

REGULAR MEETING - JANUARY 17, 2012

Regular Meeting - Transact Routine Business

Mayor Barnhart called the meeting to order at 7:00 p.m. with roll call as follows:

PRESENT: Mayor Barnhart

COUNCIL: Bates, Karper, Petersen, Plevel, Fisher, Shepard.

ABSENT: None.

ROLL CALL

Also present were City Manager Nicosia, City Clerk/Treasurer Watkins, City Attorney Breck, Police Chief Perry, and Fire Chief Hagen.

Pledge of Allegiance

PLEDGE

APPROVAL OF AGENDA:

Shepard moved to approve the agenda as presented, second by Bates. Motion carried unanimously.

**AGENDA
APPROVAL**

CONSENT AGENDA:

Shepard moved to approve the consent agenda as listed, noting the finance committee reviewed claims and found no exceptions, second by Bates. Motion carried with Council voting as follows: YES: Bates, Fisher, Karper, Petersen, Plevel, Shepard, Barnhart NOS: None. ABSENT: None.

**CONSENT
AGENDA
APPROVAL**

A. Approval of Claims \$68,610.41 January 3, 2012

\$146,689.58 January 17, 2012

B. Approval of Payroll Claims \$75,886.07 January 6, 2012

\$54,919.32 December 23, 2011

\$11,806.66 Oct-Dec Quarterly Reports

C. Approval of Regular Meeting Minutes - December 19, 2012

D. Approval of 2011 Air Quality Equipment Agreement - UPN 6770 - CM STWD(110) and authorize City Manager to sign.

E. Approval of 2012 and 2013 Attorney Contract with Kaplan and Breck, P.C. and authorize City Manager to sign.

F. Approval of Amended Declaration of Covenants, Conditions and Restrictions and authorize City Manager to sign,

BID OPENINGS/NOTICES/AWARDS - None.

VISITORS/PUBLIC COMMENTS: None

RECOGNITION:

Council and Mayor recognized Gene Schneider for his 15 years of service to the City of Columbia Falls. A 15 year service pin and \$150 service stipend were presented to Mr. Schneider.

GENE SCHNEIDER

PUBLIC HEARINGS/NOTICES:

A. Notice of Public Hearing – February 6, 2012 – Adopting changes to the Columbia Falls Municipal Code Title 1,2,3,5,6,8,9,10,12,13 and 15 pursuant to a comprehensive legal analysis of the codes for compliance with state and federal statutes.

NOTICE OF PUBLIC HEARING

ORDINANCES & RESOLUTIONS.

A. Resolution #1626 – Approving the Sale of Lot One of Cedar Creek South Subdivision, Flathead County, Montana.

RESOLUTION #1626

City Manager Nicosia advised that she has consulted with the City Attorney as well as the Title Company. Nicosia advised that a full offer has been received and the city will accept a down payment and carry the loan. Mayor Barnhart asked for clarification regarding where the funds will be deposited. Nicosia advised that the interest from the sale will be deposited to the Cedar Creek trust account and are categorized as un-restricted, however the principal will be deposited to fund 2700 and will be categorized as restricted.

Shepard moved to approve Resolution #1626 approving the Sale of Lot One of Cedar Creek South Subdivision, Flathead County, Montana, second by Bates. Motion carried with Council voting as follows: YES: Fisher, Karper, Petersen, Plevel, Shepard, Bates, Barnhart NOS: None. ABSENT: None.

UNFINISHED BUSINESS - None.

NEW BUSINESS - Clerk/Treasurer Job Description

City Manager Nicosia presented the Clerk/Treasurer Job Description for review and approval. Nicosia advised that she will retain Finance Director duties and that the Clerk/Treasurer position is part time (.8 FTE). Mayor Barnhart asked if the Finance Director duties effect the current City Manager job description. Nicosia advised that they do not.

CLERK TREASURER JOB DESCRIPTION

Plevel moved to approve the Clerk/Treasurer Job Description as presented by City Manager Nicosia, second by Shepard. Motion carried unanimously.

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

A. Councilman Organization – appointment of “president pro tempore”.

MAYOR AND

Councilman Plevel was appointed "president pro tempore" also known as Vice Chairman. **COUNCIL**

B. Council Committees. Committee appointments were discussed in detail by Council. City Manager Nicosia will compile the final roster of committee assignments and provide the same to council. A discussion pertaining to the 911 Board meetings and the time commitment to the same was held.

REPORTS/BUSINESS FROM CITY ATTORNEY - None

REPORTS/BUSINESS FROM CITY MANAGER:

City Manager Nicosia reported on the following:

PROJECT UPDATE

- A. Police Department Remodel.
- B. Clerk/Treasurer Hire.
- C. Ordinance Overview.
- D. Building Permit Review.
- E. Table Top Exercise.
- F. State Sign Presentation

MISCELLANEOUS:

- A. INFORMATIONAL CORRESPONDENCE is available for review for thirty days in the City Clerk/Treasurer's office.
- B. Staff Reports.
 - 1. Police Department - December Activity Report
 - 2. Court - Quarterly Report ending December 30, 2011
 - 3. Finance - December Preliminary Reports
 - 4. Building Report - Thru Dec 2011

**MISC
CORRESPON-
DENCE**

REPORTS

ADJOURN:

Upon motion duly made and seconded the meeting adjourned at 8:44 p.m.

ADJOURN

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION: February 6, 2012