

CITY OF HELENA
REGULAR CITY COMMISSION MEETING
March 25, 2019 - 6:00 P.M.
City Commission Chambers, Room 330

Time & Place A regular City Commission meeting was held on Monday, March 25, 2019 at 6:00 p.m., in the City Commission Chambers, 316 N. Park Avenue, Helena, Montana.

Members Present Mayor Collins requested Deputy City Clerk Clayborn call roll call: Attorney Thomas Jodoin, City Manager Ana Cortez, City Commissioner Wicks, City Commissioner Noonan, City Commissioner O'Loughlin and Mayor Collins all responded present, City Commissioner Haladay was excused.

Pledge of Allegiance Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.

Minutes The minutes of the regular City Commission meeting of March 11, 2019 were approved as submitted.

Proclamation PROCLAMATION:

A. Police Chief Troy McGee Day

Mayor Collins read the Police Chief Troy McGee Day Proclamation and presented it to Police Chief McGee.

Police Chief McGee thanked the Mayor and read a statement about his 44 years of public service.

Discussion Commissioner Noonan stated he appreciated Chief McGee for his leadership and his decades of service to the City.

Commissioner O'Loughlin stated it was a true honor to work with Chief McGee, and thanked him for everything he has done for the community.

Commissioner Wicks thanked Chief McGee for his service to the City.

Mayor Collins thanked Rose McGee on behalf of the city for her service to the community, stating the Chief would not have been able to accomplish all he had for the community, without her support.

City Manager Cortez thanked Chief McGee for his service to the police department, stating the HPD is a reflection of the great character of the Chief.

Board Appointments BOARD APPOINTMENTS:

A. Non-Motorized Travel Advisory Council (NMTAC)

Mayor Collins recommended the following appointments:

Non-Motorized Travel Advisory Council (NMTAC) –

Reappointment of Dennis McCahon to a first term on NMTAC. Term will begin upon appointment and expire March 31, 2022.

Public Comment Mayor Collins asked for public comment, none was received.

Motion **Commissioner O'Loughlin moved approval of the appointment as outlined above .** Commissioner Noonan seconded the motion. Deputy Clerk Clayborn called a roll call vote, as follows: Commissioner Wicks voted aye, Commissioner Noonan voted aye,

Commissioner O'Loughlin voted aye and Mayor Collins voted aye. The motion carried 4-0.

Consent Agenda

CONSENT AGENDA:

- A. Claims
- B. Resolution requesting a mail ballot election for the City's 2019 Primary and General Elections. **Resolution 20513**
- C. Resolution declaring Blue Card Command Training System Surplus Property **Resolution 20514**
- D. Capital High Crosswalks Change Order - City Project No. 17-17

Discussion

Commissioner Noonan requested Public Works Director Randall Camp give some background information on the Capital High Crosswalk program prior to voting, for informational purposes only.

Director Camp reported, the City of Helena Engineering Department contracted with Tabbert Construction for the installation and improvements for the crosswalks adjacent to Capital High School. After awarding the contract and as part of quality assurance, City staff found that for crossing #3, the planned 6-inch removable trench grate was short by 100 linear feet. In addition, the project needs all grates for the crosswalks to be 12-inch instead of the 6-inch width listed in the bid.

The purpose of the Capital High Crosswalks Change Order is to reconcile quantities due to unforeseen field conditions and original quantity estimate errors.

City Manager Cortez recommended approval of the claims, and consent agenda items B-D.

Public Comment

Mayor Collins asked for public comment. None was received.

Motion

Commissioner Noonan moved approval of the consent agenda, claims and items B-D. Commissioner O'Loughlin seconded the motion. Deputy Clerk Clayborn called a roll call vote, as follows: Commissioner Wicks voted aye, Commissioner Noonan voted aye, Commissioner O'Loughlin voted aye, and Mayor Collins voted aye. The motion carried 4-0.

**Communications
From City Commissioners**

COMMUNICATIONS/PROPOSALS FROM CITY
COMMISSIONERS

Commissioner Noonan wished the Carroll College Men's Basketball team, good luck in their semi-final game in the NAIA National Tournament against Lewis-Clark State College.

**Report of the City
Attorney**

REPORT OF THE CITY ATTORNEY

City Attorney Jodoin stated there was nothing to report

**Report of the City
Manager**

REPORT OF THE CITY MANAGER

City Manager Cortez declared surplus properties to be transferred to Chief McGee the items: Glock model G22 40 caliber, HPD breast badge, HPD shoulder patch, miscellaneous insignia displays in a shadow box, and a desk flag; all to be given to Chief McGee as thank you gifts for his service to the City.

April 10 at 11:00 am, a wireless emergency alert test will be conducted county wide. The test is similar to a 911 reverse system call

All cell users have the service automatically, unless they have opted out of the service. All users will receive the call at the time and date as part of the Emergency Response System.

**Report from the
Helena Citizens**

REPORT FROM THE HELENA CITIZENS COUNCIL

No report given.

Regular Items

- A. CONSIDER A RESOLUTION OF INTENT TO ANNEX LOT 3 & 4 BLOCK 2 OF HIGHLAND PARK SUBDIVISION AND ADJACENT FLOWERREE STREET RIGHT OF WAY, GENERALLY LOCATED ON THE NORTHWEST CORNER OF FLOWERREE STREET AND GRANITE AVENUE, IN LEWIS AND CLARK COUNTY, INTO THE CITY OF HELENA, MONTANA AND ESTABLISH CONDITIONS FOR ANNEXATION.

Staff Report

Community Development Director Sharon Haugen reported the applicants have requested the annexation of Lot 3 & 4 Block 2 of Highland Park subdivision, COS #309151 in Lewis & Clark County, Montana. The property is adjacent to the City of Helena and is located within the "Urban Standards Boundary Area." It is in accordance with the 2011 Growth Policy to annex property that is adjacent to the city limits and its related infrastructure and within the defined "Urban Standards Boundary Area." The properties are currently being developed as single family homes and the applicants wish to annex these properties to connect to existing city services. Both properties are served by city water and wastewater services with connections to those services being at the owners' expense. State law requires the annexation of adjacent right of way. Granite Avenue right of way has been previously annexed.

The City of Helena, in accordance with the 2011 Growth Policy, annexes properties within the Urban Services Boundary. The two properties are prime candidates for annexation based on location, use and proximity to existing city services. As more properties in the area are annexed and developed it will be easier and more cost effective to realize a safe and reliable transportation network for automobiles, pedestrians and cyclists.

The subject properties, being adjacent to existing water and sewer services in Granite Avenue and Flowerree Street will ensure the investment from the property owner will be minimal and will make the cities future investments in needed infrastructure more efficient.

Director Haugen recommended approval of a Resolution of Intention to Annex Lots 3 and 4 in Block 2 of the Highland Park Subdivision, in Lewis and Clark County, Montana, and the portions of Flowerree Street and Glen Avenue rights-of-way adjacent thereto, into the city of Helena, Montana, and establish conditions for annexation.

Discussion

Commissioner O'Loughlin asked if a requirement of the agreement with the property owners is to sign a waiver of right to protest an SID, or the property owners must install the required infrastructure. Director Haugen confirmed this.

Public Comment

Mayor Collins called for public comment. None was received.

Motion

Commissioner Wicks moved to approve a Resolution of Intention to Annex Lots 3 and 4 in Block 2 of the Highland Park Subdivision, in Lewis and Clark County, Montana, and the portions

of Flowerree Street and Glen Avenue rights-of-way adjacent thereto, into the city of Helena, Montana, and establish conditions for Annexation. Commissioner Noonan seconded. Deputy Clerk Clayborn called a roll call vote, as follows: Commissioner Wicks voted aye, Commissioner Noonan voted aye, Commissioner O'Loughlin voted aye and Mayor Collins voted aye. The motion carried 4-0. **Resolution 20515**

Discussion

Public Communications

PUBLIC COMMUNICATIONS

Will Davison introduced himself to the Commission as a student visiting from Coeur D'Alene, ID.

Adjournment

There being no further business to come before the City Commission, the meeting was adjourned at 6:34 p.m.

Meetings of Interest MEETINGS OF INTEREST

Administrative Meeting – April 3, 2019 - 4:00 p.m. - Room 326, City-County Building

Regular City Commission Meeting – April 8, 2019 – 6:00 p.m. – Commission Chambers, City-County Building

/S/ WILMOT COLLINS
MAYOR

ATTEST:

/S/ DEBBIE HAVENS
CLERK OF THE CITY COMMISSION