

**JOURNAL OF COMMISSION PROCEEDINGS**  
**January 7, 2020**

Regular City Commission Meeting

Mayor Kelly presiding

**CALL TO ORDER:** 7:00 PM

Commission Chambers Room 206

**PLEDGE OF ALLEGIANCE**

**ROLL CALL/STAFF INTRODUCTIONS:** City Commission members present: Bob Kelly, Tracy Houck, Mary Sheehy Moe, Owen Robinson and Rick Tryon. Also present were the City Manager Greg Doyon and Deputy City Manager Chuck Anderson; City Clerk Lisa Kunz; Public Works Director Jim Rearden; Planning and Community Development Director Craig Raymond; Finance Director Melissa Kinzler; City Attorney Sara Sexe; and, Police Chief Dave Bowen.

**AGENDA APPROVAL:** There were no changes proposed by the City Manager or the City Commission. The agenda was approved as submitted.

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS:** None.

**PETITIONS AND COMMUNICATIONS**

**1. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

**Jeni Dodd**, 3245 8<sup>th</sup> Avenue North, read a prepared statement wherein she took exception to certain comments made previously by two Commission members. She also suggested a public comment process that provides for public responses to Commission comments.

**Brett Doney**, Great Falls Development Authority, 405 3<sup>rd</sup> Street NW, Suite 203, extended an invitation to the Ignite 2020 event, January 10, 2020, 7:30 a.m. at Meadowlark Country Club.

**Daniel Hartzell**, 601 Central Avenue, suggested poisoning as a means to eliminate the pigeon problem at the fire-damaged building on Central Avenue that was purchased by Alluvion Health, and he noted sidewalk safety concerns on Central Avenue.

**NEIGHBORHOOD COUNCILS**

**2. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

None.

**BOARDS & COMMISSIONS**

**3. REAPPOINTMENT/APPOINTMENT TO THE GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION.**

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**Commissioner Moe moved, seconded by Commissioner Robinson, that the City Commission appoint Laura Vukasin and Charles Pankratz to the Great Falls Planning Advisory Board/Zoning Commission for three-year terms through December 31, 2022.**

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Commissioner Tryon noted he would support the motion, but expressed reservations about Ms. Vukasin's position as President of Marketing at Prairie Mountain Bank and the possible future appearance of conflicts of interest because of clients or board members that serve on the Prairie Mountain Bank board.

He hopes all appointed members to boards and commissions would be sensitive to even the appearance of conflicts that come before them in meetings.

Commissioner Robinson thanked Michael Wedekind for his service.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

#### **4. REAPPOINTMENT TO THE CASCADE COUNTY CONSERVATION DISTRICT BOARD OF SUPERVIORS.**

**Commissioner Robinson moved, seconded by Commissioner Tryon, that the City Commission reappoint John Chase to a three-year term through December 31, 2022, to the Cascade County Conservation District Board of Supervisors.**

Mayor Kelly asked if there were any comments from the public or discussion amongst the Commissioners.

Mayor Kelly noted that Mr. Chase has served on the Board since February, 2003.

Commissioner Moe noted discrepancies between the agenda report and Board recommendation letter pertaining to the number of years Mr. Chase has served on this Board, and that he has been on this Board for a long time.

She would like to see positions opened up more as a matter of course for other people to serve.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

#### **5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM BOARDS AND COMMISSIONS.**

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As Chairman of the Complete Count Committee, Commissioner Robinson provided the following announcements regarding Census 2020:

- There are 73 days until the census is taken on April 1, 2020.
- Twenty-two people serve on the Complete Count Committee.
- There are six more Committee meetings: one in January, two in February and March, and one in April.
- The education phase started last August, and the Committee is now moving into the awareness phase.
- He learned today that how the Hutterite colonies will be counted was resolved favorably.
- Census jobs are available at \$19.50/hr with flexible hours and training.

**CITY MANAGER**

**6. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

City Manager Greg Doyon wished everyone a happy New Year, and to think about the successes of last year. He is excited about the city's current position and where it is going.

He thanked Brett Doney and the Great Falls Development Authority (GFDA) for the invitation to participate in the Ignite event, but he was unable to come up with projects that fit what GFDA was looking for.

Manager Doyon provided the following announcements:

- The DEQ tri-annual water plant inspection was completed in December without any issues or suggestions for improvement.
- The Park and Recreation Department is wrapping up year one Park Maintenance District projects: Gibson Park restroom renovation; Jaycee Park projects will begin in the spring; and, the Gibson Park Trail overlay project will be re-bid due to not receiving any bids the first time. Major projects for year two include: irrigation upgrades in the parks, improvements to Elks Riverside Trail and Oddfellows Park restroom, and some forestry equipment and staff. Staff is recommending that year one appropriations that were not spent on identified projects be repurposed for additional improvements to include a playground at Grande Vista Park, improvements to the basketball courts at Gibson Park, repairs and various tree plantings.
- The Park and Recreation Department will be hosting the Electric City Winter Classic Basketball Tournament with 95 teams participating, 70 of which are from out of town. The tournament was full the first week in December, and 30-40 teams have since had to be turned away.
- A City Commission retreat is scheduled for January 27, 2020, hosted at the Fire Training Center from 1:00-4:30 p.m. Mark Willmarth will facilitate the retreat.

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- Dan Clark with the MSU-Local Government Center will be here to do board, commission and council training in the Missouri Room on February 25 and 26, 2020, from 5:30-8:30 p.m., as well as Commission training in the afternoon of February 25<sup>th</sup>.
- Twenty-seven applications have been received for City 101 that is scheduled to begin on January 29, 2020. Commission member attendance is requested at the first and last session.

Planning and Community Development Director Craig Raymond reported that a Town Hall meeting to discuss the development review process is scheduled tomorrow in the Commission Chambers from 3:00-5:00 p.m. Interested groups involved in the development community are encouraged to attend. Staff has been working on the development review process the past year. Highlights will include changes to the parking and landscaping codes, Engineering and Planning Department fees, the storm water program, and others.

Manager Doyon clarified that the February 25 and 26 evening training sessions are the same, with the choice to attend either day.

**CONSENT AGENDA.**

7. Minutes, December 17, 2019, Commission meeting.
8. Total expenditures of \$4,280,001 for the period of November 15, 2019 through December 24, 2019, to include claims over \$5,000 in the amount of \$3,909,910.
9. Contracts list.
10. Approve the declaration of equipment/materials as surplus and authorize sale thereof.
11. Approve the Amendment No. 1 in the amount of \$65,285 to Thomas Dean & Hoskins Engineering (TD&H) for the Water Main Crossings under Upper Missouri River and Sun River, and authorize the City Manager to execute the contract documents. **OF 1494.6 (CR: 060518.13)**
12. Approve the final payment for the South Great Falls Storm Drain Improvements (North Basin) project, in the amount of \$102,418.07 to United Materials of Great Falls, Inc., and \$1,034.53 to the State Miscellaneous Tax Fund and authorize the City Manager to execute the necessary documents and to make the payments. **OF 1554.4**
13. Approve the final payment for Encino Drive/Grande Vista 2 Street Repairs Phase I project, in the amount of \$27,235.32 to United Materials of Great Falls, Inc., and \$275.10 to the State Miscellaneous Tax Fund and authorize the City Manager to execute the necessary documents and to make the payments. **OF 1679.7**

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**Commissioner Robinson moved, seconded by Commissioner Moe, that the City Commission approve the Consent Agenda as presented.**

Mayor Kelly asked if there were any comments from the public.

**Jeni Dodd**, 3245 8<sup>th</sup> Avenue North, commented that the minutes and agenda of the Commission's prior meeting do not contain the Memorandum of Understanding (MOU) mentioned in regards to Resolution 10326, and should be part of the public record.

Mayor Kelly noted that the MOU is mentioned in the minutes, but the actual agreement may be a separate item. He inquired if those are often included in minutes.

City Clerk Lisa Kunz responded that she did not attend that meeting and would follow up with the Commission.

Mayor Kelly asked if there was any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

**PUBLIC HEARINGS**

**OLD BUSINESS**

**NEW BUSINESS**

**ORDINANCES/RESOLUTIONS**

**CITY COMMISSION**

**14. APPOINTMENT OF MAYOR PRO-TEMPORE.**

**Mayor Kelly moved, seconded by Commissioner Robinson, that the City Commission appoint Commissioner Moe to serve as Mayor Pro-Tempore, effectively immediately, for a two-year term or until the City Commission has held an election.**

Mayor Kelly asked if there were any comments from the public. Hearing none, Mayor Kelly asked if there was any discussion amongst the Commissioners.

Mayor Kelly commented that a mayor pro-tempore is called upon to assume the role of mayor in his absence, and also includes testimony around the state and a good knowledge of government in general. Commissioner Moe is more than qualified to serve as mayor pro-tempore.

There being no further discussion, Mayor Kelly called for the vote.

Motion carried 5-0.

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### 15. APPOINTMENTS TO THE GREAT FALLS CITIZEN'S COUNCIL.

**Mayor Kelly moved, seconded by Commissioner Robinson, that the City Commission appoint Mayor Kelly and Commissioner Moe to serve on the Great Falls Citizen's Council, also known as the Council of Councils, for the January 28, 2020 meeting, and to reserve appointments to the balance of the meetings throughout the year until such notice is required.**

Mayor Kelly asked if there were any comments from the public. Hearing none, Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Houck commented that she is available on January 28<sup>th</sup>, but is not sure about her availability on the other dates.

**Commissioner Moe moved, seconded by Mayor Kelly, to amend the motion before the Commission to replace Commissioner Moe's name with that of Commissioner Houck's name.**

Mayor Kelly asked if there were any comments from the public or any discussion amongst the Commissioners. Hearing none, Mayor Kelly called for the vote.

Motion, as amended, carried 5-0.

### 16. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Commissioner Moe expressed appreciation for the service of Curtis Ammondson, former mayor of Great Falls, and condolences to the family for their loss. She cited a poem by A.E. Housman and a 70-year old *Tribune* article about Curt playing senior basketball for the Fairfield Eagles.

### 17. COMMISSION INITIATIVES.

Mayor Kelly discussed violent incidents and emergency personnel injuries that have occurred in the community over the past six months. As a community we ask ourselves, "what is going on and how do we respond to that."

He requested the Fire Chief and Police Chief to be available for a conversation at a public forum to allow residents to show appreciation to police and fire personnel and to have a discussion about challenges, potential solutions, and individual and community resources to help us all do better. He doesn't want Great Falls known or have the community think of itself as a community where these types of incidents are accepted and normal.

Mayor Kelly received the support of the Commissioners to instruct the City Manager to come up with a public meeting date with the Fire Chief and Police Chief within the next 60 days. He wants it to be an opportunity to get together to talk with public safety and mental health professionals, and to figure out how we can bring pressures to bear in the right places to help us solve these issues.

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**ADJOURNMENT**

There being no further business to come before the Commission, **Commissioner Moe moved, seconded by Mayor Kelly, to adjourn the regular meeting of January 7, 2020, at 7:42 p.m.**

Motion carried 5-0.

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Mayor Bob Kelly

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City Clerk Lisa Kunz

Minutes Approved: January 21, 2020