



**City of Helena
Administrative Meeting
December 14, 2022 – 4:00 PM
Zoom Online Meeting; <https://zoom.us/j/96187053116>
City County Building, Room 326**

Time & Place

A City Commission Administrative meeting was held on Wednesday, December 14, 2022 at 4:00 p.m. via Zoom Online Meeting ID: <https://zoom.us/j/96187053116> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:06:10) The following responded present, either via zoom or in person:

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

The following were absent:

Commissioner Reed

Commission Comments, Questions

(00:07:34) There were no comments or questions from the Commission.

Recommendations from the Helena Citizens Council

(00:07:39) HCC Representative John E Andrew discussed recent and upcoming meeting agenda items and expressed support for the deer culling program.

Report of the City Manager

(00:10:20) Interim City Manager Burton introduced Transportation Systems Director Knoepke.

(00:10:40) Director Knoepke discussed the Rodney Street Tree Removal Process.



- (00:14:50)** Mayor Collins asked Attorney Dockter about the liability to the City should a compromised tree cause damage.
- (00:16:53)** Mayor Collins asked Attorney Dockter if citizens and property owners can waive their liability.
- (00:18:30)** Mayor Collins asked Growing Friends Rep about the age of the trees in question.
- (00:19:26)** Commissioner Dean asked Director Knoepke to clarify that the trees are to be replaced.
- (00:19:52)** Commissioner Dean asked Growing Friends Rep about the condition and type of the trees, and the importance of diversifying the tree population.
- (00:21:41)** Commissioner Dean expressed support for removal due to safety concerns via expert opinion.
- (00:22:38)** Commissioner Logan expressed support for removal due to safety concerns via expert opinion and recommended improving the public notice efforts.
- (00:24:17)** Commissioner Shirliff expressed support for removal due to safety concerns via expert opinion and recommended improving the public notice efforts.
- (00:24:58)** Commissioner Shirliff asked Director Knoepke and Growing Friends Rep about the rationale for tree replacement and the longevity of new trees.
- (00:25:55)** Mayor Collins advised members of the public to utilize the Public Comment portion of the meeting to contribute to the conversation.
- (00:26:26)** Manager Burton thanked the Commission for discussion.

Department Reports

- A. Review of the City of Helena Engineering and Design Standards 2022 Update Proposed implementation date of February 1st, 2023**
 - (00:26:50)** City Engineer Clark, Public Works Director Leland, and Transportation Systems Director Knoepke presented Item A.
 - (00:37:30)** Commissioner Dean thanked Director Knoepke, Engineer Clark, and Director Leland, and asked Director Leland and Manager Burton about public communication.
 - (00:39:37)** Commissioner Logan asked Manager Burton and Director Leland about the process for finalization by the Commission.
 - (00:41:06)** There were no further comments from the Commission and/or public.
- B. Residential Curbside Recycling Collection Contract Amendment/Extension**
 - (00:41:30)** Director Leland and Deputy Director Coleman presented Item B.
 - (00:48:10)** Manager Burton discussed additional sustainability measures by the City.



- (00:48:42) Commissioner Dean expressed support for this item and recommended notifying the public about rate increases.
- (00:49:44) Commissioner Logan expressed support for sustainability measures and discussed the need for more contribution from the people that benefit from the rate increases.
- (00:51:00) James Treigers provided public comment, asking about what happens in the recycling product process.
- (00:52:10) Karen Reese provided public comment, expressing support for the rate increase.
- (00:52:41) Denise Roth Barber, Citizen Conservation Board representative, provided public comment via zoom, expressing support for the rate increase.
- (00:54:05) Mayor Collins asked Director Leland about the purpose for presenting Item B.

C. ARPA and General Fund Savings Update

- (00:55:20) Grants Administrator Opitz and Finance Director Danielson presented Item C.
- (01:05:10) Manager Burton discussed the timeline of voting and allocation, and the possibility of allocating to other applications after that.
- (01:06:10) Commissioner Logan advocated for the Wildfire Risk Assessment & Education project.
- (01:08:28) Commissioner Dean suggested reaching out to other agencies and Senator Tester's office for additional funding, as well as not setting a dollar amount at the current meeting.
- (01:10:40) Manager Burton addressed Commissioner Dean's comment regarding meeting with the County Administrative Officer.
- (01:11:01) Grants Administrator Opitz clarified next steps.
- (01:11:38) There were no further comments from the Commission and/or public.

Presentations

A. Helena Area Community Foundation COVID-19 Recovery Grant Report – **Item moved to further in the meeting.**

B. Transportation Systems – Snow and Ice Plan Update

- (01:12:10) Director Knoepke and Deputy Director Couey presented Item B.
- (01:26:28) Commissioner Dean thanked Director Knoepke and expressed support for the plan.
- (01:27:37) Commissioner Shirliff asked Director Knoepke about the plan for informing the public.
- (01:28:30) Commissioner Shirliff asked Director Knoepke about the options for cul-de-sac residents.



- (01:30:31)** Commissioner Dean asked Director Knoepke about how the shift change would affect the public's ability to use the GIS system.
- (01:32:07)** There were no further comments from the Commission and/or public.

C. Transportation Systems – Transit Update

- (01:32:18)** Deputy Director Couey presented Item C.
- (01:40:31)** Mayor Collins asked Deputy Director Couey what the difference in contribution would be if the fare were increased.
- (01:41:45)** Commissioner Dean and Mayor Collins asked Deputy Director Couey and Director Knoepke about addressing recent public comments.

A. Helena Area Community Foundation COVID-19 Recovery Grant Report

- (01:46:46)** Grants Administrator Opitz, Finance Director Danielson, and Helena Area Community Foundation Director Emily Frazier presented Item A.
- (02:06:35)** Commissioner Dean thanked Ms. Frazier and HACF.
- (02:07:37)** Commissioner Shirliff thanked Ms. Frazier and HACF and asked about upcoming events.
- (02:09:50)** There were no further comments from the Commission and/or public.

Public Comment

- (02:10:06)** Director Knoepke introduced Transit Manager Lauren Harms.
- (02:10:45)** James Groves provided public comment, recommending not cutting down all the trees on Rodney Street unless completely necessary.
- (02:13:26)** Karen Reese provided public comment, apologizing for sending a derogatory email regarding Rodney Street trees and expressing distaste with the project.
- (02:17:10)** Mayor Collins asked Director Knoepke for clarification about the tree removal decision and process.
- (02:19:26)** Commissioner Dean asked Manager Burton about the City Arborist's opportunity to present findings to the public.
- (02:21:40)** Karen Reese provided public comment, expressing dissatisfaction with the size of the replacement trees.
- (02:22:16)** Mayor Collins recommended Ms. Reese correspond with Manager Burton.
- (02:22:30)** Commissioner Shirliff thanked the public for comments.



- (02:23:18)** Dianna Hammer provided public comment, recommending consideration of a substitute resolution reestablishing the Citizen Conservation Board.

Adjournment

- (02:26:13)** There being no further business before the Commission, the meeting adjourned at 06:27pm.