



**City of Helena
City Commission Meeting
March 13, 2023 – 6:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/89922243065>
City County Building Commission Chambers, Room 330**

Time & Place

A regular City Commission meeting was held on Monday, March 13, 2023 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/89922243065> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:15) The following responded present, either via zoom or in person:

City Attorney Dockter
Interim City Manager Burton
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed
Mayor Collins

The following members were absent:

Commissioner Dean arrived late

Pledge of Allegiance

(00:01:06) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

- A. 2-27-23 Commission Meeting
- B. 2-28-23 Special Commission Meeting
- C. 3-8-23 Admin Meeting

(00:01:50) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A, B, and C.



Proclamations

- A. Arbor Day 2022 Retroactive Proclamation
- B. Arbor Day 2023 Proclamation

- (00:02:18) Mayor Collins presented Items A and B to City Parks Superintendent Marr.
- (00:04:52) Superintendent Marr explained the significance of Arbor Day to the City of Helena.

Consent Agenda

- A. Claims
- B. A Resolution Amending Resolution #20781 Declaring Surplus Personal Property and Authorizing the City Manager to Dispose of that Property by Individual Vehicle Sale Rather than by Auction.
- C. A Resolution designating the Environmental Certifying Official for the purposes of the City of Helena's Helena Food Share CDBG Grant No. MT-CDBG-22-CF-03.

- (00:05:21) Manager Burton recommended approval of Item A.
- (00:06:20) **Commissioner Shirliff made a motion to approve Consent Agenda Items A, B, and C. Commissioner Logan seconded the motion.**
- (00:06:43) Mayor Collins called for a vote.
- | | |
|------------------------------|---------------|
| Commissioner Dean voted: | Absent |
| Commissioner Logan voted: | Aye |
| Commissioner Reed voted: | Aye |
| Commissioner Shirliff voted: | Aye |
| Mayor Collins voted: | Aye |
- The motion carried 4:0.**

Communications/Proposals from Commissioners

- (00:07:00) Commissioner Reed discussed intention to amend item 10-D.

Report of the City Attorney



- (00:07:39) City Attorney Dockter provided an update on the Westside Woods and Mountain View Meadows items that have been moved to a later meeting.

Report of the City Manager

- (00:08:30) Interim City Manager Burton had nothing to report.

Communications from the Helena Citizens Council

- (00:08:43) HCC Representative John E. Andrew discussed recent and upcoming meeting agenda items.
- (00:10:20) Commissioner Logan asked Mr. Andrew for more information about packets to be shared with the public.

Regular Items

A. Consider approval of the Temporary Employee Pay Matrix

- (00:12:53) Human Resources Director McMahon presented Item A.
- (00:14:11) Commissioner Reed asked Attorney Dockter about process for changing the effective date.
- (00:15:00) Mayor Collins asked Director McMahon for more details about the 6% decrease in Step 2.

(00:16:00) **Commissioner Logan made a motion to approve the Temporary Employee Pay Matrix effective March 19, 2023. Commissioner Dean seconded the motion.**

(00:16:15) 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.

B. Consider approval of the City of Helena's Web Governance Policy.

- (00:16:46) Public Information Officer Garcin presented Item B.
- (00:18:03) Commissioner Dean thanked PIO Garcin and staff and expressed support for the policy.



- (00:18:46) Commissioner Shirliff thanked PIO Garcin and staff.
- (00:19:19) Commissioner Reed thanked PIO Garcin and staff, and expressed support for the policy.
- (00:19:45) **Commissioner Dean made a motion to approve the City of Helena’s Web Governance Policy. Commissioner Shirliff seconded the motion.**

- (00:29:56) 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.

C. Consider City Manager Employment Agreement with Tim Burton

- (00:20:23) Commissioner Logan presented Item C.
- (00:24:05) Commissioner Dean thanked Mayor Collins and Commissioner Logan for their work on the subcommittee and expressed support for the process and Manager Burton.
- (00:25:20) Mayor Collins thanked Commissioner Logan for his work during the process.
- (00:26:00) **Commissioner Shirliff made a motion to approve the City Manager Employment Agreement with Tim Burton. Commissioner Reed seconded the motion.**

- (00:26:51) 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.

- (00:27:10) Manager Burton thanked the Mayor and Commissioners.
- (00:27:50) Mayor Collins recommended “interim” be removed from Manager Burton’s title.



D. Consider a resolution allocating additional general fund savings created from accepting United States Treasury State and Local Recovery Grant Funds and declaring all grant funds as revenue loss used for general government services.

- (00:28:26) Grants Administrator Opitz presented Item D.
- (00:31:31) Commissioner Reed expressed desire to increase the amount allocated to the Our Redeemers project and asked Attorney Dockter about the appropriate time to make an amendment to the motion.
- (00:34:08) Commissioner Reed proposed that the allocation amount for the Our Redeemers project be raised to \$2 million.
- (00:34:34) Commissioner Logan asked Attorney Dockter about the language of the motion.
- (00:36:20) Attorney Dockter confirmed that the motion language should include the proposed amendment.
- (00:36:44) Commissioner Logan asked about the allocation specifics and final total in the resolution language.
- (00:38:10) Attorney Dockter recommended including amounts in the motion in the interest of clarity.
- (00:38:38) **Commissioner Reed made a motion to approve a resolution allocating additional general fund savings created from accepting United States Treasury State and Local Recovery Grant Funds to the following projects: \$2 million for the Our Redeemers housing project brought by the Rocky Mountain Development Council via the City's Community Aid Grant Application process, \$250,000 for the Community Food Resource Center brought by the Helena Food Share via the City's Community Aid Grant Application process, and \$143,000 for the Wildfire Risk Assessment and Education project brought by the Tri-County Firesafe Working Group via the City's Community Aid Grant Application process and to revise the resolution accordingly. Commissioner Shirliff seconded the motion.**
- (00:39:53) Commissioner Dean explained why she would not support this motion.
- (00:43:48) Commissioner Logan asked Mayor Collins and Attorney Dockter about the procedure for considering another amount. He also explained why he would not support this motion.



- (00:46:02) Emily McVey of United Way provided public comment, supporting increased funding of the Our Redeemers project.
- (00:47:45) Lori Ladas of Rocky Mountain Development Council provided public comment, supporting increased funding of the Our Redeemers project.
- (00:49:50) Amy Teagarden of the Tri-County Firesafe Working Group provided public comment, advocating for the Wildfire Risk Assessment and Education project.
- (00:51:40) Bruce Day of Helena Food Share provided public comment, advocating for the Community Food Resource Center project.
- (00:52:51) Mayor Collins called for a vote.
Commissioner Dean voted: **No**
Commissioner Logan voted: **No**
Commissioner Reed voted: **Aye**
Commissioner Shirliff voted: **Aye**
Mayor Collins voted: **No**
The motion failed 3:2.
- (00:53:10) **Commissioner Reed made a motion to approve a resolution allocating additional general fund savings created from accepting United States Treasury State and Local Recovery Grant Funds and declaring all grant funds as revenue loss used for general government services to the following projects: \$1.58 million for the Our Redeemers housing project brought by the Rocky Mountain Development Council, \$250,000 for the Community Food Resource Center brought by Helena Food Share, and \$143,000 for the Wildfire Risk Assessment and Education project brought by the Tri-County Firesafe Working Group and placing \$153,000 into the General Fund towards the Wildland Type 6 Firetruck. Commissioner Shirliff seconded the motion.**
- (00:54:28) Commissioner Reed suggested considering another motion for a revised increased allocation.
- (00:55:15) Mayor Collins denied another motion on this Item.
- (00:55:33) Mayor Collins called for a vote.
Commissioner Dean voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **No**



Commissioner Shirliff voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:1.

Public Communications

(00:56:01) There were no further comments from the Commission and/or public.

Adjournment

(00:56:14) There being no further business before the Commission, the meeting adjourned at 6:54pm.



CLERK OF THE CITY COMMISSION

MAYOR