

**CITY OF HELENA**  
**REGULAR CITY COMMISSION MEETING**  
**August 10, 2020 - 6:00 P.M.**  
**Zoom Online Meeting <https://zoom.us/j/93595070335>**

*Time & Place* A regular City Commission meeting was held on Monday, August 10, 2020 at 6:00 p.m., via Zoom Online Meeting <https://zoom.us/j/93595070335>

**Members Present** Mayor Collins requested Interim City Clerk Clayborn call roll call: City Attorney Jodoin, Interim City Manager Reed, Commissioner Haladay, Commissioner Dean, Commissioner Logan, Commissioner O’Loughlin and Mayor Collins all responded present.

**Pledge of Allegiance** **(15:30)** Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.

**Minutes** **(15:53)**

A. Special Commission Meeting/Budget Work Session – May 9, 2020

The Minutes from the Meeting/Budget Work Session held on May 9, 2020 were approved as submitted **(16:05)**

**Consent Agenda** **(16:09)**

A. CLAIMS

Interim City Manager gave a report on the claims

B. A RESOLUTION DESIGNATING THE ENVIRONMENTAL CERTIFYING OFFICIAL FOR THE PURPOSES OF THE CITY’S SMALL-SCALE SINGLE-FAMILY HOUSING REHABILITATION CDBG GRANT NO. MT-CDBG-19HSP-02, AND ALL FUTURE CDBG GRANTS.

Community Development Director Sharon Haugen and City Planner II Ellie Ray reported Montana Department of Commerce, following on HUD guidance, requires the designation of an Environmental Certifying Official (ECO) for the City’s Housing Rehabilitation CDBG Grant. Sharon Haugen, as Community Development Director, will be the ECO for this project, as well as all future CDBG grants. The present Housing Rehabilitation CDBG Grant was approved by the Montana Department of Commerce (MDOC) to allow the City to access funding for public health and safety upgrades to homes belonging to qualifying single-family homeowner applicants within the City of Helena. To appoint the Environmental Certifying Official and Preparer for all Housing Rehabilitation CDBG Grant Environmental Review activities, as well as those of future CDBG Grants awarded to the City. The Housing Rehabilitation CDBG grant will help ensure the viability and integrity of the city’s existing housing stock for decades to come through necessary health and safety improvements. Housing redevelopment activities such as those proposed under the Housing Rehabilitation CDBG Grant may produce lower resource(s) and infrastructural impacts.

City staff moved to approve a Resolution designating the Environmental Certifying Official for the Purposes of the City's Small-Scale Single-Family Housing Rehabilitation CDBG, Grant No. MT-CDBG-19HSP-02, and all future CDBG Grants.

- C. A RESOLUTION AMENDING RESOLUTION NO. 5258 THAT CREATED SPECIAL IMPROVEMENT STREET LIGHTING DISTRICT NO. 192 BY REMOVING TWO LIGHTS IN THE ALLEY BEHIND 102 AND 128 SOUTH BENTON AND ONE STREET LIGHT IN THE FRONT OF 138 JEFFERSON STREET, IN THE CITY OF HELENA, MONTANA.

City Attorney Thomas Jodoin reported the City Commission created Special Improvement Street Lighting District No. 192 ("District") on June 28, 1954. The District was expanded on August 5, 1987. Since that time several lights have been removed from the District. The City has received a petition from several residents located in the District for the removal of three lights in their immediate neighborhood. State law allows the Helena City Commission to make minor amendments to lighting districts such as removing unnecessary lights as long as the cost to the lighting district does not increase by more than 3%. Removing the three lights light would decrease annual costs by approximately \$277.08. The proposal is to remove three lights from the District that are located in the alley behind 102 and 128 South Benton and in front of 138 Jefferson.

City staff moved to approve a resolution amending Resolution No. 5258 that created Special Improvement Street Lighting District No. 192 by removing two lights in the alley behind 102 and 128 South Benton and one street light in the front of 138 Jefferson Street, in the City of Helena, Montana.

**Motion** (16:51) Commissioner Haladay moved to approve Consent Agenda item A Claims, item B Approve a Resolution Designating the Environmental Certifying Official for the Purposes of the City's Small-Scale Single-Family Housing Rehabilitation CDBG, Grant No. MT-CDBG-19HSP-02, and all future CDBG Grants and item C Amending Resolution No. 5258 that Created Special Improvement Street Lighting District No. 192 by removing two lights in the alley behind 102 and 128 South Benton and one street light in the front of 138 Jefferson Street, in the City of Helena, Montana.

**Discussion** (17:48) Commissioner O'Loughlin had follow-up questions.

**Public Comment** (17:54) No public comment was made.

**Vote** (21:15) Commissioner Dean seconded the motion. **Interim City Clerk Clayborn called a roll call vote, as follows: Commissioner Haladay voted aye, Commissioner Dean voted aye, Commissioner Logan voted aye, Commissioner O'Loughlin voted aye and Mayor Collins voted aye. The motion carried, 5-0. (21:33)**

**Bid Award** (21:37)

A. BID AWARD FOR THE 13TH STREET STORM SEWER IMPROVEMENTS, CITY PROJECT #20-07

Staff Report

**(21:42)** City Engineer Ryan Leland and Interim Public Works Director Phil Hauck reported that the 13th Street Storm Sewer Improvements will install a new storm water main in 13th Street from Last Chance Gulch to Front Street. This project is being completed in conjunction and provide connection for the storm system being installed with the Mixed-Use development at the southwest corner of North Last Chance Gulch and 13th Street (Formerly the City of Helena Transit Station). Historically, the discharges from the outlet of the North Last Chance Gulch culvert crossing cause drainage and icing problems along the south side of 13th Street and this project will remedy that situation.

The City of Helena hired WWC Engineering to prepare a construction contract for bidding to install the new storm sewer system. The City of Helena received three bids on July 14, 2020 for the project. The lowest responsible bidder is Montana Underground Construction, Inc. of Helena, Montana with a bid of \$117,525.00. The City budgeted \$250,000.00 for engineering and construction of the project.

City staff moved to award the 13th Street Storm Sewer Improvements, City Project #20-07 to Montana Underground Construction in the amount of \$117,525.00.

Discussion

**(23:40)** Commissioner Dean had follow-up questions.

Public Comment

**(24:30)** Mayor Collins opened the floor to public comment. Interim City Clerk Clayborn indicated no public comment was received.

Motion

**(24:51) Commissioner O’Loughlin moved to award the 13th Street Storm Sewer Improvements, City Project #20-07 to Montana Underground Construction in the amount of \$117,525.00.**

Commissioner Dean seconded the motion. Interim City Clerk Clayborn called a roll call vote, as follows: Commissioner Haladay voted aye, Commissioner Dean voted aye, Commissioner Logan voted aye, Commissioner O’Loughlin voted aye, and Mayor Collins voted aye. **The motion carried, 5-0. (25:29)**

**Communications from (25:34) COMMUNICATIONS/PROPOSALS FROM CITY City Commissioners COMMISSIONERS**

Commissioner Dean gave an update on the Census Committee.

**Report of the City Attorney**

**(27:43)**

City Attorney Jodoin had nothing to report.

**Report of the City Manager**

**(27:49)**

Interim City Manager gave an update and then asked City Attorney Jodoin to give an Assessment Update.

**(28:21) A. Assessment Update**

City Attorney Jodoin gave an assessment update.

**Report from the  
HCC**

**(29:35)**

Discussion

John Andrew gave a Helena Citizens Council report.  
No comments or questions were received from the Commission.

**Public  
Communications**

**(31:44)**

Mayor Collins opened the floor to public comment. Interim City Clerk Clayborn indicated no public comment was received.

**Adjournment**

**(33:15)** There being no further business to come before the City Commission, the meeting adjourned at 6:19 p.m.

ATTEST:

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MAYOR

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CLERK OF THE CITY COMMISSION