers are working on the design. The engineers have reached out to the City

asking for information. Commissioner Martin commented that he had spoken with Dennis Duty. Dennis has provided information to the City. The pressure line is currently being designed. **Commissioner Martin motion to approve the requested one-year Time Extension to the Subdivision Improvement Agreement for Phases 5 and 6 of the Ridgewater Subdivision until July 1, 2021. Commissioner Isbell second.** Commission discussion: Commissioner Howlett commented that she is very tired of this. Mr. Maddy has had extensions. We are like the 1st City Bank of Polson for Mr. Maddy. Every time he's not going to make it he needs five years, three years, one year and I'm done. If Mr. Maddy is going to run his business as a business he needs to apply himself and get things done. I will vote for this tonight but this is the last time I will vote to approve. I want him to understand that. It's time that he do or live up to his commitment as the City lives up to theirs. Commissioner Martin commented that the market is involved in selling the lots for development. Commissioner Moll commented that it would have been good for the applicants to have come to the meeting. Public Comment: none **VOTE: Unanimous Motion carried**

CITY OF POLSON RESOLUTION 2020-TBD, TO IMPLEMENT SECOND STEP IN RATE INCREASE FOR USERS OF THE CITY OF POLSON MUNICIPAL SEWER SYSTEM. (33:24)

City Finance Officer Cindy Dooley presented this agenda item. The subject of rate increase has been discussed several times. To fulfill the TSEP commitment the City of Polson needs to increase the water/sewer rates. In 2016 the rate was increased to \$59.00 and now it needs to be 100% will be \$88.62. The first phase was increased in 2016 and now the second increase needs to be implemented to close out the grant. The City is proposing a rate increase for August 1, 2020. This will encompass the August 15th utility billing cycle. Those bills will be mailed out on August 28th. The new sewer rate will be: 5,000 usage rate increase of \$9.16 and the 6,000 usage rate increase will be \$9.74. Commissioner Martin asked if there is enough operating data that the rate increase will be enough. City Finance Officer Dooley answered yes. The increase will cover the Waste Water Recovery Facility and the Sewer Expansion coverage of 10% at this point. There will be an annual review of the WWRF operations. Carl Brown compiled the rate analysis. Commissioner Howlett asked if this agreement had already been made. City Finance Officer Dooley answered yes. This resolution is for the second increase. Residents will be notified via a letter from the City as well as a notice on the utility bills. **Commissioner Howlett motion to approve Resolution 2020-TBD to implement second step in rate increase for users of the City of Polson Municipal Sewer System. Commissioner Moll second.** Commission discussion: none Public comment: none **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 (41:24) - Commissioner Howlett motion to adjourn. Commissioner Martin second. VOTE: Unanimous Motion carried.

ADJOURN: 7:37 p.m.

ATTEST: _____

Mayor Paul Briney

Cora E. Pritt, City Clerk