

## **UNAPPROVED MINUTES**

The City Council held Council Meeting #1638 on Monday, October 2, 2023, in the Council Chambers at City Hall.

### **Call to Order:**

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

The Pledge of Allegiance was completed, prayer was by Marcus Girod, roll call commenced. Present were Mayor Williams, Councilors Gary Beach, Melissa Berke, Zach McNew, Kristin Smith, Brian Zimmerman, Administrator Sam Sikes, Clerk-Treasurer Leann Monigold, and (via Zoom) City Attorney Dean Chisholm.

Mayor Williams welcomed all those present.

### **Approve City Council minutes for meeting #1637 dated October 2, 2023:**

Councilor Zimmerman **MADE A MOTION** to approve City Council minutes for meeting #1637 dated October 2, 2023, Councilor Berke **SECONDED**.

DC Orr, 1117 Nevada Ave., read his comments as they were written in meeting Minutes #1637 and agreed with them and explained why he disagreed with Mayor Teske's past decision to not seek new council for IP Settlement and Mayor Williams's decision to approve the light on the flagpole in the Cemetery.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

### **MOTION PASSED.**

### **Announcements:**

Mayor Williams explained a request was made to proclaim that October is National Domestic Violence Awareness Month.

Mayor Williams read Proclamation.

### **Committee Reports:**

**Administrator:** Administrator Sikes reported the sewer department is running smoothly and Deanna and Fred are completing maintenance that has not been completed in the past. The success of the Sewer Department has been with the assistance of the streets crew and city mechanic and can't thank them enough for their help.

The DEQ made a few minor corrections to the new SOP on all the portions that were submitted, which included the required testing and reporting that is required for the city to keep its discharge permit. Soon, the city will start submitting the operational and maintenance sections to the SOP for approval. We are building the SOP so almost anyone can go down to the Sewer Department, without training, and be able to complete the basic

testing and operations to keep the plant functioning until help arrives. The maintenance portion will track all the general maintenance when we have a change in personnel.

The DEQ should be here in the next 3 to 4 weeks to see the improved performance of the plant and offer any advice moving forward. The next big steps will be maintenance on the inside of the clarifiers and oxidization ditch to extend the life of the plant, which will be up in 2026. There is still a job opening at the plant, and hope to have it filled soon.

Water Department, the county has been in a sustained drought for the past few years. The lack of incoming water flow has been mitigated by the increased storage provided by the Flower Creek Dam over the past couple of years. The city may not always have enough storage or supply of incoming water to keep up with demand, especially if there is another year worse than this one. Over this winter, the city will be looking at ways to help mitigate any further loss of water by looking into increased storage, infrastructure upgrades, and asking the public for assistance in water conservation if the need arises. To help accomplish this, the city is already completing a Preliminary Engineering Report to identify infrastructure upgrades, working with the US Forest Service on hydrology projects, and will be looking at State and Federal grants to increase our storage capacity. The city will also be preparing an action plan that will trigger responses according to the flow rate of incoming water and the amount of storage on hand. As a city, we must have plans in place to ensure that our precious resource of water is properly maintained.

The city is still receiving Lead Service Line inventory letters and would like to thank everyone who has already returned the questionnaire and ask one more time that, if you have not submitted your letter, please do so. It is now less than a year until the report is due.

The CVGC Water main is within 30 days to completion.

**Streets:** Justin Williams reported the streets crew has been busy patching potholes, brushing right of way, and preparing for winter plowing activities, jetting mains and sweeping around town, trying to keep up with the leaves as they come down. Two water main repairs have been completed, one on Cabinet Heights and one on Louisiana between 3rd and 4th Street. Cabinet Heights water main project is moving right along, and a shutdown is scheduled for Wednesday for tie-ins on the north end of the project, requiring coordination with plant operations. Bathrooms at Fireman's Park and Fred Brown Pavilion are closed for the season, and the campground has been closed and barricades placed. Women's bathroom at Fireman's Park has been vandalized and will require painting before opening in spring. The crew has been assisting in repairs, identifying other areas of neglect at the WWTP, doing an incredible job with the overall operation, and getting the plant headed in a solid direction. In the process of getting equipment run through the shop in preparation for winter.

**Zoning:** Councilor Smith announced the Zoning Commission had a meeting on Monday, September 25th, with a big turnout and more input. The Commission would like to make more changes to the Residential Districts before making an official recommendation to Council.

**Board of Health:** Mayor Williams announced the September meeting was cancelled and October meeting will be training.

**Public Comment on Non-Agenda Items:** None.

**Old Business:** None.

**New Business:**

**Approve Libby Area Business Association's Halloween Road Closure on Mineral Ave from Dome Theater to the Brewery, 3:30 - 6pm for Trick or Treat and use of City barricades:**

Gail Burger, 302 California Ave., Libby Area Business Association, requested a street closure with use of the barricades for Halloween on Mineral Ave. from Dome Theater to the Brewery.

Councilor Smith **MADE A MOTION** to approve Libby Area Business Association's Halloween Road Closure on Mineral Ave from Dome Theater to the Brewery, 3:30 - 6pm for Trick or Treat and use of City barricades, Councilor Beach **SECONDED**.

Councilor Zimmerman recommended moving the street closure up to the Blvd since the Trunk of Treat will be held at the school. Ms. Burger agreed.

Councilor Smith **ACCEPTED AMENDMENT TO HER MOTION**.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

**Approve Ordinance #2010, Amendment of the Design and Construction Standards:**

Mayor Williams announced the Ordinance would be pulled from the agenda explaining it should have been a resolution because the ordinance was not being amended, only the design standards. It will be changed to a resolution and will be on the agenda for October 16<sup>th</sup>.

**Approve Resolution #2022, Declaring Certain City of Libby Property as Surplus, and Authorizing its Disposal at Auction:**

Mayor Williams read Resolution #2022.

Councilor Zimmerman **MADE A MOTION** to approve Resolution #2022, Declaring Certain City of Libby Property as Surplus, and Authorizing its Disposal at Auction, Councilor Berke **SECONDED**.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

**Approve proposed mural for Mineral Avenue Pocket Park:**

Councilor McNew introduced Heather Robertson from the Alternative School and explained her students have proposed the painting of a mural behind the wings that Todd Berget made. Giving the history, Rotary club had commissioned Todd Berget to make the wings with a mural behind it but unfortunately, he passed before the project was finished. If mural is approved by Council then the next step is to procure the funding to put a pad in front of it 12" X 12' along with moving the heat pump to the roof. After speaking with Chief Lauer, he is in agreement.

Heather Robertson, 34 Pine Crest Rd., explained the students are excited to get started and hoping for the middle of October, the idea is from the students. The students also had LOR foundation give ideas for the mural, the one proposed was what everyone agreed on. The students and the three teachers will be providing all the labor and creativity. The idea was brought to the alternative students last year, but weather was bad, and weather pending, starting in mid-October and hopefully finishing; if not, it will be finished in the spring.

Councilor Smith **MADE A MOTION** to proposed mural for Mineral Avenue Pocket Park, Councilor Berke **SECONDED**.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

**Request for school signage for Montana/Spruce for Kootenai Valley Christian School:**

Tara Nieme, 1516 Utah Ave., Administrator at Kootenai Valley Christian School, explained the need to increase traffic signs around the school for children's safety. The school is requesting an increase in school zone signage and potentially a four-way stop at Montana Ave. and East Spruce, describing the need for the stop signs.

Mayor Williams proposed putting it into Streets Committee to review and come up with a proposed plan, Councilor Beach agreed.

**Approve all claims received to date:**

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

Mayor Williams reminded everyone if they are interested in looking at the claims, they are welcome to come in earlier in the day of the Council meeting and ask to see them.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

**Approve all business license applications received to date:**

H&R Block, Jason Schikora Photography, and Red, White & Brews.

Councilor Zimmerman **MADE A MOTION** to approve all business licenses received to date and Councilor Berke **SECONDED**.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

**General Comments from the Council:**

Councilor Smith commented on the water level and drought conditions and suggested taking a radical approach for water conservation and possibly changing some ordinances not requiring people to water their lawns.

**Adjournment:**

Councilor Zimmerman **MADE A MOTION** to Adjourn and Councilor Berke **SECONDED**.

Councilors Beach, Berke, McNew, Smith, and Zimmerman voted **FOR**.

**MOTION PASSED.**

Mayor Williams adjourned the meeting at 7:30 PM.

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Mayor Peggy Williams

Attest: \_\_\_\_\_  
Clerk/Treasurer Leann Monigold