

## APPROVED MINUTES

The City Council held meeting #1653 on Monday, May 20, 2024, in the Council Chambers at City Hall.

### Call to Order:

The meeting was called to order at 7:00 pm by Council President Zimmerman.

The Pledge of Allegiance was completed, prayer was by Matthew Coblenz, and roll call commenced. Present were Councilors, Melissa Berke, Ian Smith, Hugh Taylor, Brian Zimmerman, Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) Councilor Gary Beach and City Attorney Dean Chisholm. Mayor Peggy Williams and Councilor Kristin Smith were not in attendance.

Councilor Zimmerman welcomed all present.

**Approve minutes of City Council meeting #1650 April 1st, Public Hearing April 8th, City Council meeting #1651 April 15th, #1652 May 6th, Public Hearing 6:00pm May 6th, and Public Hearing 6:30pm May 6th:**

Councilor I. Smith **MADE A MOTION** to approve the minutes and Councilor Berke **SECONDED**.

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

**MOTION PASSED.**

### Announcements:

### Committee Reports:

**Administrator:** Administrator Sikes reported 5 residential building permits and 1 commercial permit was sold in March for a total of \$ 19,365.05, 4 new buildings, 1 addition, and 1 remodel. 28 permits have been sold for the year for a total of \$31,651. Last year at the same time 36 were sold for a total of \$25,658. Reminding everyone the permit money must be it own code enforcement standing fund and is no longer in the general fund.

DEQ will be in Libby in June doing an Operating Unit Inspections, approval will be sent to allow them to enter city property. When a date is set Mr. Sikes will inform the Council, so members could join them to walk the inspected area and discuss with the DEQ how to help the trees by the Fred Brown Pavilion.

**Cemetery/Parks:** Councilor Melissa Berke reported a meeting was held on the 7<sup>th</sup> to talk about a request about using city property for grant funding. She directed him to partner up with a nonprofit because it was not something the city should deal with.

**Finance:** Clerk/Treasurer Monigold announced Glenda Cady had been hired for the open Deputy Clerk position, there were 28 applicants for the position. Glenda started on May 8<sup>th</sup> and is catching on quickly and will be a great asset to the city.

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

**New Business:**

**Approve Libby Area Business Association’s Street closures on Mineral Ave. from Styches Bent West to inside of 3rd Street intersection for Summer Solstice event, June 22nd 10 am – 3:30pm and from Timberline to Cabinet Mountain Brewery for Halloween Trick-or-Treat, October 31st 3:30-6pm. and use of City barricades:**

Gail Burger explained Crazy Days were canceled and the Libby Area Business Association wants to create an event for those 40 to 50 vendors, didn’t want to take away the local income. Ms. Burger explained the areas they are requesting for the street closures, dates, and times and requested the use of the barricades for the Summer Solstice event.

Councilor Berk **MADE A MOTION** to approve the street closures and Councilor I. Smith **SECONDED**.

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

**MOTION PASSED.**

**Montana Department of Transportation update on current road projects in the City/County:**

Bob Vosen district administrator for the Montana Department of Transportation, presented an update on road work in the Libby area. Mr. Vosen Gave a little history and explained the road work and repairs currently being performed and projects planned for later in the summer on Highway 2, Highway 37, and other local area projects. Mr. Vosen answered questions for Administrator Sikes and Councilor Zimmerman about chip sealing, bridge work, and crosswalk signals.

Adam Stevens, 408 E. 9<sup>th</sup> St., inquired where more information could be obtained about the projects. Mr. Vosen referred him to their website, [www.mdt.mt.gov](http://www.mdt.mt.gov).

**Approve bid for sewer main replacement project:**

Councilor Zimmerman read a letter submitted by Mike Fraser, City Engineer.

Administrator Sikes went over the bids for the three sewer main replacements, the first one had an engineer's estimated cost of \$103,000, Thompson Contracting came in with the lowest bid at \$149,000. Second, estimated at \$93,860, lowest bid was \$120,900. Third estimated at \$61,000, lowest bid was \$66,000. Mr. Sikes explained the funding came from the PLC program and enough funding is left to do one more sewer main.

Adam Stevens, 408 E. 9th St., inquired how more information could be obtained about the bids and where to go to get more information about what is going on in the city. Councilor Zimmerman suggested looking on the city website, sending an email, or coming in to ask one of the staff members about getting the information he is looking for.

Councilor Berke **MADE A MOTION** to approve the bid for sewer main replacement project and Councilor I. Smith **SECONDED**.

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

**MOTION PASSED.**

**Approve TD&H bid for Spruce Street reconstruction services:**

Administrator Sikes explained to get SLIPA grant funding for the project an engineering firm needed to be used, estimated costs were \$15,000 and their bid came in at \$14,600. The project will be set up from point A to B for the amount provided by SLIPA funding. If more funding is needed to finish the project, the Gas Tax fund will pay for the remainder.

Councilor Berke **MADE A MOTION** to approve TD&H bid for Spruce Street reconstruction services and Councilor I. Smith **SECONDED**.

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

**MOTION PASSED.**

**Approve Ordinance #2011, adding a new chapter to Title 10 – Vehicles and Traffic – Entitled Recreational Vehicles and removing Chapter 28 (Trailer and Trailer Parks) from Title 14 (building and construction), 2<sup>nd</sup> reading:**

Councilor Zimmerman explained there was a setback change from the 1<sup>st</sup> reading.

Councilor Berke **MADE A MOTION** to approve Ordinance #2011 and Councilor Beach **SECONDED**.

Councilors Beach, Berke, and Zimmerman voted **FOR**. Councilors I. Smith and Taylor voted **AGAINST**.

**MOTION PASSED.**

**Approve all claims received to date.**

Councilor I. Smith **MADE A MOTION** to approve all claims received to date and Councilor Berke **SECONDED**.

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

**MOTION PASSED.**

**Approve all business licenses received to date.**

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

Driveway Detailing.

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

**MOTION PASSED.**

**Unfinished Business:**

**Discussion to amend Libby development Fund Policy and application process:**

Council agreed to postpone discussions until all Council members were present.

**General Comments from Council:** None.

**Adjournment:**

Councilor Berke **MADE A MOTION** to adjourn, and Councilor I. Smith **SECONDED**.

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

**MOTION PASSED.**

Councilor Zimmerman adjourned the meeting at 7:45 PM.

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

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