

**BELGRADE CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS**

August 3, 2015

7:00 PM

Deputy Mayor Kristine Menicucci called the meeting to order. Council Members in attendance were: Brad Cooper, Anne Koentopp, Mark Criner and John Youngberg. Others in attendance were: City Manager Ted Barkley, City Attorney Richard Ramler, Finance Director Diane Eagleson, Planning Director Jason Karp, Mark Maierle, Matt Semple, Gary and Ashley Fields, Wade Pehl, Kera Ogle and Michael Tucker.

Council Member Youngberg moved to excuse Mayor Nelson and Council Member Smith. Council Member Criner seconded the motion. All voted aye, motion carried unanimously.

APPROVED MINUTES OF THE July 20, 2015 MEETING

Council Member Koentopp moved to approve the minutes of the July 20, 2015 meeting. Council Member Cooper seconded the motion. All voted aye, motion carried unanimously.

PUBLIC FORUM

Deputy Mayor Menicucci called for public comment.

Gary Fields, residing on Paisley Drive in Belgrade, spoke as the owner of a new shop being built on Thunder Road in Belgrade. Mr. Fields brought a letter requesting a sidewalk waiver for their commercial property on Thunder Road.

City Manager Barkley suggested that if the Council would like, they could set this item as a regular agenda item for more in-depth discussion at the next Council meeting. Council agreed this should be added to the Agenda for August 17th. They asked Mr. Fields to speak with the contiguous property owners as well and bring a report back on the 17th.

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

PUBLIC HEARING

Goodwill Store – Conditional Use Permit (CUP) Application

Planning Director Karp reviewed the application and recommendations of the City County Planning Board. Retail use is a permitted conditional use for M-1 zoning. The property is at 6161 Jackrabbit Lane located between Quality Inn and Lexley Acres Mobile Home Park. This Goodwill store would occupy a portion of the open property, with planned subdivision of the whole property at a future time. The access drive will be built to city street standards since it will become a city street in the future. Water and Sewer will also be brought across the property

line as required. Planning is being done in view of the future subdivision. Karp advised that the Planning Board recommended approval with the 12 conditions listed in accordance with City standards. Karp noted that Kera Ogle was present to answer questions as needed. They want to start building as soon as possible.

Deputy Mayor Menicucci called for public comment.

Ichuan Huang, with Montana Everquest LLC, owner of Quality Inn, spoke regarding her desire to see more maintenance in regard to trimming the large trees on the property. She felt the current condition was negatively affecting the view of her guests. She also stated her frustration at the lack of response or action taken by the current owners.

Barkley noted that the view corridor is usually left to be worked out between neighbors.

Ms. Huang also asked about water connections. Karp noted this project should not affect the Quality Inn's water connections.

Deputy Mayor Menicucci called for any further comment from the public or the council. There being none, the public comment was closed.

ACTION: Council Member Cooper moved to approve the Conditional Use Permit for a Goodwill Store retail establishment in an M-1 District with the 12 conditions listed in the staff report as recommended by the Belgrade City-County Planning Board. Council Member Youngberg seconded the motion. All voted aye, motion carried unanimously.

REPORTS

Deputy Mayor Menicucci reported on the upcoming Wine Fest to take place on 9/11/15. She felt it would be a great fund raiser for the Library.

City Attorney Ramler had nothing to report.

City Manager Barkley reported that the southern portion of the pavement maintenance project is underway. The project is going quite well with some touch ups required.

Ryen Glenn is also under construction. Despite the ongoing issues from when the project was first presented 7 years ago, the new developers have stated their goal to have the first homes going up this fall. Council asked if the Department of Environmental Quality (DEQ) would be checking the water system again. Barkley noted that the system has been energized since 2007 and has been subject to regular testing and flushing requirements.

Barkley reported that August 28th is the final debriefing meeting to review the East Belgrade Interchange project with Montana Department of Transportation (MDOT). Items such as signage questions will be brought up along with speed limit questions and truck usage.

Council asked if there was a need for a truck route through Belgrade and posting of max weights. Barkley agreed that this should be researched.

Barkley reported that the CTEP project is progressing through the evaluation process in Washington.

Barkley reported that the Stahley Engineering group has assigned an intern to work on the GPS collection project. The intern has started gathering data points for water/sewer infrastructure features in order to map the systems.

Barkley reported attending the Business BBQ last weekend which was cosponsored by the City, the Belgrade Chamber of Commerce and the Northern Rocky Mountain Economic Development District. It was attended by about 46 people. It was apparent that there is an increasing desire for space where people can work and live, which would be mixed zoning. Barkley noted that current zoning codes do not support this very well. This may come up before the Council to consider making Belgrade's zoning more compatible with the needs. Many new businesses are intellectually based instead of equipment based.

Barkley reported focusing on December 1st for when he hopes to have all the legal research and needs analysis to be completed for our water system. Sometime after that, recommendations will be brought to the Council.

Barkley reported that Williams Plumbing came through and performed an assessment on City Hall, Library and City Shop heating and cooling systems for maintenance and replacement recommendations. The assessment was offered at no cost and needed due to the age and performance of the current systems.

Barkley reported meeting with Mark Knane, engineer who worked on the City's water rights associated with the Spain Ferris ditch. We do have some water rights there and they may be eligible for integration into a ground water recharge system which can help us with our overall supply. Meanwhile we can strategize in preservation and developing future water right needs as the community grows.

DISCUSSION AGENDA

Consider Resolution 2015-7 authorizing continued participation in the State Surplus Program through the Montana State Property and Supply Bureau

ACTION: Council Member Youngberg moved to approve Resolution 2015-7 authorizing continued participation in the State Surplus Program through the Montana State Property and Supply Bureau. Council Member Criner seconded the motion. All voted aye, motion carried unanimously.

Consider Montana Transportation Alternatives Program (TAP) Airport Connectivity Project

Barkley explained progress thus far. In our efforts to shape the project in view of the funds available, some minor adjustments have been made. This is our opportunity to connect the new bypass and interchange project areas to the City. It is a small enough project to appeal to the funding availability. Barkley reviewed the locations of the proposed sidewalks and bike lanes along with adjustments to the street lane widths to encourage slower traffic speeds. Total project cost is approximately \$432,360, with the City's share being about \$35,000. Barkley pointed out the various letters of support. Engineers have been asked to set the sidewalk a bit higher for future installation of gutters, also requesting fortified concrete near driveways to hold up under entry/exit traffic and clearer definition of entryways to area businesses. Another pedestrian crossing will also be included in the project.

ACTION: Council Member Criner moved to approve the grant application for the Montana Transportation Alternatives Program (TAP) connectivity project, Council Member Youngberg seconded the motion. All voted aye, motion carried unanimously.

Budget Discussion: Planning, Building Code Enforcement, City Wide Street Maintenance District and Gas Tax Funds

Barkley explained that between the delay of revenue numbers from the State, and with recent staff turnover, this budget has been a challenge to produce. The preliminary budget will be brought to the Council for consideration on August 17th at which time the Council would have the opportunity to set public hearing on September 7th.

Barkley reported that Planning and Building funds are expanding and growing and we see enough activity to justify another staff member. We will approach this conservatively. There is also an increasing need for more office support for Public Works. A Planning Technician position could initially share duties between planning and public works departments. Dedicated revenues to support this type of position are available.

Barkley reviewed the City Wide Street Maintenance and Gas Tax funds. A traffic study update was needed with the last study done in 2002. Parking lot and entrance improvements related to pedestrian traffic and drainage issues around the Library were also reviewed. Planned expenditures will also include street barricades, new plows and sanders to be attached to existing trucks already owned by the City. In regard to water and sewer operating funds, Barkley noted they are still under review. In regard to the Impact Fee study, Barkley noted that the Request for Proposals on this study and others would be going out at some point after the budget was approved. These studies will also help with our grant applications.

CONSENT AGENDA

Approve Warrants Payable for June 2015

ACTION: Council Member Cooper moved to approve Warrants Payable for June 2015. Council Member Criner seconded the motion. All voted aye, motion carried unanimously.

Approve Payroll for July 2015

ACTION: Council Member Criner moved to approve Payroll for July 2015. Council Member Koentopp seconded the motion. All voted aye, motion carried unanimously.

FOR YOUR INFORMATION

Deputy Mayor Menicucci reported that various visitors have commented that the City parks are being very well maintained this year.

Council Member Cooper asked if the City has been advised about property values yet. He noted that individual property owners have received notice that the amounts have been reduced. Barkley noted this will equate to a decrease for the City's collection as well. The valuation cycle has changed from every 6 years down to every 2 years.

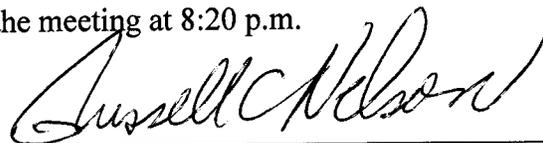
Council Member Koentopp inquired about strategic planning for the next year. Barkley confirmed this would be considered after budget is approved. Koentopp also brought up the weeds around the railroad tracks. She asked if this could be addressed.

Council Member Criner inquired about differing speed limits on Jackrabbit starting at the Albertsons store and going south. Some signs say 35, then change to 45 going the other direction.

Council Member Youngberg asked if City right of ways will be cleaned now or if we will wait for the community cleanup day. Barkley confirmed that some areas are being addressed by city workers and one contract mower for parks. Youngberg also reported that Roberta at Belgrade Sales had asked him about addressing their water problem with Public Works Director, Steve Klotz. Barkley said he would follow up with Roberta.

ADJOURN

Council Member Criner moved to adjourn the meeting at 8:20 p.m.



Russell C. Nelson, Mayor



Susan Caldwell, Admin Assistant to the City Manager