

# **JOURNAL OF COMMISSION PROCEEDINGS**

**November 7, 2023**

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, Eric Hinebauch, Joe McKenney, Rick Tryon and Susan Wolff. Also present were City Manager Greg Doyon; Public Works Director Chris Gaub; Finance Director Melissa Kinzler and Grant Administrator Tom Hazen; Human Resources Director Gaye McInerney; City Attorney David Dennis; Police Captain Rob Moccasin; and Deputy City Clerk Darcy Dea.

**AGENDA APPROVAL:** City Manager Greg Doyon noted that additional language was added to the motion for item 15. There were no proposed changes to the agenda by the City Manager or City Commission. The agenda was approved as presented.

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS:** Commissioner McKenney explained that with regard to agenda item #6, Amanda Brumwell was a former employee and regarding agenda item #13, Jim Morin was a campaign supporter.

City Attorney David Dennis responded that there was no conflict of interest.

## **1. PROCLAMATIONS**

**United Against Hate Week [November 12-18, 2023].**

Mayor Kelly commented that this proclamation was prepared in response to Anitra Hall's request.

## **MILITARY UPDATES**

## **2. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS FROM MALMSTROM AIR FORCE BASE (MAFB)**

Colonel Benji Johnson, Weapons Officer, reported the following:

- MAFB has a Diverse Inclusion Council that could collaborate with Ms. Hall with regard to the united against hate issues to help make the community a better place.
- An airman lost his life due to a Humvee rollover accident on October 21, 2023 and MAFB will not be utilizing Humvees for a while because it was the second death from a Humvee rollover in the last six weeks. Colonel Johnson expressed appreciation to all of the volunteers who stopped to render aid to a second injured airman who survived.
- Global Strike Command, Commander General Bossier was scheduled to attend a groundbreaking in October; however, with the uncertainty of the budget, he had to cancel and MAFB is hoping to have him here again soon.

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- MAFB had a two-day response task force exercise in Fergus County where airmen trained with local integrated response plans. One thing the airmen learned from the exercise was that there was not enough planning and two days was not long enough.
- October 27, 2023 marks 61 days to the first missile coming on alert to MAFB.
- MAFB's Global Strike Challenge score posting will be November 8, 2023 at the Grizzly Ben Club.
- Most services at MAFB will be closed on Friday, November 10, 2023 for Veterans Day, as well as November 23 and 24, 2023 for Thanksgiving.
- Current construction projects at MAFB include adding a temporary gate to support the new Weapons Generation Facility that is valued at over \$300 million. A Sentinel plan infrastructure project will be starting in FY 2024. A new commercial gate will be a project in FY 2025.

Colonel Johnson expressed appreciation to Mayor Kelly for his unwavering support to MAFB, as well as his continued strong presence at all of the MAFB events. He added that Mayor Kelly has been a great neighbor and partner to work with. Colonel Johnson wished Mayor Kelly and his family the best as he ventures in a new chapter of his life.

On behalf of the Commission, Mayor Kelly requested that Colonel Johnson send condolences and thoughts to the families of the airmen who were injured and killed in the Humvee rollover accident.

Colonel Johnson mentioned that the family of the injured airman was able to meet the good Samaritan who prayed with him at the accident scene.

3.

### **PETITIONS AND COMMUNICATIONS**

**John Hubbard**, City resident, expressed concern with the Public Service Commission, extortion, increasing energy and electrical costs and property taxes. He added that the Public Safety Levy is just another tax for citizens.

### **NEIGHBORHOOD COUNCILS**

4.

#### **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

None.

### **BOARDS AND COMMISSIONS**

5.

#### **MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

Mayor Kelly reported that Commissioner Wolff was appointed to be on the Board of Directors of the Montana League of Cities and Towns and will represent District #6.

6.

#### **APPOINTMENT TO THE MANSFIELD CENTER FOR THE PERFORMING ARTS ADVISORY BOARD.**

Mayor Kelly reported that on December 6, 2022, the City Commission appointed Caryl Olmstead to the Mansfield Center for the Performing Arts Advisory Board for a three-year term through

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December 31, 2025. Ms. Olmstead has decided to move out of state and resigned from the board on September 13, 2023. The City advertised for the vacancy and received one application from Amanda Brumwell. During their meeting on October 20, 2023, the Mansfield Board reviewed Ms. Brumwell's application and recommended the City Commission appoint her to the remainder of Ms. Olmstead's term. The City will continue to advertise for the last vacancy.

**Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission appoint Amanda Brumwell for the remainder of a three-year term through December 31, 2025.**

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.

### **CITY MANAGER**

#### **7. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

City Manager Greg Doyon announced that:

- The Park and Recreation Department held a teen counsel meeting on November 5, 2023 that included 20 teens, along with their parents.
- In 2018, the City adopted a service line warranty program through the National League of Cities and Towns and they sent the City updated partnership fast facts. There was 6,079 policies sold through that program, 1,275 claims serviced since those policies were issued, 11.19% homeowners enrolled, 2,876 customers covered, customer savings was \$1.8 million and customer satisfaction was a 4.8 out of five. The program seems to be working for residents who want some coverage on their old water sewer line to their residence.
- After the last legislature, a law was signed that deleted the State Emergency Response Commission. Manager Doyon is still a part of the Senior Advisory Commission (SAC).
- The Great Falls Public Library will be hosting an Open House on November 9, 2023 starting at 5:00 p.m.
- City Offices will be closed Friday, November 10, 2023 for Veteran's Day.
- The Public Works Environmental Division collaborated with Veolia North America to host a Household Hazardous Waste Collection Event on Saturday, October 21, 2023. They collected roughly 1,500 gallons of flammable liquids, 2,000 pounds of oil-based household paint and related materials, 120 pounds of corrosive liquids and more. A Household Hazardous Waste Collection Event will be held every spring and fall.
- Public Works Director Chris Gaub celebrated his one-year anniversary with the City.

Manager Doyon expressed appreciation to City staff and Elected Officials who were involved with the educational program for the Public Safety Levy, as well as the taxpayers who attended the forums. He mentioned that two of his counterparts in other jurisdictions expressed interest in how the outcome would be for the levy and bond because they are also experiencing public safety issues

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in their communities. Whether the Public Safety Levy passes or fails, the City will continue to do the best that it can with the resources the taxpayers allocate to the City.

### **CONSENT AGENDA.**

8. Minutes, October 17, 2023, City Commission Meeting.
9. Total Expenditures of \$7,745,214 for the period of October 5, 2023 through October 25, 2023, to include claims over \$25,000, in the amount of \$6,657,433.
10. Contracts List.
11. Approve the purchase of one 2023 Trail King HD Gooseneck paver trailer to Torgerson's of Great Falls, Montana through Sourcewell, for a total of \$129,261.36.
12. Approve Final Payment for the Southwest Side Water Main Replacement Phase 3 project, in the amount of \$76,145.78 to Geranios Enterprises Inc. and \$769.15 to the State Miscellaneous Tax Fund and authorize the City Manager to make the payments. **OF 1432.4**
13. Ratify a natural gas supply contract with Energy West Resources for one year from November 1, 2023 through October 31, 2024.

**Commissioner Tryon moved, seconded by Commissioner Hinebauch, 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**

14. **LABOR AGREEMENT BETWEEN THE CITY OF GREAT FALLS AND THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL #8 (IAFF LOCAL #8).**

Human Resources Director Gaye McInerney reported that City staff recommends that the Commission approve the Labor Agreement between the City and the International Association of Fire Fighters Local #8 (IAFF Local #8), which consists of 63 sworn employees.

The negotiating teams met on four occasions and included the following individuals:

**Representing the City:**

Gaye McInerney, HR Director  
Charles Anderson, Deputy City Manager  
Melissa Kinzler, Finance Director  
David Dennis, City Attorney

**Representing the GFPPA:**

Carter Marsh, President  
Bruce Perry, Vice President  
Bryan Painter, Secretary/Treasurer  
Jay Jarrett, Representative

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Jeremy Jones, Fire Chief

Robert Beall, Representative

Key items of change include:

The term of the Agreement is two years from July 1, 2023 through June 30, 2025.

### **Article 11 – Wages:**

A confirmed Firefighter's annual base wages will increase under the term of the Agreement as follows:

- A 1 percent market adjustment + 5 percent COLA increase effective July 1, 2023 to \$60,861.
- A 5 percent COLA increase effective July 1, 2024 to \$63,898.
- A 1 percent COLA increase effective January 1, 2025 to \$64,542.

### **Article 12 – Shift Schedule:**

Under the term of the Agreement, subsection 12.3 – Call Back and Court Appearances will increase from minimum guarantee 2 hours, to minimum guarantee 3 hours to be paid at 1 ½ times their regular hourly rate of pay.

### **Article 17 – Uniform Allowance:**

Under the term of the Agreement the annual uniform allowance reimbursement will increase from \$650 per year to the following:

- \$850 per year first two years
- \$650 per year thereafter

### **Article 38 – Longevity:**

Longevity per pay period was increased by 56 percent.

### **Captain and Battalion Chief Rank Differential Percentage:**

Increase the rank differential for a Captain from one percent to 35 percent, and Battalion Chief a three percent increase for up to a 56 percent of Firefighter pay.

### **Certification Pay:**

Under the terms of the agreement car seat installation, certification pay will be added to the list of certifications for which holders receive 1.5 percent of Firefighter base pay to be added to the Firefighter base pay each of 26 pay periods.

### **Fiscal Impact:**

The fiscal impact of the above changes is as follows:

- 1 percent market adjustment + 5 percent COLA increase with benefits effective 7/1/2023 = \$316,117
- 5 percent COLA increase with benefits effective 7/1/2024 = \$279,236
- 1 percent COLA increase with benefits effective 1/1/2025 = \$29,319
- Addition of car seat certification = 1.5 percent increase for the Firefighter base wage and

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are limited for numbers for each of those certifications.

- For a total fiscal impact under the terms of the Agreement = \$671,628.

The IAFF #8 members voted to ratify the contract language October 10, 2023.

The City Commission may choose not to ratify the proposed labor agreement and direct the City Manager to reconvene and continue the collective bargaining process.

**Commissioner Wolff moved, seconded by Commissioner Hinebauch, that the City Commission approve the labor agreement between the City of Great Falls and the International Association of Fire Fighters Local #8 (IAFF Local #8).**

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 McKenney inquired if there were any points of contention during the negotiations.

Director McInerney responded, there were no points of contention per se, pushback pertained to wages in the various forms that were outlined.

Referring to page 26 of the Agreement, Article 34, Commissioner McKenney commented that a paragraph like that is not included on many employee agreements and the City needs to take into consideration what a dangerous job first responders have.

Mayor Kelly expressed appreciation to City staff and the GFPPA for their efforts with regard to the hard work that goes into negotiations.

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

Motion carried 5-0.

### 15. **HOME INVESTMENT PARTNERSHIPS PROGRAM AGREEMENT WITH NEIGHBORWORKS GREAT FALLS.**

Finance Grant Administrator Tom Hazen reported that the Ulmer Square property is located at the northwest corner of 7<sup>th</sup> Street and 3<sup>rd</sup> Avenue South. This property consists of one building and approximately 22,520 square feet of property. The building is a multi-family residential property comprised of eight units, (two stories with four per level). The current residents of the property are all extremely low income, very low income, or low income by the standards established by the Department of Housing and Urban Development (HUD).

In March 2023, NeighborWorks Great Falls submitted an application for \$1,231,657.00 of Program Income from HOME Investment Partnerships Program (HOME) activities to purchase and reinvigorate the property. HOME is similar to the Community Development Block Grant program and is administered by HUD exclusively to facilitate the creation of affordable housing for low-income individuals. HUD projects are primarily funded by drawing funds from the Government and

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issuing those funds as reimbursement for eligible activities. HOME funds may also be used to fund income-generating activities. Income from those activities may be used to establish a fund that may itself be used to fund additional home building activities, if those projects meet HUD eligibility requirements. This project will utilize this income fund.

NeighborWorks proposes to purchase the property and improve the siding, insulation, front doors, railings, landscaping, and drainage limitations of the property. Once completed, the property will continue to be available for rent at affordable rates that comply with HUD affordability standards that are based on the area. No current residents will be displaced in the course of this project. As such, this proposal would see the livability of an affordable rental property increased and preserved for all current and future residents.

The City Grant Committee reviewed and unanimously approved the application. The program has been discussed numerous times with HUD and meets HUD eligibility requirements. An Environmental Review has been performed and submitted for final HUD approval. That final approval is the last step before funding may be issued and is still in process. Based upon internal evaluations and communications with HUD representatives, City staff is very confident that that approval is imminent. Based upon that confidence, Staff has brought the attached motion before the Commission seeking approval of the item subject to the United States Department of Housing and Urban Development's approval of the use of grant funds.

This project will secure and improve affordable housing, which is a need that has been discussed by this Commission previously. This proposal also meets the requirement of the Federal Department administering it and is harmonious with the purposes of the Act funding it. For these reasons, Staff recommends approving the motion subject to federal approval.

**Commissioner Hinebauch moved, seconded by Commissioner Wolff, that the City Commission approve the HOME Investment Partnerships Program Agreement in the amount of \$1,231,657.00 with NeighborWorks Great Falls for the purchase and restoration of the Ulmer Square property pending US Housing and Urban Development Approval.**

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

**Sherrie Arey**, NeighborWorks Great Falls Executive Director, expressed appreciation to the Commission for considering this and to Finance Grant Administrator Hazen for assisting NeighborWorks with the project. Ms. Arey explained that this project started over a year ago with a conversation with the local owner of the property. There were issues with properties going to out of state investors and being outbid on larger projects. NeighborWorks turned its attention to downtown areas on the north and south side that have some of the highest density of apartments, the lowest income and oldest housing stock. NeighborWorks desire is to acquire the Ulmer Square Property, keep it affordable, renovate, and revitalize a much-needed corner of the downtown area. NeighborWorks generated the program income through some of its revolving loan fund and would use it to bring this apartment for 15 years of affordability to the community.

**Jake Clark**, Great Falls Development Alliance, commented that this is one of those great projects where programs and projects collide. This is an opportunity to preserve affordable housing and is

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important for the community, as well as the preservation of the availability of this housing to low income households.

Commissioner Tryon inquired about the project being approved by the City prior to HUD releasing the funds.

Finance Grant Administrator Hazen responded that the City submitted the final request for the submittal of funds approximately two weeks ago, hoping to have the funds in hand. When HUD did not release the funds in time to pull it off the agenda, it was decided to make the amendment to the motion. Based on a direct communication, a HUD representative stated that the revisions that the City had made to the request for release of funds would meet their statutory requirements and be sufficient to eventually secure the authorization for the grant funds.

Commissioner McKenney inquired how the monthly rent was determined.

NeighborWorks Great Falls Executive Director Arey responded that HOME funds come with an affordability standard and anyone that is a resident there can also apply for a Section eight voucher.

Commissioner Tryon inquired how much of the \$1,231,657 would be used for administrative costs.

NeighborWorks Great Falls Executive Director Arey responded that 15 percent would be the maximum allowable for administrative costs.

Mayor Kelly commented that this project checks many boxes. There is a need for affordable housing, the project is downtown, creates infill and will make that corner better than what it is currently.

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

Motion carried 5-0.

### **ORDINANCES/RESOLUTIONS**

#### **CITY COMMISSION**

#### **16. MISCELLANEOUS REPORTS AND ANNOUNCEMENTS.**

Commissioner Wolff expressed appreciation to Communications Bureau (911 Center) Manager Karen Young and Staff for allowing her to spend time with them. She commented that it was an eye-opening experience. There were calls for assistance and not enough officers to respond.

Mayor Kelly commented that it was the responsibility of the Elected Officials to educate citizens about the Public Safety Levy; however, First Responders and City staff took time to attend the Town Hall Meetings to explain to the public why a Public Safety Levy was put on the ballot. He is proud to see the extra mile that everyone involved put towards educating the voters. The community will have to live with whatever the outcome is. The Expo Park is open past 8:00 p.m. and citizens are



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allowed to be in attendance to watch the tabulation process, per the Clerk and Recorder's Office. He wished everyone running for office the best of luck.

17. **COMMISSION INITIATIVES.**

None.

### **ADJOURNMENT**

There being no further business to come before the Commission, **Mayor Kelly moved, seconded by Commissioner Tryon, to adjourn the regular meeting of November 7, 2023, at 8:00 p.m.**

Motion carried 5-0.

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Mayor Bob Kelly

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Deputy City Clerk Darcy Dea

**Minutes Approved: November 21, 2023**