



CITY OF LIBBY

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REGULAR COUNCIL MEETING #1601

MARCH 21, 2022 @ 7:00PM
COUNCIL CHAMBERS – CITY HALL

CALL TO ORDER:

- Pledge of Allegiance
- Prayer by Mark Smith
- Roll Call
- Welcome
- Approve City Council Minutes #1599 dated 22 Feb 2022, and #1600 dated 7 March 2022.
- Approve CDBG Public Hearing Minutes dated 16 Feb 2022.

ANNOUNCEMENTS:

COMMITTEE REPORTS:

- City Administrators Report
- Fire
- Police
- Ordinances
- Lights/Streets/Sidewalks
- Building
- Water/Sewer
- Zoning Commission
- Cemetery/Parks
- Budget
- City-County Board of Health
- Park District Manager of Projects

PUBLIC COMMENT ON NON-AGENDA ITEMS: This is an opportunity for the public to offer comments related to issues that are not currently on the agenda that the council has jurisdiction over. Public comment is limited to 3 minutes.

OLD BUSINESS: Each previous agenda item will be introduced by the mayor with a description of the item and explanation for the recommended action to be taken. Following council discussion on each item there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

NEW BUSINESS: The mayor will introduce each new agenda item with a description of the item and an explanation for the recommended action to be taken. Following council discussion on each item, there will be an opportunity for public comment. Public comment is limited to 3 minutes concerning the agenda item being discussed only.

1. Approve Libby Area Business Association's request for Crazy Days road closure; From Sears (6th) to 2nd St. from 10am-5pm, Saturday, August 27th.
2. Approve updated In-State Travel Reimbursement Claim form.
3. Approve \$75,000 from Community Development toward purchases of playground equipment for Fireman's Park.
4. Approve Resolution #1999, fee increase for City Street Opening.
5. Approve all business license applications received to date.
 - a. Handiman to The Rescue, 49 Dome Mountain Ave, Individual, Maintenance services.
 - b. Mountain Girl Services, 1001 E. Missoula Ave., Troy, Individual, Housekeeping and cleaning services.
 - c. Uncle Paul's Family Fun, 413 W 9th St, LLC, Activities for kids and families, concession stand, outdoor events in the parking lot with other tenants agreement.

UNFINISHED BUSINESS: Each item will be introduced by the mayor (or assigned liaison) with a description of the item. Following council discussion on each item, there will be an opportunity for public comment. No action will be taken. Public comment is limited to 3 minutes concerning each item.

1. IP negotiations.

GENERAL COMMENTS FROM COUNCIL: Public comment will not be taken during this portion of the meeting.

ADJOURNMENT:

The manner of Addressing Council:

- Each person, not a Council member, shall address the Council at the time designated in the agenda or as directed by the Council, by stepping to the podium or microphone, giving that person's name and address in an audible tone of voice for the record, unless further time is granted by the Council, shall limit the address to the Council to three minutes.
- All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff with no personal remarks allowed.
- No person, other than the Council and the person having the floor, shall be permitted to enter any discussion either directly or through a member of the Council, without the permission of the Presiding Officer.
- Any person making personal, impertinent, or slanderous remarks or who shall become boisterous or disruptive during the council meeting shall be forthwith barred from further presentation to the council by the presiding officer unless permission to continue is granted by a majority vote of the council.

ATTENTION:

To access this meeting electronically with ZOOM,
Dial: 253-215-8782
Meeting ID: 4042719951
Password: 151041
Posted: 3/17/22

UNAPPROVED MINUTES

The City Council held Council Meeting # 1599 on Tuesday, February 22, 2022, 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, and Roll Call commenced. Present were Mayor Peggy Williams, Councilors Gary Beach, Melissa Berke, Zachariah McNew, Kristin Smith, Hugh Taylor, Brian Zimmerman, City Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and Attorney Dean Chisholm.

Mayor Williams welcomed all present.

Approve City Council Minutes #1598 dated Monday February 7, 2022.

Councilor McNew **MADE A MOTION** to approve, and Councilor Beach **SECONDED**.

Councilors Taylor and Zimmerman abstained from voting due to their absence from the previous meeting.

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

MOTION PASSED.

Announcements:

Mayor Williams announced the electric car charger at Fireman's Park is not operational yet, there will be future updates.

Committee Reports:

City Administrator Report: Administrator Sam Sikes reported The Cabinet View Golf Club (CVGC) will be breaking ground on the new clubhouse in the next couple of weeks with the contractors already purchasing materials. The building should be completed within the next 3 – 4 months.

Mr. Sikes announced the Streets Department have been cleaning sewer main lines which may cause issues with dry lines or backing up in houses. The public is asked to let the city know so the problem can be resolved.

Mr. Sikes reported that the city and state have been collaborating to fill potholes in the apron along US Highway 2 in town, and chip sealing is being planned for this year. The amount of materials, rock chips, and crush on hand is being calculated to determine how much chip sealing can be done. The two key areas being considered for reconstruction are by McDonald's and the tennis court, if the city gets the opportunity financially.

Lights/Streets/Sidewalks: Councilor Beach reported the recent meeting discussed issues with parking downtown.

Building: Councilor Beach reported a committee meeting will be planned soon to discuss assisting the Food Pantry to search for a new location.

Zoning Commission/Planning Board: Councilor Smith announced a meeting is scheduled for February 28 with an update on Growth Policy.

Public Comment on Non-Agenda Items:

Dave Kemmerer, 124 Pioneer, inquired about pothole repair. Mr. Sikes replied that repairs are planned when the weather warms up.

Old Business:

Approve Kootenai Pets For Life (KPFL) Building Expansion:

Councilor Smith **MADE A MOTION** to approve KPFL building expansion and Councilor Beach **SECONDED**.

Mayor Williams asked for discussion: Councilor Smith inquired if there was an update. Faith Lee, president of KPFL, announced a 4 hour live Facebook fundraiser that raised \$15,727.00 for the project. Ms. Lee thanked Mayor Williams for participating in the fundraiser and thanked the community for support. Ms. Lee announced future fundraising ideas were being brainstormed to possibly have the funds available for the project within a year.

Councilor McNew asked if there were plans available for the expansion. Jeff Sharp, Director of KPFL, explained there is currently only a rough draft to explain the expansion. Ms. Lee announced KPFL had received a couple of bids for the project to get an idea of the cost and who to hire for the expansion and that KPFL is taking things slowly to ensure that the project is completed appropriately. KPFL is looking for ways to cut costs, such as building supplies and labor volunteers.

Council Beach inquired if the expansion would be built by a contractor or if they would be corroborating with a contractor to ensure everything was up to code. Mr. Sharp explained they would seek volunteers for labor but a contractor would defiantly oversee the project to keep everything up to code. Ms. Lee said to be covered by insurance the expansion would be done properly.

Mayor Williams stated she had informed them a building permit would be required and the expansion would have to meet all state codes.

Councilor Smith inquired if the council would like to see building plans before construction begins. Councilor Beach explained building plans have been required in the past for other facilities and recommended a similar request be made to move forward.

Councilor Smith amended her motion to request quarterly reports from KPFL as well as a review of the final building plans before construction begins.

Councilor McNew proposed having the Building Committee oversee the KPFL expansion. Councilor Beach agreed to add KPFL to the Building Committee. Councilor Smith withdrew her motion since KPFL will be working with the Building Committee moving forward.

Public Comments: Jennifer Nelson, 1026 Washington Ave., supports the project and encourages the Building Committee and Council to require proper engineering of the building and provide blueprints and surveys necessary for construction, along with verification that the septic system will be adequate for the expansion.

Dave Kemmerer, 124 Pioneer, stated he has volunteered at KPFL and encouraged people to volunteer and supports the expansion to help more animals.

Mr. Sharp, director of KPFL, stated a licensed plumber updated the drain field and septic system up to code requirements last summer.

Pursuant to parties settlement agreement the City of Libby approves certificate of survey provided to Council- Brooks Holdings, LLC.:

Mayor Williams stated that any questions would be directed to Attorney Dean Chisholm.

Attorney Chisholm explained the history of Brooks Holdings and stated with the recent approval of a settlement agreement, which included dismissing the City of Libby from litigation, paying nothing in damages, and cooperating in approving a plat that would replace a couple of roads with a couple of private easements. Mr. Chisholm stated requests for the agreement have been met. Brooks Holdings' attorney has asked, on behalf of the clerk of recorders, approval of the plat, which would speed up the process of getting the settlement to take effect. Mr. Chisholm explained there were some concerns of the plat map not showing current utilities the City has running through that area but assurances have been made that those will be maintained in future documents. Currently, Council would need to approve the certificate of survey to move forward.

Councilor Smith expressed concern about the guarantee of easement for access to all utilities. Mr. Sikes replied that paperwork is being prepared to state the city maintains a 30-foot utility easement for all main sewer, storm, and water lines, as well as an easement for any main not currently shown on the survey. Mr. Chisholm confirmed with Brooks Holdings attorney the easements would become part of the further assurance clause in the settlement agreement following the Council's approval. Council discussed the different survey maps available that show all of the main lines running through the property that the city would have an easement on for future access.

Councilor Smith **MADE A MOTION** to approve the certificate of survey or 4835 as recorded and presented, and Councilor Beach **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

New Business:

Approve Resolution #1998 amending budget for fiscal year 2020-2021 to reflect actual income/expenditures:

Mayor Williams explained the resolution was recommended by the city auditor, part of which stemmed from unexpected revenue and unanticipated expenses in 2020–2021 associated with COVID reimbursement money received and split between 2 years. Some other expenses were not recorded on the budget, and the resolution would allow the budget to be brought into alignment for the audit.

Councilor Beach **MADE A MOTION** to approve Resolution #1998, and Councilor Smith **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

Approve City of Libby seeking bids for wastewater bar screen construction project:

Mayor Williams explained the project has been cleared by DEQ and Mike Faser is ready to advertise a request for bids.

Councilor Zimmerman **MADE A MOTION** to approve putting bids out for wastewater bar screen, and Councilor Smith **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

Approve Tina Oliphant as City of Libby grant administrator for upcoming wastewater/water construction projects:

Mayor Williams announced that the position had been advertised for applications. Mayor Williams stated Ms. Oliphant's application was received, she has worked efficiently with the city in the past, and Mike Fraser recommended approval.

Councilor Zimmerman **MADE A MOTION** to approve Tina Oliphant as the City of Libby grant administrator for the upcoming wastewater and water construction project, Councilor Smith **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

Approve all business licenses received to date:

Mayor Williams read the businesses to be approved: Honey-Do Crew and Point Property Management.

Councilor Smith **MADE A MOTION** to approve business licenses received to date and Councilor Beach **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

Approve all Beer, Wine and Liquor Licenses received to date:

Mayor Williams read the beer license to be approved: Pizza Hut.

Councilor Zimmerman **MADE A MOTION** to approve beer, wine and liquor licenses received to date and Councilor Smith **SECONDED**.

Council or Public Comments: None

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

MOTION PASSED.

Unfinished Business:

IP negotiations: Mayor Williams stated a letter was sent to EPA requesting a meeting, an email and call was received stating they need to speak with their attorney before a meeting could be held. Their attorney would be out of the office until the 28th, contact would be made after that.

Council or Public Comments: None

General Comments from the Council: Councilor Smith stated the current online course, Fundamentals of Montana Municipal Government, has been very helpful with current agenda items and would like to discuss the readings after the course has finished and highly recommends the reading material to anyone not currently enrolled.

Councilor Taylor announced receiving an update from Fish, Wildlife, and Parks on deer harvesting for Chronic Waste Disease (CWD). To date, 50 deer have been harvested: 21 bucks and 29 does. 2 deer have tested positive, 28 have been donated to the food bank, and 20 are waiting for results. 14 of which have come from the city limits; the others are from the surrounding area.

Councilor Zimmerman inquired if there was mention of enough staff to assist with the testing. Councilor Taylor responded there was no mention of understaffing, but 10 local landowners have agreed to the use of their property.

Mayor Williams inquired when the testing would be completed. Councilor Taylor stated testing would conclude at the end of February.

Councilor Zimmerman expressed his gratitude to the state road crew for clearing snow from the sidewalks for pedestrian safety along Highway 2 business fronts after the recent large snowfall.

Paul Thornton, 193 Mud Lake Rd., asked to introduce himself and his new business, missing his opportunity earlier in the meeting. Mayor Williams asked him to approach and granted Mr. Thornton 3 minutes. Mr. Thornton stated he would be starting a new business called Uncle Paul's Family Fun Center and wanted to introduce himself and ask if there would be any preliminary questions after recently working with Walter Snyder, City Building Inspector. Mr. Thornton announced space and insurance would determine the activities that could be offered.

Councilor Zimmerman inquired where the center would be located. Mr. Thornton replied the center would be located in the space next to Henry's Restaurant and provide a bouncy house, skill arcade games such as skeet ball, arcade hoops, air hockey, and similar games, and plans are to make a separate space to accommodate birthday parties.

Adjournment:

Councilor Smith **MADE A MOTION** to adjourn and Councilor Zimmerman **SECONDED**.

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

MOTION PASSED.

Mayor Williams adjourned the meeting at 7:36 PM.

Mayor Peggy Williams

Clerk-Treasurer Leann Monigold



UNAPPROVED MINUTES

The City Council held Council Meeting # 1600 on Monday, March 7, 2022, 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 led by Lois Kotzen, and Roll Call commenced. Present were Mayor Peggy Williams, Councilors Gary Beach, Melissa Berke, Zachariah McNew, Kristin Smith, Hugh Taylor, Brian Zimmerman, City Administrator Sam Sikes, Clerk/Treasurer Leann Monigold, and (via Zoom) Attorney Dean Chisholm.

Mayor Williams welcomed all present.

Announcements: None

Committee Reports:

Administrator: Administrator Sikes reported the city is currently under a health advisory for the drinking water due to rain and warmer weather causing a dramatic increase in runoff, which has elevated turbidity and floating debris in the water, overwhelming the water treatment system. Mr. Sikes stated when the NTU (Nephelometric Turbidity Unit) level breaks 1.0, an advisory is issued because it may affect citizens with sensitivities. At 5.0, a boil order will be issued by state rules. The city hit a 4.73 but is starting to calm down now. Mr. Sikes announced that in 2023 the city will be working with the Forest Service to fortify the banks between the dam and lower reservoir, which will alleviate much of those problems, and in the next three to five years the city will be looking to receive a grant to vacuum dredge the lower reservoir and install a knee wall to help leaves and debris from getting to the screens.

Fire: Councilor Zimmerman reported for January, Libby Volunteer Fire Department responded to 10 calls. One call in the city, eight rural, and one call outside of district. For February, LVFD responded to 8 calls. Three calls in the city, three rural, and two outside of district for a total of 18 calls to date for 2022.

Police: Chief Kessel reported for February 265 calls for service, which included 11 animal control calls, 65 traffic stops, 34 incidents involving violence, and 18 property crimes. Chief Kessel announced the police department hosted training for Sanders County, Thompson Falls, Troy, and Libby law enforcement on fair and unbiased policing and law enforcement ethics, which is required every two years. Chief Kessel said there will be upcoming interviews for a police officer position opening.

Building: Councilor Beach announced a committee meeting will take place March 8th at 6:15 pm.

Zoning Commission and Planning Board: Councilor Smith reported meetings were held the previous Monday and an update was received from Land Solutions on the Growth Policy revision. The Zoning Commission began looking at proposed zoning changes to allow marijuana businesses in commercial districts, and the Planning Board recommended that the City Council appoint Christine Anderson.

Public Comment on Non-Agenda Items: None

Old Business:

Approve letter requesting County Commissioners hold election for 3% adult-use recreational marijuana sales tax:

Mayor Williams explained how the legislature reworked initiative I-190 and any funding that might have gone to local municipalities was removed, but the legislature did make available a 3% sales tax that could be voted on in the county and is why the letter of approval is needed.

Councilor McNew **MADE A MOTION** to approve letter requesting County Commissioners hold election for 3% adult-use recreational marijuana sales and Councilor Smith **SECONDED**.

Council or Public Comments:

Councilor Smith stated the city realizes this is a new business industry for the state, and this is an important opportunity to raise revenues to help address any issues that may arise as result of the new industry.

Councilor Berke inquired if a sales tax was voted in would the tax help to cover costs of what might happen as repercussions within the city.

Mayor Williams explained the city would not likely get enough money from the 3% to actually offset repercussions, but would receive some revenue. Mayor Williams stated having talked to several agencies that may be able to get grants or other financial assistance, but do not expect a lot of impact money to come for support, such as a recent conversation with Kathleen Sheffield about aide with mental health and similar programs.

Alexa Kuehn, 184 Bowkers St, stated having a business outside city limits and property inside city limit with potential to build. Ms. Kuehn inquired as to where the 3% tax would do directly. Mayor Williams explained to Ms. Kuehn the tax would be collected by the State, distributed to the County keeping half then distribute a portion to the City that would go into the general fund.

Ms. Kuehn inquired about installing bars on the business windows and had concerns, as a cash-based business, about potential crime increases if marijuana shops were close to each other and asked if other businesses could pay into the sales tax, such as bars, breweries, and liquor stores. Mayor Williams explained the tax is exclusive to the adult-use recreational marijuana industry. There is currently a tax on liquor, gaming machines, and lottery items that the State collects and then distributes. The City receives a portion that is deposited into the general fund.

Ms. Kuehn asked if the City residents would be paying the cost to have a special mail-in ballot distributed. Mayor Williams replied it would be a countywide ballot, so the City would only pay a portion towards the mailing and the date and cost would be decided at a future date.

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

MOTION PASSED.

New Business:

Approve Christine Anderson's application for appointment to the Planning/Zoning Committee:

Mayor Williams explained the committee application process, receiving only one application; Christine Anderson was present to answer any questions about the application that she submitted.

Councilor Beach inquired if Ms. Anderson had ever volunteered for planning board positions anywhere else. Ms. Anderson responded this would be the first time volunteering for that position.

Councilor Taylor asked what type of associate's degree and Ms. Anderson replied her associate's degree was in law enforcement.

Councilor Smith thanked Ms. Anderson for applying and acknowledged reading the many volunteer activities listed, different skill sets, and be willing to have discussions, provide input, and make recommendations.

Councilor Zimmerman thanked Ms. Anderson for applying and volunteering and noticed all the work she had done in the communities on her resume.

Councilor Berke thanked Ms. Anderson for volunteering.

Councilor Beach asked if there was any one thing Ms. Anderson would like to see done at the current planning board like project or similar items. Ms. Anderson replied one of the things she had notice this winter after the large snowfall the sidewalks seem to be a safety issue and asked if that is an issue the planning board would cover or building new sidewalks. Councilor Smith replied that is not an issue the building committee would cover but could certainly send recommendations that the City take action.

Ms. Anderson stated being born and raised in the community and having creativity as one of her strong points, she would like to think outside the box to help the future of the community.

Councilor Smith **MADE A MOTION** to approve Christine Anderson's application for appointment to the Planning/Zoning Committee and Councilor McNew **SECONDED**.

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

MOTION PASSED.

Approve removal of handicap and 2-hour parking on the north side of 6th street between Mineral and Montana Avenues for general parking:

Mayor Williams read the agenda item and Councilor Beach stated the request came from businesses along that block and explained the location of the request for removal.

Councilor Smith **MADE A MOTION** to approve removal of handicap and 2-hour parking on the north side of 6th street between Mineral and Montana Avenues for general parking and Councilor Beach **SECONDED**.

Council discussed handicap and 2-hour parking along Mineral Avenue and the side streets. Council discussed the removal of the parking on the agenda and the police station and fire department support the request.

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

MOTION PASSED.

Approval of claims to date:

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

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

MOTION PASSED.

Approve all business licenses received to date:

Mayor Williams read the businesses to be approved:

Tim the Toolman and Johnie's Auto Parts (new owners).

Councilor Smith **MADE A MOTION** to approve business licenses to date and Councilor McNew **SECONDED**.

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

MOTION PASSED.

Unfinished Business:

IP negotiations: Mayor Williams stated the EPA has responded to the City's letter requesting a meeting and are deciding on a date.

Public Comments: None

General Comments from the Council: Councilor McNew inquired about looking into the parks and playground equipment and the opportunities to upgrade them. Councilor Smith stated this was a good opportunity to explain to new council members how items get into committee and the process. Mayor Williams explained the process as to how an item reaches a committee and stated Councilor McNew is requesting the Parks Committee look into the parks and playground equipment. Council agreed.

Councilor Zimmerman announced he had updated the committee list and asked that any Council members who wanting to be added or moved to a committee to let him know.

Councilor Beach announced being approached about the wild turkey problems in town and wanted to know if there was a way the State could step in and help out. Council Zimmerman and Councilor Taylor stated the State was not going to help but it doesn't mean the City has to stop asking.

Council Zimmerman stated getting together with Administrator Sikes to check the painting of parking spaces due to size of the intersection before parking signs were removed between Mineral and Montana Avenues.

Adjournment:

Councilor Zimmerman **MADE A MOTION** to adjourn and Councilor McNew **SECONDED**.

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

MOTION PASSED.

Mayor Williams adjourned the meeting at 7:36 PM.

Mayor Peggy Williams

Clerk/Treasurer Leann Monigold

UNAPPROVED MINUTES

Lincoln County and the City of Libby held a Public Hearing on Wednesday, February 16, 2022, at 11:15 am in the Lincoln County Courthouse. The Public Hearing was to obtain public comment regarding the Community Development Block Grant (CDBG).

CALL TO ORDER:

Danielle Maiden called the meeting to order at: 11:15 am

Present were County Administrator Jim Hammons, City Mayor Peggy Williams, City Administrator Samuel Sikes, City Clerk-Treasurer Leann Monigold, City Councilor Zach McNew, and (Via Zoom) Mark Andreasen, Danielle Maiden, John Gass, County Commissioners Brent Teske, and Jerry Bennett.

Danielle Maiden stated this was the first public hearing for Lincoln County and the City of Libby for the Community Development Block Grant (CDBG), and currently, there is an application opening with the Department of Commerce, closing for this round on March 31, 2022. Ms. Maiden explained that this public hearing is for folks to say what their needs are in the community regarding housing and infrastructure. Ms. Maiden opened the floor to any projects or needs to be put on record.

Commissioner Bennett stated that the commission has been discussing affordable housing over the past year and some of the roadblocks were finding available property.

Ms. Maiden stated she is working for Neighbor Works Montana and is currently working with 15 resident-owned communities and seeing infrastructure issues in those communities. The Libby Creek Community (previously Hartman's Trailer Court) has had significant water and sewer issues and is in need of replacing the water system, which is currently 2 wells for the site. They are currently seeking grant funding for the project upgrade. A second public hearing will soon be held specifically for that project.

Mayor Peggy Williams discussed water infrastructure needs for the City of Libby. The City has been working with engineer, Mike Fraser, to help address the issues. There are significant deficiencies with undersized mains in different areas of the city creating issues with flows and pressure. Mayor Williams said Cabinet Heights and Cabinet View areas are having significant issues with a mixed set of mains inhibiting proper flow and pressure, creating fire suppression concerns, and inhibiting future development. Areas being developed with water flow issues need to be addressed. Mayor Williams stated turbidity and sediment have been an issue in the lower reservoir and other infrastructure is needed in that area.

Mark Andreasen discussed the possibility of grants for a sidewalk system, having concerns for children's safety having to walk in the streets due to snow and ice. Commissioner Teske asked if CDBG funds cover sidewalks. Administrator Hammons responded that CDBG funds are mainly for housing and sewer/water infrastructure unless repairing or replacing a sidewalk is required as part of a street or water project. Commissioner Teske inquired where the grant funding for Louisiana Ave. came from. Administrator Hammons explained where the state grant came from and how the project had grown in cost. Mayor Williams explained there was a special grant for the sidewalk along Balsam to provide a safe route to schools. Administrator Hammons said those special grants are still available every two years. The TSEP grant that was used for Louisiana is no longer available.

Ms. Maiden stated a large sidewalk project is underway in the Evergreen area of Kalispell, so Flathead County Commissioners may be a good resource to ask about the source for that grant funding. Commissioner Bennett thanked Ms. Maiden and said he would contact one of Kalispell's commissioners to find out the funding source and suggested that Mr. Andreasen present the sidewalk project to the Libby Parks Board. Mr. Andreasen stated having conversations with the Libby Parks Board, the County, and other local groups. Everyone seems on board but someone qualified needs to take charge and send in a grant proposal.

Mayor Williams stated one of the areas under discussion for safe routes to school for kids is the stretch of Education Way between the elementary school and high school in Libby. There is no single jurisdiction between city and county for a sidewalk in that area and suggested the city and county together could address that issue. Commissioner Bennett agreed and suggested coordinating with the city and getting the school on board to maintain sidewalks for the school routes when snow builds up during the winter, so homeowners don't have to be responsible for keeping them cleared. Mayor Williams suggested having the city and county engineer, Mike Fraser, look into a possible solution that would help that area with foot traffic in the winter.

Commissioner Bennett let Mr. Andreasen know that it will be important for someone to take point and stay interested to see it through, like a group such as Libby Outdoor Recreation Association (LORA). Mr. Andreasen said he has been in contact with Toni Petruska, with LORA, about getting together and doing the proposed plan.

John Gass mentioned assisting with the Evergreen sidewalk project described the funding and some of the process involved.

Commissioner Teske discussed how the Libby Food Pantry will be displaced soon and is looking for a new building or location to build but will need funding and is looking into possible grant funding like CDBG. Ms. Maiden stated with CDBG housing or public infrastructure grants there are ways of renovating building and suggested looking into that funding.

ADJOURNMENT:

Danielle Maiden adjourned the meeting at 11:35 am.

Mayor, Peggy Williams

Clerk-Treasurer, Leann Monigold

City of Libby

In-State Travel Reimbursement Claim

Name - _____ Department - _____

Address - _____

Departure Date - _____ Return Date - _____

LODGING

Cost - \$ _____ (Receipts must be submitted for any reimbursement)

MEALS

Travel days = \$44.25 Number of days = ____ Total = \$ _____

Full days = \$54.00 Number of days = ____ Total = \$ _____

Same day departure/return Total = \$ _____

(For same day departure/return Breakfast \$13.00, Lunch \$15.00, Dinner \$26.00)

MILEAGE/TRAVEL

() Commercial transportation fare - \$ _____ (Receipts required for any reimbursement)

() City vehicle - \$ _____ (Fuel receipts required for any reimbursement)

() Personal vehicle Round trip mileage = _____ (Map required for any reimbursement)

() City vehicle not available = \$.585 per mile. Total = \$ _____

() City vehicle available = \$.2925 per mile. Total = \$ _____

TOTAL REIMBURSEMENT

LODGING \$ _____

MEALS \$ _____

MILEAGE/TRAVEL \$ _____

Total \$ _____

Signature: _____ Date: _____

Approved by: _____

CITY OF LIBBY
IN-STATE TRAVEL REIMBURSEMENT

NAME: _____ DEPT: _____

ADDRESS: _____ CITY, STATE: _____

TELEPHONE: _____

POINT OF DEPARTURE: _____ DESTINATION: _____

DATE OF DEPARTURE: _____ TIME OF DEPARTURE: _____

DATE OF RETURN: _____ TIME OF RETURN: _____

LODGING \$ _____

NOTE: Attach original receipt, PLEASE turn in to office. In-State rate \$35 plus .04% bed tax.
If rooms are not available at state, rate city will reimburse at cost of room.

MEALS: \$ _____

Breakfast	\$ 5.00
Lunch	\$ 6.00
Dinner	\$12.00
TOTAL	23.00

OTHER EXPENSES: (please explain) _____

TRANSPORTATION REIMBURSEMENT (complete only if eligible for reimbursement)

- () Commercial Transportation Fare _____ (Receipt- turn in for reimbursement)
- () City Vehicle Mileage _____ (Rd Trip)(Let front office you need car)
- () Personal Vehicle Mileage _____ (Rd Trip)
- () Other (Please explain) _____

Signature: _____ Date: _____

Approved By: _____ Amount: _____



IRS issues standard mileage rates for 2022

IR-2021-251, December 17, 2021

WASHINGTON — The Internal Revenue Service today issued the 2022 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes. Beginning on January 1, 2022, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 58.5 cents per mile driven for business use, up 2.5 cents from the rate for 2021,
- 18 cents per mile driven for medical, or moving purposes for qualified active-duty members of the Armed Forces, up 2 cents from the rate for 2021 and
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2021.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, unless they are members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see [Moving Expenses for Members of the Armed Forces](#).

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Taxpayers can use the standard mileage rate but must opt to use it in the first year the car is available for business use. Then, in later years, they can choose either the standard mileage rate or actual expenses. Leased vehicles must use the standard mileage rate method for the entire lease period (including renewals) if the standard mileage rate is chosen.

Notice 22-03 [PDF](#), contains the optional 2022 standard mileage rates, as well as the maximum automobile cost used to calculate the allowance under a fixed and variable rate (FAVR) plan. In addition, the notice provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in calendar year 2022 for which employers may use the fleet-average valuation rule in or the vehicle cents-per-mile valuation rule.



FY 2022 Per Diem Rates for ZIP 59923

I'm interested in:

Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination ⓘ	County ⓘ	2021 Oct	Nov	Dec	2022 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96

Meals & Incidentals (M&IE) Breakdown ⓘ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25

I'm interested in:

Last Reviewed: 2022-01-25

RESOLUTION NO. 1999

**RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBBY, MONTANA
APPROVING A FEE INCREASE FOR STREET OPENING PERMITS**

WHEREAS, the City of Libby currently collects a fee of \$15.00 for a street opening permit; and

WHEREAS, The City of Libby deems it necessary and appropriate to increase the fee for obtaining a street opening permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Libby that the following fee schedule shall be adopted.

Street Opening Permit: \$100.00

Attest:

Mayor Peggy Williams

Clerk-Treasurer Leann Monigold

Permit No. _____

City Of Libby Street Opening Permit

_____ Water _____ Sewer

Street Opening Fee: \$100.00

***Note to Contractor:** When the street opening is returned to its original condition including blacktop, there will be no additional fee. All work will be completed in a timely manner during the season in which the opening was made, weather permitting, or be maintained throughout the winter until completed. If the City must make repairs to the street, a fee for time and materials will be charged.

Owner: _____

Address: _____

Connection location: _____

Contractor: _____

Date of opening: _____

Depth at property line: _____

Comments: _____

Owner or Contractor

Inspector

City of Libby Street Opening Permit

Water Sewer

Street Opening Fee: \$15.00

** Note to contractor: If the street opening is returned to its original condition including blacktop, there will be no additional charge. If the city has to make repairs to the street, a charge of \$5.00 per square foot based on the size of the opening will be charged.*

Owner: _____ Date: _____

Address: _____

Connection Location: _____

Kind of Pipe: _____ Size of Pipe: _____

Depth at Property Line: _____ No. of Units: _____

Comments: _____

Owner or Authorized Plumber

Inspector
