



**City of Helena
City Commission Meeting
September 25, 2023 – 6:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/81106565801>
City County Building Commission Chambers, Room 330**

Time & Place

A regular City Commission meeting was held on Monday, September 25, 2023 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/81106565801> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:46) The following responded present, either via zoom or in person:

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

The following were absent:

Commissioner Dean

Minutes

- A.** 9-6-23 Admin Meeting
- B.** 9-11-23 Commission Meeting
- C.** 9-20-23 Admin Meeting

(00:01:24) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A, B, and C.

Presentations

- A.** Consider the confirmation approval of Officer Zac McMillen, Officer Tim Smith, and Officer Jacob Hamilton

(00:01:54) Police Chief Petty presented Item A.



- (00:05:24) Officers McMillen, Smith, and Hamilton addressed the Commission.
- (00:07:36) Mayor Collins and the Commissioners thanked, congratulated, and welcomed the Officers.
- (00:09:38) **Commissioner Logan made a motion to approve confirmation of Officer Zac McMillen, Officer Tim Smith, and Officer Jacob Hamilton. Commissioner Shirliff seconded the motion.**
- (00:09:51) 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 the Confirmation of Firefighter/Paramedic Travis Cik

- (00:11:00) Assistant Fire Chief Chambers presented Item B.
- (00:11:53) **Commissioner Shirliff made a motion to approve Confirmation of Firefighter/Paramedic Travis Cik. Commissioner Logan seconded the motion.**
- (00:12:07) 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.**
- (00:12:30) Mayor Collins administered the Oath of Office to Firefighter/Paramedic Cik.

Proclamations

A. Fire Prevention Week Proclamation



(00:14:10) Assistant Chief Chambers discussed Fire Prevention Week.

(00:14:51) Mayor Collins read Proclamation A.

B. Chain of Survival Proclamation

(00:18:02) Assistant Chief Chambers discussed a lightning strike event prompting the Chain of Survival and introduced the parties involved.

(00:20:20) Mayor Collins presented Casey and Lauren Kuntz and Jacob Stern with Mayoral Recognition Awards.

(00:22:03) Wyatt, the lightning strike victim addressed the Commission and involved parties.

(00:22:22) Mayor Collins read Proclamation B.

Board Appointments

A. Board Appointments: Board of Adjustment, Helena Regional Airport Authority, Zoning Commission

(00:26:10) Mayor Collins presented Item A.

(00:27:24) **Commissioner Shirliff made a motion to approve Board Appointments for the Board of Adjustment, Helena Regional Airport Authority, and Zoning Commission. Commissioner Logan seconded the motion.**

(00:28:22) 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. Approval of Downtown Multimodal and Infrastructure Plan Adoption

B. Approval of a Perpetual 20 ft Wide Access and Utility Easement Across the Frontage of 585, 589, and 599 West Main Street

C. Approval of a Resolution Reaffirming the Bill Roberts Golf Course Advisory Board as a City of Helena Advisory Board



D. Approval of City of Helena FY24 HUD Entitlement Jurisdiction Deferral

- (00:29:10) Commissioner Reed asked Community Development Director Brink about the Entitlement Status project specifics.
- (00:30:27) **Commissioner Logan made a motion to approve Consent Agenda Items A, B, C and D. Commissioner Reed seconded the motion.**
- (00:30:40) 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 for 6th Ward ADA Ramps – TA Grant Project

- (00:31:00) Transportation Systems Director Knoepke presented Item A.
- (00:32:30) Commissioner Shirliff asked Director Knoepke about the projected cost versus average.
- (00:33:22) **Commissioner Logan made a motion to reject a Bid Award for 6th Ward ADA Ramps – TA Grant Proposal. Commissioner Shirliff seconded the motion.**
- (00:33:55) 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

- (00:34:11) Commissioner Logan discussed a recent tour of the Flume System and the opportunity for upgrades regarding sustainability.



Report of the City Attorney

(00:37:00) City Attorney Dockter had nothing to report.

Report of the City Manager

(00:37:06) City Manager Burton had nothing to report.

Communications from the Helena Citizens Council

(00:37:18) HCC Representative John E Andrew discussed recent and upcoming meeting agenda items.

Regular Items

A. Consider Northwestern Energy's energy incentive of \$145,000 for replacement of the City of Helena's Turbine Blowers

(00:38:37) Public Works Director Leland presented Item A.

(00:40:46) Commissioner Logan thanked Public Works Staff.

(00:41:20) Commissioner Shirliff thanked Public Works Staff.

(00:41:50) **Commissioner Logan made a motion to approve Northwestern Energy's energy incentive in the amount of \$145,000. Commissioner Shirliff seconded the motion.**

(00:42:09) 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 Name dedication of the Northwest Park Softball Fields

(00:42:26) Parks, Recreation, and Open Lands Director Smith presented Item B.

(00:43:32) Commissioner Logan asked Director Smith if Coach Miller is aware of this request.



(00:45:03) Commissioner Shirliff made a motion to approve the naming of the Northwest Park Softball Fields after Coach Mike Miller. Commissioner Logan seconded the motion.

(00:45:16) 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 Cancellation of the 2023 Municipal General Election for the City Commission, Municipal Court Judge, and Helena Citizens Council Neighborhood Districts #2 through #7

(00:45:40) Clerk Clayborn presented Item C.

(00:48:03) Commissioner Shirliff thanked Clerk Clayborn and asked about water bill inserts for public outreach.

(00:49:08) Commissioner Reed thanked Clerk Clayborn.

(00:49:37) Commissioner Logan asked Clerk Clayborn about the timeline for sharing information on the website.

(00:51:18) Commissioner Shirliff asked Clerk Clayborn about the cost discrepancies between proceeding with a full election and canceling the elections.

(00:52:44) Ben Kuiper provided public comment, advocating for the HCC's involvement in the appointment process.

(00:53:31) Commissioner Reed made a motion to approve a resolution to Cancel the 2023 Municipal General Election for the City Commission, Municipal Court Judge, and Helena Citizens Council Neighborhood Districts #2 through #7. Commissioner Logan seconded the motion.

(00:53:49) 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 Hearings

A. Consider the acceptance of the Edward Byrnes Memorial Justice Assistance Grant (JAG)

(00:54:14) Chief Petty presented Item A.

(00:55:15) **Commissioner Logan made a motion to approve the acceptance of the Edward Byrnes Memorial Justice Assistance Grant (JAG) funding. Commissioner Shirliff seconded the motion.**

(00:55:28) 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.

B. Consider a Resolution Setting Rates for all Customers of the City of Helena Water System

(00:55:44) Director Leland presented Item B.

(00:56:47) Commissioner Reed asked Director Leland about how this will impact rate increases in the future.

(00:58:02) **Commissioner Reed made a motion to approve a Resolution Setting Rates for all Customers of the City of Helena Water System. Commissioner Shirliff seconded the motion.**

(00:58:15) 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.



C. Consider a Resolution setting residential and commercial wastewater base and usage rates

(00:58:30) Director Leland presented Item C.

(00:59:40) **Commissioner Logan made a motion to approve a Resolution setting residential and commercial wastewater base and usage rates. Commissioner Shirliff seconded the motion.**

(00:59:58) 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 Extend the Duration of (Re-create) the Landfill Monitoring and Maintenance District

(01:00:00) Director Leland presented Item D.

(01:02:10) Commissioner Logan explained his reasoning for opposition.

(01:05:30) **Commissioner Reed made a motion to approve a Resolution of Intention for the re-creation of the Landfill Monitoring and Maintenance District and set a public hearing date of December 18th, 2023. Commissioner Shirliff seconded the motion.**

(01:05:49) Mayor Collins called for a vote.

Commissioner Dean voted: **Absent**

Commissioner Logan voted: **No**

Commissioner Reed voted: **Aye**

Commissioner Shirliff voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 3:1.



(01:06:05) There were no further comments or questions from the Commission and/or public.

Adjournment

(01:06:16) There being no further business before the Commission, the meeting adjourned at 7:07pm.



CLERK OF THE CITY COMMISSION

MAYOR