

APPROVED MINUTES

The Libby City Council held regular meeting #1662 with FY24 Budget Amendment Public Hearing on Monday, October 7th, 2024, in 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 Melissa Berk, Gail Burger, Ian Smith, Kristin Smith, Brian Zimmerman, Clerk/Treasurer Leann Monigold, and (via Zoom) and City Attorney Dean Chisholm. Councilor Taylor was not in attendance.

Announcements:

Mayor Williams announced a groundbreaking ceremony for Cabinet Affordable Housing Apartments on Commerce Way at noon on October 16th. On October 21st agenda there will be a Public Hearing regarding an annexation request.

Committee Reports:

Administrator: Mayor Williams updated on Libby Creek Community Project, still in review with DEQ, WGM hopes the review will be out mid- October then will get the final documentation and bidding out in mid-November.

Streets Supervisor: Mayor Williams stated the city crew has been working on four sewer main replacements. They discovered on Flower and Nevada, water, sewer, and storm drain all occupy the same intersection, so they are having to move the storm drain and water line a bit to do the replacement.

Fire: Councilor Zimmerman reported for the month of September 8 calls were responded to, 2 City, 5 Rural, and 1 outside City/RFD. 1 vehicle, 1 structure, 1 grass/wildfire, 2 mutual aid with an ambulance, 1 propane, and 1 electrical for a total of 63 calls in 2024. Concrete job in front of Fire Hall still in progress.

Police: Chief Ercanbrack reported 182 calls for service in the month of September. There were 4 assaults for threatening calls, 5 disturbances, 11 thefts, 1 DUI, 25 suspicious acts with vehicles, 2 disorderly, 2 involving juveniles, 11 crashes, 12 city ordinance, and 33 traffic stops.

Chief Ercanbrack explained two ordinances he would like to have a committee look at, Distracted Driving and Loud Noise in Vehicle giving examples and explaining the need. The council discussed the lack of current state laws and Chief Ercanbrack said the information he has is based from Whitefish, Kalispell, Columbia Falls, Missoula, and Billings. Councilor K. Smith accepted it through the Ordinance Committee.

Lights/Streets/Sidewalks: Mayor Williams explained a request was made from the VFW to allow them to create a parking spot for those who have a Purple Heart and would like to put into Streets Committee. Councilor K. Smith asked if that was something the Police Department would have to enforce. Mayor Williams explained that is one of the questions in the information that will be put into the Committee. The VFW doesn't want to give up a handicap spot, just want to create this special spot.

Councilor Zimmerman reported a meeting was held on September 24th to discuss how to proceed with the banners and brackets on Mineral and California Ave., discussing ideas and how to work things out. Another meeting will be planned in the evening to discuss several items, one being the Sutter's request off of City Service Road, Dean will be checking on a couple of things and getting back to him.

Zoning Commission: Councilor K. Smith announced a meeting has not been scheduled but plans to discuss all the changes they have worked on over the last several years.

Finance: Clerk/Treasurer Monigold reported the FY25 budget was submitted to the state on September 20th, and it has been accepted. She met with one of the auditors for the final closing of FY24 budget and they have recommended two budget amendments that will be discussed later in the meeting. The auditors will then begin preparing the information needed to submit the Annual Financial Report due at the end of December.

Last week we attended the Annual League of Cities and Towns Convention in West Yellowstone. There were many informative seminars, two of them were about our insurance with MMIA, the Risk Management session explained they offer programs like hands on training and through their website on subjects such as employment practices, work safety, and cyber security. MMIA would like to start giving credits to cities that enroll in these programs and go through the training possibly saving money on our insurance premiums.

Mayor Williams reported she had attended sessions that dealt with grant opportunities and how to get some of those grants, especially at the Department of Transportation, who has some infrastructure grants, particularly Safe Streets for All. She would like to check into that and other grant opportunities. Another session was about having police protection in your community. The session was to figure out ways to better fund your police department, but the topic changed to discussing some small communities that contract with their county, and how it is not working out so well and we ran out of time to discuss funding your police department through special district or similar ideas.

Mayor Williams explained that the League has been putting a lot of effort into finding clerk training and support for clerks across the state because of the high turnover. They are looking now trying to figure out how to support city attorneys because there are so few city attorneys across the state along with trying to help with auditors because there are so few that do government audits.

Public Comment on Non- Agenda Items: None

Old Business: None

Public Hearing – FY24 Budget Amendment:

Mayor Williams called the Public Hearing to order at 7:17pm.

Mayor Williams stated the Public Hearing was properly noticed in the Western News September 27 and again on October 4 explaining there are two amendments that were suggested by the auditor as part of year closing for fiscal year 2024.

Increasing fund 1000, General Fund, \$135,777.85, the amendment is for employee retirement, required by the state under GASB, and the transfer of funds to the Capital Improvement fund, those funds allow us to put funds aside for things like fire trucks, police cars, and into buildings for a maintenance fund.

Second, increasing fund 3387 Special Grants, \$43,825.00 was suggested by the auditor because the LOR Grants and other special grants need to have their own fund.

Public Comment: None

Mayor Williams closed the Public Hearing at 7:20pm to resume the regular meeting.

New Business:

Approve budget amendments for FY 2024 – Resolution #2044:

Mayor Williams read Resolution #2044.

Councilor Zimmerman **MADE A MOTION** to approve the budget amendment, Councilor K. Smith **SECONDED**.

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

MOTION PASSED

Confirm Submission of Montana Main Street Mixed-Use & Adaptive Reuse Development Grant Application for Kootenai Float Company Inc.:

Mayor Williams explained the Main Street Program had sent out a email saying they had been given a million dollars of special money for reuse and development and were taking applications. A couple of people were contacted, and Kootenai Float Company was ready to move on to phase two of their remodel. The email was sent out the email on a Tuesday stating the first round closed on Thursday. The Mayor stated each one (council members) of you were contacted to explain the situation, got verbal approval, but would like it solidified in the minutes, so it is documented we followed a process for approving that application.

Councilor Zimmerman **MADE A MOTION** to confirm the submission of the Montana Main Street Mixed-Use Adaptive Reuse Development Grant application for Kootenai Float Company, Councilor Smith **SECONDED**.

Councilor K. Smith expressed enthusiasm and explained this was a good example for the need of someone in a community development position who can act quickly and have materials ready to go. City Council has always been slow because they want a lot of extra information and tend to disregard people in position that have put things together on the city's behalf or community's behalf and deadlines have been missed or people just don't have all the information, expressing the need to move faster. Mayor Williams agreed this was one of those times that you either act fast or miss out.

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

MOTION PASSED

Approve all business licenses received to date:

Good Home Health, LLC.

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

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

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

MOTION PASSED.

Unfinished Business:

Discussion to amend Libby development Fund Policy and application process:

The council discussed inviting a representative from Montana West Economic Development to discuss what they do.

General Comments from Council:

Mayor Williams reminded everyone Dan Clark will be here for Council Training on October 29th and will start at 6pm, she will have a meal so that it is easier for those just getting off work.

ADJOURNMENT:

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

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

MOTION PASSED.

Mayor Williams adjourned the meeting at 7:28pm.

Mayor Peggy Williams

Attest: _____

Clerk/Treasurer Leann Monigold