



City of Helena
Special City Commission Meeting
February 28, 2023 – 5:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/84453010791>
City County Building Commission Chambers, Room 330

Time & Place

A regular City Commission meeting was held on Tuesday, February 28, 2023 at 5:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/84453010791> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:22) The following responded present, either via zoom or in person:

CMS Representative Jim Kerins
Outside Council Jordan Crosby
City Attorney Dockter
Commissioner Dean
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed
Mayor Collins

Pledge of Allegiance

(00:01:23) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Commission Comments/Questions

(00:02:03) There were no comments from the Commission.

Open Discussion

Public Comment – City Manager Recruitment

(00:04:25) There were no comments from the public.



City Manager Selection Process

Candidate Deliberation/Selection

- (00:04:45)** Mr. Kerins explained the Leadership Team Report process and introduced Fire Chief Campbell.
- (00:05:45)** Commissioner Reed asked Chief Campbell about additional information about each question asked in interviews.
- (00:07:36)** Mr. Kerins confirmed that Commissioner Reed's request was possible, and copies of interview summaries were made.
- (00:08:04)** Mr. Kerins suggested the Mayor and Commissioners gather their notes from each interview for deliberation.
- (00:09:15)** Mayor Collins and each Commissioner provided their scores for each interview question with Candidate Strachan.
- (00:41:10)** Mr. Kerins determined Candidate Strachan's average score out of five to be 3.5.
- (00:42:10)** Mayor Collins and each Commissioner provided their scores for each interview question with Candidate Burton.
- (01:17:06)** Mr. Kerins determined Candidate Burton's average score out of five to be 4.7.
- (01:18:37)** Mayor Collins and each Commissioner provided their scores for each interview question with Candidate Thomas.
- (01:45:06)** Mr. Kerins determined Candidate Thomas's average score out of five to be 4.0.
- (01:46:26)** Mr. Kerins, Mayor Collins, and Commissioner Logan discussed interviews with the HCC.
- (01:49:04)** Commissioner Reed asked Mr. Kerins about aggregate scoring from the HCC interviews.
- (01:49:16)** Commissioner Dean expressed desire to include a representative from each HCC district in future interviews.
- (01:50:16)** Commissioner Logan agreed and expressed desire to know how the HCC determined which representatives to include.
- (01:51:16)** Mayor Collins asked City Attorney Dockter for a recommendation regarding closing the meeting to the public for deliberation.
- (01:51:21)** Attorney Dockter explained the recommendation to close the meeting for deliberation.



(01:51:08) Upon advisement from Attorney Dockter, Mayor Collins closed the meeting.

The City Commission may close all or portions of agenda item #5 to the public pursuant to Sect. 2-3-203(3), MCA, if the Mayor determines the discussion relates to a matter of individual privacy and the Mayor determines that the demands of individual privacy clearly exceed the merits of public disclosure.

Commission Final Discussion/Commission Roll Call Vote

(03:02:05) Mayor Collins reopened the meeting to the public.

(03:02:36) **Commissioner Dean made a motion to direct the City Manager Hiring Subcommittee to offer a contract to Tim Burton for the position of City Manager. Commissioner Shirliff seconded the motion.**

(03:03:03) Commissioner Dean expressed appreciation for the process, staff, community members, and candidates. She also explained her reasoning for selecting Candidate Burton.

(03:05:14) Commissioner Shirliff thanked Mr. Kerins and the CMS staff, City staff, HCC, and applicants. He also explained his reasoning for selecting Candidate Burton.

(03:06:48) Commissioner Logan thanked Mr. Kerins and the CMS staff, and City staff.

(03:07:24) Commissioner Reed thanked all involved.

(03:07:33) Mayor Collins thanked Mr. Kerins and CMS staff, City staff, and the Commissioners. He also explained his reasoning for selecting Candidate Burton.

(03:09:10) Mayor Collins called for a vote.

Commissioner Dean voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Shirliff voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 5:0.



City Manager Employment Agreement – Draft Review

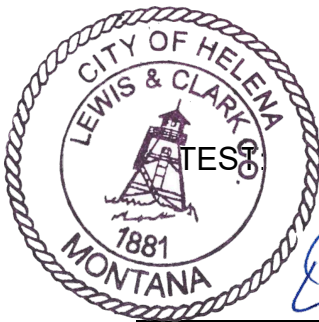
(03:09:33) Outside Council Jordan Crosby outlined the draft City Manager Employment Agreement to be sent to the City Manager Relations Committee for presentation to Candidate Burton.

Public Communications

(03:12:26) There were no further comments from the Commission and/or public.

Adjournment

(03:12:44) There being no further business before the Commission, the meeting adjourned at 8:13pm.



CLERK OF THE CITY COMMISSION


MAYOR