

BELGRADE CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
May 4, 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, Acting City Attorney Jordan Ramler, Jim Dolan, Wade Pehl, Mark Mantle, Matt Sample and Michael Tucker.

APPROVED MINUTES OF THE April 20, 2015 MEETING

Council Member Youngberg moved to approve the minutes of the April 20, 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

No items for public hearing

REPORTS

Mayor Nelson had nothing to report.

Acting City Attorney Ramler had nothing to report.

City Manager Barkley reported on a plan to meet with Fire Chief Lindroth to start developing a specific strategy for the organization of future fire and emergency medical service (EMS). They have both taken this past year to learn more about the statutory environment for providing fire and EMS and also about things have been working in Helena.

Barkley reported expectations to be able to make an employment offer on the Accounting Clerk position this week. The Finance Department is short staffed right now with 2 employees attending Municipal Clerk and Finance Officer Training in Billings for this week.

Barkley reported that the Stockman Bank Subdivision is planning to begin construction by next week.

Barkley reported on plans to implement the phone tree options on an experimental basis in the near future. The employees who are responsible for answering the general city phone line are also covering the front counter. We have found that more than half of the phone calls coming through need to be directed elsewhere.

Barkley reported that the Yard Waste Cleanup day has been scheduled for Wednesday, May 13th. The rules for types of items accepted remain the same as in previous years. A copy of the newspaper ad appearing in the local newspaper was provided for Council's reference.

Barkley reported on the progress on our Sidewalk project and noted that we are close to going out to bid, looking at a July time frame. Regarding the Street Maintenance Project, we are also looking at going to bid in June and building in July.

Barkley requested permission to change the order of the Discussion Agenda so that Opticom's representative might give his report before the Street Maintenance discussion.

Council agreed with the change in order of the Discussion Agenda.

DISCUSSION AGENDA

Presentation by Representatives of Montana Opticom to discuss plans for making Belgrade the first "Gigabit" City in Montana

Jim Dolan, President of Montana Opticom, reviewed project plans for the Belgrade area. He referred to some of the challenges that came up during their last time working in our area and some of the work that was not finished or resolved. Dolan noted their intent to do their best to make things right. The goal is to bring Belgrade into the next century. Dolan stated that 2 years ago the FCC put a challenge out to communication providers to step and answer the challenge in bringing gigabit connected communities on board with at least one in every state. Dolan did not know of any within the State of Montana at this time. They had approached the City of Belgrade in order to make Belgrade the first city of Montana to get gigabit service.

With this concept, Dolan intends to start offering gigabit service to the residents of Belgrade, initially only to people within the city limits. This feature is not yet a prevalent service offered in rural America. This type of service will bring a sizeable increase in economic development and progress to the area. This is an effort to put Belgrade into the forefront of the technology curve. Dolan noted other communities trying to bring in fiber projects, however, they are focusing on businesses whereas Opticom is offering service to everyone.

Dolan reviewed some of the promotional concepts they would offer. Basic service would be for internet, however a customer could also add television and telephone. Dolan also reviewed their basic mode of advertisement including direct marketing such as walking streets and knocking on doors. They are not advertising on television yet.

Council Member Youngberg commented on entities who require this type of high speed service and capacity such as hospitals and research facilities. Dolan reported that this was true, however, Opticom has noted the trend that their biggest customers in the current network are from the home sector. The top 5 in the valley are not businesses, they are individuals who outpace the business users. This type of service is good for the next 50 to 70 year's growth and is somewhat limitless. Dolan also reported that there are approximately 500 individuals in this area involved with photonic research industry, designing and building lasers. Dolan noted his role in performing the connectivity work, but

the content traveling over those fibers will continue to evolve. Connectivity provides the basis for being more competitive.

Dolan reported that the delivery system is predominantly in place. Construction will be completed over the next 60 to 90 days. Most of the construction was done in past years and they are now in the stage of pulling in the fiber. Mayor Nelson asked Dolan to explain the gap in construction. Dolan explained issues with the funding source out of Washington D.C. which slowed the construction. Mayor Nelson also asked what system Opticom had in place for residents who have issues or need assistance to resolve problems. Dolan explained the process to solve construction issues. He noted their main contact telephone number. A running log of construction issues is maintained to assure each item is addressed. The same toll-free number may be used for service issues. The call center has 24/7 coverage.

Council Member Youngberg spoke in favor of this service. City Manager Barkley noted that many businesses have called City Hall looking for broadband internet service that is not currently available. Adding Opticom's proposed service will be welcomed in the area. Dolan confirmed that many people moving into our area have called and inquired about the service as well.

Discussion followed regarding work being done through yards and it was noted that the digging was occurring in right-of-way locations. Dolan noted that 200-400 individual services have been connected and are up and running currently. He noted the cost varies based on the program and incentives at the time of connection. Dolan noted that if someone had already signed up and made a previous agreement, it would be honored for a zero install cost.

City Manager Barkley noted a good level of communication from Opticom and their subcontractors thus far. Proper permits were being obtained and approved. A pre-construction meeting took place to establish working relationships with those working in the field. All issues that were reported to the City were passed along to Opticom several months ago. Dolan stated that he had a county-wide list of issues, and he felt that most, if not all, had been resolved. Barkley also noted that Opticom had shared a list of contact names and numbers for the City's reference. It was noted that Pauley Construction is the main contractor with various subcontractors as well. Pauley Construction has obtained a Belgrade Business License and has provided their liability insurance information.

Council Member Youngberg inquired about an Opticom's vault located at the end of his alley and how much weight it could withstand. Dolan noted these vaults are traffic rated for 20,000 lbs.

2015 Street Maintenance Project

City Manager Barkley reviewed the project and referred to the printed map showing the layout and scope of the streets to be included. Barkley stated that the engineers with Morrison Maierle Inc. are currently finalizing the specifications for this program. Although this project was generally discussed over the past year, Barkley wanted to discuss the specific scope of the project at this time. There were two issues to be discussed (1) surfacing over the patches that were put in the streets as a result of the new water lines being installed and (2) major maintenance for streets that were not impacted by the new pipes, but are in the vicinity. We won't be able to afford this size scope of a project every year, but we will be able to about every 2nd or 3rd year. This project includes approximately 9.2 miles of streets, 28

feet wide. The original plan was to apply a chip seal process. After assessing the needs and alternatives, the best approach in view of both pavement maintenance and for aesthetics, the micro pavement option was chosen. This involves about ½ inch or more of oil-saturated chips as an overlay. The material is more expensive, but the preparation time is considerably less so the overall price is very comparable. The life is likely to be much longer as well. Barkley explained that this process will fill low spots and cracks with compaction into the voids, creating a level surface on top. Treatment to extend the life will occur 5 or 6 years later with application of a fog seal process. The surface is slightly more coarse so it provides better traction in winter as well. The plan is to put this out to bid in June and start paving in July. Council asked if anyone else has had this done in our area.

Mark Maierle, representing Morrison Maierle Inc., confirmed some areas have been paved this way in Bozeman. After 20 years, and some maintenance, these areas are in very good shape. He also noted that the State of Wyoming uses this process and has noted it actually quiets the traffic. It helps in reducing the need for crack sealing. This process has historically performed quite well. General discussion followed regarding winter effects and maintenance. Maierle discussed the various contractors equipped to apply this process. When compared to the chip sealing process and 6 months of dealing with gravel on the streets, the micro paving process was much more desirable.

City Manager Barkley noted that no action was needed from the Council, they were simply providing information and scope of the project. Barkley did not anticipate any changes to the plan in front of them. The request for bids will go out in June. There were no anticipated problems in receiving bids on this project.

Consider Board Appointment – Streamline Advisory Board

Mayor Nelson reviewed and recommended Colleen Lindner for appointment to the Streamline Advisory Board.

ACTION: Council Member Youngberg moved to approve appointment of Colleen Lindner as the Belgrade representative on the Streamline Advisory Board with a 2 year term. Council Member Koentopp seconded the motion. All voted aye, motion carried unanimously.

Budget Formation Process for FY 2015-2016

City Manager Barkley reviewed the proposed calendar and target dates for the upcoming budget process for Fiscal Year 2015-2016. He expected to have a discussion at the next Council meeting about basic budget philosophy and priorities much the same way it was done last year. Passage of the Municipal Services Mill Levy was very positive, but we are now dealing with the misconception that there is more money to spend. In reality, these funds only allow us to maintain the services already in place. Barkley confirmed that we are on a firmer foundation now through the next seven years. The City of Belgrade has, and continues to do a really good job. The new year's budget will still be somewhat of a challenge due to circumstances involving staff turnover and covering of benefit costs.

Barkley stressed the importance of Council members continuing to be present for June and July meetings. He encouraged them to let their schedules be known because budgets go a lot better when everyone is in on the meetings. Typically the State revenue information is not provided until around the

first part of August, so by the end of September the City of Belgrade will report the actual Budget Document as approved by Council. It was noted that the first influx of funds from the new mill levy will not be seen until the end of 2015, however, those funds will be programmed into the FY15-16 budget, with extra care as to how we manage cash flow. Two distributions of property tax will be received during the fiscal year. An updated Budget Calendar will be provided as we work through the process.

Council Member Cooper inquired about a new evaluation form for reviewing the City Manager's performance. Barkley confirmed that a new form is being drafted for their review.

Barkley reported that work was progressing on our salary survey so that all employees may be brought into a matrix system this year. It may not be finished before the budget. Barkley was unsure on how much impact the survey would have on the budget process. This will also be reviewed before the Council. Wage adjustments may happen after the budget is approved and come in as a Budget Amendment later in the process. Barkley reported that that he will be recommending a two percent overall increase at this time. Individual position adjustments requiring closer evaluation in relation to the market have not been completed yet. Barkley confirmed that Diane Letendre, Human Resources Consultant, is working on these projects for the City.

CONSENT AGENDA

Payroll for April 2015

ACTION: Council Member Menicucci moved to approve Payroll for April 2015. Council Member Smith seconded the motion. All voted aye, motion carried unanimously.

FOR YOUR INFORMATION

Council Member Cooper had nothing to report.

Council Member Koentopp had nothing to report.

Council Member Smith asked for an update on the bypass schedule with a goal of June 1st. Mark Maerle stated there were still on track for some time in June. They are working on the roundabout paving and most of the sidewalks are done.

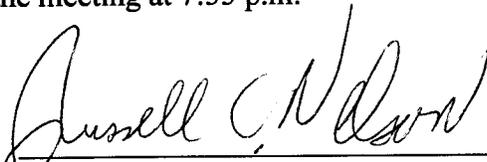
Council Member Menicucci commented that she would like to see full handicap accessibility for the library. City Manager Barkley reported the intent to submit a proposal to use County capital funds to put a properly sized landing in front of the exterior doors, to fix the pavement there, and fix the curb, gutter, sidewalk and drainage path along the west side of the Library. It made sense to bundle those things together. He acknowledged the automatic door was part of that package being requested through the County funding.

Council Member Criner had nothing to report.

Council Member Youngberg reported that the Park Board will be sending out a survey later this summer to the Belgrade residents. More information will be coming.

ADJOURN

Council Member Criner moved to adjourn the meeting at 7:55 p.m.



Russell C. Nelson, Mayor



Susan Caldwell,
Administrative Assistant to the City Manager