

## APPROVED MINUTES

The City Council held Council Meeting #1642 on Monday, December 4, 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 Bill Sonntag, 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. Councilor Hugh Taylor was not in attendance.

Mayor Williams welcomed all those present.

### **Approve City Council minutes for meeting #1641 dated November 20, 2023:**

Councilor Zimmerman **MADE A MOTION** to approve City Council minutes for meeting #1641 dated November 20, 2023, Councilor Beach **SECONDED**.

Councilor McNew abstained.

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

**MOTION PASSED.**

**Announcements:** None

### **Committee Reports:**

**Administrator:** Administrator Sikes reported the Sewer Department has a DEQ inspection on Wednesday, to ensure compliance with the discharge permit. There is an opening in the department, if anyone knows someone that might be a good fit, please encourage them to apply with the Job Service.

For the Water Department, there were a few recommended changes to the Emergency Action Plan for the Flower Creek Dam. Those changes are being incorporated into the plan. The final document should be completed in the next week.

The temporary employee has completed entering all the data received from water customers regarding the Lead Service Line Survey. Mr. Sikes asks that all water customers, if you haven't sent in your letter, please do so. It's going to cost the city a couple more thousand dollars for additional mailouts to get this inventory completed.

There have been a lot of questions as to the Water Rules recently, and specifically towards when does a homeowner have to bring their services up to current city standards and what that means. Rule Eleven states that the customer must bring their water service line up to current city standards if it is new; repaired, replaced, or altered. This usually affects homeowners who have older services with their water meters under their house, or when

two houses are ran off one service line due to subdivision or by old design. This usually means that homeowner(s) who must repair a service line due to a leak, must purchase a meter pit and curb stop for roughly \$900 and hire a contractor to install the curb stop and meter pit at the property line, or in the case of two homeowners on a single service line, both must update the service. The reason that this rule was adopted is so that, eventually, all the meters would be located to be read by radio and to locate any unmetered services. The city understands the cost burden this repair can place on a homeowner, but also understands that if homeowners do not repair and update their water services when required, the infrastructure will fail. The city maintains the water mains, the homeowners maintain the service lines.

WWC Engineering is currently working on a land use map that will be used to pre-zone areas around the current city limits for future growth. Once the map is prepared, it will go to the Planning Board for corrections, updating, and recommended approval prior to being presented to the City Council. The map is a crucial piece of the puzzle to receive grants for the city that will become part of the Growth plan.

Lincoln County Port Authority is planning on having one exit off the new road by Cedar Street that they will construct, the problem being they need to have secondary vehicle access, not for heavy traffic. Mr. Sikes asked that it be put into committee to see if access should be the road out front of City Hall or to use Spruce Street. Councilor Beach agreed to have it put into the Streets Committee.

**Streets:** Justin Williams reported two water main repairs have been completed, one on 2<sup>nd</sup> Street between Montana Ave. and Louisiana Ave. and one at the new clubhouse on Cabinet Heights. The old pump house on the river by the Pavilion has been repaired and is up and running. Tree trimming and removal, one removed from the corner of Dakota and 5<sup>th</sup> St. and another from the corner of Louisiana and 8<sup>th</sup> St. Trimming was performed on the corner of Lincoln Blvd. and Montana Ave. and the corner of Louisiana and Larch. St. Johns School signage is up as requested, along with a 4-way stop at Spruce St. and Montana Ave. Five of the ten vehicle radios that were ordered have been installed, waiting to receive the remainder. Crews have been doing storm drain work and cleanup.

A reminder to everyone about snow removal and to look at the seasonal parking restrictions in Ordinances 1550, 1481, and 1105, highly recommending people to look at the detail.

**Fire:** Councilor Zimmerman reported for the month of November, 4 calls were received, 0 City, 4 Rural Fire District. The calls were 1 vehicle, 1 chimney, and 1 false alarm for a total of 96 calls in 2023.

**Police:** Mayor Williams announced Chief Ercanbrack swore in our new officer earlier in the morning, Chief Ercanbrack is travelling to Helena to attend the Police Academy graduation of Officer Caleb Thomas tomorrow morning. Our new officer, Seth Power will be here in two weeks for a meet and greet. Chief Ercanbrack wanted everyone to know during Women's Night Out on Friday there would be extra police force to make sure everyone stays safe.

**Water/Sewer:** Councilor Zimmerman announced some preliminary numbers have been received from Sam to look at the Commercial Rates, still looking for a final report so a meeting can be scheduled to see how to proceed.

**Zoning:** Councilor Smith reported the Zoning Commission met November 27<sup>th</sup>, meeting was very productive and discussed front yard storage. Next meeting will be scheduled in January.

**Cemetery/Parks:** Mayor Williams announced the air conditioner in the pocket park has been moved to the roof of the Fire Hall, the remainder of the project is on hold until spring.

**Public Comment on Non-Agenda Items:**

John Bebee, 704 E 9<sup>th</sup> St., commented to remind everyone who is feeding wildlife around town, it is not good for the wildlife, and there is an ordinance against feeding the wildlife. Thanked the Mayor and Council for their dedication and good job, thanked Chief Ercanbrack for his hard work in getting the police situation back up to snuff, and thanked the Streets crew for the snow plowing and street repairs.

**Old Business: None.**

**New Business:**

**Approve request for low cost/no cost burial of Rita M Fosjord, 29- year-old cremains of a recently identified widow of a veteran buried in City of Libby Cemetery:**

Mayor Williams explained the request.

Councilor Zimmerman **MADE A MOTION** to approve request for no cost burial of Rita M Fosjord, 29- year-old cremains, Councilor Beach **SECONDED**.

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

**MOTION PASSED.**

**Approve all Beer, Wine, or Liquor Licenses received to date:**

Cabinet Mountain Brewing Company, 206 Mineral Ave, Cabinet View Country Club, 300 Cabinet Heights Rd., Empire Foods, 1406 Minnesota Ave., Kaiju Bar & Grill, 419 E 9<sup>th</sup> St., Pastime Bar and Lounge, 216 Mineral Ave., and Rosauers Supermarket #14, 703 W 9<sup>th</sup> St.

Councilor Zimmerman **MADE A MOTION** to approve all Beer, Wine, or Liquor Licenses received to date, Councilor Berke **SECONDED**.

Councilors Beach and Smith abstained. Mayor Williams pointed out that would mean there would not be a quorum to vote on the item. Councilor Smith requested to remove Cabinet Mountain Brewing Company license application from the item.

Cabinet Mountain Brewing Company was removed to have a quorum.

Councilors Beach, Berke, McNew, Smith, 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 Berke **SECONDED**.

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

**MOTION PASSED.**

**General Comments from the Council:**

Mayor Williams announced the star would be lit this week.

Councilor Zimmerman commented he had spoken with a constituent and suggested installing a generator at City Hall to keep everything online. Administrator Sikes stated there is a backup generator in City Hall and the outlets with a red cover are the ones set up for the generator.

**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 7:20 PM.

\_\_\_\_\_  
Mayor Peggy Williams

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