

**BELGRADE CITY COUNCIL MEETING MINUTES**  
**COUNCIL CHAMBERS**  
**September 15, 2014**  
**7:00 PM**

Mayor Russell Nelson called the meeting to order. Council Members in attendance were: Brad Cooper, Anne Koentopp, Ken Smith, Kristine Menicucci and Mark Criner. Others in attendance were: City Manager Ted Barkley, Rick Ramler, Scott Bell, Wade Pehl, Tyler Doshier, and Michael Tucker.

Council Member Criner moved to excuse Council Member Youngberg. Council Member Koentopp seconded the motion.

All voted aye, motion carried unanimously.

**APPROVED MINUTES OF THE September 2, 2014 MEETING**

Council Member Menicucci moved to approve the minutes of the September 2, 2014 meeting. Council Member Smith seconded the motion

All voted aye, motion carried unanimously.

**PUBLIC FORUM**

Mayor Nelson called for public comment 3 times. There being none, public forum was closed.

**PUBLIC HEARING**

There were no items scheduled for public hearing.

**REPORTS**

Mayor Nelson commented on the event organized by the Chamber for community cleanup that took place this past weekend. It was very successful.

City Attorney Ramler had nothing to report.

City Manager Barkley reported on the utility sleeve being installed for the water line under the Interstate. The State had agreed to cover most of this cost, which was now estimated at \$70,000, with approximately \$16,000 of that amount being for material which was the City's portion to pay. The State taking on this cost will save rate payers a considerable amount in the future. Barkley explained the Sleeve will not go under the railroad tracks, it will go under the bridge next to I-90, to the other side, coming from Frank Road through the pit.

Barkley reported on the efforts this week in preparation for the Fall Festival. Cleanup day was a great success and the area really looks clean. Additional weeds will be removed along Broadway. Mayor Nelson commented on areas near the corner of Jackrabbit and Main where

additional cleaning was suggested. Additional preparations included pumping the sumps at the Fire Station, along with taking down the back fence of the park for auto show entrants to bring vehicles in. This would avoid them having to intermingle with the Parade traffic. A request to open Airway Blvd was made, however, Scott Bell confirmed that the paving was not finished yet.

Barkley reminded the Council of a public meeting scheduled on September 16<sup>th</sup> at the Bozeman Hilton Garden Inn regarding the East Valley Center Spur issues.

Barkley indicated that white stripes have been applied by MDOT on Main Street by the Fire Station. The city crew will now need to finish the ends. This has spurred a discussion about putting crossing like this in on the North side of Main all the way through. This has produced positive feedback in the community. It stands out clearly at night, and gives separation for pedestrians and bike riders.

Barkley reported meeting with Brian Sprenger, Airport Director, regarding snow removal and future sewer and water issues. The current metering system is not complete and the City's need to better measure water coming back and forth to the Airport was reviewed. The Airport's position was positive and cooperative. Other discussion included future land use planning, particularly for the land south of Airway Blvd. This land is not needed for aviation so there are possibilities for commercial light industrial and professional development. There is also the possibility that this part of the Airport land could be annexed into the City. Although the Airport maintains its own Local Government Jurisdiction which includes its own Police and Fire Departments, it is not geared to provide those services for anything other than Aviation related facilities.

Barkley reported meeting with County commissioners early last week to update the status of the Interchange project and the County's participation in it. There are some things that need to be sorted out as to who exactly will take care of things like snow removal.

Barkley reported that the Belgrade Youth Sports Committee (BYSC) public meetings were held as planned with about 35 citizens at each meeting. Those in attendance represented two very different groups with varying suggestions and wants. Barkley reviewed their suggestions and desires for park usage. Diversified use of the fields, trails around the parks and want of dog parks were high on the list. Many in attendance provided their e-mail addresses in order to receive future updates and information on park developments.

Barkley reported that Northwestern Energy had completed the Energy Audit on the City Hall and he reviewed some of the suggested changes to help reduce costs. The audit itself was a free service.

Barkley reported that Fire Chief Lindroth suggested one Council Member be appointed to regularly attend the Fire Board Meetings for better continuity. Council Member Cooper commented on the previous arrangement of having the City Manager attend the meetings

regularly. Barkley indicated that he would start to attend these meetings. He also suggested that a Council Member continue to attend on a rotating basis to facilitate future decisions to be made.

Barkley reported that the City will be holding a Flu Shot Clinic for City employees and Council Members on October 17<sup>th</sup> at City Hall for those who wished to participate.

Barkley distributed a draft policy regarding the concept of "Complete Streets", to make provisions for all types of vehicles using our streets, such as bicycles, etc. This was not being brought for any action, but it was being provided now so it could be discussed and brought up at a later meeting.

Barkley advised the Council that the Montana Leagues of Cities and Towns (MLCT) had scheduled a District Legislative meeting on September 22<sup>nd</sup> at Bozeman City Hall, 2:30 p.m. Barkley indicated he would be attending and others on the Council were welcome to attend as well.

## **DISCUSSION AGENDA**

### **CONSIDER a Consultant Services Agreement with Morrison Maierle for Engineering Services related to the Belgrade Chip Seal 2014 Project.**

City Manager Barkley reviewed the proposed Agreement and noted the total fee was not to exceed \$47,100 for Engineering Services on this project. Barkley indicated that it made sense to explore the suggested possibility of using a porous friction course overlay instead of chip sealing. Barkley reviewed the advantages of the suggested alternative. The costs difference would also be thoroughly reviewed as part of this agreement. Some examples of this option are available for viewing in the nearby communities. Scott Bell, engineer with Morrison & Maierle, was also available for questions.

Council Member Smith asked about the time frame of the residential part of the project being 15 days. Scott Bell indicated this was the time frame they estimated that the contractor would take to finish his part of the project. Bell commented on the finished product in cases when chip sealing is done and his opinion on the differences between chip sealing and the use of an open graded friction course. He suggested it would be a much better option for these repairs within the City. The open graded overlay with its increased porosity would respond better to fog seal process and the oil would go down into it much better. This overlay is applied hot with a paving machine. A cost study would be completed before any decisions were to be made. This project work would begin summer of 2015, still within the Fiscal Year 2014-2015.

Mayor Nelson called for public comment, there being none, public forum was closed.

**ACTION:** Council Member Criner moved to approve and authorize the City Manager to enter into a Consultant Services Agreement with Morrison & Maierle for Engineering Services related to the Belgrade Chip Seal 2014 Project. Council Member Cooper seconded the motion.

All voted aye, motion carried unanimously

**CONSIDER Draft Proposal and Scope of Work for a Business Development Plan from the Northern Rocky Mountain Economic Development District (NRMEDD)**

City Manager Barkley indicated the City has been a member in this organization, but not very active over the last several years. He reported on his meetings with Rob Gilmore, Executive Director of NRMEDD with discussion about developing economic opportunities for Belgrade. Barkley reviewed the Draft Proposal. He noted our resources in regard to the Economic Revolving Loan Funds. Belgrade needs a structured plan to use them. NRMEDD is willing to do this over a period of six months and proposes to charge Belgrade the amount \$1,000 for these business assistance services. The fee provides for a higher level of service than is included in basic membership benefits. This is a specific plan fitted to the City of Belgrade and the cost could be paid out of the City's Planning fund.

**ACTION:** Council Member Menicucci moved to accept the proposal and authorize the City Manager to enter into an Agreement with NRMEDD in regard to a Business Development Plan. Council Member Koentopp seconded the motion.

Mayor Nelson called for public comment, there being none, public comment was closed.

All voted aye, motion carried unanimously.

**CONSIDER Applications for Boards and Commissions**

City Manager Barkley reviewed applications received in response to the recent public meetings held regarding the Parks. Barkley indicated there was one opening on the BYSC board, which was a position to be appointed by the Council. The Park Board currently has four openings.

Applications were submitted by Jeremy Olson, Doe Peterson, Tammi Reanier and Dan Verbanec. Barkley indicated that Doe Peterson is already serving on the City Park Board and had offered to serve on the BYSC Board as a liaison of sorts since both boards were related in nature.

Council Member Criner expressed his concern that some residents at the public meetings showed one sided interests and he wanted board members who could represent a more balanced viewpoint.

Barkley suggested the process of presenting new Board Applications at one meeting, then completing some follow-up, and finally bringing the proposed appointments up for action at the next meeting.

Council Member Koentopp commented on Doe Peterson's years of experience and history of service on the Park Board, noting that she is very knowledgeable, balanced and quite dependable. Peterson could be appointed to the BYSC Board and still serve on the Parks Board as these were related and sharing of information between the two boards would be a benefit.

Barkley indicated that the applicants who had shown an interest in the BYSC board could be contacted and asked if they would be willing to serve on the Park Board instead, since that was where the need was at this time.

Since their applications showed interest in serving either the BYSC Board or the Park Board, Mayor Nelson recommended that Dan Verbanec and Tammi Reanier be appointed to the Belgrade Park Board right away.

**ACTION:** Council Member Koentopp moved to approve appointment of Dan Verbanec and Tammi Reanier to the Park Board. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously.

Mayor Nelson indicated that he would contact Jeremy Olson to find out if he was interested in serving on the Park Board or only the BYSC Board as indicated on his application. The Mayor would bring this info to the Council at the next meeting and they could consider an appointment to the BYSC at that time between Doe Peterson and Jeremy Olson.

## **CONSENT AGENDA**

### **Warrants Payable for August 2014**

Council Member Cooper moved to approve the Warrants Payable for August 2014. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously.

## **FOR YOUR INFORMATION**

City Manager Barkley noted corrected dates for the next Planning Meeting to be held on September 29<sup>th</sup> and the Fire Board meeting to be held on October 7<sup>th</sup>.

Mayor Nelson had nothing to report.

Council Member Cooper had nothing to report.

Council Member Menicucci reported that the Winefest was a great success. Community Cleanup was also very productive. She suggested smaller events to be scheduled more often during next spring and summer.

Council Member Smith offered to take Council Members or other City Employees or citizens on a tour of the Con Agra building if they so desired.

Council Member Koentopp commented on the difficulties she has been having regarding city email. Too much spam. Barkley reported on the new spam software that had been installed on the City server, but this issue would be researched.

City Manager Barkley indicated that the City email addresses for each Council Member would continue to be available and accessibility issues would be addressed individually. He also suggested that each council member confirm with the clerk as to their method of contact via other email addresses and/or phone numbers provided so this information could be given to the public when inquiries come in. The Council members agreed that communication with the public should be made as easy as possible.

Council Member Criner had nothing to report.

Council Member Youngberg was not present.

#### **ADJOURN**

Council Member Criner moved to adjourn the meeting at 8:05 p.m.



Russell C. Nelson, Mayor



Susan Caldwell,  
Administrative Assistant to the City Manager