

MCA 2-3-212. Minutes of meetings. Minutes must include without limitation: (a) the date, time, and place of the meeting; (b) a list of the individual members of the public body, agency, or organization who were in attendance; (c) the substance of all matters proposed, discussed, or decided; and (d) at the request of any member, a record of votes by individual members for any votes taken.

APPROVED MINUTES

The Libby City Council held regular meeting #1678 on Monday, June 2, 2025, in the Council Chamber at Libby City Hall.

Call to Order:

The meeting was called to order at 7:00 pm by Mayor Williams.

Present were Mayor Williams, Councilors Melissa Berke, Gail Burger, Ethan Kolp, Kristin Smith, Hugh Taylor, Brian Zimmerman, Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) City Attorney Dean Chisholm.

Announcements: Mayor Williams announced the Fire Department Convention and baseball tournament will be the weekend of June 13th and 14th.

Approve minutes for Regular Council meetings #1676 held May 5, 2025:

Councilor Zimmerman **MADE A MOTION** to approve City Council meeting minutes 1676, Councilor Smith **SECONDED**.

Councilor Zimmerman **ABSTAINED**; he was not in attendance.

Councilors Berke, Burger, Kolp, Smith, and Taylor voted **FOR**.

MOTION PASSED.

Approve minutes for Regular Council meetings #1677 held May 19, 2025:

Councilor Zimmerman **MADE A MOTION** to approve City Council meeting minutes 1677, Councilor Burger **SECONDED**.

Councilor Berke **ABSTAINED**; she was not in attendance.

Councilors Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Department Head Reports:

Administrator: Administrator Sikes reported Lindsey Krywaruchka, new Division Administrator for the Water Quality Division at the DEQ with over 15 years of experience and is rewriting most of the water quality policies, was given a tour of the city's water system, from the treatment plant to the lower reservoir and up to the dam. During the tour, concerns were discussed about how DEQ policies could unintentionally hinder city planning.

Sewer Department, working on how to deal with the sludge from the sewage treatment plant. With changes at the landfill, we are trying to figure out how to treat it going forward to meet Class A which is less expensive and easier to deal with and can be used, sold, or given away as fertilizer.

The city received the award letter for a \$500,000 grant from MCEP for the First and Montana Lift Station, coupled with the RRGL grant for \$125,000 that gives a total of \$625,000 for a \$1.2 Million project. This fall the city will be competing for CDBG funding between \$400,000 and \$600,000 and could still be about \$200,000 short of the funds required. Mr. Sikes is hoping to have that in the capital improvement plan when it is needed.

Other news, WWC Engineering has started the Hydrology Study and Spoils pile engineering plan and will be here in the next few weeks to test the spoils pile for concrete percentage. Phase I costs just under \$60,000 of the NRDP grant. If Council decides to move into Phase II there would be \$190,000 left of the NRDP grant to work with.

The Spruce Street project is going well, Noble received the bid for the first section, once completed, TCI will then step in for construction from the tennis courts to the Port property.

Street Supervisor: Justin Williams reported the LVFD concrete is complete, a hazardous tree on 8th Street behind the Blackboard Bistro was removed free of charge by Flathead Electric, Skate ramp installation is complete with some minor landscaping remaining to be addressed, water leak repairs are about finished, will need to coordinate with MDOT for the two remaining. For the Cemetery, there were 7 burials in the month of May. The city currently has only one seasonal employee, he is doing well: a second hire was unable to start due to personal reasons. Fireman's Park Campground is cleaned up and now open, crews have been fitting in alley work when possible.

Finance: Clerk/Treasurer Monigold reported in the month of May, she and one of the deputy clerks attended the annual week-long clerks training hosted by MSU that included over 30 courses covering a wide range of municipal topics such as operations, organization,

utility billing, roles and responsibilities, municipal governance, GASB (government accounting standards), and grant writing. Ms. Monigold highlighted some of the training and expressed how beneficial the annual training is for all clerks and clerk/treasurers.

Committee Reports:

Fire: Councilor Zimmerman reported for April, LVFD responded to 12 calls, 4 calls in the city, 5 calls in Rural Fire District, 3 call outside of city and rural, 2 vehicles, 2 structure fires, 5 ambulance mutual aid, 2 false alarms, 1 miscellaneous, a total of 42 calls for 2025. And for May, LVFD responded to 9 calls, 3 calls in city, 5 calls in Rural Fire District, 1 vehicle, 1 structure, one grass wildland, 3 mutual aid with ambulance, 1 false alarm, and 2 miscellaneous, that put a total of 51 calls this year.

Lights/Streets/Sidewalks: Councilor Burger announced a meeting is scheduled for June 27th.

Ordinance: Councilor Smith announced a meeting scheduled for Wednesday, June 4th at 6:15pm to talk about updates to on-street parking.

Public Comment Non-Agenda:

Mike Fantasia, representing Kootenai Valley partners with Habitat for Humanity, asked Council to consider a request to build three homes on a property located at 5th and Utah. The property consists of three lots totaling under 10,000 square feet which would be under the required minimum square footage. Mr. Fantasia presented documents to Council to consider and hoped to hear back for discussion.

DC Orr commented on the lack of City Council engagement during the Local Government Study Commission public meeting, Councilor Kolp did participate. Addressed accusations of illegal meetings and not following the rules and expressed frustration towards the current local government.

Dr. Roberta McCanse, volunteer with Kootenai Pets for Life announced the spay/neuter clinic will be in town June 7th and 8th with three veterinary teams and expressed the need for volunteers.

Public Hearing - Annexation request:

Mayor Williams opened the Public Hearing at 7:25 pm and announced the publications for the Public Hearing in the Western News on May 9th and May 16th.

Mr. Sikes explained the background and purpose for the JB Tires annexation request.

There were no public comments.

Mayor Williams closed the Public Hearing at 7:28pm.

New Business:

Approve Resolution # 2055 to annex JB Tires, 1115 W. 9th St. (32032 US Hwy 2):

Mayor Williams read the preamble for Resolution #2055.

Councilor Zimmerman **MADE A MOTION** to approve Resolution #2055. Councilor Burger **SECONDED**.

Public Comment: None

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

IP Water Agreement update:

Mayor Williams explained she sent out a memo earlier in the day that summarized the discussion regarding the updating of the Internation Paper Water Agreement. The memo refers to the 2010 Water Agreement with a makeup period that could continue for another 10-20 years and stated the figures that were discussed.

Allen Payne explained the negotiations with IP are ongoing with significant progress being made at the monetary end of it, other issues are still being hammered out and hopes shortly to be able to bring an agreement to the Council for consideration. Mr. Payne put together an abbreviated version to give new council members a chance to have a good idea of what has gone on in the past to help make an informed decision.

Councilor Taylor commented that when the process was started five years ago, a subcommittee was put together by Mayor Teske, consisting of himself, Ms. Smith, and current Mayor. Since then, in his opinion, the subcommittee has failed to meet, there was a meeting with IP he was not invited to and did not know about it until later from outside sources. Mr. Taylor referred to an email sent to Mr. Orr informing him there was no subcommittee and inquired when did that happened.

Mayor Williams explained that happened after the meeting with Dan Clark when the question was brought up, he had said you could not have a subcommittee.

Councilor Taylor believed the question was, do subcommittee meetings have to be opened to the public, yes, they do. Councilor Smith commented that would defeat the purpose of negotiating. Mr. Taylor said he was unaware it had been dissolved until Mr. Sikes email.

Approve propane bid from City Service Valcon:

Mr. Sikes explained the differences in the bids.

Councilor Smith **MADE A MOTION** to approve **propane bid from City Service Valcon**, Councilor Zimmerman **SECONDED**.

Public Comment: None

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Approve Audit Contract with Nexus CPA Group for Fiscal Years 2025 ,2026, 2027:

Clerk/Treasurer Monigold explained the new contract will be with the same personnel, the current owner is retiring, a member of the firm has purchased and reorganized under Nexus CPA Group. Ms. Monigold highlighted the differences in cost.

Councilor Burger **MADE A MOTION** to approve the audit contract with Nexus CPA Group for Fiscal Years 2025 ,2026, 2027, Councilor Smith **SECONDED**.

Public Comment: None

Councilors Berke, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Request for Community Development funds for Skateboard cost overrun:

Ben Montgomery explained his request for Community Development funds for the remaining Skateboard project costs.

The council discussed the request with Mr. Montgomery.

Councilor Smith was in support of up to \$5000 with receipts and to account for any changes.

Councilor Smith **MADE A MOTION** to issue a grant from the Community Development Fund for up to \$5,000 to complete the project, Councilor Zimmerman **SECONDED**.

Public Comment: None

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Approve all claims received to date:

Councilor Zimmerman **MADE A MOTION** to approve all claims received to date, Councilor Burger **SECONDED**.

Public Comment: None

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Approve all business license applications received to date:

Bowles Handyman Services and Mountain Edge Media LLC

Councilor Zimmerman **MADE A MOTION** to approve all business license applications received to date, Councilor Burger **SECONDED**.

Public Comment: None

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Unfinished Business:

Street Committee's recommendation regarding the abandonment of the city owned right-of-way off City Service Road:

Mr. Sikes explained during a property review, it was discovered that the Department of Revenue has mistakenly listed two separate properties as one, leading the Sooters to pay city taxes on non-city property since June 24, 1964. This error will be corrected by the county and the Department of Revenue, regardless of whether the city chooses to abandon the property. Options outlining the pros and cons of abandonment and the next steps to resolve the issue will be prepared for the next council meeting.

Councilor Smith inquired if the city would owe the Sooters for the taxes paid. Mr. Sikes said according to the Department of Revenue it would be going through the County, and the city would have no involvement.

General Comments from Council:

Mayor Williams reminded everyone that Dan Clark will be here with the Municipal Summit, training for elected officials, on Tuesday, June 17th and on Monday, June 16th starting at 5:30 in the Ponderosa Room, Mr. Clark volunteered to do a training open to the [public regarding the Government Study Review Committee and what the public needs to know about that committee.

Councilor Kolp said he had attended the Aurthur Rambo Bridge dedication ceremony last week; it was well attended and touching to see how many lives the man had touched

ADJOURNMENT:

Councilor Zimmerman **MADE A MOTION** to adjourn, Councilor Berke **SECONDED**.

Councilors Berke, Burger, Kolp, Smith, Taylor, and Zimmerman voted **FOR**.

MOTION PASSED.

Mayor Williams adjourned the meeting at 7:54 pm.

Mayor Peggy Williams

Attest: _____
Clerk/Treasurer Leann Monigold