

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD NOVEMBER 7, 2016**

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: Karper, Petersen, Shepard, Fisher, Lovering and Piper

ABSENT: None

ROLL CALL

Also present were City Manager Nicosia, City Clerk Staland, City Attorney Breck, City Planner Mulcahy and Sergeant Murphy.

Pledge of Allegiance

PLEDGE

APPROVAL OF AGENDA:

Mayor Barnhart requested a motion to approve the agenda. Councilman Piper moved to approve the agenda, second by Councilman Shepard, and the motion carried unanimously.

**AGENDA
APPROVAL**

CONSENT AGENDA:

Councilman Lovering moved to approve the consent agenda noting that all claims appeared to be in order, second by Councilman Karper. Motion carried with Council voting as follows: YES: Lovering, Petersen, Karper, Shepard, Fisher, Piper and Barnhart NOES: None. ABSENT:

**CONSENT
AGENDA
APPROVAL**

- A. Approval of Claims - \$ 147,974.70 - November 7, 2016
- B. Approval of Payroll Claims - \$ 65,640.26 - October 21, 2016 Payroll
Approval of Payroll Claims - \$ 84,173.86 - November 4, 2016
Payroll
- C. Approval of Regular Meeting Minutes - October 17, 2016

VISITORS/PUBLIC COMMENTS

None.

**VISITOR/PUBLIC
COMMENTS**

APPOINTMENTS/EMPLOYEE RECOGNITION:

Confirm Appointment of Clint Peters, Chief of Police
City Manager requests confirmation of appointment of Clint Peters as the Chief of Police. Nicosia reported that the recommendation is to confirm the appointment of Mr. Clint Peters based on the thorough selection process.

**CHIEF OF POLICE
APPOINTMENT-
CLINT PETERS**

Councilman Karper made motion to appoint Clint Peters as Chief of Police and authorize City Manager Nicosia to negotiate salary based on range of experience, second by Councilman Lovering. AYES: Petersen, Piper, Shepard, Fisher, Karper, Lovering and Barnhart. NOES: None. ABSENT: None.

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Mayor Barnhart recognized Public Works Director Grady Jenkins for his 20 years of service to the City. Mayor thanked Mr. Jenkins for his dedication to the City and awarded him with his 20 year service pin.

**EMPLOYEE
RECOGNITION-
Jenkins 20 years of
service**

PUBLIC HEARINGS/NOTICES:

A. Notice of Public Hearing:

NOTICE IS HEREBY GIVEN, that the City Council of the City of Columbia Falls, Montana, will hold a public hearing on November 21, 2016 at 7:00 p.m. in the Columbia Falls City Hall, 130-6th Street West, Columbia Falls, Montana, to adopt a 2017 FY budget for the Tax Increment District Fund.

**PUBLIC HEARING-
2017 FY Budget for
the Tax Increment
District Fund**

The City received the estimated tax funding for the Tax Increment District Fund at the end of September, 2016. Based on the estimated tax funding, the City Council will appropriate funds, in the amount of \$50,000 for the 2017 FY to be spent as provided for in the Tax Increment District Statement of Need.

Taxpayers are encouraged to attend the hearing and give written or oral comments on the budget-related item. Written comments may be mailed to the City Clerk, 130 6th Street West, Room A, Columbia Falls, Montana, 59912. Questions regarding the proposed items can be made by contacting City Manager Susan Nicosia at 892-4391.

UNFINISHED BUSINESS

None.

**UNFINISHED
BUSINESS**

NEW BUSINESS:

A. Approve MPEA Collective Bargaining Agreement July 1, 2016-June 30, 2019

City Manager Nicosia said there was a tentative MPEA Collective Bargaining agreement in July, there was a delay in formal ratification but are now coming forward to Council with an agreement. Nicosia reported that this contract contains the same 3% wage increase given to other city employees and the adjustment to the City's share of the family health insurance premium costs; noting that the wage increase and insurance adjustment were calculated to ensure that none of the employees experienced a decline in take home pay. City Manager Nicosia requested Council approval.

**NEW BUSINESS-
MPEA Collective
Bargaining
Agreement**

Councilman Piper motioned to approve the MPEA Collective Bargaining Agreement Contract for July 1, 2016-June 30, 2019, second by Councilman Fisher with Council voting as follows. AYES: Piper, Shepard, Fisher, Karper, Lovering, Petersen and Barnhart. NOES: None. ABSENT: None.

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ORDINANCES/RESOLUTIONS:

Resolution # 1737 -A Resolution of the City Council of the City of Columbia Falls, Montana, Adopting A Revised Personnel Policy Handbook.

**RESOLUTION-
#1737-Revised
Personnel Policy
Handbook**

City Manager Nicosia said this Resolution is being forwarded from the last council meeting due to final revisions from MMIA and the City Attorney's office. Nicosia said we have not updated our Personnel Policy Manual since 2007. Nicosia said we have combined the Policy and Procedures into just one Personnel Policy Manual. Nicosia requested approval of Resolution 1737, adopting the updated Personnel Policy Manual.

Councilman Shepard motioned to approve Resolution # 1737, second by Councilman Petersen with Council voting as follows. AYES: Shepard, Fisher, Karper, Lovering, Petersen, Piper and Barnhart. NOES: None. ABSENT: None.

Resolution #1738 - A Resolution of the City Council of the City of Columbia Falls, Montana, Adopting A Website Privacy Policy.

**RESOLUTION
#1738-Website
Privacy Policy**

City Manager Nicosia said the Website Privacy Policy is required by State Statue which was adopted several years ago. Nicosia said Senator Dee Brown reminded her of the requirement and Nicosia asks Council for approval.

Councilman Fisher motioned to approve Resolution 1738, second by Councilman Lovering. AYES: Fisher, Karper, Lovering, Petersen, Piper, Shepard and Barnhart. NOES: None. ABSENT: None.

Resolution #1739 - A Resolution of the City Council of Columbia Falls, Montana Approving the Final Plat of Timber Ridge Subdivision, Phase 1, Described as Tracts 4C, 1D and 2FBA in Section 11, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana

**RESOLUTION
#1739-Timber Ridge
Subdivision Final
Plat**

City Planner Eric Mulcahy said this is a formality with conditions of approval on the Timber Ridge subdivision from July 2014, on Resolution 1678 with the 13 conditions of approval. Mulcahy said the applicant has completed the infrastructure within the subdivision, paving the roads developing the water system, etc. The only condition that was slightly modified was #23 regarding park land. They had a large area for open space, which was on a steep slope. During preliminary plat, the condition allowed for accepting the open space area along with cash in lieu that would be paid to Flathead County for the park area. The developer installed a trail system to the area below. The change doesn't change access to the lots; it simply makes the park area larger. The City required the developer to provide a bond check for 125% of the cost to complete the improvements on the open space area. Otherwise the other

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conditions were all met and staff recommends approval from Council.

Councilman Piper motioned to approve Resolution #1739, second by Councilman Fisher with Council voting as follows. AYES: Karper, Lovering, Petersen, Piper, Shepard, Fisher and Barnhart. NOES: None. ABSENT: None.

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

Councilman Piper thanked Police Chief Nasset from Kalispell for his participation on the Police Chief interviews. Piper said he visited with a Boy Scout troop on park equipment; they are a bit older and do not think we have equipment for that age group.

Councilman Shepard had a couple calls on what the smoke was at the aluminum plant. Nicosia said she would look into it.

Councilman Lovering said she misses the little caution man on Nucleus Avenue. Lovering said she believes they certainly made a difference in slowing down traffic for pedestrian crossing. Nicosia said it was pulled with the first snow due to plowing purposes and DOT.

Councilman Fisher said on Nov. 16th there will be a meeting regarding mountain biking trails north of town, 6 p.m. at Backslope Brewing and you are all welcome to join. Fisher said the Parks Committee held a meeting concerning the Bells property consisting of 8 acres. The asking price is \$250,000 and the parks committee told the Bells they will have to investigate further to determine if the city is interested.

Mayor Barnhart said the Public Works Committee meeting on Riverwood went very well, the neighborhood participation was very good and there were no negative comments. Mayor said there was a CFAC liaison meeting at the High School; they are going to have a report back this spring on the first phase of testing conducted on the site. Mayor Barnhart reported that he had discussed with the City Manager how dark the street crossing is at 7th East and Nucleus. Mayor Barnhart also recognized how nice Mick Ruis' building renovation looks on Nucleus; hopefully we can get other uptown merchants to do the same.

REPORTS/BUSINESS FROM CITY ATTORNEY:

None.

CITY MANAGER:

Nicosia added to Councilman Fisher's report on the Parks Committee meeting. Nicosia will request assistance from Bill Dakin as a starting point. Nicosia also noted that for long-term planning purposes, the City council might want to consider the entire 10 acres with the house. Nicosia noted that the last quote to put in a basic bathroom was \$50,000. The parks committee will be meeting to review Horine Park improvements. Mayor

**REPORTS FROM
MAYOR AND
COUNCIL**

**REPORT FROM
CITY ATTORNEY**

**CITY MANAGER
REPORT**

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Barnhart asked when you have parks committee meetings do you look at structures as well. Councilman Fisher replied yes, he has had discussion with Public Works Director Jenkins on installing pavilions and trees for shade at Horine Park. Nicosia reported the Welcome Park parking lot is paved and we are paving the River's Edge Park parking lot this week. Nicosia said after the holiday season we will do a workshop to review YTD program on goals and budget and to set the spring work priorities.

The City is continuing discussions on EDA funding and other grant opportunities in Columbia Falls. The State DOC office has planning funds available which could assist with a downtown plan. If there is a downtown plan in place when a project came forward those projects could be qualified quicker for funding, such as new markets tax credit.

The Council Econ Dev committee, planning staff and the HS Graduation Matters group met on October 24th to discuss wayfinding signs. The group has developed a potential design for the signs. MT DOT has to approve the encroachment permit(s) for the signage and it must meet certain standards. The group is proposing 10 signs at this time.

The Riverwood Neighborhood meeting went very well and was well attended. They were particularly appreciative of the City's desire to keep the project affordable for homeowners. Mayor Barnhart and Nicosia attended the CFAC Liaison Panel on Thursday night and heard a good update from both company and governmental officials. The first round of tests have been completed and will now go through the evaluation and verification process. Both EPA and CFAC expressed that a report of the results will be released in Feb/March.

Nicosia showed photos of work progress on the Red Bridge Park. Due to recent rain, the project was stalled but is coming along as scheduled.

INFORMATIONAL CORRESPONDENCE/REPORTS

INFORMATIONAL CORRESPONDENCE - List available for Review
REPORTS:

- a. Finance - October
- b. Police - October
- c. Fire - 2016 YTD report

CORRESPONDENCE/REPORTS

ADJOURN: Upon motion duly made by Councilman Shepard and seconded by Councilman Lovering the meeting adjourned at 7:53 p.m.

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION November 21, 2016