



City of Helena
City Commission Meeting
January 8, 2024 – 6:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/84793955791>
City County Building Commission Chambers, Room 330

Time & Place

A regular City Commission meeting was held on Monday, January 8, 2024 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/84793955791> and physically in the City County Building Commission Chambers, Room 330.

Presentations

A. State of the City

Mayor Collins presented the State of the City Address.

Call to Order and Roll Call

(00:27:45) The following responded present, either via zoom or in person:

City Attorney Dockter
City Manager Burton
Commissioner Dean
Commissioner Shirliff
Commissioner Logan
Commissioner Reed
Mayor Collins

Pledge of Allegiance

(00:28:57) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

- A.** 12-13-23 Admin Meeting
- B.** 12-14-23 Commission/Manager Strategic Planning Session 1
- C.** 12-15-23 Commission/Manager Strategic Planning Session 2
- D.** 12-18-23 Commission Meeting



(00:29:20) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A, B, C, and D.

Consent Agenda

A. Consider Change Order #1 for City Project #21-08 900 Block Flowerree Sewer Main Extension

(00:30:10) Public Works Director Leland presented Item A.

(00:31:20) **Commissioner Dean made a motion to approve Consent Agenda Item A. Commissioner Shirliff seconded the motion.**

(00:31:31) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Bid Award

A. Community Facilities - Bid Award for the Law and Justice Center Boiler Replacement Project #CF-3915

(00:31:56) Community Facilities Superintendent Sampson presented Item A.

(00:33:06) Commissioner Dean asked Superintendent Sampson about improved efficiency and sustainability.

(00:34:34) **Commissioner Logan made a motion to award the Law & Justice Center Boiler Replacement project #CF-3915 to the lowest responsive bidder Tri-County Mechanical & Electric, Inc. in the amount of \$579,647. Commissioner Reed seconded the motion.**

(00:34:58) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**



Mayor Collins voted: **Aye**

The motion carried 5:0.

Communications/Proposals from Commissioners

(00:35:18) There were no communications from Commissioners.

Report of the City Attorney

(00:35:24) City Attorney Dockter discussed recent proceedings regarding Senate Bills which affect Public Hearings Item B.

Report of the City Manager

(00:37:54) City Manager Burton introduced Human Resources Director McMahon to discuss outstanding labor contracts.

Communications from the Helena Citizens Council

(00:39:04) HCC Representative Ben Kuiper discussed recent and upcoming meeting agenda items.

Regular Items

A. Consider final passage of an Ordinance to Adopt International Fire Code, 2021 edition

(00:39:53) Fire Chief Campbell presented Item A.

(00:40:23) **Commissioner Reed made a motion to adopt the 2021 Fire Code as presented. Commissioner Dean seconded the motion.**

(00:40:33) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

Public Hearings



- A. Consider final passage of an Ordinance revising subdivision review procedures, phased subdivision requirements, expedited subdivision review processes, requirements for determination of subsequent hearing when considering new information, revising the criteria and review requirements of exempt divisions, and providing criteria, exemptions, an administrative process, and an appeals process for certain minor subdivisions by amending Chapter 2 and Chapter 5 of Title 12 of the Helena City Code**

(00:42:36) Planner Shirley presented Item A.

(00:51:08) **Commissioner Logan made a motion to approve final passage of an Ordinance revising subdivision review procedures, phased subdivision requirements, expedited subdivision review processes, requirements for determination of subsequent hearing when considering new information, revising the criteria and review requirements of exempt divisions, and providing criteria, exemptions, an administrative process, and an appeals process for certain minor subdivisions by amending Chapter 2 and Chapter 5 of Title 12 of the Helena City Code. Commissioner Shirliff seconded the motion.**

(00:51:50) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.

- B. Consider final passage of an Ordinance establishing accessory dwelling unit zoning regulations and eliminating off street parking requirements for accessory dwelling units by amending Chapter 4 and Chapter 22 of Title 11 of the Helena City Code**

(00:52:35) Community Development Director Brink presented Item B, recommending this Item be tabled as explained during the Report of the City Attorney.



(00:54:25) Commissioner Dean made a motion to table until the call of the City Manager final passage of an Ordinance establishing accessory dwelling unit zoning regulations and eliminating off street parking requirements for accessory dwelling units by amending Chapter 4 and Chapter 22 of Title 11 of the Helena City Code. Commissioner Logan seconded the motion.

(00:54:53) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.


Public Communications

(00:55:05) There were no further comments or questions by the Commission and/or public.

Adjournment

(00:55:26) There being no further business before the Commission, the meeting adjourned at 6:56pm.





MAYOR



CLERK OF THE CITY COMMISSION