

BELGRADE CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
October 5, 2015
7:00 PM

Mayor Russell Nelson called the meeting to order. Council Members in attendance were: Brad Cooper, Anne Koentopp, Kristine Menicucci and John Youngberg. Others in attendance were: City Manager Ted Barkley, City Attorney Ramler, Finance Director Diane Eagleson, Matt Semple and Michael Tucker.

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

APPROVED MINUTES OF THE September 21, 2015 MEETING

Council Member Menicucci moved to approve the minutes of the September 21, 2015 meeting. Council Member Cooper 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

REPORTS

Mayor Nelson had nothing to report.

City Attorney Ramler had nothing to report.

City Manager Barkley reported on his role in serving on the Committee for the Building Belgrade Program. Barkley noted that he will be hosting the upcoming session dealing with Building Government on Thursday of this week. He noted that the Mayor had agreed to speak on governing the City at 10am at the Chamber on that day. Barkley invited other council members to attend if available. Barkley reviewed the schedule for the full day of training, including an Introduction to Governance and various presentations on our City Court, management of Water, Sewer and Streets department with a tour of related facilities, as well as a presentation by Tom Burnett who will present information on governance of the State. Land Use administration, business start-up processes will be included with the day ending on a session with Commissioner Joe Skinner and County Administrator Jim Doer from Gallatin County. Council members were invited to sit in on any and all sessions.

Barkley reminded the Council of the conference being hosted by the Montana League of Cities and Towns on October 7th through 9th this week. He also noted that the next Executive

Institute will be held in March of 2016 which will probably include a Business Tour of the Gallatin Valley. The tour would include Bozeman, Four Corners and ending in Belgrade.

Barkley reported on the progress of the Grant application for Bacterin. He noted the application was complete and is being processed at the State level.

Barkley reported having met with Tom McNab, Community Design Center (CDC). A proposal is being put together specifically for the Library identifying future needs and possible expansion. Barkley hoped to have a proposal for Council's consideration in about two weeks

Barkley reported that the Economic Development Committee at the Belgrade Chamber of Commerce is continuing their work with Northern Rocky Mountain Development District (NRMEDD). Barkley noted meeting with Rob Gilmore last week, discussing the draft survey that will be going to the businesses in Belgrade right now. This will give some sense as to what they've got and what they need, which will be incorporated into the strategic plan.

Barkley reported meeting with Mike Libster last week in regard to his holdings and his plans for Belgrade. Libster owns and/or controls many properties in the downtown area. Libster indicated his interest in Belgrade is renewed and he would like to be part of future discussions. Libster also offered to make available at any time, his concept model for downtown Belgrade, to help generate ideas.

Barkley reported on a proposed letter to the Montana Department of Transportation (MDT) regarding the actual swap of the urban system components in Belgrade. We are working on language right now, but the visual component is still needed to properly review the information. It is difficult to identify the various sections of road involved just by using the state designation numbers. He felt it really needs to be drawn out on a map for clarity. Barkley noted that we don't want to leave any mileage on the table, and we are actually looking to gain some mileage along with the maintenance dollars involved. Barkley reviewed the various segments under review. Net gain of mileage on the state system would be approximately 0.15 miles. Barkley proposed bringing the draft letter to MDT to the next regular meeting for the Council's consideration.

DISCUSSION AGENDA

Consider Rejection of Bids received on CTEP Project

City Manager Barkley reviewed the bids received. When the bids were evaluated, there were 2 determined to be non-compliant with the requirements. The city engineer and Public Works Director recommended that all of the bids be rejected at this time. A subsequent bid process closer to the Spring 2016 construction season would most likely open it up for a more cost effective result. Only one bid in this group was near the estimated budget, but that bid was not compliant. The Request for Bids would be advertised again sometime in January 2016.

ACTION: Council Member Youngberg moved to authorize the City Manager to reject all bids received on the CTEP project due to non-compliance with Bid Specifications and in order to seek better pricing. Council Member Koentopp seconded the motion. All voted aye, motion carried unanimously.

Authorize Payment of Claim to Repair Driveway at 1000 Happy Lane

City Manager Barkley reviewed the agreement made with the homeowner, Kay Smith, residing at 1000 Happy Lane. The original arrangement was agreed to before Barkley came on board with the City. Required reconstruction of the public areas was completed by the developer, and the previous City Manager had agreed to make this property owner whole by helping to repair the grade and driveway accordingly. Barkley felt that the price that was charged seemed to fit the work that was done. This payment will bring a close to this item.

ACTION: Council Member Cooper moved to authorize payment of Claim to repair the driveway located at 1000 Happy Lane. Council Member Youngberg seconded the motion. All voted aye, motion carried unanimously.

Consider Decision regarding Water and Wastewater Plan Updates

City Manager Barkley noted that Belgrade had received a letter from Montana Department of Environmental Quality (DEQ) regarding water capacity. Part of final plat process is to certify that we have adequate water capacity. The last study done certified that we could serve all of Meadowlark Ranch and Ryen Glenn subdivisions with the new water tower. Now DEQ is saying we are out of capacity with the last Meadowlark Ranch phase. Barkley noted 2 points to keep in mind as this issue is considered. First, DEQ's model for calculating water system capacity has recently changed as of last year. Second, Belgrade staff found errors in DEQ's model itself. Once these errors were brought to DEQ's attention, they agreed with the corrections and approved of moving forward with Meadowlark Ranch Phase II.

Barkley noted that as these developments progress, the City must be on its toes, so to speak. Request for Proposals (RFP) on needed studies related to water and sewer capacities are in the works. The current estimated capacity beyond the buildout of Ryen Glenn and Meadowlark Ranch is equivalent to about 795 residential units. But now we need to get the studies done. We have funds related to impact fees, but these were set at 55% of the actual cost of services. So this may need further review as well. Belgrade needs a financial plan to build to future capacities.

Sewer capacity will also be reviewed in the RFP that is being put out. Our technology for waste water treatment is not going to be permitted for much longer due the size of our community. We currently meet our permit requirements, so we have a few more years, but it will require regulatory compliance consideration and building a mechanical plant in our future.

Council Member Criner arrived at City Hall and joined the meeting at 7:35pm

Barkley also explained that there is not a question of supply limitations, it is a question of peak hours of demand and supplying everyone all at the same time, including fire demand etc. Maximum water delivery rates are being considered. Rebuilding some of Belgrade's wells with high efficiency pumps may provide better delivery rates. High speed variable speed pumps may give what we need. Our well structures have become worn over time. Council discussed options to add ground tanks instead of putting them in the air. Another study may include how far south we want to plan for, such as going as far as Cameron Bridge Road.

Consider Final Budget Presentation

City Manager Barkley provided a binder with the Final Budget binder to each council member. He reviewed some of the key pages providing explanations to the funds and how salaries are divided among funds. Barkley noted that this is a usual practice among other cities in Montana as well. Our budget, including reserves, runs about \$20 Million.

CONSENT AGENDA

Payroll for September 2015

ACTION: Council Member Youngberg moved to approve Payroll for September 2015. Council Member Menicucci 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 Menicucci commented on the 35 mph speed limit on south Jackrabbit and she liked the way it was controlling the traffic.

Council Member Criner had nothing to report

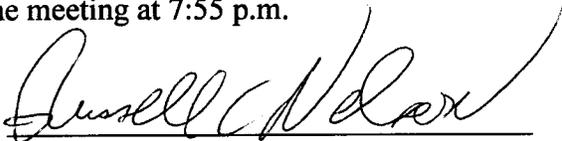
Council Member Youngberg had nothing to report

ADJOURN

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



Susan Caldwell, City Clerk



Russell C. Nelson, Mayor