

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

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, Shepard, Fisher, Lovering and Robinson
ABSENT: Piper

ROLL CALL

Also present were City Manager Nicosia, City Clerk Staland, City Attorney Breck, and Police Chief Peters.

Pledge of Allegiance

PLEDGE

APPROVAL OF AGENDA:

Mayor Barnhart requested a motion to approve the agenda. Councilman Robinson moved to approve the agenda, second by Councilman Lovering, 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: AYES: Karper, Shepard, Fisher, Lovering, Robinson and Barnhart. NOES: None. ABSENT: Piper.

**CONSENT
AGENDA
APPROVAL**

- A. Approval of Claims -\$ 123,065.64 - June 28, 2019
- Approval of Claims - \$ 17,640.53 - July 1, 2019
- B. Approval of Payroll Claims - \$ 82,604.08 - June 28, 2019
- C. Approval of Regular Meeting Minutes - June 17, 2019
- D. Approval of Memorandum of Understanding between Flathead County EMS and Columbia Falls Fire Department - June 1, 2019 - Dec. 31, 2019
- E. Updated Job Description - Utility Billing Clerk

VISITOR/PUBLIC COMMENT: (Items not on agenda)

Connie Behe, Flathead County Library Director reported that the Library Board signed the amended Interlocal Agreement with the City and she was in attendance to answer any questions Mayor and Council may have at this time. Ms. Behe said if there was any information about the Library Council would like to see to please let her know. Mayor Barnhart thanked Ms. Behe for attending the council meeting.

**VISITOR/PUBLIC
COMMENT**

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

PUBLIC HEARINGS/NOTICES:

A. Public Hearing - Municipal Code Amendments - Continued until complete - Title 13 Public Services - July 1st:

**PUBLIC
HEARINGS -
CFMC Amendments
Title 13**

The City Council of the City of Columbia Falls, shall conduct public hearings for the purpose of 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.

Mayor Barnhart asked City Manager to present the Title 13 changes. City Manager Nicosia reported that this is the last title in the Municipal Code Amendments. Nicosia noted that Title 13 Public Service is the most detailed code but that several portions have been amended between 2012 and 2019, including a complete rewrite of the backflow chapter. Nicosia reviewed each of the updates with Council.

With no one wishing to provide public comment on Title 13 or any of the other changes, Mayor Barnhart closed the Public Hearing at 7:19 pm.

Nicosia reported that she will work with the City Attorney's office and Ordinances will be coming forward with the changes proposed over the last several months. Nicosia also reported that the City will recodify the code as soon as the updates are effective.

B. Notice of Hearings - July 15th - continued until complete:

Mayor Barnhart read the Notice of Hearing: Notice is hereby given, that the City Council of the City of Columbia Falls, Montana, will hold public hearings beginning on July 15, 2019 at 7:00 p.m. in the Columbia Falls City Hall, 130-6th Street West, Columbia Falls, Montana, for the following purposes:

Preliminary Budget

Presentation and consideration of the preliminary budget for fiscal year beginning July 1, 2019 and ending June 30, 2020. This hearing will be continued until final adoption of the budget after receiving the certified taxable valuation.

Special Assessments

Consideration of the adoption of the Street Lighting District and Street Maintenance District assessments for FY2019/2020. Council will hear any objections to the final adoption of the resolution levying special assessments for FY 2019/2020. Special Assessments are estimated as follows:

Street Lighting District \$ 18,349
Street Maintenance District \$316,000

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

Individual property payment schedules are available for inspection ten (10) days from this notice, in the office of the City Clerk, 130 6th Street West, Columbia Falls, Montana, during regular hours Monday through Friday, 7:00 AM to 6:00 PM.

Permissive Medical Levy

Consideration of adoption on the proposed tax levy to fund health insurance premium contributions for group benefits beyond the amount of contributions in effect on June 30, 1999. The actual mills for consideration will be made available upon receipt of the certified tax valuation for the year.

Taxpayers are encouraged to attend the hearings and give written or oral comments on any or all of the budget-related items. 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.

Nicosia noted that the July 15th hearing will specifically consist of the Street Lighting and Street Maintenance Districts and the Permissive Medical Levy as those items require special hearings.

Notice of Hearings - Planning Board July 9th and City Council Aug 5th:

Mayor Barnhart read the Notice of Hearing: The Columbia Falls City-County **Planning Board** will hold a public hearing for the following items at their regular meeting on **Tuesday, July 9, 2019** at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls **City Council** will hold a subsequent hearing on **August 5, 2019** starting at 7:00 p.m. in the same location.

1. Request for a Subsequent Minor subdivision in the Columbia Falls Planning Jurisdiction for the Woodland Acres subdivision:

Michael P. and Maria A Tamburelli are requesting approval of a 2 lot residential subdivision on Riverwood Drive in Columbia Falls. The 1.10 acre property is located 1899 Riverwood Drive and is described as Lot 12A of the Amended Plat of Lot 12, Riverwood Estates and Drift Water Way, River Terrace Estates, Phase 2 in Section 18, Township 30 North, Range 20 West, P.M.M., Flathead County. The parcels are within the City Limits of Columbia Falls and will utilize municipal sewer and water services.

2. Conditional Use Permit Request for a Drive-thru Coffee Stand:

Quad Shot LLC is requesting a Conditional Use Permit to place a drive-up Coffee Stand at 270 Nucleus Avenue. The property is a corner lot with access from Nucleus Avenue and A Street WN. The property is zoned CB-2 in the Columbia Falls Zoning Jurisdiction and the zoning regulations require a conditional use permit for drive-up restaurants. The property is described as

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

Lots 10- 15 of Block 128, Columbia Falls Addition#3 in Section 8, Township 30 North, Range 20 West, P.M.M., Flathead County.

3. Condition Use Permit Request for a Six-Plex Apartment Building:

Alpine Homes LLC and Ryan Blanchette are requesting a conditional use permit to construct a six-plex apartment building at 10 Diane Road in Columbia Falls. The property is zoned CRA-1 (Residential Apartment) and the zoning requires a CUP to review parking, street improvements, parkland dedication and the like. The property is described as Lot 178 of Hilltop Homes, Section 18, T30N, R20W, P.M.M., Flathead County

Persons may testify at the hearing or submit written comments prior to the meeting. Written comment may be sent to Columbia Falls City Hall, Attention: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

UNFINISHED BUSINESS

None.

**UNFINISHED
BUSINESS**

NEW BUSINESS:

A. Approval of Letter of Support – Crystal Cedar Project/Forest Service
City Manager Nicosia said she drafted two versions of the letter of support of the Crystal Cedar Project as proposed by the Forest Service. The first letter matches the letter sent in the fall in support of the project. The second letter includes a request for the Forest Service to consider Nordic Trails within the proposed project area.

Council discussed the proposed project and Nordic Trails and supported the second letter supporting Nordic Trails be sent.

Councilman Fisher motioned to have the letter forwarded to the Forest Service, second by Councilman Lovering and the motion carried.

NEW BUSINESS

ORDINANCES/RESOLUTIONS

A. Resolution #1793 – A Resolution of the City Council of Columbia Falls, Montana, Closing the GO Bond Pool Fund 3010 and Transfer Remaining Account Balances to the General Fund.

City Manager Nicosia said this is the 20 year Pool Bond Fund and the last debt payment was made in June. This resolution will allow the Finance Director to close out the Pool Fund and transfer remaining balances to the General Fund.

Councilman Fisher made motion to approve Resolution #1793, second by Councilman Karper with Council voting as follows. AYES: Fisher, Karper, Lovering, Robinson, Shepard and Barnhart. NOES: None. ABSENT: Piper.

**REPORTS FROM
MAYOR AND
COUNCIL**

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

B. Resolution #1794 – A Resolution of the City Council of the City of Columbia Falls, Montana, Fixing the Limits of the Salary and Compensation of Certain City Officials and Employees Pursuant to Title 7, Chapter 4, Part 42, M.C.A., for the Fiscal Year 2019/2020 and Repealing All Other Ordinances and Resolutions in Conflict Herewith.

Manager Nicosia said this is the annual salary and compensation pursuant to Title 7, Chapter 4 Part 42, M.C.A., for Fiscal Year 2019-2020, setting salary and benefits for the non-union employees and elected officials. Nicosia noted that the non-union pay scale had been modified to reflect 2% longevity within each step, updating the current pay scale that had a mixture of 1 and 2% increases. The non-union employee pay increase is 3% for the 2019-20 FY, comparable to the increase negotiated with the Teamsters. Nicosia also noted that the department head pay was also comparably increased and as discussed in the spring, insurance benefits were not increased from the 2019 FY.

Councilman Robinson motioned to approve resolution #1794, second by Councilman Shepard, with Council voting as follows. AYES: Karper, Lovering, Robinson, Shepard, Fisher and Barnhart. NOES: None. ABSENT: Piper.

C. Resolution #1795 – A Resolution of the City Council of the City of Columbia Falls, Montana Establishing Per Diem Reimbursement Rates

City Manager Nicosia said that the City has not increased per diem rates in over 20 years. Nicosia stated that she and the finance director reviewed the current rates after the State Legislature had several bills to amend the per diem rates in the state statutes. Nicosia noted that the City is not required to adopt the state rates but we have used them as a guideline. Nicosia recommended approval of the new in-state and out-of-state per diem rates.

Councilman Karper made motion to approve Resolution #1795, second by Councilman Robinson with Council voting as follows. AYES: Lovering, Robinson, Shepard, Fisher, Karper and Barnhart. NOES: None. ABSENT: Piper.

D. Resolution #1796 – A Resolution of the City Council of the City of Columbia Falls Requesting a US DOT 2019 BUILD Grant to Improve Public Safety and Construct Necessary New or Improved Infrastructure for Vehicles, Pedestrians and Bicycles to Connect The Community

City Manager said this resolution documents the formal council approval of the grant application. The consultants are still working on the Build Grant application along with City Manager Nicosia and Public Works Director Bradshaw. Nicosia noted that the deadline is Monday, July 15th.

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

Councilman Fisher motioned to approve Resolution #1796, second by Councilman Lovering with Council voting as follows. AYES: Robinson, Shepard, Fisher, Karper, Lovering and Barnhart. NOES: None. ABSENT: Piper.

REPORTS/BUSINESS FROM MAYOR & COUNCIL:

Councilman Shepard said there was vandalism on the mural at the Masonic Lodge. Shepard had contacted the artist and learned that the mural paint is a mixture of acrylic paints and the graffiti removal solution would damage the paint. He is working with them to get it repaired.

Councilman Lovering said the River's Edge Park Fishing Pond is full of fisherman. With more people at the park there is a need for more parking spaces. She would like to see the existing parking lot striped for parking guidance.

Councilman Fisher asked if there was more to the Library interlocal agreement issue due to the tone of the letter received from them, noting that library representatives had also visited with him earlier in the day. Nicosia said there were no issues other than it has taken 9 months to sign the amended interlocal agreement after multiple meetings and drafts between the attorney's offices. Nicosia noted that the City Council has long recognized the importance of having the Library available for our citizens and do not charge them for the facility but as reported to Council earlier, their change in use did result in additional risk management for the City; the interlocal agreement amendments were recommended by our insurer and attorney. City Attorney Breck concurred with Nicosia's statements. Nicosia noted that the space would be utilized by the City if the Library located to a new facility.

Mayor Barnhart asked about the three options presented at River's Edge Park development. Nicosia said the options will be discussed at the July 10th Parks Committee. The final development plan will be adopted by the full Council. Mayor Barnhart said he was walking the trails at Rivers Edge Park and there are large holes on the south side that should be looked at to avoid injury. Mayor Barnhart added the benches by the river bank may need to be moved back again due to the river bank continually changing.

CITY MANAGER:

Nicosia reviewed the schedule of upcoming committee meetings and workshops.

Nicosia reported that the final Quint Fire Truck cost is \$134,486.39 - City: \$50,432.40 - Final loan amount is \$34,000, we had originally budgeted \$24,000. The loan is about \$6,000 less than originally authorized due to the final truck cost being less than the \$140,000 authorized.

Nicosia also reported that the City has not yet received support from MDOT on the BUILD grant but we have had a phone conference to discuss their

**CITY MANAGER
REPORT**

**REPORT FROM
CITY ATTORNEY**

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD JULY 1, 2019**

ROW and utility issues. Nicosia also reported that we received a letter on June 17th stating the 4th Ave W. Urban Highway Program project did not qualify for their recommended OT phase. Bob Vosen stated we would be 5-7 years away from starting construction. We also received word that the City's Dec. 19, 2018 request for funding assistance to initiate a Transportation Plan for the Columbia Falls area was granted, the Plan will cost an estimated \$125,000 with \$50,000 from City funds and the other 60% from MDT.

Nicosia reported that the City is advertising for a Utility Billing/Deputy City Clerk as Vickie Ott will be retiring in early October.

CITY ATTORNEY REPORT:

None.

POLICE CHIEF REPORT:

Chief Peters said the department is back to full staff as he has had another officer graduate from the Police Academy. Chief said they are looking at options for the 2020 FY scheduled vehicle replacement. New this year is a competitive price from Dodge.

Mayor Barnhart inquired about the speed cart put on the highway. Chief Peters said in order to put the cart on the highway it has to sit on the sidewalk as he would rather not put it on the highway due to potential damage. The placement of the permanent flashing 25 signs was intended to allow the cart to be used on other busy streets.

INFORMATIONAL CORRESPONDENCE - List available for Review

**CORRESPONDEN
CE**

ADJOURN: Upon motion duly made by Councilman Lovering and seconded by Councilman Robinson and the meeting adjourned at 8:06 p.m.

ADJOURN

Mayor

ATTEST:

City Clerk

APPROVED BY COUNCIL ACTION: July 15, 2019