



**City of Helena  
City Commission Meeting  
April 24, 2023 – 6:00 PM  
Zoom Online Meeting; <https://us06web.zoom.us/j/81524840742>  
City County Building Commission Chambers, Room 330**

**Time & Place**

A regular City Commission meeting was held on Monday, April 24, 2023 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/81524840742> and physically in the City County Building Commission Chambers, Room 330.

**Call to Order and Roll Call**

**(00:00:30)** The following responded present, either via zoom or in person:

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

The following members were absent:

Commissioner Dean

**Pledge of Allegiance**

**(00:01:50)** Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

**Minutes**

- A. 3-30-23 Special Work Session: Sidewalk Summit
- B. 4-5-23 Admin Meeting
- C. 4-10-23 Commission Meeting
- D. 4-12-23 Budget Work Session Minutes

**(00:02:22)** **There being no comments or questions from the Commission, Mayor Collins accepted Minutes A, B, C, and D.**



## Presentations

### A. Approve Confirmation of Officer Bryce Liebel and Officer Nick Leshinski

(00:03:00) **Commissioner Logan made a motion to table Item 4A. Commissioner Shirliff seconded the motion.**

(00:03:15) 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.**

## Consent Agenda

### A. Claims

### B. Authorization for staff to void stale dated checks.

### C. A resolution authorizing participation in the Board of Investments of the State of Montana Short Term Investment Pool (STIP) and authorizing the execution and delivery of documents related thereto and repealing resolution No. 20624.

(00:04:36) **Commissioner Logan made a motion to approve Consent Agenda Items A, B, and C. Commissioner Shirliff seconded the motion.**

(00:04:56) 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.**

## Bid Award

### A. Transportation Systems – Bid Award 2023 Chip Seal



- (00:05:22) Transportation Systems Director Knoepke presented Item A.
- (00:06:42) Commissioner Reed asked Director Knoepke about the feasibility of amending Items C and E regarding public comments submitted by the Non-Motorized Travel Advisory Council.
- (00:09:23) Commissioner Reed asked Attorney Dockter about the process for adding amendments to Bid Award Items.
- (00:10:45) Manager Burton discussed financial changes to the Bid Award given an amendment.
- (00:11:00) Commissioner Logan asked Director Knoepke if adding an amendment would change the Bid Award Item contents and specifics.
- (00:12:38) Commissioner Reed asked Public Works Director Leland about adding TIF dollars to match the Centennial Trail Project, referring to public comments submitted by the Non-Motorized Travel Advisory Council.
- (00:14:00) Commissioner Reed asked Director Leland if the Bid Award would impact the completion of Centennial Trail as it currently reads.
- (00:14:52) Commissioner Reed asked Attorney Dockter about the process for awarding bid dollars and motion language.
- (00:16:22) Director Knoepke clarified the schedules of Items A and B.
- (00:17:00) **Commissioner Reed made a motion to approve schedules A through E of TSD project #93-2023 Chip and Seal to the lowest responsible bidder, Helena Sand and Gravel, for the amount of \$648,980.24. Commissioner Shirliff seconded the motion.**
- (00:17:20) Mayor Collins called for a vote.
- |                              |               |
|------------------------------|---------------|
| Commissioner Dean voted:     | <b>Absent</b> |
| Commissioner Logan voted:    | <b>Aye</b>    |
| Commissioner Reed voted:     | <b>Aye</b>    |
| Commissioner Shirliff voted: | <b>Aye</b>    |
| Mayor Collins voted:         | <b>Aye</b>    |
- The motion carried 4:0.**

**B. Proposal/Bid Award 2023 Sidewalk Improvement Program, Project TSD-94**



(00:17:50) **Commissioner Reed made a motion to approve award of the 2023 Sidewalk Improvement Program, Project TSD-94 to All Around Construction for an amount not to exceed \$150,000. Commissioner Shirliff seconded the motion.**

(00:18:20) 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.**

**C. Proposal Bid Award for 2023 ADA Ramp Program, Project TSD-92**

(00:18:50) **Commissioner Reed made a motion to amend Item C to approve award of the 2023 ADA Ramp Program, subject to a review of including bulb-outs in the 6<sup>th</sup> Avenue ADA Ramp Project TSD-92 to All Around Construction for an agreement amount not to exceed \$350,000. Commissioner Shirliff seconded the motion.**

(00:19:36) 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.**

**D. Bid Award for 2019 Cured in Place Pipe (CIPP) Sewer Main Rehabilitation Project #19-35**

(00:19:52) **Commissioner Logan made a motion to award the 2019 CIPP Sewer Main Rehabilitation Project #19-35 to the lowest responsible bidder, Planned and Engineered Construction, Inc., in the amount of \$718,500. Commissioner Shirliff seconded the motion.**

(00:20:35) 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.**

**E. Bid Award for National Avenue Water Main Replacement Project #20-04**

**(00:20:54) Commissioner Logan made a motion to award the National Avenue Water Main Replacement Project #20-04 to the lowest responsible bidder, Helena Sand and Gravel, in the amount of \$370, 645. Commissioner Shirliff seconded the motion.**

**(00:21:26)** 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**

**(00:21:44)** There were no communications from the Commissioners.

**Report of the City Attorney**

**(00:21:52)** City Attorney Dockter had nothing to report.

**Report of the City Manager**

**(00:21:57)** City Manager Burton had nothing to report.

**Communications from the Helena Citizens Council**

**(00:22:15)** HCC Representative Susan Smith discussed recent and upcoming meeting agenda items.



## Regular Items

**A. Consider a Resolution of Intention to set fees charged by Helena Police Department Support Services Division and amending Resolution No. 20244.**

(00:24:46) Finance Director Danielson presented Item A.

(00:25:27) **Commissioner Shirliff made a motion to approve a Resolution of Intention to set fees charged by Helena Police Department Support Services Division and amending Resolution No. 20244 and to set a public hearing. Commissioner Logan seconded the motion.**

(00:25:47) 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.**

**B. Consider a Resolution of Intention to Set Fees Charged for Use of the Helena Civic Center and Repealing Resolution No. 20626.**

(00:26:11) Director Danielson presented Item B.

(00:37:08) **Commissioner Logan made a motion to approve a Resolution of Intention to Set Fees Charged for Use of the Helena Civic Center and Repealing Resolution No. 20626 and to set a public hearing. Commissioner Shirliff seconded the motion.**

(00:37:28) 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.**



**C. Consider a Resolution of Intention to establish fees to be charged for the Last Chance Splash Waterpark and Pool and repealing Resolution No. 20332**

**(00:28:02) Commissioner Shirliff made a motion to approve a Resolution of Intention to establish fees to be charged for the Last Chance Splash Waterpark and Pool and repealing Resolution No. 20332 and to set a public hearing. Commissioner Logan seconded the motion.**

**(00:28:23)** 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.**

**D. Consider a Resolution of Intention to establish fees to be charged for City of Helena Park and Open Space uses and Recreation Programs and Repealing Resolution No. 20602**

**(00:28:55) Commissioner Logan made a motion to approve a Resolution of Intention to establish fees to be charged for City of Helena Park and Open Space uses and Recreation Programs and Repealing Resolution No. 20602 and to set a public hearing. Commissioner Shirliff seconded the motion.**

**(00:29:20)** 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.**

**E. Consider an Ordinance establishing a parade, special events, tours, and vendor requirements and amending the possession of intoxicating beverages code in the City of Helena.**

**(00:29:53)** Director Knoepke and Attorney Dockter presented Item E.



(00:33:03) Commissioner Logan asked Attorney Dockter about Section 5-1-1 proposed language.

(00:34:15) **Commissioner Shirliff made a motion to approve first passage of an Ordinance establishing a parade, special events, tours, and vendor requirements and amending the possession of intoxicating beverages code in the City of Helena. Commissioner Logan seconded the motion.**

(00:35:00) 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.**

**F. Consider changes to the facade of 440 S. Park Ave, subject to an existing facade easement.**

(00:35:26) Heritage Preservation Officer Attardo presented Item F.

(00:40:10) Commissioner Logan asked HPO Attardo if the applicants had reviewed and approved the plans.

(00:40:58) **Commissioner Logan made a motion to approve the plans of February 22, 2023, to allow the removal of metal storm windows and doors and replace them with wood storm windows and storm doors and the repair of the exterior balconies as they conform to the design guidelines and recommend approval to the existing non-historic addition on the south side of the building to replace with a new addition on sheet A300. Figure 4 of said plans. Commissioner Shirliff seconded the motion.**

(00:41:50) 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.**

### **Public Communications**

- (00:42:18)** Emily Fraser of the Helena Area Community Foundation provided public comment, inviting the Mayor and Commissioners to participate in the Greater Helena Gives event.
- (00:44:44)** Commissioner Shirliff asked Ms. Fraser about their financial goals for the year.
- (00:46:10)** Manager Burton expressed intent to discuss the invitation with Attorney Dockter.

### **Adjournment**

- (00:46:40)** There being no further business before the Commission, the meeting adjourned at 6:47pm.



**CLERK OF THE CITY COMMISSION**

**MAYOR**