

**BELGRADE CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS**

**April 18, 2016**

**7:00 PM**

Mayor Russell Nelson called the meeting to order. Council Members in attendance were: Anne Koentopp, Jim Simon, Kristine Menicucci, Mark Criner, and Ken Smith.

Others in attendance were: City Manager Ted Barkley, City Attorney Richard Ramler, Finance Director Diane Eagleson, Planning Director Jason Karp, Shawn Syverson, Rudy Suta, Dennis Foreman, Doug Daniels, Virjeana Brown, Wade Pehl, Renae Mattimoe, Travis Bos and Hilary Brannen.

Council Member Koentopp moved to excuse Council Member Cooper. Council Member Simon seconded the motion. All voted aye, motion carried unanimously.

**APPROVED MINUTES OF THE April 5, 2016 Council Meeting.**

**ACTION:** Council Member Smith moved to approve the minutes of the April 5, 2016 Council meeting. Council Member Menicucci seconded the motion. All voted aye, motion carried unanimously.

**RECOGNITION**

The Mayor, Council and City Manager recognized the recent retirement of Doug Daniels and his years of service working with the City of Belgrade as City Engineer. His contribution over the past 36 years in regard to the development of the City of Belgrade was honored and a plaque was presented in appreciation.

**PUBLIC FORUM**

Mayor Nelson called for public comment.

Virjeana Brown, residing at 720 Northern Pacific Avenue, spoke in favor of equal pay for women. She noted that April 12<sup>th</sup> has been designated as "Equal Pay Day". She provided printed statistics related to wages in Montana. She stated her desire to see Belgrade adopt a similar policy that Bozeman has already adopted. She also commented on concerns over the high turnover of personnel she has observed in the City office, along with her understanding that there are no women employed in the Public Works department or as Police Officers which she considered higher paying positions.

Mayor Nelson called 2 more times for public comment. There being none, the public forum was closed.

## **PUBLIC HEARING**

### **Ordinance 2016-2 Amending the City Capitalization Policy for Fixed Assets**

City Manager Barkley summarized the proposed change to this policy and noted approval upon first reading by the Council on March 21<sup>st</sup>. This change will bring the policy in line with current accounting practices.

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

**ACTION: Council Member Menicucci moved to approve Ordinance 2016-2 on second reading, amending the Capitalization for Fixed Assets policy and changing the Significant Value level of capitalized assets from \$1,000 to \$10,000 as stated, with a corresponding minimum 2 year service life, effective July 1, 2014. Council Member Criner seconded the motion. All voted aye, motion carried unanimously.**

### **Preliminary Plat for Henson Subdivision No. 3, Phase 1 – 2016**

City Planning Director Karp reviewed the application. This project was originally presented and approved in 2006, but the developer did not proceed with it and the plat expired. Due to other developments in the area, the Henson Subdivision now has improved access because Cruiser Lane and Airway Blvd have been developed. Karp summarized the conditions to be met for approval.

Council inquired about the area businesses that will subsequently be surrounded by this development and if stubs will be put in for future annexation. Karp confirmed this would be part of the process.

Dennis Foreman, representing the applicant and Gaston Engineering, spoke on behalf of Rudy Suta. He stated they were in agreement with the conditions as stated.

Rudy Suta, Owner and developer, stated he felt the time was right to bring this subdivision into play again and he was glad to be able to do so.

Karp referred the Council's attention to the letter from the Leeps who own property nearby. They wrote the letter to confirm that they don't anticipate any need for access. It will be addressed when Phase 2 comes forward for consideration.

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

Council inquired if this new subdivision would overwhelm our sewer lagoon and treatment facilities. Karp confirmed that since this subdivision had already come up for review

back in 2006, it was already included in considerations when our capacity review was updated. Karp noted that the lift station is the critical piece of development in this instance.

**ACTION: Council Member Criner moved to approve preliminary plat for Henson Subdivision No. 3, Phase I-2016 subject to the 24 conditions listed. Council Member Koentopp seconded the motion. All voted aye, motion carried unanimously.**

## **REPORTS**

### **Mayor's Report**

Mayor Nelson reported on his attendance of the Central Valley Fire District (CVFD) meeting for April. There has been an offer made to hire a new fire marshal from North Carolina. Discussion also included timelines for building the new fire station in FY17-18. City Manager Barkley noted the need for future discussion on how the future fire service will be organized, and at what level the City wants to participate in construction of the new station. The mill level equivalent the City currently pays shows that we are paying our share, but additional conversation will be coming over the next 6 to 8 months. The recently formed working committee will be making recommendations. Volunteer numbers have also declined as people have less time to commit. Roles of volunteers are being reviewed as well as levels of training required.

### **City Attorney's Report**

The City Attorney had nothing to report.

### **City Manager Report**

City Manager Barkley reported that Council Member Cooper is home now and recuperating.

Barkley reported on a tentative date for the Spring Cleanup being in mid-May, with a schedule to be announced soon.

Barkley reported that the Belgrade Senior Center is having a party for Shannon Bondy to wish her well on April 20<sup>th</sup> since she has accepted a position with the Bozeman Senior Center.

Barkley reported that Budget meetings for the new fiscal year are underway with City staff.

Barkley reported attending the Library Volunteer reception last week. Their services were recognized and all who attended were treated to a lively Percussion ensemble performance. The "Give Big" event is happening on May 3<sup>rd</sup>, with the Library foundation one of the entities who would benefit from this program. Also Madison River Brewery will designate May 19<sup>th</sup> as a day when they will donate \$1 for every pint sold from 3-8pm. The final presentation of the architectural students is scheduled for April 29<sup>th</sup> 3-5pm.

Barkley reported that a conditional offer of employment was in process for a Permit Tech/Public Works Clerk. He expected to announce final appointment by the next meeting.

## **DISCUSSION AGENDA**

### **Consider Proposed Belgrade Beautification Project – Belgrade Youth Forum**

Hilary Brannen, representing the Belgrade Youth Forum (BYF), reviewed the proposed project to wrap utility boxes and trash receptacles vinyl-type artwork. They want to work with local art departments within the schools to provide the artwork, making it appealing and involving the youth to invest in their community. The Clean Slate group has done this process to utility boxes in Bozeman. Brannen noted the process reduces heat and also makes it easier to clean graffiti as well. BYF proposed a 5 phase plan. This would include a school district-wide competition for artwork and fund raising efforts. They expected Phase 1 to cost approximately \$3,625 with the amount of \$2000 being requested from the City to help get the program going.

City Manager Barkley noted that this proposal was discussed at the City staff meeting as well and staff was very supportive, however, permission is needed from Montana Department of Transportation because they own the boxes. Barkley also confirmed that funds that would normally be used to maintain or paint the trash cans could possibly be used to help pay for the wrapping process. Barkley asked if the council would like staff to pursue this project and draft an agreement between the City and BYF for this project.

Brannen confirmed that the BYF currently includes 5 board members with some youths serving on the board as well. This is a volunteer group who also harbors the skate park funds. Past efforts were also instrumental in getting the Montana Shakespeare in the Parks program up and running.

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

**ACTION: Council Member Criner moved to ask City staff work through details and draft an agreement to work with Belgrade Youth Forum on the proposed Belgrade Beautification Project. Council Member Smith seconded the motion. All voted aye, motion carried unanimously.**

### **Consider Skate Park Project Update**

Travis Bos , President of Gallatin County Skate Park Association, reviewed efforts underway to fund construction of a skate park in Belgrade at Lewis & Clark Park, with the specific location yet to be determined. He was pleased to announce that a grant of \$15,000 was awarded by Mystery Guest Ranch Foundation toward construction of this project. Funds will be awarded in July 2016 and Bos noted that they have made a tentative schedule with a contractor

start breaking ground. He also mentioned in-kind donations pledged by Kenyon Noble and North Fork among other sponsors.

City Manager Barkley provided a copy of the draft agreement between the Gallatin County Skate Park Association and the City of Belgrade for a skate park, which had now been reviewed and revised by City Attorney Ramler. Barkley noted that the specific location would be coming before the Council before breaking ground and he requested a meeting to be scheduled between Travis Bos and city staff in order to go over plan details and specifically designate the proposed location.

General discussion followed regarding expectations that sponsors might have about placing their advertisements at the skate park. Bos noted that a brick wall with signs was done in Gallatin County skate park, but it had not been discussed yet on this project. Additional grant funds are being actively pursuing through various sources. The basic design lends itself to zero maintenance and the final product will be the property of the City. This design does not include any fencing.

Mayor Nelson called for public comment. There was none.

**Consider Proposed Resolution 2016-3 Authorizing Sale or Disposal of Surplus, Obsolete City Owned Equipment, no longer useful to the City**

City Manager Barkley summarized a list of equipment that has been determined as obsolete and no longer useful to the City. Items would be recycled wherever possible.

Mayor asked for public comment. There being none, the public forum was closed.

**ACTION: Council Member Koentopp moved to approve Resolution 2016-3 authorizing the sale or disposal of surplus obsolete City owned equipment no longer useful to the City including addendum list dated 4/18/16. Council Member Menicucci seconded the motion. All voted aye, motion carried unanimously.**

**CONSENT AGENDA**

**Warrants Payable for March 2016**

**ACTION: Council Member Menicucci moved to approve Warrants Payable for March 2016. Council Member Smith seconded the motion. All voted aye, motion carried unanimously.**

**Pledged Securities for Quarter Ending March 2016**

**ACTION: Council Member Menicucci moved to approve Pledged Securities for Quarter ending March 2016. Council Member Criner seconded the motion. All voted aye, motion carried unanimously.**

## FOR YOUR INFORMATION

Council Member Koentopp had nothing to report.

Council Member Simon reported on attending the Belgrade High School public forum on the bond issue and the number of kids expected to come into the school system within the next 5 years. He felt it very informative and a good presentation.

Mayor Nelson commented that a member of the School Board of Trustees had been going door to door to answer questions about the bond issue and he was happy to see this type of effort.

Council Member Menicucci inquired about the parking lot by the switch house on Jackrabbit. She felt the condition should be addressed and the number of "For Sale" cars should be limited. Barkley confirmed this property was not in city limits which makes it difficult to influence.

Council Member Criner inquired about the MDOT report on the flattening project along Frontage road. Installing trails at the same time is a topic that keeps coming up and Barkley provided MDOT's response at this point. Criner asked about the route along Alaska road to Valley Center because the traffic has increased so much. Barkley confirmed that trails and growth will be included in future planning studies.

Council Member Smith asked about progress on reviewing the speed limits along Penwell Bridge, Dry Creek and Cruiser Lane with the new connection from Cameron near the Senior Center. Barkley noted that traffic counts have not been completed yet, but everyone knows the traffic will keep increasing. Smith noted that the Airport's chain link fence makes a blind spot as well when turning north onto Cruiser Lane. Smith also noted that two teachers had stopped by his house regarding the ballot issue for the school

## ADJOURN

Council Member Criner moved to adjourn the meeting at 8:28 p.m.



Russell C. Nelson, Mayor



Susan Caldwell, City Clerk