

APPROVED MINUTES

The Libby City Council held regular meeting #1656 on Monday, July 1, 2024, 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 Gary Beach, Melissa Berke, Ian Smith, Kristin Smith, Hugh Taylor, Brian Zimmerman, Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) City Attorney Dean Chisholm.

Announcements: Mayor Williams announced as a reminder for everyone, no fireworks are allowed inside the city limits on the Fourth of July and that for people interested in being on the Government Study Commission, the Local Government Center will host a webinar explaining the role of a Study Commissioner on July 24th at 11am.

Committee Reports:

Administrator: Administrator Sikes reported the Sewer Department's generator is back up and running. A circuit board had to be replaced and they found some parts on eBay.

In the Water Department the new leak survey is underway, a repair plan will be formulated when finished. The city is trying to do everything it can to prevent from going into water rationing if the current drought continues.

Still waiting for the survey report on Spruce Street so the Engineers can draw up the plans, then will be putting it out for bid. He has been working with Rural Development to update reports on the loans and it looks like 5 years ago we were selling 16% of water produced with leaks, there have been several major projects, we are up to 26%. It will be about a year before repairs from the leak survey will be figured into the average but are hoping that goes up to at least 40% sales. A letter was received from the DEQ concerning our opencut mining permit that needs to be updated and will be requesting numerous amendments to ensure compliance with mining laws. As a reminder the Lead Service Line Survey is coming due and will be concentrating on that at this time.

Streets Supervisor: Justin Williams reported the City Crew has started on the new slab and sidewalk at LVFD. The burial fees waived for Mr. Hodgkinson, he has been placed and ceremony was given by the VFW. Got the camera on some sewer mains looking at the main integrity. Rebuilt pump for the lift station on 1st and Montana, that is back in service. Flower baskets are up and removed some hazardous trees from the SE corner of Fireman's Park campground, 5 pine and 2 fir. More vandalism at Fireman's Park bathrooms, graffiti, window, and window frame was smashed out, the contractor looked at it and will be securing anchors in the concrete and reinstall the window. Nine repairs have been completed on the Pavilion bathroom and added a

pressure tank and new servos. 11 trees were removed at Riverfront Park. Three water main repairs: Vanderwood, alley between East Lincoln Blvd. and 8th St., and alley behind Western Windshield. Moved a fire hydrant to the other side of the alley so it would no longer get hit. Moved an old wooden culvert under Montana Ave. and repaired the voided space. New water leak survey began June 24th-28th and will finish up July 8th and 12th. Two blower motors were rebuilt at WWTP for the digester. Purchased a 2008 International with 25,000 miles on it to replace the 1975 truck that carries the Jetter.

Fire: Councilor Zimmerman reported 11 calls in the month of June, 2 City, 9 Rural, 3 vehicle, 2 grass/wildland, 1 mutual aid, 4 false alarms, and 1 miscellaneous for a total of 42 calls in 2024. LVFD will be inspecting, flushing, and painting hydrants throughout July and the concrete job in front of the Fire Hall is halfway completed.

Police: Chief Ercanbrack reported 103 calls for service in the month of June, responding to 1 assault, 4 threatening calls, 8 disturbances, 2 DUI arrests, 7 crashes, 13 suspicious acts, and 4 juvenile cases. Two vehicles are finished being rebuilt, full fleet is back up and running.

Chief Ercanbrack introduced new Police Officer, Vincent Smart and swore him in.

Wildlife: Councilor Taylor reported they spoke with the Food Bank, and they will take the turkeys. Arrangements were made with the Chief and hope to start next week. Chief Ercanbrack said they would start with a pretty large flock that hangs around the cemetery.

Public Comment on Non- Agenda Items:

Jared Lampton, 1022 Mineral Ave., representing the Cross-Country Ski Club, described his past and spoke about the possible grant funding available to remove the gravel pile by the ski course if council were to approve it, but they were under a timeline for public comment period of July 10th.

Mayor Williams informed him she had spoken with Sydney Stewart and an extension could be requested for the public comment period, this would allow time for everyone to get on the same page. Mayor Williams inquired if they had submitted just a proposal or an application for the grant. Mr. Lampton said they had officially submitted the application. Mayor Williams asked Council if it was agreeable to ask for an extension then to regroup.

DC Orr, 1117 Nevada Ave, requested to be added to the agenda, expressing frustration he was informed earlier in the day he would not be on the agenda and disagreed the Mayor controls the agenda.

New Business:

Approve street closure for Patriot Prom/Red, White, & Brews between 4th and 5th Street on Mineral Ave., July 7th, 5:30pm – 9pm:

Carla Darrar, 137 Norman Ave., and Robin Tarbert, 72 Vicks Drive, explained the fundraiser Red, White, and Brew will be having for the David Thompson Search and Rescue and street closure request.

Councilor Smith **MADE A MOTION** to approve street closure for Patriot Prom/Red, White, & Brews between 4th and 5th Street on Mineral Ave., July 7th, 5:30pm – 9pm and Councilor Zimmerman **SECONDED**.

Councilor Smith inquired if there would be any issues with the Police Department, Chief Ercanbrack indicated no, with a head nod.

Mayor Williams inquired if the request was to close off the entire block intersection to intersection or in front of Red, White, and Brews. Ms. Darrar responded, intersection to intersection.

Councilor Beach inquired if there was a request for an open container variance. Ms. Darrar responded, they did not want one, people will have to keep alcohol inside.

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

MOTION PASSED.

Approve extension of Memorandum of Agreement (MOA) with Lincoln County Sheriff's Office:

Mayor Williams explained the extension of MOA.

Councilor Zimmerman **MADE A MOTION** to approve extension of Memorandum of Agreement (MOA) with Lincoln County Sheriff's Office and Councilor Berke **SECONDED**.

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

DC Orr, 1117 Nevada Ave, inquired how many officers the city currently has, how many before the other officers quit, and how many more would be hired. Mr. Orr disagreed about the City paying the Sherrif's Office for coverage and feels it is their job to cover when needed.

MOTION PASSED.

Approve propane bid from City Service Valcon/ materials and paving bid from TCI:

Mr. Sikes read the two bid that fit the criteria: City Service Valcon, propane 77¢ per pound, additional margin 25¢ totaling \$1.02 per pound, last year \$1.27 per pound. TCI, 5/8 minus crushed gravel, \$8 per cubic yard and last year \$18, 3/8 minus crushed gravel, \$9 per cubic yard and last year \$45, cold mix asphalt- mix & stockpiled asphalt for the City- \$175 per ton, hot mix asphalt using their services - \$17 per square yard for 1" overlay, \$31 per square yard for 2" overlay., those items were not bid last year.

Councilor Beach **MADE A MOTION** to approve propane bid from City Service Valcon/ materials and paving bid from TCI and Councilor K. Smith **SECONDED**.

Councilors Beach, Berke, I. Smith, K. 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 and Councilor I. Smith **SECONDED**.

Mayor Williams reminded everyone, claims are public information and to view them, come in during business hours on Monday, prior to the meeting, ask Leann or Charlotte and you can go through them and get answers to any questions you may have.

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

MOTION PASSED.

Approve all business licenses received to date.

Buffalo Built Homes and Michael's Automotive Detailing.

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

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

MOTION PASSED.

Unfinished Business:

Discussion to amend Libby development Fund Policy and application process:

Councilor Berke suggested hiring a grant writer just for the city. Having researched online for multiple ways to get a grant writer, but unsure how the city has to do that and write it into policy but encourages Council to work on that.

Councilor Taylor agrees with Ms. Berke and does not like the idea of short-term loans and suggests staying away from that.

Councilor I. Smith inquired, needing a job scope and practice, who they would talk to for that.

Mayor Williams stated a job description would be put together and advertised, see who responds to it, and come to an agreement.

Councilor Beach commented it would be the framework similar to the Building Inspector who is partially funded by the City and partially funded by permit sales. Similar with grant administration, partially fund the position and with a motivated individual there would be opportunity for them to do very well and it would become a self-funding position.

Council I. Smith asked to get a copy of the policy for the Building Inspector and the job scope.

Councilor Taylor suggested staying away from any type of loan due to previous history, would require hiring an individual and does not see it working for the city.

Councilor Beach commented, long-term things get lost in the shuffle with Council changes, positions change, people change within a business, and 15-20 years down the road unless it is addressed, it is hard to keep track of.

Councilor Zimmerman inquired if Council had ideas for increasing the fund if no loans were to be considered because if the funds are used as grant matches, the current interest rate is not guaranteed so there would be no way to replenish the funds.

Councilor I. Smith commented he would take the lead on writing policy to have a grant writer, for Council to consider.

General Comments from Council:

Councilor Zimmerman inquired if the City was going to move forward to see if something could be done on the grant process with the state from the grant mentioned during public comment.

Mayor Williams stated an email will be sent to see if the date could be extended.

Councilor K. Smith suggested inquiring how the city could become the lead for the grant process, that way the city would control the application, design, and engineers since it is city property, alleviating the burden from the ski club regarding the pile.

Councilor Taylor inquired why the entire Council was not up to speed on what is going on with the Ski Club and spoils pile other than a last-minute email received.

Mayor William explained the request to be on the agenda did not get seen until after noon on Thursday, nothing indicating date deadlines so had an email sent back letting him know it would be added to the July 15th agenda. The agenda had already been sent out when it started getting discussed about the pressure of the deadline date.

Councilor Taylor inquired why Council would consider this project or taking over the grant after it had already been voted to not touch the spoils pile.

Councilors Zimmerman and K. Smith agreed Council has the ability to revisit a previous decision, having it added to a future agenda for discussion.

Adjournment:

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

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

MOTION PASSED.

Mayor Williams adjourned the meeting at 7:45 PM.

Mayor Peggy Williams

Attest: _____

Clerk/Treasurer Leann Monigold