

JOURNAL OF COMMISSION PROCEEDINGS
September 20, 2022

Regular City Commission Meeting

Mayor Kelly presiding
Commission Chambers Room 206

CALL TO ORDER: 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/STAFF INTRODUCTIONS: City Commission members present: Bob Kelly, Susan Wolff, Eric Hinebauch, Joe McKenney and Rick Tryon. Also present were City Manager Greg Doyon, Planning and Community Development Director Craig Raymond, Finance Director Melissa Kinzler, City Attorney Jeff Hindoien and Deputy City Attorney David Dennis, Fire Chief Jeremy Jones, Police Captain Rob Moccasin, and City Clerk Lisa Kunz.

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

Mayor Kelly read prepared comments from Selene Thomas, Black Eagle Assiniboine Chapter of the Daughters of the American Revolution, pertaining to the 67th Anniversary of Constitution Week [September 17-23].

CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS: None.

COMMUNITY INITIATIVES

1. COMMUNITY HEALTH UPDATE FROM CITY-COUNTY HEALTH OFFICER – ABIGAIL HILL.

Health Officer Abigail Hill provided the following updates:

- Flu shots begin tomorrow at Montana Expo Park, the walk-in clinic at Montana Expo Park next Wednesday, and Great Falls Public Library and Great Falls Fire Stations in October. Covid vaccines and boosters will also be offered.
- The City-County Health Department will also be performing a public health emergency response exercise tomorrow at Montana Expo Park.
- The City-County Health Department is seeking a Deputy Health Officer.
- Environmental Health sanitarians are fully staffed.
- Nurse Practitioner Coleen Conway started employment in April. She can diagnose and treat patients at the Health Department.
- The community level for Covid is high again based off the number of hospitalizations. Covid numbers are posted on the City-County Health Department website and Facebook page. Covid boosters are available at the Health Department.

In response to Commissioner McKenney's inquiry, Health Officer Hill reported that Covid and flu shots could be given at the same time.

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On behalf of the community, Mayor Kelly expressed a heartfelt thank you to former Deputy Health Officer Bowen Trystianson and wished him luck in his new employment endeavors.

2. PETITIONS AND COMMUNICATIONS

Ben Forsyth, 3301 9th Street NE, discussed the negative effects of THC on brain development. He relayed information about a young man that he personally knows that once flourished above grade average and today is disruptive and flunking school due to the effects of his mother smoking marijuana. He also noted that during the last school year the High Schools lost 218 kids who were not motivated to be in school and were influenced by the marijuana around them.

NEIGHBORHOOD COUNCILS

3. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

BOARDS AND COMMISSIONS

4. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

None.

CITY MANAGER

5. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

City Manager Greg Doyon reported the following:

- A Department engagement retreat will be scheduled with the Commission in December.
- The annual audit began today. Special emphasis audits will also be conducted in areas of cash handling. The auditors will report on the City's financial conditions and accountability.
- Informal on-boarding began with the new Public Works Director Chris Gaub, who will start employment in November.
- Deputy City Manager Chuck Anderson was excused from attending some Commission meetings in consideration of his additional work load serving as Interim Public Works Director.
- Last week he attended a virtual board meeting with the Association of Defense Communities in preparation for the Installation Innovation Forum that he will be attending in Phoenix at the end of October.
- A cost estimate to coordinate and structure public information will be provided if the Commission decides to pursue a public safety levy.
- The Human Resources Department is preparing for a functional workspace renovation. There will be some disruption and relocation during construction.
- Courtroom space within the Civic Center is also being evaluated.

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- The Animal Shelter partnered with Best Friends Animal Society in September to sponsor a free cat/kitten adoption that included spaying/neutering, vaccinations and microchips. Five dogs and 21 cats were adopted during the events.
- He thanked the Commission for allowing him to participate in Leadership Montana.

CONSENT AGENDA.

6. Minutes, September 6, 2022, City Commission Meeting.
7. Total Expenditures of \$ 2,191,527 for the period of August 23, 2022 through September 7, 2022, to include claims over \$25,000, in the amount of \$1,651,207.
8. Contracts List.
9. Grants List.
10. Approve the 2022-2023 School Resource Officer Agreement between the City of Great Falls and the Great Falls Public School District.
11. Approve the purchase of one new double drum steel roller to Tractor & Equipment Co., of Great Falls through Sourcewell, formerly known as NJPA, for a total of \$193,000.02, including shipping.
12. Approve the award of a Safety and Equipment Grant from the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters Grant (AFG) for Self-Contained Breathing Apparatus (SCBA) and supplies in the amount of \$99,545.45.

Commissioner Tryon moved, seconded by Commissioner Wolff, that the City Commission approve the Consent Agenda as presented.

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

Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

PUBLIC HEARINGS

OLD BUSINESS

NEW BUSINESS

13. **AMENDMENT #2 TO THE CITYWIDE 911 EMERGENCY AMBULANCE SERVICES CONTRACT WITH GREAT FALLS EMERGENCY SERVICES.**

Fire Chief Jeremy Jones reported that Great Falls Emergency Services (GFES) has once again approached the City of Great Falls and requested an amendment to the Agreement with Great Falls Emergency Services and the City of Great Falls, Montana for Citywide 911 Emergency

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Ambulance Services as outlined in Section 11.14. During a meeting with Great Falls Fire Rescue (GFFR), GFES stated that they are once again having staffing issues in regards to retention and recruitment of paramedics. Section 2.2A of the Agreement states, "Provide pre-hospital emergency medical care and transport services at the Advanced Life Support (ALS) for emergency medical call transport within the City twenty-four (24) hours a day, seven (7) days a week, without regard to the patient's financial status."

Similar to Amendment #1 which expired in May 2019, this amendment will allow GFES to provide a minimum of two ALS staffed and equipped ambulances at all times and any additional ambulances above the minimum to be staffed at the Basic Life Support level (BLS). BLS ambulances will be allowed to take non-emergent calls. This Amendment, if approved, will be effective through May 20, 2024.

The Original Agreement does not allow for Basic Life Support (BLS) ambulances to operate within the 911 Emergency Services system. BLS ambulances are staffed with two (2) Emergency Medical Technicians (EMT) but are limited in their scope of practice pertaining to medical procedures they can provide to the patient.

By allowing BLS ambulances in the system, it will allow more transport units to be available to the system in times of need. It also allows the Emergency Medical Dispatch (EMD) system to send the appropriate resource depending on the type of medical call. A percentage of medical calls do not require ALS patient care in route to the hospital from the emergency scene. By utilizing EMD, ambulances can be dispatched for the appropriate level of care needed (BLS versus ALS).

In the event the whole system is busy and only a BLS ambulance is available to the citizens of the community, GFFR will then utilize the medics off the engine companies to make that ambulance an ALS ambulance. He does not anticipate immediate direct load impacts, but will monitor those situations on a monthly basis. GFFR Medic 1 and Medic 4 will be utilized in times of need when an ALS call is warranted.

GFFR has a cost recovery mechanism in place for transports to recoup disposable costs.

Commissioner Wolff moved, seconded by Commissioner Tryon, that the City Commission approve Amendment #2 to an Agreement with Great Falls Emergency Services and the City of Great Falls, Montana for Citywide 911 Emergency Ambulance Services.

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 Tryon inquired the difference between ALS and BLS services and why that affects GFES ability to properly staff ambulances.

Justin Grohs, Great Falls Emergency Services, explained that ALS is advanced life support, a paramedic level of care. BLS is basic life support, an EMT level of care. The original contract required a paramedic on every truck. The reality is that many of the 911 calls do not require a paramedic level of care. Those calls can be serviced with a BLS or EMT level of care.

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EMT training is about a semester of school, and paramedic training is about two years.

Commissioner Hinebauch inquired the number of ALS units.

Mr. Grohs responded the number would vary depending on GFES staffing capabilities. There will be a minimum of two ALS units and at least one BLS unit.

Chief Jones added that the Medic 4 ambulance is cross-staffed with an engine company out of Fire Station 4 and a second ALS ambulance at Fire Station 1 will be available to conduct patient transports if needed. All of GFFR engine companies will have paramedics.

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

Motion carried 5-0.

ORDINANCES/RESOLUTIONS

14. RESOLUTION 10462, TO LEVY AND ASSESS PROPERTIES WITHIN THE BUSINESS IMPROVEMENT DISTRICT.

Finance Director Melissa Kinzler reported that the BID's overall purpose is to utilize assessment dollars through the BID to improve and revitalize the downtown area. On July 19, 2022, the BID presented a proposed Work Plan and Budget and recommended a method of levying an assessment on the properties within the district. Following that public hearing, the City Commission adopted the BID's FY 2023 Work Plan and Budget.

The assessment formula for 2022/2023 will generate \$266,177.92 in assessment revenue for the BID. The assessment revenue is \$18,256.61 more than the previous year. The increase is attributed to the successful completion of the BID expansion in April 2022.

Commissioner Hinebauch moved, seconded by Commissioner McKenney, that the City Commission adopt Resolution 10462.

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

Kellie Pierce, Executive Director of the BID, expressed appreciation to the Commission for approving the BID's operating budget so the BID could continue its revitalization and beautification efforts downtown.

Rebecca Engum, Executive Director of Great Falls Montana Tourism, commented on their great partnerships with the BID and the Downtown Great Falls Association, and that Montana Tourism supports their efforts in beautifying the city and creating that economic impact downtown.

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Tryon clarified that this is not a tax increase on the citizens of Great Falls. This pertains to certain businesses being assessed in a specific area to improve downtown.

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Mayor Kelly called for the vote.

Motion carried 5-0.

15. RESOLUTION 10463, TO LEVY AND ASSESS PROPERTIES WITHIN THE TOURISM BUSINESS IMPROVEMENT DISTRICT.

Finance Director Melissa Kinzler reported that the TBID's overall purpose is to promote tourism, conventions, trade shows, and travel to the City of Great Falls through the use of assessment revenue.

At a public hearing held on July 19, 2022, the TBID presented a proposed Work Plan and Budget and recommended a method of levying an assessment on the properties within the district. Following the public hearing, the City Commission adopted the 2022/2023 Work Plan and Budget for the TBID.

The assessment amount requested by the TBID through their Work Plan and Budget was approximately \$772,693. The actual assessment for Fiscal Year 2022/2023 based on the assessment formula will generate \$757,388 in assessment revenue. Last year, the total assessment billed was \$589,004. The increase of \$168,384 over last year's assessment is attributed to an increase in lodging for the assessment period that ended June 30, 2022.

Commissioner Hinebauch moved, seconded by Commissioner Tryon, that the City Commission adopt Resolution 10463.

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

Rebecca Engum, Executive Director of Great Falls Montana Tourism, 15 Overlook Drive, commented that the final assessment amount collected was \$15,305 less than the TBID budget. The Board of Directors adjusted the budget to account for that reduction in the assessment the Board anticipated.

She clarified that the lodging properties collect the assessments and pay it out on their taxes in November and May. There was a 2% net increase in rooms rented for the past three years. She also explained that temporary workers that stay 30+ days become exempt which reduces the assessment Tourism collects.

Kellie Pierce, Downtown Great Falls Association and BID, 318 Central Avenue, expressed appreciation to the TBID's tourism efforts that makes downtown stand out as a destination in the State of Montana.

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Hearing none, Mayor Kelly called for the vote.

Motion carried 5-0.

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16. RESOLUTION 10454, TO CERTIFY THE ABATEMENT OF A NUISANCE AND STATEMENT OF EXPENSE, ADDRESSED AS 1915 6TH AVENUE NORTH IS COMPLETED.

Planning and Community Development Director Craig Raymond reported that, beginning in June 2020 and continuing through May 2021, the Great Falls Planning and Community Development Department received multiple complaints about the condition of the property owned by Emily Moore located at 1915 6th Avenue North. The Department made all efforts to work with Emily Moore to bring the property into compliance even prior to the fire, but compliance never occurred.

On September 21, 2021, the City Commission declared the property a public nuisance and authorized staff to perform the abatement of the property should Ms. Moore fail to cooperate. Ultimately, staff was forced to conduct the clean up of the property.

City Staff contracted with WVH Enterprises to demolish the residential structure and remove the rubbish and exterior storage on the subject property. The demolition and removal of rubbish was completed on April 12, 2022. The original cost of the project was \$21,550. The cost increased \$1,300 to \$22,850 due to the owner prohibiting the contractor from entering with his equipment from the alley. The contractor used the front of the lot to demo the residence, other structures and remove the rubbish, which damaged the City sidewalk thereby incurring additional cost above the original quote. Again, many efforts have been made, clearly plenty of time has been granted in order to give the owner the opportunity to resolve these issues to no avail.

By adopting Resolution 10454, the Commission will certify that the subject nuisance has been abated and confirms the Statement of Expense and allows staff to collect the debt either directly from the property owner or through a lien against the property that could be collected at a future date.

Mayor Kelly asked if the Commission members had any questions of staff.

Commissioner Tryon received clarification that if the property owner does not pay the \$22,850, that amount could be recouped through a lien against the property.

Mayor Kelly asked if there were any comments from the public in favor of or in opposition to Resolution 10454.

Hearing none, Mayor Kelly asked the will of the Commission.

Commissioner Wolff moved, seconded by Commissioner Hinebauch, that the City Commission adopt Resolution 10454.

Mayor Kelly asked if there was any discussion amongst the Commissioners.

Commissioner Tryon received clarification that there was proper notice of this agenda item.

Mayor Kelly called for the vote.

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Motion carried 5-0.

CITY COMMISSION

17. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.

Mayor Kelly thanked Commissioner Wolff for standing in as Mayor Pro Tempore as he attended telephonically from Utah during the last Commission meeting.

The Commission and City Manager Doyon expressed appreciation to City Attorney Jeff Hindoien for his service and wished him the best in his new employment endeavors as Chief Legal Counsel for Alluvion.

City Attorney Hindoien thanked the Commission and City Manager for allowing him the opportunity to come back to work in his hometown and be a part of city government again. This organization has a quality team of people that he has had the privilege of working with.

18. COMMISSION INITIATIVES.

Commissioner Wolff proposed that the City Manager sponsor the Montana Economic Development Association (MEDA) Conference in the amount of \$1,000. To her, it is important that the entrepreneurs and citizens see that this city takes workforce development and economic development seriously because that is what will move the community forward.

Commissioner Tryon commented that citizens would want to know what the \$1,000 is for, whom it will be paid to, and the fund it will be paid out of.

Manager Doyon clarified that basically it is a sponsorship for an event that is occurring in the community. The \$1,000 sponsorship provides prominent exposure on the conference website and marketing materials, and one complimentary conference registration. The \$1,000 sponsorship would come out of the City Commission budget.

Commissioner McKenney suggested the Manager Doyon think about an event the City could sponsor that fits the needs of Great Falls or what the City wants the citizens of Great Falls to hear about at the MEDA conference.

Mayor Kelly commented that additional information about the conference would be provided and the discussion brought up again.

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ADJOURNMENT

There being no further business to come before the Commission, **Commissioner Tryon moved, seconded by Mayor Kelly, to adjourn the regular meeting of September 20, 2022, at 8:01 pm.**

Motion carried 5-0.

Mayor Bob Kelly

City Clerk Lisa Kunz

Minutes Approved: October 4, 2022