

MCA 2-3-212. Minutes of meetings. Minutes must include without limitation: (a) the date, time, and place of the meeting; (b) a list of the individual members of the public body, agency, or organization who were in attendance; (c) the substance of all matters proposed, discussed, or decided; and (d) at the request of any member, a record of votes by individual members for any votes taken.

APPROVED MINUTES

The Libby City Council held regular meeting #1669 on Tuesday, January 21, 2025, in Council Chamber at Libby City Hall.

Call to Order:

The meeting was called to order at 7:02 pm by Mayor Williams.

Present were Mayor Williams, Councilors Melissa Berke, Gail Burger, Kristin Smith, Hugh Taylor, Brian Zimmerman, Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) Councilor Ian Smith and City Attorney Dean Chisholm.

Announcements: None

Approve minutes for Regular Council meetings #1668 held January 6, 2025:

Councilor Zimmerman **MADE A MOTION** to approve minutes for regular Council meeting 1668, Councilor Berke **SECONDED**.

DC Orr expressed frustration for the approval of three sets of minutes with the same vote in the previous meeting and felt it was a violation of his Constitutional right to participate.

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

MOTION PASSED.

Committee Reports:

Administrator: Administrator Sikes reported the Local Emergency Planning Committee (LEPC) had met and announced the Interactive Public Warning System (IPAWS) was ready for use once the LCSO dispatchers were trained how to use the system. The warnings will be sent out to cell phones similar to an Amber Alert.

Mr. Sike announced he had provided testimony to the MCEP Long-Range Planning Committee in Helena over the MCEP grant for the Wastewater Lift Station. Libby is ranked last for grant funding so by showing up personally to represent the city will hopefully help increase the chance to secure funding. Tomorrow Mr. Sikes will be returning to Helena to provide testimony to the RRG Long-Range Planning Committee to help secure funding for the RRG grant.

Lights/Streets/Sidewalks: Councilor Zimmerman reported they have received a quote from Twisted Turtle for the crosswalk flags, but the kits would have to be purchased from a different company, trying to keep it local, will also be going to Flash 56 to see if they can provide a bid. The

cost seems to be substantially more than anticipated due to the City of Libby logo. Once the figures are gathered there will be another committee meeting scheduled to try and move forward.

Local Government Study: DC Orr, temporary Chair, explained the history and purpose of the Local Government Study Commission. Mr. Orr introduced Vince Backen, temporary Co-Chair, explaining he is considered the historian because he has researched the history of the City Government studies. Karen Dinkins, temporary Secretary and has become the organizer, but due to some changes in her life will be leaving the city limits and thought it was best to appoint someone at an early stage in the process and has offered to remain as an assistant. Mr. Orr gave a brief background for the candidate to be appointed, John Bebee and explained at this point the Commission is encouraging public involvement and will be writing regular reports.

City-County Board of Health (BOH): Councilor K. Smith reported a meeting was held the 14th with updates from various Health Department programs. Zero to Five will be transitioning to a new coordinator, BOH is sponsoring a survey for Smoke Free Parks. One of the main discussions was about the Crisis Response Team that had been abruptly stopped without much explanation. The County received a grant to fund that project, and it was discussed if the BOH would house and administer the grant. The Communicable Disease Response Plan was approved and the plans to expand the landfill will be moving forward.

Public Comment on Non- Agenda Items:

John Bebee commented on new items he became aware of, first was the US Forest Service open comment period regarding MMC, Montanore-Hecla, doing exploratory stuff in the Cabinets and encouraged Council to support that. Second, Fish, Wildlife and Parks has grant money available to local governments for shooting range equipment and encouraged Council to investigate that funding

Old Business: None

New Business:

Per FWP request: Be it known that the city is creating a list of those residents willing to accept wild turkeys harvested within the city limits under the City's harvest permit:

Councilor Taylor explained the city received a permit to harvest some turkeys but there have been difficulties, churches can no longer take them because they are not FDA certified and the food bank has no way to process them so will only take them if they are ground up and processed. After meeting with the new biologist, he has agreed to let the city create a list to donate the turkeys to the public. FWP wants a list created and to inform the public they could be put on the list by contacting City Hall and if harvested they will be distributed.

Karen Dinkins inquired if anybody in the county could get on the list or only city residents. Councilor Taylor said anybody could get on the list.

Approve Resolution 2051 authorizing deer harvest on city owned property for the purpose of testing for CWD:

Mayor Williams explained the resolution.

Councilor Zimmerman **MADE A MOTION** to approve Resolution 2051, Councilor Berke **SECONDED**.

Councilor Taylor, liaison with FWP, has noticed the majority of the CWD harvest has come from outside city limits, so spoke with the new biologist about focusing more on harvesting deer inside city limits, the use of city property would be able to increase those numbers and encouraged members of the public to reach out if they would like to have deer trapped on their property.

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

MOTION PASSED

Approve \$6,448.00 LOR grant to build and maintain a radio tower at the water treatment plant:

Justin Williams explained new radios were purchased last year but didn't not have a better reach than the handhelds, so a repeater was mounted on the existing tower using pieces and parts to put it together. Mr. Williams reached out to LOR about a new tower. The new radios have been reprogrammed and now have exceptional communication in all direction now.

Councilor Zimmerman **MADE A MOTION** to approve \$6,448.00 LOR grant to build and maintain a radio tower at the water treatment plant, Councilor Burger **SECONDED**.

Tabitha Viergutz explained the acceptance of the grant would become the start term date and end May 1, 2025, pending completion of all expenditures, if not accepted, the commencement would be considered null and void, at this time LOR has an intent to fund the \$6448.

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

MOTION PASSED

Approve \$28,160 LOR grant for the addition of skatepark feature in Fireman's Park:

Tabitha Viergutz explained the grant was originally requested by a Libby community member, then moved into the parks committee. The funding would start with the acceptance of the grant funds and would end august 1 2025 pending completion of expenditures. If not accepted, it would be considered null and void, at this time LOR has an intent to fund a total of \$28,160 in building the skate park featured.

Councilor Zimmerman **MADE A MOTION** to approve \$28,160 LOR grant for the addition of skatepark feature in Fireman's Park, Councilor K. Smith **SECONDED**.

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

MOTION PASSED

Appoint Christian Montgomery for three-year term on Planning/Zoning Board:

Mayor Williams explained this is a reappointment of Christian Montgomery for the three-year term on the planning zoning board. The position was advertised, and there were no applicants. It is recommended Mr. Montgomery be reappointed this time for a three-year term.

Councilor K. Smith **MADE A MOTION** to reappoint Christian Montgomery to the Planning/Zoning Commission, Councilor Zimmerman **SECONDED**.

DC Orr commented he had found out the Planning/Zoning board had not taken minutes and disagreed having the same Commission for the last six years with no rotation of new members and believes the Commission should be out in the community looking for new members to be involved. Mr. Orr requested a report on what they are doing to correct the fact they don't take minutes. Mayor Williams called Point of Order, the question on the floor is the appointment.

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

MOTION PASSED

Appoint John Bebee to Government Study Commission:

Councilor K. Smith **MADE A MOTION** to appoint John Bebee to Government Study Commission, Councilor Berke **SECONDED**.

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

MOTION PASSED

Mayor Williams explained Mr. Bebee would be sworn in after adjournment.

Use requests for Riverfront Park (continued discussion):

The council discussed concerns and ideas about Mr. Blackburn's request to lease an area at Riverfront Park for a mobile fly shop.

The council discussed the Farmers Market request to use an area in Riverfront Park and if there would be conflict with Mr. Blackburn's request for the same area.

Councilors Taylor and I. Smith do not support Mr. Blackburn's request.

John Bebee commented on his support for economic growth and suggested approving the request on a seasonal basis.

DC Orr inquired about the area being discussed for Mr. Blackburn's request. Mayor Williams explained it is the area in Riverfront Park. Mr. Orr commented about concerns Councilor I. Smith had mentioned regarding the concession stand at the falls in relation to Mr. Blackburn's request.

Six-month budget review:

Clerk/Treasurer Monigold presented the budget update and explained both revenue and expenditures are on track at the halfway mark in the budget, highlighting the unexpected revenue from the cannabis tax. Ms. Monigold acknowledged all departments were doing a wonderful job with their budgets.

Councilor K. Smith noted the increase in Street Opening Permits.

Administrator Sikes noted, with the lack of snow fall, there have been no extra costs in overtime for the Streets Crew and hoping to be able to transfer extra funds to the Capital Improvement Plan at the end of the year.

Approve all claims received to date:

Councilor Zimmerman **MADE A MOTION** to approve all claims received to date and Councilor Burger **SECONDED**.

Mayor Williams stated the public is welcome to look at them, they are available on Monday afternoon prior to the meeting, ask the front desk, Leann, or Sam and they can show you the claims.

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

MOTION PASSED.

Approve all business license applications received to date:

Cabinet Mountain Mechanical, D/C Windows and Doors, G.O.A.T. Cleaning Services, Mountain Valley Publishing LLC, Nomad Expression, and Speedy's Handyman Services.

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

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

MOTION PASSED.

Unfinished Business:

Discussion to amend Libby Development Fund Policy and application process:

Mayor Williams stated a grant writer has been discussed, she put together a draft RFQ no for Council to review. It is a request for qualifications for grant writing services to help develop a list

of qualified grant consultants assisting and securing funds through grant opportunities, it also lists the scope of the services, qualifications, and proposal formats and submission requirements.

Councilor K. Smith emphasized the need to have somebody with community development skills, not just for grant writing, but can cultivate relationships with different funding agencies and believes there is enough work to keep someone on a part-time basis.

Mayor Williams acknowledged there was no dollar amount at this point and a base rate would have to be figured out for someone writing grants for the city. Some grants are small and beneficial to the city but do not provide income for the grant writer and would have to be subsidized.

Councilors Zimmerman and Burger agree a position with someone having grant writing, grant maintaining, and community development skills would be beneficial for the city.

Councilor Burger highlighted ideas she felt would be beneficial to have a grant writer.

Mayor Williams mentioned speaking with the DEQ regarding Riverfront Part, under their Operations Maintenance, they can help replace some of the trees and soil, but cannot do irrigation, so implementation money may be needed. Mayor Willaims also mentioned after speaking with Gus Byram, they are ready for the scope of work for the \$25,000 Downtown Technical Assistant grant, implementation money is also needed.

Councilor Zimmerman asked Ms. Burger if she had a number in mind for the use of the Community Development fund ideas. Councilor Burger said it would depend on the pay scale and skill level of a part-time person and could be looked at on a year by year basis.

General Comments from Council:

Councilor K. Smith noted there would be an Ordinance Committee scheduled to reconsider the Chief's proposal.

Councilor Zimmerman mentioned if anybody was interested in the water plant or sewer plant investment fees those amounts can be seen on the revenue side of the budget.

ADJOURNMENT:

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

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

MOTION PASSED.

Mayor Williams adjourned the meeting at 8:11pm.

Attest: _____

Mayor Peggy Williams

Clerk/Treasurer Leann Monigold