

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 #1693 on Tuesday, January 20, 2026, in the Council Chamber at Libby City Hall.

Call to Order:

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

Present were Mayor Taylor, Councilors Brooke Bolin, Gail Burger, Ethan Kolp, Erica Schaefer, Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) City Attorney Dean Chisholm. Councilors Crompton and Zimmerman were not in attendance.

Announcements: Mayor Taylor announced the boil order had been lifted and replaced with a health advisory. He explained immune-compromised individuals and certain facilities should continue to exercise caution, but restaurants were fully operational and normal use of water had resumed.

Approve minutes for Regular Council meeting #1691 dated December 15, 2025:

Councilor Kolp **MADE A MOTION** to approve regular meeting minutes #1691, Councilor Bolin **SECONDED**.

Public Comment:

D.C. Orr challenged the minutes did not include the full substance of his comments and requested the minutes reflect his concerns regarding the appointment interview process and adherence to open meeting laws.

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Approve minutes for Regular Council meeting #1692 dated January 5, 2026:

Councilor Burger **MADE A MOTION** to approve minutes from meeting 1692, Councilor Kolp **SECONDED**.

Public Comment:

DC Orr noted a correction in the minutes, a reference to postponing approval should have referred to minutes #1691 rather than #1692. Mayor Taylor acknowledged the correction would be made.

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Department Head Reports:

Administrator: Administrator Sikes provided an update on the Lower Flower Creek Diversion Dam and reservoir repairs, dewatering efforts are ongoing and sediment removal had begun, material is being transported to the City's open cut mine for future reclamation use. Explaining engineers were evaluating the stability of the base and designing a main cofferdam to withstand spring runoff, including additional riprap and geo-fabric reinforcement. Mr. Sikes noted approximately 9,000 tons of rock would be required, multiple engineers and DNRC dam safety officials were involved in the process.

Mr. Sikes explained the emergency bypass system functioned as designed when a temporary issue occurred, and redundant systems prevented service interruption. All necessary emergency permits were in place. Long-term repairs to the northern retaining wall will require formal engineering design and bidding, with anticipated completion later in the year.

Committee Reports:

Lights/Streets/Sidewalks:

Councilor Burger reported the next committee meeting has been moved to February. Committee is reviewing the sidewalk program and researching additional information regarding removal of a stop sign at Idaho and Sixth, after being made aware a bus stop is there. Recommendations will be presented to Council after further review.

Mayor Taylor noted updated committee assignments and encouraged committees to meet and select their own chairs and requested the parking issue and VFW parking permit be moved back into the Lights/Streets/Sidewalks Committee.

City/County Health board:

Mayor Taylor provided the Health Board report from January 13. Patty Kinchele was reappointed to another three-year term. The Health Department provided 2025 year-end reports on all programs and the flood/wind disaster response. Zero to Five is now Lincoln County Kids due to funding changes. Public health has seen a drop in childhood vaccinations. Environmental Health saw an increase in septic permits in the Eureka area. The new landfill cell is complete. The Health Department hired a behavioral health manager/crisis coalition coordinator to resurrect the crisis team.

Public Comment Non-Agenda:

Vince Backen urged Council to establish a full-time, competitive salary for the mayor's position of \$80,000 to ensure executive accountability and dedicated leadership. Mr. Backen feels a full-time mayor would improve transparency, streamline administration, and better represent the voters compared to an appointed city administrator.

DC Orr expressed appreciation for improvements in meeting procedures, including allowing speakers to finish their comments and pausing the timer during interruptions.

Jonathan Jameson Stated he does not support a pay raise for the mayor, preferring the position remain focused on serving the people.

New Business:

Kootenai Heritage Council request for Community Development Funds – introduction:

Gary Huntsberger – Representing the Kootenai Heritage Council – Provided background on the boiler repairs at the Heritage Council building, explaining the boiler had been manual operation since 2009 until repairs were approved by council. The facility had 50 events last year, is the designated Community Center, and is 100% volunteer-run. Mr. Huntsberger explained there were cost overruns and he will return next month with a formal request once all bills are in.

Approve second reading of Ordinance 2066 to approve amending the Libby zoning map to prezone the property known as Timberlands Business Park:

Mayor Taylor read Ordinance 2066.

Councilor Burger **MADE A MOTION** to approve Ordinance 2066, Councilor Kolp **SECONDED**.

Councilor Kolp noted the effective date should be February 17, 2026 instead of 2025. Mr. Sikes noted there should be "and" between 11 and 12, extra space on page two, and Peggy should be changed to Mayor Taylor.

Public Comment: None.

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Reinstate Libby Shade Tree Committee (Tree Board):

Mayor Taylor explained there is a city ordinance covering formation of a tree board that had lapsed and the city would like to bring it forward and put out applications for members.

Councilor Burger **MADE A MOTION** to reinstate the Libby Shade Tree Committee, also known as the Tree Board, Councilor Kolp **SECONDED**.

Public Comment:

Gary Huntsberger – Explained he spent 15 years on the Tree Board and it was very functional. Mr. Huntsberger supports reformation because Libby is Tree City USA.

Jennifer Nelson stated they have a lot of work to do with pruning workshops and existing trees and appreciates the council reinstating the tree board.

Vince Backen expressed support for the tree board, stating he volunteered time and equipment during the wind event and believes it makes the city safer and cleaner.

DC Orr expressed support for the tree board, noting it was instrumental after the 1996 wind event. Mr. Orr encouraged council to request regular funding reports and monitor any potential conflicts of interest on the volunteer board.

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Informational - Deputy City Administrator – new city position:

Mayor Taylor announced the city has put together a job description for a Deputy City Administrator position. This is a new position created under the city charter and would serve as a second assistant to the mayor. The position has already been included in the budget for the past two years, so will not affect the bottom line. The city is looking for someone with engineering, streets experience, strong computer skills and able to identify rules and regulations. Noting Mr. Sikes is currently managing substantially more responsibilities than his predecessor, and numerous projects are sitting on the back burner. The funding has been in place, and the city is ready to move forward. Stating, this was being brought forward in the interest of transparency and public trust, and to keep the council informed.

Six-month budget review:

Clerk/Treasurer Monigold reported meeting with all department heads to review budgets at the halfway point of the fiscal year. Overall, revenues and expenditures are on track at approximately 50%. Noting real estate tax revenue does not yet reflect the large December payment, which was deposited in early January. Camping revenue is higher due to seasonal timing, junk and salvage revenue exceeded expectations from recent auction, and plant investment fees are up due to increased construction activity. Special grant funds will require a routine budget amendment later in the year to properly align revenues and expenditures.

On the expenditure side, wages are slightly above 50%, primarily due to the recent flooding event, those costs will be moved to the emergency fund. Other variances include annual insurance payments, dump truck shipping costs, grant-related expenditures, and standard

year-end fund adjustments. Overall, the budget is doing good, and departments are managing well.

Approve all alcohol license applications received to date:

Dorio's and Heavens Peak Organics Market.

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

Mayor Taylor noted both showed the same address and would be corrected.

Public Comment: None

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Approve all claims received to date:

Councilor Kolp **MADE A MOTION** to approve all claims received to date, Councilor Bolin **SECONDED**.

Public Comment: None

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

Approve all business license applications received to date:

Bobtail Enterprise LLC, Eagle Signs LLC, Oncology Spa Solutions dba Evergreen Skincare, and Schnackenberg & Riddle Funeral Home (changing ownership).

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

Public Comment: None

Councilors Bolin, Burger, Kolp, and Schaefer voted **FOR**.

MOTION PASSED.

General Comments from Council:

Mayor Taylor thanked Mr. Sikes and his diligence for staying on the state in getting the water turned back on and believes the city would still be in a boil order if it wasn't for that, all his time and effort was greatly appreciated, and an appreciation to all the volunteers in the community that stepped up and did what they could for their neighbors and everybody else.

ADJOURNMENT:

Councilor adjourn **MADE A MOTION** to adjourn, Councilor Schaefer **SECONDED**.

Councilors Bolin, Burger, Kolp, and Schaefer voted FOR.

MOTION PASSED.

Mayor Taylor adjourned the meeting at 7:55 pm.

Mayor Hugh Taylor

Attest: _____

Clerk/Treasurer Leann Monigold