



# COUNCIL AGENDA

Monday, February 1, 2021 - 6 PM

The City Council will hold the meeting at the Community Center, 416 Cottonwood Avenue to allow social distancing protocols as part of the City of Deer Lodge's Coronavirus (COVID-19) transmission mitigation efforts.

**1. Call Meeting to Order | Pledge of Allegiance.**

**2. Public Comment** – Members of the audience may comment on any non-agenda item. State Statute limits the City Council from discussing any introduced item. The Council limits each person to three minutes to ensure there is sufficient time for all comments. The Council respects all comments and will have staff follow up any questions.

**3. Public Hearing.** None

**4. Consent Items** – The City Council considers all item(s) listed as consent to be considered routine and will act through one motion. There will be no separate discussion of these item(s) unless, before the City Council votes on the motion to adopt, members of the Council, staff, or the public request specific item(s) to be removed as consent for separate discussion and action.

**Minutes**

- a. Regular Meeting: January 19, 2021
- b. Special Council/Finance January 22, 2021

**Expenditures**

- a. None.

**5. Schedule of Meetings – Tentative until confirmed by Committee Chairs. Committees will need to employ social distancing protocols.**

- Board of Adjustment – February 16<sup>th</sup> at 12 PM *(if needed)*
- City Council Operations – February 8<sup>th</sup> at 5 PM
- Economic Growth & Development – February 4<sup>th</sup> at 12 PM
- Finance – February 1<sup>st</sup> at 12 PM
- Historic Preservation – TBD
- Parks and Recreation – February 9<sup>th</sup> at 4 PM
- Planning Board – February 23<sup>rd</sup> at 12 PM *(if needed)*
- Public Health & Safety – February 11<sup>th</sup> at 5 PM
- Public Works – February 23<sup>rd</sup> at 5 PM

**6. Committee Reports**

- a. City Council Operations – Rob Kersch
- b. Economic Growth & Development – Mary Hathaway
- c. Finance Committee – Dick Bauman
- d. Parks & Recreation – Amanda Bohrer
- e. Public Health & Safety – Robert Kersch
- f. Public Works – John Molendyke

**7. Board Reports**

- a. Airport Board – John Skibsrud
- b. Arrowstone Park – John Molendyke
- c. Chamber of Commerce – John Henderson
- d. Headwaters RC&D – Amanda Bohrer
- e. Historic Preservation – Mary Hathaway
- f. Landfill – Robert Kersch
- g. LEPC – Vacant
- h. Library – Amanda Bohrer
- i. Planning Board – Dick Bauman
- j. Youth Board – Amanda Bohrer

**8. Mayor and Council Concerns:** (ONLY Concerns that are not on Business Items). This is a time when Council Members or Mayor can bring a concern before the Council that is not otherwise listed on the Agenda. NO action can be taken at this time. If action is necessary, the item is put on the next meeting agenda.

**9. Business Items - The Council will act on each item after accepting public comments.**

- a. Treasurer’s Report | January Claims - Judi Whitney.  
Recommended Action:  
Receive the informational report. Accept the recommendation from the Finance Committee and approve the claims.
  
- b. Clerk Report – Cyndi Thompson  
Recommended Action: Nothing to Report  
Receive Informational Report.
  
- c. CAO – Mayor Solle  
Recommended Action:  
No Action: Applications received, and review started.
  
- d. Service Line Warranty Program  
Recommended Action:  
Report Only: Order has been placed with corrections noted and logo packet requirements.
  
- e. Ward 1 Vacancy – Mayor Solle  
Recommended Action: Two Candidates for Ward 1. Jackie Greenwood and Rand Dickson.  
Action: Question candidates and motion to select one.  
  
This position will be up for election this year, so very short term. Filing for 2021 election opens April 22<sup>nd</sup> and closes June 21<sup>st</sup>. Primary on September 14<sup>th</sup> only if there are 5+ candidates running for a single position. General Election will be November 2<sup>nd</sup>.

**10. Old Business (Old Business or Items Tabled)**

- a. None

**11. Next Meeting Announcement(s)**

- a. Regular Meeting February 16<sup>th</sup> at 6 PM.

**12. Adjournment**

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**Deer Lodge City Council meets in the PC Community Center (until further notice)**  
**416 Cottonwood Ave, Deer Lodge, MT 59722**  
**For Further Information Contact: Cyndi Thompson, City Clerk**  
**cthompson@cityofdeerlodgemt.gov | 406.846.2238**

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# CITY OF DEER LODGE

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# CITY COUNCIL MINUTES

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The City Council met on Tuesday, January 19, 2021 at 6 PM | PC Community Center

<b>Members Present:</b>	Dick Bauman, Amanda Bohrer, Mary Hathaway, John Henderson, Robert Kersch, John Molendyke, & John Skibsrud
<b>Members Absent:</b>	Ward 1 vacant
<b>Mayor:</b>	Diana Solle
<b>CAO:</b>	Trent Freeman (interim CAO)
<b>Staff:</b>	Police Chief Bender, Peter Elverum, Tom Malcomb, Judi Whitney, & Cyndi Thompson
<b>Consultants</b>	None
<b>Guests:</b>	See Sign in Sheet

**1. Call Meeting to Order | Pledge of Allegiance.**

Chairperson Kersch called the meeting to order at 6 PM. All present recited the Pledge of Allegiance.

**2. Public Comment** - Members of the audience may comment on any non-agenda. State Statute prohibits the City Council from discussing any introduced item. The Council limits each person to three minutes to ensure there is sufficient time for all comments. The Council respects all comments and will have staff follow up any questions.

a. Jackie Greenwood (resident) was present and stated she submitted a request for Ward 1 opening, she mailed a letter in and left one at the Utility Department.

b. Per Jackie Greenwood, people are speeding down California St (California & Clagget), we need a 4-way stop. Neighbors across the street have a big yellow truck blocking visual of traffic. Chairperson Kersch stated we can have Code Enforcement Officer look into this yellow truck.

**3. Public Hearing.**

a. None.

4. **Consent Items** – The City Council considers all item(s) listed as consent to be considered routine and will act through one motion. There will be no separate discussion of these item(s) unless, before the City Council votes on the motion to adopt, members of the Council, staff, or the public request specific item(s) to be removed as consent for separate discussion and action.

5. **Minutes**

- a. Regular Meeting: January 4<sup>th</sup>, 2021  
Minutes were approved unanimously.

**Expenditures**

- a. None

6. **Department Reports:** Composed Reports are in the packets.

- a. Administration/Public Works - Chairperson Kersch asked, on the 2021 Street Maintenance Project, what are the target areas of that? Interim CAO Freeman stated the following project are:
  - i. Mitchell – Chip Seal.
  - ii. West Missouri – Chip Seal.
  - iii. West Cottonwood – Chip Seal.
  - iv. Maryland – Clark to Bielenberg – Chip Seal.
  - v. 5<sup>th</sup> Street – Chip Seal, Mill/Fill.
  - vi. Berg/Vigilante – Higgins to Prairie – Mill/Fill.
- b. Police - Chief Bender read PD report as presented.
- c. Fire – Fire Chief Pierson was Absent – Chairperson Kersch stated we need to have a special Finance/Council meeting to approve the additional repairs on the Rescue Truck.
- d. Code Compliance – Compliance Offer Malcomb read report as presented. Chairperson Kersch stated we will be doing dog census starting in March 2021.

7. **Mayor & Council Concerns:** (ONLY Concerns that are not on Business Items). This is a time when Council Members or Mayor can bring a concern before the Council that is not otherwise listed on the Agenda. NO action can be taken at this time. If action is necessary, the item is put on the next meeting agenda.

- a. Interim CAO Freeman stated, need to hold a Special Finance/Council Meeting to review the additional cost of repairs on the Fire Rescue Truck. Increased expense of approximately \$5,200. Special Finance/Council Meeting has been set for Friday, January 22<sup>nd</sup> at 2pm.
- b. Member Bohrer made a concern, there is a Legislative Bill that is in Committee right now, its not up for voting on the floor yet. The number one thing that is a concern as a local Municipality, it will limit local Governing unit from making decisions that are stronger than State. It does have to do with Vaping, where are they going to stop? If they start limiting us right now. This could affect several Municipalities that made stronger vaping laws at a local level. Second concern is they are going to un-identify vaping products as a tobacco product which mean age limits won't apply. They are saying that we as a local Municipality we cannot make it stronger and this could undo the work we've already done for the Clean Air Act. Nothing we can do as a Council, but we can contact our local legislative and express our concern. (House Bill #137) (primary sponsor Ron Marshall).
- b. Chairperson Kersch asked the Council to make sure we are following State Law and we are including in our emails everyone on the Council.

**8. Business Items - The Council will act on each item after accepting public comments.**

- a. **Tablets Assigned** | Cyndi Thompson – Tablets were handed out to each Council member.
- b. **Service Line Warranty Program** | Mary Hathaway - Member Hathaway stated this is a National Contract. So instead of changing the contract about the City Logo, we should have "Logo and Identity Guidelines" packet (Attachment A), they sign and return the "Deer Lodge City Logo Request Use Form" (Attachment B) as part of the NLC Service Line Warranty Program.

Member Bohrer stated the contact information on the contract for our City is incorrect and needs to be updated as ATTN: Mayor Diana Solle, City of Deer Lodge, 300 Main Street, Deer Lodge, MT 59722, Phone (406) 846-2238, email: dsolle@cityofdeerlodgemt.gov, and approval of your contract will be pending until the Cities, "Deer Lodge City Logo Request Use Form" is received and acknowledged.

A motion was made by Member Hathaway to approve the Service Line Warranty Program, Member Bohrer seconded the motion. The vote was 6 Yea's, 1 No, 1 Vacant.

- c. **North Gateway Sign** – Trent Freeman – North Gateway Sign manufacturer chosen. Interim CAO Freeman stated that Fast Signs out of Black Eagle, Mt was chosen. The quote was presented to Economic Growth & Development on January 12<sup>th</sup> and was approved with Member Henderson making the motion and member Bohrer seconding the motion, with a unanimous vote. The sign is 16' wide by little over 9' tall, illuminated that will placed out by the carwash. The cost of the sign came in at \$7,185.69 (included shipping) which is within our budget. We do not need shipping so the cost of the sign will be little bit more than \$6,700. There's still material fees that will come out of this grant, i.e., Lumber, Electrician, Stone Base. In the meantime, we are working on establishing a lumber supplier that will be able to manufacture the wood beam needed for the sign. We will need to establish an electrician and a contractor to do the stonework. The Public Works crew will do the work on the footing. The estimated sign construction is 4-6 weeks.

**9. Old Business (Old Business or Items Tabled)**

None.

**10. Next Meeting Announcements**

- a. Regular Meeting February 1<sup>st</sup> at 6pm.
- b. Special Combined Finance/Council January 22<sup>nd</sup> at 2pm.

**11. Adjournment**

Chairperson Kersch adjourned the meeting at 6:50 PM.

Prepared By: Cyndi Thompson, City Clerk

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Diana Solle, Mayor

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Date

# CITY OF DEER LODGE

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## **\*SPECIAL\* Finance/Council COMMITTEE MEETING MINUTES**

Friday, January 22, 2021 – 2pm | Council Chambers, City Hall

**Members Present:** Mary Hathaway, & Rob Kersch  
**Members Absent:** Dick Bauman, 1 Vacant  
**Council Members:** John Henderson, John Molendyke, John Skibsrud  
**Mayor:** Diana Solle (absent)  
**Staff:** Interim CAO Trent Freeman, Judi Whitney, & Cyndi Thompson  
**Guests:** None

### **1. Call Meeting to Order**

Member Kersch called the meeting to order at 2:02PM.

### **2. Approval of Minutes**

None – Deferred to February 1st

### **3. Public Comment**

None.

### **4. New Business**

a. Fire Rescue Vehicle additional repair approval and Towing. – Interim CAO Freeman stated there are two invoices, 1 from Rocky Mountain Diesel and 1 from Mountain View Towing. The additional cost from Rocky Mountain Diesel for the engine repair was approved through Council with a total of \$22,971.35 adding the additional towing of \$576.00 for a total of \$23,547.35. Approved Council motion for just north of \$20,000. While in the shop there were electrical and brakes issues. The cost of that additional work we are seeking approval for is \$5,147.83. Member Hathaway made a motion to approve the \$5,147.83, Member Kersch seconded the motion. The vote was 2 Yea's, Zero No's, 1 Absent.

A motion was made by Member Kersch to move this item to Council, Member Hathaway seconded the motion.

Chairperson Kersch stated to Council, the Finance Committee has made a recommendation to approve the additional repair cost of the Rescue Truck in the amount of \$5,147.83. Chairperson Kersch motioned; Member Hathaway seconded the motion. The vote was 6 Yea's, Zero No's, 1 Absent, 1 Vacant. The motion was passed.

### **5. Committee Comments or Concerns: None**

### **6. Announcement of Next Meeting**

a. February 1, 2021 at 1PM, Council Chambers, City Hall

**7. Adjournment**

The meeting was adjourned at 2:13pm by unanimous consent.

Prepared by: Cyndi Thompson, City Clerk

\_\_\_\_\_  
Diana Solle, Mayor

\_\_\_\_\_  
Date

# City Council - February 1, 2021

## Financial Summary

January 2021

Project Overview	Approved Budget/Project Cost	Final Cost
nothing to report		

Revenues Include
nothing to report

Claims Include		
Fast Signs	illuminated sign (CDBG grant)	\$6,707.05
Rocky Mountain Diesel	rescue vehicle repairs (already approved and paid)	\$12,119.18

January Payables		
	Claims	\$127,411.83
	Payroll	\$126,895.05
	<b>Total</b>	<b>\$254,306.88</b>

**A motion to approve payment of the claims is requested.**



CITY OF DEER LODGE  
Claims by Vendor Report  
For the Accounting Period: 1/21

Vendor	Claim #	# of Lines	Date Accepted	Check	Amount
180 A & M FIRE AND SAFETY, INC.	CL 9459	1	01/12/21		47.00
1098 AMAZON	CL 9522	1	01/27/21		243.31
1104 CENTER POINT LARGE PRINT	CL 9521	1	01/27/21		46.74
26 CENTURY LINK	CL 9485	2	01/19/21		85.10
1196 CHARTER COMMUNICATIONS	CL 9486	11	01/21/21		634.89
	CL 9523	1	01/27/21		104.94
45 CITY OF DEER LODGE ASSIGNEE	CL 9516	6	01/25/21		91.59
1245 DAN GREEN	CL 9508	1	01/20/21		273.13
1384 DAVID G. RAY	CL 9532	1	01/29/21		100.00
304 DEPARTMENT OF LABOR AND INDUSTRY	CL 9469	1	01/13/21		31.00
	CL 9525	2	01/27/21		62.00
1419 ELVERUM LAW FIRM, PLLC	CL 9527	11	01/27/21		5,361.27
434 ENERGY LABORATORIES, INC.	CL 9473	19	01/29/21		2,695.00
1602 FAST SIGNS	CL 9500	1	01/20/21		6,707.05
9 FICKLER OIL CO.	CL 9451	1	01/08/21		64.80
1399 FREEMAN, TRENT	CL 9471	5	01/13/21		2,400.00
1466 GIRKY, ELISSA	CL 9524	1	01/27/21		180.00
1586 GLOBAL EQUIPMENT CO., INC.	CL 9529	1	01/28/21		70.99
1601 H.D. FOWLER, INC.	CL 9499	1	01/20/21		434.25
1554 HYDROMETRICS, INC.	CL 9501	1	01/20/21		328.58
	CL 9502	1	01/20/21		3,008.47
307 J.P. COOKE CO.	CL 9470	1	01/13/21		79.30
1404 Jewell, Stuart	CL 9518	1	01/27/21		239.95
654 JOE MAVRINAC LOCKSMITH	CL 9474	1	01/13/21	21235	38.00
1402 Johnson & Associates, Inc.	CL 9461	2	01/12/21		85.00
921 KOHRS MEMORIAL LIBRARY - PETTY CASH	CL 9526	2	01/27/21		87.82
429 KOIS BROTHERS EQUIPMENT CO.	CL 9515	1	01/22/21		151.23
713 LANE & ASSOCIATES	CL 9467	1	01/13/21		76.23
528 LEE'S OFFICE CITY, INC.	CL 9475	13	01/27/21		817.32
683 LICKETY PRINT	CL 9452	1	01/29/21		242.53
	CL 9534	2	01/29/21		178.00
1110 M & P Excavating, Inc.	CL 9454	1	01/08/21		3,000.00
1212 Mark Eisenbeil	CL 9456	1	01/08/21		45.98
47 MONTANA BROOM & BRUSH COMPANY	CL 9483	3	01/29/21		151.08
92 MONTANA HISTORICAL SOCIETY	CL 9520	1	01/27/21		35.00
987 MORRISON-MAIERLE CORP.	CL 9498	1	01/20/21		36.50
468 MOUNT POWELL TIRE CENTER, INC.	CL 9484	2	01/29/21		1,287.84
1345 MOUNTAIN VIEW TOWING	CL 9509	2	01/21/21	21236	576.00
30 NAPA AUTO PARTS	CL 9460	15	01/29/21		430.59
1244 NORTHWEST PARTS & EQUIPMENT	CL 9455	3	01/08/21		902.92
36 NORTHWEST PIPE FITTINGS	CL 9497	1	01/29/21		225.35
33 NORTHWESTERN ENERGY	CL 9531	36	01/28/21		19,528.04
1603 PAXXO (USA), INC.	CL 9511	1	01/21/21		426.06
1317 PITNEY BOWES, INC.	CL 9489	15	01/19/21		655.78
12 POWELL COUNTY CLERK	CL 9462	8	01/12/21		2,821.38
125 R & C HOME IMPROVEMENT	CL 9453	11	01/29/21		788.63
13 RANCHERS' AGRA SERVICE, INC.	CL 9458	1	01/08/21		230.00
1294 RDO EQUIPMENT CO.	CL 9512	1	01/22/21		473.00
	CL 9514	1	01/22/21		2,124.79
126 RENNFIELD METALS	CL 9457	1	01/08/21		11.40
	CL 9519	1	01/27/21		56.58
1599 ROCKY MOUNTAIN DIESEL, INC.	CL 9510	2	01/21/21	21237	12,119.18
28 ROME ENTERPRISES 027545	CL 9472	18	01/29/21		563.24
32 SILVER STATE POST	CL 9466	6	01/13/21		712.50

CITY OF DEER LODGE  
Claims by Vendor Report  
For the Accounting Period: 1/21

Vendor	Claim #	# of Lines	Date Accepted	Check	Amount
1497 SMITH, GEORGE	CL 9465	9	01/13/21		159.03
1373 STAHLY ENGINEERING & ASSOCIATES, INC.	CL 9464	1	01/13/21		466.00
	CL 9477	1	01/13/21		2,646.00
	CL 9478	1	01/13/21		441.00
	CL 9479	1	01/13/21		773.52
	CL 9480	1	01/13/21		3,757.73
	CL 9481	1	01/13/21		1,529.50
	CL 9491	1	01/19/21		50.00
	CL 9492	1	01/20/21		102.00
	CL 9493	1	01/20/21		985.00
	CL 9494	1	01/20/21		204.00
	CL 9495	1	01/20/21		100.00
934 Staples Credit Plan	CL 9490	4	01/19/21		313.35
1435 THATCHER COMPANY OF MONTANA	CL 9496	2	01/20/21		2,183.00
	CL 9530	2	01/28/21		2,183.00
1557 THOMPSON, GARY	CL 9528	1	01/28/21		52.96
1418 U.S. BANK COMMUNITY CARD	CL 9507	2	01/20/21		355.02
35 UNITED STATES POSTAL SERVICE	CL 9448	1	01/04/21	21164	319.35
376 UNIVERSAL ATHLETIC SERVICE	CL 9482	1	01/13/21		48.00
	CL 9533	1	01/29/21		399.00
737 UNIVISION, INC.	CL 9449	8	01/08/21		674.50
	CL 9476	1	01/19/21		828.00
	CL 9517	11	01/27/21		202.45
936 UPS	CL 9506	1	01/20/21	-99775	140.57
1401 USDA RD LOAN #92-01	CL 9503	2	01/20/21	-99772	15,765.00
1378 USDA RD LOAN #92-02	CL 9504	2	01/20/21	-99773	4,075.00
1410 USDA RD LOAN #92-04	CL 9505	2	01/20/21	-99774	11,886.00
188 UTILITIES UNDERGROUND LOCATION CENTER	CL 9463	2	01/12/21		20.41
1197 VERIZON WIRELESS SERVICES, LLC	CL 9488	9	01/19/21		360.93
	CL 9513	1	01/22/21		46.67
1432 WESTAFF, INC.	CL 9450	5	01/08/21		500.00
1242 WEX BANK	CL 9487	18	01/19/21		3,566.18
1233 ZANE A. COZBY	CL 9468	1	01/13/21		111.33
<b>Total:</b>					<b>127,411.83</b>

Diana Solle,

I would very much like  
to be on City Council for  
Ward One.

I have been wanting to be  
involved for a long time.

Please consider me for  
this position.

Jackie Heanwood  
201 Daggett St  
Deer Lodge MT  
491 0085

## Diana Solle

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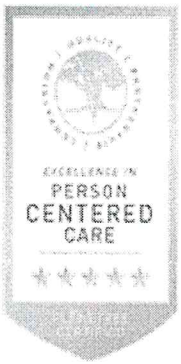
**From:** Rand Dickson <rdickson@dlmed.org>  
**Sent:** Thursday, January 28, 2021 4:35 PM  
**To:** Diana Solle  
**Subject:** Ward One Position

Dear Diana,

I reside in ward one and I would like to be considered for the vacancy on City Council. I have spent over 25 years in public service as a firefighter and paramedic. Currently, I am the Director for Powell EMS. I have a desire to help my community and if the council sees fit, I am willing to serve as a City Council member.

Thank you for your consideration.

Sincerely,



*Rand Dickson*  
EMS Director  
Office: (406) 846-7725  
Cell: (406) 740-2646  
Fax: (406) 846-2245



638 Conestoga Ln.  
Deer Lodge, MT 59722