

BELGRADE CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
January 20, 2015
7:00 PM

Mayor Russell Nelson called the meeting to order. Council Members in attendance were: Brad Cooper, Anne Koentopp, Ken Smith, Kristine Menicucci, Mark Criner and John Youngberg. Others in attendance were: City Manager Ted Barkley, Library Director Gale Bacon, Librarian Rebekah Kamp, Police Chief E.J. Clark, Jr., Planning Director Jason Karp, City Attorney Rick Ramler, Michael Tucker, Sergeant Dave Keen, Detective Justin Sharp, Sergeant Chuck Sprague, Detective Sergeant Dustin Lensing, David Kirschten, Ed Roe, Tina O'Donnell, Josh Robino, Rusty Collyer, Thomas Parker, Jr., Cody Collyer, Riley Nicholas, Derek Nicholas, Tucker Collins, Miguel Fuentes, Logan McCauley, Eve Parrow, Judge Michele Snowberger and various members of Boy Scout's Troop #649.

Troop #649 performed a Flag Ceremony and lead those present in the Pledge of Allegiance.

APPROVED MINUTES OF THE January 5, 2015 MEETING

Council Member Youngberg moved to approve the minutes of the January 5, 2015 meeting. Council Member Menicucci seconded the motion

All voted aye, motion carried unanimously.

PUBLIC FORUM

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

PUBLIC HEARING

There were no items scheduled for public hearing.

REPORTS

Mayor Nelson read the 2015 Arbor Day Declaration noting observation would take place on April 24th within the City of Belgrade this year.

City Attorney Ramler had nothing to report.

City Manager Barkley reported on efforts to develop a comprehensive classification and compensation plan for the City employees. Work is also underway to complete the revised personnel policies. Barkley asked for the Council's approval to hire Ms. Diane Letendre, Human Resource Professional, as the City's consultant on a temporary basis at the rate of \$35.00 per hour. The funding for these wages would require a budget amendment that would be brought before the Council at a later date. This work was anticipated to last from five to six weeks. Hiring her as a temporary employee was deemed more cost effective than hiring her as an outside consultant at \$55 per hour. No health benefits would be involved.

ACTION: Council Member Koentopp moved to authorize City Manager Barkley to offer Temporary employment to Diane Letendre for Human Resources projects as stated. Council Member Youngberg seconded the motion.

All voted aye, motion carried unanimously.

Barkley asked the Council to approve spending approximately \$1.00 per capita in order to advertise for the upcoming Municipal Services Mill Levy Ballot coming up in March. This would amount to approximately \$8,400 total. This would allow for some mailings to be sent out to the city population. It was confirmed that this money would have to come out of the General Fund with an additional \$8,000 for the Ballot process performed by the County on our behalf.

ACTION: Council Member Menicucci moved to approve spending approximately \$1.00 per capita for educating the public on the upcoming Municipal Services Levy Election. Council Member Criner seconded the motion.

All voted aye, motion carried unanimously.

Barkley reported on the coliform violation in our water system. This had already appeared in the local newspaper and was being noticed to the public in other ways as well. The affected area has already been sanitized. This was not a boil order and water was not unsafe to drink. Because this specific area has had previous violations, another thorough review was performed. It was discovered that at least two valves were closed which was reducing circulation. They have since been opened and should help keep the coliforms from building to unacceptable levels.

Barkley reported on some more questions he had been asked about the Mill levy. Question #1: Why do we need 37 million dollars? This man was confused about the value of one Mill being one million dollars. Barkley explained the correct value of one Mill in Belgrade is only about \$11,400. Question #2: Why haven't we heard about this before? Barkley supplied a list of 7 Council meetings where this has already been discussed, in addition to recent newspaper articles and radio programs.

Barkley reported that he and Chief Clark had spent some time at the Senior Center informing people as to this issue and the ballot question. Barkley also attended the Chamber's Business After Hours, spoke on the radio on Thursday morning, met with Central Valley Fire District, met with the Park Board, and also plans to go to the Monthly Chamber luncheon to speak next week. Barkley also planned to meet with local pastors, the School District faculty and staff, and several local Home Owners Associations. Meetings will also be set up for each of the three Wards to attend information sessions. The Working Committee continues to meet and come up with new ways to educate the public.

Barkley reporting on the meeting with Montana Department of Transportation (MDT) which included some pedestrian safety concerns on the south side of Jackrabbit. People are

choosing to cross in unsafe areas near Amsterdam and around the hotels nearby. Also, the commercial Bus Station is now operating at the Flying J truck stop which adds to the pedestrian traffic. MDT also brought up the next major state project and asked where the City of Belgrade would like to focus. The State's resources and energy could be applied toward either north Jackrabbit or Main Street. Barkley felt it made more sense to work on Main Street first. As a destination and as a high quality area, it needs considerable attention because of the new interchange opening up. This will change the traffic dynamic quite a bit. Another key element is there are no development partners to contribute to needed improvements on Main Street. On the other hand, Jackrabbit has a good number of partners to provide development. Although this direction was suggested to MDT, Barkley pointed out that it is very early in the process and the Council will have the opportunity to weigh in on the priorities. Barkley encouraged the members of the Council to bring their ideas forward so all options could be considered at this early stage.

Council Member Menicucci asked about improvements along Broadway since it is a State Route. Barkley mentioned that Broadway was planned to come under City jurisdiction within the next couple of years. Council wanted to request the drainage issues near the Library be addressed by MDT before the changeover if possible.

Barkley reported that he attended the Belgrade School strategic plan update process.

Barkley reported on two key position openings within the City have been posted and advertised. Finalists will be determined after January 28th, with interviews to be scheduled the first week in February. A good number of applications have been received for the Judge position and a few have been received on the Finance position. Regarding the Judge position, Barkley reported there was a Bill in process that might require an election process for all judges, including ours, so he would be monitoring this requirement.

Judge Snowberger spoke up and advised the Council that the bill had been withdrawn just today.

Barkley reported that the Ryen Glenn preliminary plat renewal application would be coming before the Planning Board on January 26th and would probably come before the Council on February 17th for approval.

LIBRARY DIRECTOR REPORT

Library Director Bacon and Youth Services Librarian Rebekah Kamp reviewed a brief history of the Library and reported on current services being provided. Belgrade Library is part of the BridgerNet Sharing Group including Three Forks, Manhattan, West Yellowstone, Bozeman and Belgrade. Multiple programs are offered for all children from birth thru 19 years of age, including Science Tech, Engineering and Math. Many types of family-friendly programming include cultural exhibits and speaker events such as the Wonderlust series through the College. Tech training where teens assist adults with hands on programs has been very popular. E-Book services are provided through the Montana Library 2 Go system and our Library also provides public use of computers for all ages.

Bacon reviewed the 2008 Mill Levy which provided for 8 mills. This was a permanent measure which helped the Library to recover and become stabilized. Bacon reviewed the increased growth in usage and visits to the Belgrade Library. Currently the Library is open to the public 44 hours per week. If the Municipal Services Mill Levy Election coming up in March were to fail, Bacon reviewed the resulting effect on Library services. Hours open to the public would be cut by at least 4 per week. Staff hours would also be reduced. Acquisition of new books and materials would be cut, fewer events would be presented and technical updates related to computers and systems would be suspended. Bacon also pointed out that certain funding from the Public Library Foundation would be jeopardized if Library hours open to the public are reduced.

Mayor Nelson called for public comment. There being none, he thanked the Library Director and the Youth Services Librarian for their presentation.

CHIEF OF POLICE REPORT

Police Chief Clark and his command staff of Sergeant Sprague, Sergeant Keen, Detective Sergeant Lensing and Detective Sharp, reviewed the organization of the Police Department and gave an overview of the activity trends and statistics from 2009 thru 2014. The number of calls and required paperwork has risen substantially with no change in the number of officers and clerical staff.

Clark reported on options under review in the event that the Municipal Services Mill Levy Election fails in March. Option #1, cut 2 Police Officers to meet the funding deficit immediately. Option #2, cut 1 Police Officer and cut 1 Administrative Clerk plus other department cuts to meet the funding deficit. Option #3, cut 1 Police Officer, cut 1 Community Service Officer plus other department cuts to meet the funding deficit.

Mayor Nelson thanked the Police Officers for their report and called for public comment.

Council members asked if the slides from these presentations could be made available for their upcoming presentations at the planned Ward meetings for the public's information.

Barkley commented that if the Municipal Services Mill Levy Election fails, a recommendation would be made to the Council as to what adjustments and cuts would actually take place.

Eve Parrow, a Realtor residing at Tracy Ann Drive, questioned the dollar amount noted and how it would affect commercial property. Barkley responded that more information would be gathered and provided to voters as to how this information can be figured.

Tina O'Donnell, residing at 501 Spooner Road, commented on the Police Department report and stated she had no idea how the cases have increased for Belgrade. She also stated that she didn't know that a Mill Levy had been proposed. She asked if Belgrade had Facebook and

suggested we should link up to it so people will be informed. Clark confirmed that the Police Webpage does link to Facebook for this reason. Barkley commented that the City Webpage and Library Webpages would include the levy information as well.

DISCUSSION AGENDA

CONSIDER Request for Variance to allow a Farm Animal to be kept within City Limits for Agriculture and Animal Science classes at Belgrade High School

Jason Karp explained it was not really a variance being asked for, it was a request for interpretation. This request could be granted by a Determination by the Council. Karp explained schools are in a Public Lands and Institutions (PLI) zone and this type of educational practices are allowed in this type of zoning. The applicant is not asking for any outdoor structures or corrals, therefore, no Conditional Use Permit is required.

Dave Kirshen, residing at 94 Cedar Shade Lane in Bozeman. Mr. Kirshen stated he is the new Agriculture teacher and FFA Advisor at Belgrade High School. He reviewed the benefits of the Animal Science program. The area being considered is an area easy to keep clean and he assured the Council of his familiarity with the swine and their humane treatment. The pig would be kept at the school during March and her litter would be kept through April. He has other arrangements to transfer and keep the animals on a farm after that. When asked about how to keep the pig from escaping, Mr. Karsten stated this pig is a tame animal, but a good lock will be installed on the green house.

Council Member Youngberg suggested that, if this request was granted, a condition be made to remove the pig if complaints were received from surrounding residents. He supported this as having educational value and the environment was within the research setting of school. He confirmed the project time limit of approximately 70 days total.

ACTION: Council Member Youngberg moved to approve an accessory usage interpretation in this specific circumstance allowing a Farm Animal to be kept at the Belgrade High School for Agriculture and Animal Science classes, with the condition that if viable complaints are received permission may be withdrawn. Council Member Criner seconded the motion.

All voted aye, motion carried unanimously.

It was confirmed that if any similar Farm Animal projects were planned at the School, each one would require determination and approval by the Council.

CONSIDER Proposed Ordinance 2015-1 Adopting Updated State Building and Plumbing Codes (First Reading) and set Public Hearing

Planning Director Karp reported this update is required about every three years. He noted some difference in the fire sprinkler requirements. Council asked about County

requirements in regard to fire protection and fire ponds. Karp noted this was included in subdivision requirements. The Central Valley has adopted this Fire Code even though the County has not yet adopted these requirements.

ACTION: Council Member Koentopp moved to approve on first reading, Ordinance 2015-1 Adopting Updated State Building and Plumbing Codes for City of Belgrade, and set Public Hearing for February 2, 2015. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously.

CONSIDER Proposed Ordinance 2015-2 Adopting 2012 International Fire Code (First Reading) and set Public Hearing

Planning Director Karp explained that this Fire Code is different than the Building Codes. The City of Belgrade currently has the 2009 code adopted. Updating to the 2012 Code brings us into compatibility with Central Valley Fire District and will enable both the Belgrade Building Inspector and the CVFD Fire Marshall to uniformly enforce the codes.

ACTION: Council Member Youngberg moved to approve on first reading, Ordinance 2015-2 Adopting 2012 International Fire Code, and set Public Hearing for February 2, 2015. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously.

CONSIDER Board Applications and Appointments

Barkley reviewed an application for the Belgrade City representative on the Gallatin County Parks Commission submitted by Diane Letendre. This application was approved by the County, and was now before the Council for their review. Barkley indicated his recommendation that the Belgrade City Council appoint her to the position for the three year term.

Mayor Nelson recommended appointing Diane Letendre to be the Belgrade City Representative on the Gallatin County Parks Commission.

ACTION: Council Member Menicucci moved to approve the Appointment of Diane Letendre to represent the City of Belgrade on the Gallatin County Parks Commission Board, for a term of three years. Council Member Smith seconded the motion.

All voted aye, motion carried unanimously.

Barkley reported receiving two Tree Board Applications. This Tree Board is designated as having 3 members, but currently has no members. Barkley reference past discussion to possibly combine the Tree Board with the Park Board or making it a sub of the Park Board. Barkley reviewed the options before the council. Park board members are required to be citizens

living within the City limits, but the Tree Board members may not be required to be citizens. Neither of the two Tree Board applicants being considered tonight reside within the City limits.

Council Member Koentopp commented that in the past, the Tree Board had made many valuable recommendations to the Park Board. Discussion regarding the requirement of being a city resident followed. Very little to no interest has been shown by residents to serve on these boards. Several Council Members were hesitant to turn these applicants away, simply because they live right outside the city limits. If city residents applied in the future, this could be reviewed again. The Council determined that the Tree Board would continue separate from the Park Board at this time and make recommendations accordingly.

Mayor Nelson recommended appointment of William Flesch and Betty Biggs to the Tree Board.

Council Member Koentopp moved to appoint Mr. William Flesch and Ms. Betty Biggs to the Tree Board for a two year term through December 2017. Council Member Menicucci seconded the motion.

Council Members voting aye: Koentopp, Smith, Menicucci, Criner and Youngberg.

Council Members voting nay: Cooper

Motion carried with 5 aye votes and 1 nay vote.

Barkley reported that Gallatin County has reappointed both Henry Parsons and Keith Mainwaring to the Belgrade City-County Planning Board as County Representatives for another two year term expiring December 31, 2016.

CONSENT AGENDA

WARRANTS PAYABLE for December 2014

ACTION: Council Member Criner moved to approve Warrants Payable for December 2014. Council Member Menicucci seconded the motion.

All voted aye, motion carried unanimously.

FOR YOUR INFORMATION

Council Members had nothing additional to report.

Mayor Nelson inquired about a white truck with a small bucket parked close to the Dentist's office near Spooner that was a concern. Chief Clark stated this was already being addressed by the Community Service Officer.

ADJOURN

Council Member Criner moved to adjourn the meeting at 9:06 p.m.

A handwritten signature in cursive script, appearing to read "Russell C. Nelson", written over a horizontal line.

Russell C. Nelson, Mayor

A handwritten signature in cursive script, appearing to read "Susan Caldwell", written over a horizontal line.

Susan Caldwell
Administrative Assistant to City Manager