

CITY OF HELENA
Administrative Meeting
April 20, 2022 - 4:00 PM
Zoom Online Meeting; <https://zoom.us/j/91440940728>

Time & Place

A City Commission Administrative meeting was held on Wednesday, April 20, 2022 at 4:00 p.m. via Zoom Online Meeting ID: <https://zoom.us/j/91440940728>.

Call to Order and Roll Call

(00:00:42) Mayor Collins requested City Clerk Clayborn call roll call: Interim City Attorney Coate, Interim City Manager Burton, Commissioner Dean, Commissioner Feaver, Commissioner Reed, Commissioner Logan, and Mayor Collins all responded present and participated virtually via Zoom.

Commission Comments, Questions

(00:01:39) Commissioner Logan recalled a previous Commission discussion held on January 19th regarding the retention and recruitment of staffing at Muni's Restaurant, and the request that a similar discussion take place at a future meeting for the Police Department. In addition, the Commissioner wished to proceed with a discussion previously raised at the February 14th meeting regarding the potential for a sewer and waterline insurance program.

(00:04:33) Mayor Collins spoke in support of adding these items to a future agenda.

(00:05:00) Commissioner Dean spoke in support of discussing these items at a future meeting and stated she recalled the City Manager Burton mentioned the staffing issue could be discussed in conjunction with the budget.

(00:05:40) Commissioner Feaver spoke in support of having a discussion regarding the police department but stated he would prefer to have it outside of the budget discussion. The Commissioner was also supportive of discussing the potential for a sewer and waterline insurance program.

(00:06:25) City Manager Burton confirmed police staffing would be discussed with the budget but staff could arrange a discussion prior to that if the Commission wished. In addition, Manager Burton informed the Commission that staff was actively looking at options for a potential water and sewer insurance program and expected an item on this topic would come before the Commission at a relatively soon administrative agenda.

(00:08:29) There were no further comments or questions by the Commission.

Recommendations from the Helena Citizen Council

(00:08:44) HCC member, Susan Steffens addressed the Commission and gave a report.

(00:09:39) Commissioner Reed spoke in support of the HCC conducting more public outreach and was interested to see how that goes.

(00:09:54) There were no further questions or comments from the City Commission.

City Manager's Report

Interim City Manager Burton updated the Commission on the following:

A. Announcement of new City Attorney, Rebecca Dockter

(00:10:06) Manager Burton introduced Rebecca Dockter to the Commission as the new City Attorney.

(00:11:38) Rebecca Dockter introduced herself to the Commission and spoke of her job experience prior to coming to this position.

B. Announcement of hiring of new Community Development Director, Christopher ("Chris") Brink.

(00:13:40) Manager Burton introduced Rebecca Dockter to the Commission as the new City Attorney.

(00:14:23) Chris Brink introduced himself to the Commission and spoke of his job experience prior to coming to this position.

(00:15:53) Commissioner Logan asked if it was possible to set up a meeting to allow the Commissioners a chance to meet with Attorney Dockter and Director Brink in person and Manger Burton confirmed this could be arranged.

(00:17:13) There were no public comments.

City Clerk Update

A. Board Application Review: Board of Adjustment

(00:17:35)

Board of Adjustment

Re-appointment of Byron Stahly to the Board of Adjustment. Second term will begin upon appointment and expire on October 1, 2023.

Re-appointment of Burt Federman to the Board of Adjustment. Second term will begin upon appointment and expire on October 1, 2023.

Re-appointment of Camie Zufelt to the Board of Adjustment. Second term will begin upon appointment and expire on September 30, 2024.

(00:19:08) There were no public comments.

With no objections, the recommended board appointments for the Board of Adjustment were approved as written into the record.

Information Only

A. General Review of Land Use Processes.

(00:19:30) Manager Burton introduced the item and Planner II, Michael McConnell.

(00:21:30) Planner McConnell addressed the Commission and gave a presentation on item A.

(00:37:27) Commissioner Dean thanked Planner McConnell for his presentation and requested this video be put on the Community Development webpage to help educate the general public. Further discussion was had between Commissioner Dean and Manager Burton regarding the City's most important capital improvement plans, such as water and wastewater infrastructure in regard to the present capacity as well as in the future.

(00:44:30) Commissioner Feaver and Planner McConnell discussed the process for an environmental assessment.

(00:46:20) Further discussion was had between Commissioner Feaver and city staff regarding the purpose and authority of the Zoning Commission, specifically because the City Commission could ultimately side with or against any recommendation the Zoning Commission puts forward. In conclusion, the Commissioner expressed the need to inform the public that the Zoning Commission is an advisory board.

(00:48:07) Commissioner Dean questioned if MCA required the cost for an environmental assessment be put on the developer. Interim City Attorney Coate confirmed MCA requires an environmental assessment for all minor and major subdivision developments and the burden almost always fell to the developer due to the assessment being required as part of the initial application to the city. Commissioner Dean followed up by asking if there was anyway to ensure objectivity from the consultant chosen by the developer and Attorney Coate recommended they adhere to MCA guidance.

(00:51:00) City Manager Burton addressed the Commission and gave a brief presentation on Montana growth and the impacts it has on the City of Helena, specifically on water and wastewater infrastructure.

(00:57:13) Public Works Director, Ryan Leland in conjunction with Manager Burton presented to the Commission a presentation on the city's current infrastructure capacity and the decisions on the horizon for the Commission regarding water treatment expansion.

(01:12:09) Commissioner Feaver thanked Director Leland for his presentation. The Commissioner expressed the need to continue this discussion regarding how the City

and the Helena Valley can prepare for future annexations with consideration for the current water and wastewater infrastructure, while also limiting city tax dollars and placing the burden on the Helena Valley property owners.

(01:14:11) Commissioner Dean concurred with Commissioner Feaver’s comments. Further discussion was had between Commissioner Dean and Manager Burton regarding conversation would look like between the City, Lewis and Clark County, and the State of Montana going forward.

Public Comment

(01:19:15) Clerk of the Commission, Dannai Clayborn read a public comment into the record from Jacob Kuntz, “Thank you for presenting this information. The future of a vibrant Helena depends on the City finding ways to manage prudent, timely, and sustained growth.”

(01:20:04) There were no further public comments.

Adjournment

(01:20:33) There being no further business to come before the City Commission, the meeting adjourned at 7:21 p.m.




MAYOR