

MINUTES OF COUNCIL MEETING
April 6, 2023, 7:00 p.m.
TOWN OF VIRGINIA CITY, MONTANA
Elks Lodge & Zoom Meeting

Council Present (via Zoom): Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, Greg Jorczyk
Absent: None

Staff Present (via Zoom): Timber Baceski Clerk/Treasurer, Robert Erdall PWO **Absent:** Eric Barsness
HPO

Public Present (via Zoom): Jim Jarvis, Mark Jacobs, Pat Jacobs, Bobbi Dirks, Kelly Rasmussen, Henry Gatewood, Monroe Gatewood

1) Call to Order: Meeting was called to order at 7:00 pm by Justin Gatewood, Mayor

2) Mayor and Commissioner's Reports/Comments:

a) Mayor Gatewood noted that this month's Council Meeting is unusual in that it is being held over Zoom. He mentioned that there may be a need for a second meeting this month.

b) Council President Dave Bacon noted that the date for the next Town Council Meeting is incorrect on the agenda. The next meeting will be held on May 4, 2023 if a second meeting is not held this month.

c) Councilmember Amy Grice stated, in regards to the current issues at the Madison County Courthouse, that the Virginia City Town Council and the Historic Preservation Advisory Committee (HPAC) Board care a great deal about the health and well-being of our County workers. Mayor Gatewood added that the Town has stood by County employees over the years as individuals have complained about health issues and dangerous conditions. Mayor Gatewood expressed his hope for it to be addressed and restored so that employees may return to a safe environment.

d) Mayor Gatewood mentioned that timers have been installed in the Virginia City Community Center to control the lights and heating system. There has been a prolonged issue of lights and heat staying on overnight; these timers will automatically shut off the lights and heat if left on.

3) Public Comments

None

4) Clerks Report:

Clerk Timber Baceski has continued to work on issuing Business Licenses for the 2023 Resort Tax Year, as well as preparing the spreadsheet for tracking Resort Tax. Clerk Baceski and HPO Eric Barsness have been working on the Final Report for the SHPO CLG Grant used to fund part of HPO Barsness' pay.

5) HPO/HPAC Report:

HPO Eric Barsness was not present; Councilmember Amy Grice gave the report on behalf on HPO Barsness.

HPO Eric Barsness has continued rewriting and organizing the Design Review Guidelines, as well as began working on a “Builder’s Bible”, which would cover the basic steps/requirements for building and general zoning regulations.

HPAC is hoping to use the extra \$2,000 in this year’s SHPO CLG Contract to create a revolving fund that would serve to assist those who may struggle financially to meet the design review requirements.

6) New Business:

a) Rasmussen Site/Zoning Permit Application

i) HPAC has recommended approval with the following conditions: out of all elevations HPAC recommended using Rear Elevation, all 5 lots being dedicated with the septic variance, and locating where the septic will be.

MOTION: To approve the Rasmussen Site/Zoning Permit Application, subject to the conditions provided by HPAC and approval of a septic system. Motion made by Justin Gatewood; Seconded by Amy Grice. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.**

b) Barsness Development Permit Application

i) There is an existing chicken coop in the proposed area; the plan is to remove the front of the building, replace the door with sliding doors and replace existing windows, and use as much of the existing siding as possible to retain the historic look. There will also be a gravel floor. HPAC recommended approval.

MOTION: To approve the Barsness Development Permit Application for a Chicken Coop. Motion made by Dave Bacon; Seconded by Amy Grice. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.**

c) Brewery Park Landscape Design

i) Mayor Gatewood mentioned the importance of returning to the feeling of privacy and seclusion in that park area. Mayor Gatewood, HPO Barsness, and Clerk Baceski met with Elijah Allen of the Montana Heritage Commission last week; Elijah Allen mentioned a sprinkler system and that the park as a whole is a priority for the MHC this spring and summer. There is no permit required for plantings, but it is a good update for the public.

d) Historic Design Review Guidelines

i) The first twenty pages of the Design Review Guidelines have been distributed. The Council will review these pages and suggest changes at a future council meeting.

ii) The process for approval of these sections of the Design Review Guidelines will go as follows: from HPAC to the Planning/Zoning Board for changes/approval, then back to HPAC for a review of those changes made by the Planning/Zoning Board, then to Council for final approval.

e) Hiring of Public Works Director

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f) Hiring of Public Works Helper

MOTION: To table Agenda Items 6e (Hiring of Public Works Director) and 6f (Hiring of Public Works Helper) until a future Council Meeting. Motion made by Justin Gatewood; Seconded by Dave Bacon. **The question was called.** The motion passed by voice vote, Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.

g) 2023-2024 CLG Contract from SHPO

i) \$6,000 go towards paying HPO Eric Barsness; an additional \$2,000 has been awarded for a project of HPAC's choice.

h) Contract Renewal – E.J. Guza & Associates

i) The contract being presented is identical to prior contracts between the Town and E.J. Guza & Associates.

MOTION: To approve the Contract Renewal with E.J. Guza & Associates. Motion made by Dave Bacon; Seconded by Amy Grice. **The question was called.** The motion passed by voice vote, Justin Gatewood, Dave Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.

i) Update on Water Project

i) Mayor Gatewood noted that there will be roughly \$100,000 in excess funding from the ARPA projects; over the next week, a list of other priorities within the confines of ARPA regulations will be made.

7) Public Works Report:

Public Works Officer Robert Erdall reported that the water tower project and corresponding electronic work should be done within a few months. PWO Erdall has been cleaning roads and culverts and preparing for the snow to melt. The Fire Department is putting together sandbags on Monday at 3:00pm.

8) Consent Agenda:

a) Minutes from March 2, 2023

i) The following changes are to be made:

- Agenda Item 2a, specify the “Virginia City Rural Fire District”
- Agenda Item 2d, take out “though”
- Agenda Item 2c-i, clarify “Montana Heritage Commission”
- Agenda Item 2d-i, change “on June” to “of June”
- Agenda Item 2e-ii, change “work” to “word”
- Agenda Item 2h, add “and” before “Roger Williams”
- Agenda Item 2h, change “appoint” to “approve”

MOTION: To approve the Minutes from March 2, 2023 as amended. Motion made by Amy Grice; Seconded by Dave Bacon. **The question was called.** The motion passed by voice vote, Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.

b) Accounts Payable, Receivable, Adjustments and Checks March 2023

MOTION: To approve the Accounts Payable, Receivable, Adjustments, and Checks for February 2023, incorrect. Motion made by Dave Bacon; Seconded by Justin Gatewood. **The question was called.** The motion passed by voice vote, Justin Gatewood, Dave Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.

c) Great West Draw

MOTION: To approve the draw and letter as presented. Motion made by Justin Gatewood; Seconded by Dave Bacon. **The question was called.** The motion passed by voice vote, Justin Gatewood, David Bacon, Amy Grice, Kacey Smart, and Greg Jorczyk in favor. None opposed.

9) Public Comment:

a) Mayor Gatewood noted that the VCRFD Cake Walk will take place this Saturday.

b) Councilmember Amy Grice mentioned that the County will hold an emergency meeting regarding the Courthouse/county workers tomorrow morning at 10:00am.

10) Adjournment

MOTION: To Adjourn. Motion made by Dave Bacon; Seconded by Greg Jorczyk. **The question was called:** Motion was passed by voice vote, all in favor. None opposed.

ADJOURNMENT:

Meeting adjourned at 8:08 pm

Respectfully submitted and attested,

Justin Gatewood
Mayor

Timber Baceski
Clerk Treasurer