



CITY OF LIBBY

952 E. SPRUCE | POST OFFICE BOX 1428

PHONE 406-293-2731 | FAX 406-293-4090 | WEBSITE: www.cityoflibby.com

REGULAR COUNCIL MEETING #1597

JANUARY 18, 2022 @ 7:00PM
COUNCIL CHAMBERS – CITY HALL

CALL TO ORDER:

- Prayer led by Tom Cole
- Pledge of Allegiance
- Roll Call
- Welcome
- Approve City Council Minutes #1596 dated January 3, 2022

ANNOUNCEMENTS:

COMMITTEE REPORTS:

- City Administrators Report
- Fire
- Police
- Ordinances
- Lights/Streets/Sidewalks
- Building
- Water/Sewer
- Zoning Commission
- Cemetery/Parks
- Budget
- KRDC
- 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.

1. Approve support letter for Historic Hotel Libby Rehabilitation Project.

NEW BUSINESS: Each new 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.

1. Approve AE2S Engineering for Preliminary Engineering Report.
2. Approve Support Letter for Libby Creek Water Improvement.
3. Approve all businesses received to date.
 - a. Granite Concrete Products, LLC, 502 Gruber Rd., Concrete production and concrete/gravel delivery.
 - b. Heather Lee Lee, Individual, 84 Wilson Ave., Housekeeping.
 - c. Next Home Premier Realty, 447 Cabinet Heights Rd., LLC, Real estate transactions.
4. Approve all Beer, Wine or Liquor Licenses received to date.
 - a. American Legion, 319 California Ave.
 - b. Black Board Bistro, 803 Mineral Ave.
 - c. Cabinet Mountain Brewing, 206 Mineral Ave.
 - d. Cabinet View Country Club, 458 Cabinet View Rd.
 - e. Crosscut Casino, 814 W. 9th St.
 - f. Empire Foods, 1406 Minnesota Ave.
 - g. Gold Pan Casino, 420 E. 9th St.
 - h. Harold's Casino, 116 E. 9th St.
 - i. Libby Quick Stop, 120 W. 9th St.
 - j. Lucky Lil's Casino, 200 E. 9th St.
 - k. Lucky Logger's Casino, 1313 Minnesota Ave.
 - l. Maggie's 2 Casino, 519 E. Larch St.
 - m. Mint Bar, 110 Mineral Ave.
 - n. Pastime Bar, 218 Mineral Ave.
 - o. Rosaurers, 703 W 9th St.
 - p. Switch Back, 1111 9th St.
 - q. Town Pump, 1315 Minnesota Ave.
 - r. VFW, 114 W. 2nd St.
5. Approve all Coin Operated Licenses received to date.
 - a. American Legion, 319 California Ave.
 - b. Mint Bar, 110 Mineral Ave.
 - c. Pastime Bar, 218 Mineral Ave.
 - d. VFW, 114 W. 2nd St.

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.

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 by 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: 1/13/22

UNAPPROVED MINUTES

The City Council held Council Meeting # 1596 on Monday, January 3, 2022, in the Council Chambers at City Hall.

Call to Order:

The meeting was called to order at 7:03 pm by Mayor Peggy Williams.

The pledge of Allegiance was completed, Prayer led by Eric Shertel, 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 and Clerk/Treasurer Leann Monigold.

Mayor Williams welcomed all present.

Approve City Council Minutes #1595 dated Monday, December 20, 2021.

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

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

MOTION PASSED.

Announcements:

Mayor Williams announced the City has been awarded 2 grants:

1. \$15,000 Community Block Development Grant (CDBG) planning grant for Preliminary Engineering Report for water system
2. \$600,000 CDBG for upgrading Wastewater Computer Controls and sewer mains. Mayor Williams expressed appreciation to Tina Olifphant and Mike Fraser for the effort they put in to get the grant.

Committee Reports:

City Administrator: Administrator Sikes reported the Streets Department have been plowing when necessary and will continue to plow as required. Sikes mentioned plowing has not been done in approximately 2 years due to mild winter and asks the Libby citizens to be patient while breaking in two new snow plow drivers and while the Streets Crew is getting used to winter conditions.

Mr. Sikes announced frozen water meters are a concern during freezing conditions. The City's policy is 1 free meter per residence for replacement, a second frozen meter requires the customer to pay for the meter before installation and requires heat tape or insulation to prevent future issues. The City currently has a small stock of meters and is placing an order that should be delivered by September.

Mr. Sikes reported several applications have been received for the open Supervisor and City Service Worker positions. The interview committee will start the evaluation and interview process this week. A couple of applications have been received for the Planning Technician position but none for the Planning Board opening.

Mr. Sikes will meet with members of the Water/Sewer committee to discuss the Preliminary Engineering Report and the two offers submitted.

Mr. Sikes met with Teri Rayome with Flathead Electric to discuss the electric car charging unit in Fireman's Park. The site is prepared, the charging unit is expected to be ready by mid-February. A question for the Mayor and Council: if they would like to have a ribbon-cutting ceremony since this is the first of its kind in Libby. Sikes announced the DEQ and MCEP are completing final review of the Bar Screen plans and awaiting approval. Sikes mentioned Cedar Meadows sewer extension paralleling the school sewer won't work due to right of way issues. A new sewer line will be installed and the school will be connected to the line. Sikes reported Libby Trailer Park is working with Neighborhood Revitalization to get onto the sewer/water connection to the Mormon Church, which will help improve water flow throughout that area. The project would be at their cost.

Police: Chief Kessel reported for the month of December 2021 there were 239 calls for service, 18 arrests, 30 citations, 25 City ordinance violations, and 18 vehicles were towed for snow removal. Kessel announced warnings are being issued for sidewalk snow removal including reminding businesses along Highway 2. Councilor Zimmerman asked if a call to Kip (Nixon) was needed as a reminder to the State snow plows can't plow out to the sidewalks. Calls have been made in the past as a reminder. Mayor Williams suggested getting together with Mr. Sikes so he can take care of the issue.

Ordinances: Councilor Smith reported there will be an Ordinance Committee meeting on Monday, January 10th at 6:15PM to draft documents about adult use marijuana.

Zoning: Councilor Smith announce the next Zoning Committee meeting is scheduled for January 24th.

Public Comment on Non-Agenda Items: None

Old Business: None

New Business:

Mayor Williams announced Gail Burger was on Zoom awaiting approval of support letter for the Historic Hotel Libby Rehabilitation Project. A letter was given to the Council and rewritten to bring up to date. Councilor Smith asked Ms. Burger of any immediate grants being perused. Burger responded applications are being submitted for the HP12 grant which is a Historic Preservation grant that needs to be in by February 14th, the History Foundation grant, and several others that are related to the hotels historical status. Councilor Smith is in favor of the letter and for the Libby Hotel to be resorted and mentioned people are curious as to why money is still being asked for and what's happening with the restoration. Council Smith asked Burger to provide a list of grants that have been received and restorations that has been done to the hotel to give a little more understanding with issuing the letter. Burger responded that a list will be provided and press release will be coming out with funding to date. Mayor Williams proposed tabling the approval until a list is provided. Councilor Smith suggest that letter be written more specific or tailored to the specific grant and requested information on the grant that is being perused along with the list of all of the successful funding and restorations that have been done.

Mayor Williams announced election for Council President.
Councilor McNew nominated Councilor Zimmerman as Council President.

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

NOMINATION PASSED.

Public Comments:

D.C. Orr, 1117 Nevada Ave, asked Councilor Zimmerman to be transparent with his actions as Council President.

Approve all business licenses received to date:

Councilor Smith **MADE A MOTION** to approve a business license for BKB General Construction and Councilor Beach **SECONDED**.

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

MOTION PASSED.

Approve December payroll and claims:

Councilor Zimmerman **MADE A MOTION** to approve payroll and claims. Councilor McNew **SECONDED**.

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

MOTION PASSED.

Approve Mayor Williams to sign Planning Grant Agreement with RRGL for \$15000:

Councilor Smith **MADE A MOTION** to approve Mayor Williams to sign PGA with RRGL. Councilor Zimmerman **SECONDED**.

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

MOTION PASSED.

Unfinished Business:

IP negotiations: Mayor Williams announced there were no updates on IP negotiations. Councilor Taylor asked if an email could be sent to Allen Payne to get an update for the next Council meeting.

Public Comments:

D.C. Orr, 1117 Nevada Ave., presented an article about Payne and asked the Council to review it to bring up the topic next meeting

Noble Investments request for easement: Mayor Williams indicated no update on Nobel Investment, they have been working on an Exhibit A to be provided with the easement.

Public Comments: None

General Comments from the Council: Mayor Williams announced approval of engineering firm for water system Preliminary Engineering Report will be on the next meeting agenda.

For local government personnel who are interested, an online 6 week class on Fundamentals of Montana Municipal Government will begin on January 24th.

The Council welcomed Councilor Berke to her first City Council meeting.

Adjournment:

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

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

Mayor Williams adjourned the meeting at 7:27 PM.

Mayor Peggy Williams

Clerk/Treasurer Leann Monigold



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January 18, 2022

Dear Grant Committee Members,

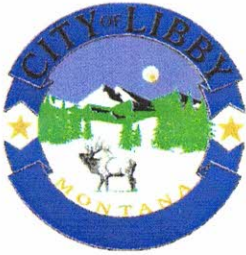
The City of Libby supports the Historic Hotel Libby Rehabilitation Project located at 302 California Avenue in Libby. We believe that completion of this project would be a positive aspect to our community.

Currently The Friends of Historic Hotel Libby, a 501 C3 is seeking funding for re-roofing the 30 plus year old roof, a project costing approximately \$200,000.

Listed on the National Register of Historic Places in 2012 the hotel is one of the City's oldest historic landmarks, it opened as a hotel in 1910. As representatives of our community and its residents we would like to see the restoration project completed so the structure remains a cultural reminder of Libby's past as well as adding needed accommodations to our community and contributing to the revitalization of one of its primary travel corridors.

To that end, we support the Historic Hotel Libby Rehabilitation Project and urge your support through the award of this grant with appropriate oversight to an entity with an established track record of successful grant administration and project management.

Sincerely,



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To: Libby City Council

18 Jan 2022

From: Samuel Sikes, City Administrator

Subject: PROPOSAL SELECTION FOR PRELIMINARY ENGINEERING REPORT (PER)

1. The City of Libby advertised for proposals to be submitted by 19 November 2021 to update the city's Preliminary Engineering Report (PER). There were two submissions received by the deadline from TD&H Engineering and AE2S Engineering. The PER will give an overall picture of the health of our water system and identify problems that need to be addressed in the future. Many Federal grants require that projects must be previously identified on a PER in order to be funded.
2. The proposals were ranked using the following six criteria: overall quality of the proposal, qualifications of the professional personnel, consultant's prior performance, availability to Libby, experience with alternative funding sources, and related experience on similar projects.
3. Council President Brian Zimmerman, Council member Gary Beach, and I, evaluated the proposals and recommend that AE2S receive the contract.

AE2S stood out due to several reasons with the most consequential being that AE2S engineering is geared directly to types of water systems that Libby utilizes. What this means is that AE2S will be able to add preliminary costs and bids to the PER that will save money and time in dealing with the grant process in the future.

Copies of the proposals can be viewed or checked out from my office upon request if there are any questions or concerns.

Samuel E. Sikes
City Administrator



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Grant Committee Members,

12 January, 2022

Re: Support of Libby Creek Community Water Improvements

The City of Libby is writing this letter in support of Libby Creek Community's water project.

The City has a water main running along Highway 2 near the Libby Creek Community. This water main has low pressures which limit additional connections. Libby Creek's project proposed increasing the water main size will allow connection to City water eliminating shallow wells and will help protect public health and safety, groundwater quality and is a worthy investment.

Sincerely,

Peggy Williams
Mayor, City of Libby