

REGULAR COUNCIL MEETING ----- MAY 4, 2020

The Regular Council Meeting was called to order at 5:30 p.m. by Mayor Erickson. The following Council members were present: Heitman, Karst, Nistler, and Ozark. Those also present were City Clerk Fuhrman, City Attorney Sullivan, Assistant Chief Edwards, and Stacey Amundson. Council members Carr and Young were absent.

Mayor Erickson led the Pledge of Allegiance.

Public Comment on any agenda item: NONE

Council member Nistler made a motion approving the consent agenda including the payment of claims for May 4, 2020 in the amount of \$57,651.95, the Valley Court Apartment claims in the amount of \$1,886.39, the minutes of the April 20, 2020 Regular Council Meeting, and approval of **Resolution No. 3031** – a resolution establishing budgetary authority in the general fund for the receipt and expenditure of monies receive from Montana Aviation Research Company and TransCanada Keystone Pipeline, LP for Glasgow Community Emergency Supplies in the amount of \$25,000. Mayor Erickson tabled the recommendation from the Wage Compensation Committee on the employer insurance cap rate. The motion was seconded by Council member Ozark and carried unanimously.

Council member Karst motioned for the approval under advisement of the bid opening for the City of Glasgow's Repurchase Agreement from June 1, 2020 – May 31, 2021. First Community Bank bid 0.10% above the U.S. Treasury Bill's 26 week maturity. The motion was seconded by Council member Nistler and carried unanimously.

Council member Ozark motioned for approval to advertise bids for the Solid Waste Contract from July 1, 2020 – June 30, 2023. The motion was seconded by Council member Heitman and carried unanimously.

Council member Karst motioned for approval to advertise bids for the Fuel Contract from July 1, 2020 – June 30, 2021. The motion was seconded by Council member Nistler and carried unanimously.

There was discussion from the Ordinance Committee to add a clause to the building and fence ordinance sections requiring property pin identification prior to issuing a building permit. Council member Karst noted that in the last few years there have been disputes between neighbors over building across property lines. To alleviate this issue, identifying property pins prior to receiving a building permit will be required. As more pins are identified, the cost to survey will decrease. City Attorney Sullivan added that this is only required if the corner marks are not clearly identified and lot lines cannot be established. Cost for surveying property pins was further discussed and the committee stated it can vary. Council member Nistler stated it is the responsibility of the property owner to show the pin. Council member Heitman will contact Mike Kaiser to get an estimate on survey costs and inquire about how prevalent property pins are. Council member Ozark noted the cost should not prohibit people from building.

There was discussion from the Ordinance Committee to explore a home-based business permit process and cost. City Attorney Sullivan stated that instead of adopting an ordinance with a list of allowable home-based businesses, the committee considered establishing criteria. Council member Karst added that the process is already available for home-based businesses to ask for a zoning variance with approval from the Council. Further discussion included adding a \$25 home-based business annual fee that would be in-line with the Solicitor License fee. This would allow the three daycares that are not located in the owner's residence approval and would provide information and awareness for businesses that are available in Glasgow. Mayor Erickson added that the \$25 fee is not to deter the home-based business owners. City Attorney Sullivan added that for the present home-based businesses, the fee would be waived, but the paperwork would be required to gather information.

There was discussion from the Ordinance Committee to amend Section 4-27 to add a \$100 fee for street closure permits. Council member Karst explained the existing Street Closure Permit does not assess a fee other than a deposit. Additionally, for events, the City occasionally supplies picnic tables, garbage cans, and road barriers that add additional work for City employees. In the past, there have been no rental fees; Council member Karst noted that renting these items would generate revenue. The ADPW would be responsible for marking where the street closures are restricted to. There was further discussion related to rental fees and excluding residential street closures from the \$100 charge.

There was discussion from the Ordinance Committee regarding abandoned houses. City Clerk Fuhrman reported that the Housing Board met on April 28, 2020, where Brianna Vine from Great Northern Development and the Board discussed the demolition of the fire-damaged Feezell property located on First Avenue South. Great Northern's new, in-house funded demolition program is seeking properties with back taxes and total demolition costs between \$5,000 and \$10,000. Council member Karst added that the Ordinance Committee discussed if properties remain abandoned what the City's options are. City Attorney Sullivan needs an ordinance to allow for issuing a citation for nuisance property and is not interested in taking ownership of abandoned properties at this stage. There was further discussion on what the existing County process is for unpaid taxes and if the City and County could work together to take care of the abandoned property issues. Council member Ozark noted that there is a shortage of available lots to purchase and develop within the City.

Council member Karst motioned for approval to appoint Dan Carr as a representative on the City of Glasgow Housing Board. The motion was seconded by Council member Heitman and carried unanimously.

Unfinished Business:

-Levee Safety Committee Report – Mayor Erickson said that Levee Safety Committee met on April 29, 2020, including DPW Kompel, John Lamb, and John Bach of Interstate Engineering. The Mayor reported that after FEMA and the DNRC's mapping project, Interstate Engineering is reviewing FEMA certification for levee safety and soundness. This would include hiring a geotech firm to gather core samples. With FEMA and the DNRC's mapping information, the

City could be eligible for funds if a permit to alter the levee is required. Interstate Engineering is preparing a letter for the Council to further explain the process.

-Update on GNDC noncompetitive grant – the Housing Board met on April 28, 2020, to discuss current and future projects and Great Northern Development’s new demolition program.

-Update on Board of Crime Control Law Enforcement Grant – NONE

Mayor Erickson reported that DPW Kompel was absent from the meeting, assisting with the water transmission line break and repair. The City is in Phase I of the Governor’s reopening strategy. Offices will remain open except for the Recreation Department, pending the Governor’s orders. Playgrounds have reopened and are being disinfected daily. The Public Works and the City Clerk offices will post a notice to allow one person at a time in the office. Mayor Erickson distributed an employee directive pertaining to the Valley County Health Authority’s recommendation on travel: employees travelling to a county with confirmed COVID-19 case(s), upon return will have to quarantine for 14 days. It will consist of going to and from work, but limiting all contact with the public outside of work hours for two weeks. She also reported that Chief Gault had returned to work May 1, 2020. Mayor Erickson said the ambulance barn building project has been waiting seven months for Corp of Engineers review due to the construction within 500 feet of the levee. She has contacted Senator Tester’s office to inquire about the review delay. The mayor read a letter from Matthew Krajewski of the Corp of Engineers that stated: the technical review was performed by the Engineering Division (Geotechnical Engineering Section). The evaluation determined that any levee safety issues have been satisfactorily addressed. As the requestor, you are solely responsible for any remedial action needed to correct any deficiency in the design or construction of the requested alteration. She added that the Corp response is required since any issues would be at the City’s expense. Mayor Erickson stated that she has accepted City Clerk Fuhrman’s resignation, effective May 15, 2020. Stacey Amundson has agreed to return as the City Clerk remotely. The City will honor the remote working contract with Amundson through May 24, 2020, after which she will be added to the payroll. The Mayor stated that there are two vacant Valley Court apartments ready for tenants at the end of the week. There was a \$25,000 award from TC Energy for emergency supplies. Mayor Erickson is planning to distribute the supplies in totes next week from the Southside Fire Hall, pending all product is received. Free to the public, each tote will have almost \$50 worth of supplies: bleach, laundry soap, shampoo, soaps, deodorant, toothpaste, disinfectant cleaner, toothbrushes, and a first aid kit. She stated there are enough supplies for 400 families.

Committee Reports: There were no reports for Personnel or Cemetery.

Assistant Chief Edwards reported that Kathy Granger is continuing to work on grants including FEMA and Board of Crime Control.

Regarding the Water Committee, Mayor Erickson stated there is a break in the main transmission line located near Whatley Road. The pipe is on site and the repair is moving forward.

The Wage Compensation Committee met April 22, 2020, and will meet May 6, 2020, at 4:00 p.m. to review wage rate scenarios.

Council member Heitman reported there was a fire call on May 4, 2020, at 3:30 a.m. on First Street North. The smoke reported was dryer vent steam.

Department Head Reports:

City Attorney Sullivan reported she has thirteen hearings scheduled for Tuesday May 5, 2020. Jury trials will be held at the Civic Center to adhere to all social distancing guidelines. She has continued to work on ordinances and with the police department.

City Clerk Fuhrman reported that the City has received the CDBG agreement for the \$30,000 grant award for the Capital Needs Assessment for Valley Court.

Assistant Chief Edwards stated that Victim Services had a free popcorn giveaway on Saturday to promote and raise awareness for the program. He said calls for service have increased. The VFW had a break-in. Staffing is up with the return of Chief Gault and new patrolman, Officer Tonneson. The Police Department has vacancies for Victim Services and a Patrolman. There will be a department meeting on Monday.

Public Comment: NONE

Council member Nistler made a motion to adjourn the meeting. The motion was seconded by Council member Ozark, the meeting adjourned at 6:18 p.m.

ATTEST:

Rikki Fuhrman
City Clerk – Treasurer

Rebecca Erickson
Mayor