

ENNIS TOWN COMMISSION
MEETING
NOVEMBER 18, 2021
7:00 P.M.
ENNIS TOWN HALL

- AGENDA:
- *Open Meeting
 - *Pledge to the Flag
 - *Minutes: Review and Vote on Minutes from November 3, 2021
 - *Public Comment(s) on Non-Agenda Matters
 - *Resolution 563-2021: Review, discussion & Vote on a Resolution setting application fees for Annexation requests.
 - *Resolution 564-2021: Review, discussion & Vote on a Resolution increasing Library employee's wages.
 - *Resolution 565-2021: Review, Discussion & Vote on a Resolution of Intent to Annex Property into the incorporated limits of the Town of Ennis.
 - *Department Reports: Library, Police, Public Works, Zoning and Clerk
 - *Mayor: Comments and report
 - *Commission Comments
 - *Claims: Review & Vote
 - *Adjourn the Meeting

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**TOWN OF ENNIS COMMISSION MEETING
NOVEMBER 03, 2021
6:00 PM
ENNIS TOWN HALL**

Open Meeting: Mayor Leavitt opened meeting at 6:01 pm

Attendees: Mayor Leavitt, Jason Schroeder, Kristy Ranson, Lisa Roberts, Cory Hardy, John Bancroft

Pledge to the Flag

Text Amendments to the Zoning Code

Discussion on status of TND, process improvement discussions, continued conversation about past meetings, discussions and recommendations from Cushing Terrell and Madison County Planning Board, Alex Hogle.

Comments in favor of leaving TND. Comments on recommendation from Cushing Terrell to keep TND.

Acknowledgment of Alex Hogle resigning/leaving the Madison County Planning Board.

Comment from Susie Sprout on her ongoing work with Cushing Terrell, working on permit applications, process flows, TND and Conditional Use Permits.

Comment from Town Attorney in favor of TND. Says the criteria and process is not that complicated and comments on working with Susie.

Roberts comments in favor of amending Conditional Use Permit. References height concerns from community.

Set to discuss with further review on November 18, 2021.

Discussion on advertisement time.

Greenbaum comments in favor of more specificity on requirements for CUP. Suggests that each amendment or resolution be drafted separately in order to continue process smoothly and to also add clarity for everyone on what exactly is being amended.

Street Repair Bonds and Zoning Fees

Ranson presents a generic example for street cut application and permit.

Discussion on what is currently being used (\$500 bond in the application). Comment that there has been no support or ordinance found to support the current \$500.

Eric Olson comments in favor of using a time period for workmanship; minimum of one year.

Reading examples from other towns.

Greenbaum says he will work on a draft if provided sufficient information from commission on how they would like to move forward. Suggests a two week turn-around for draft.

Discussion and review of current application and permit, further discussion on street bonds.

Discussion on other town processes sand permits; ie West Yellowstone

Comments on current water/sewer fees of approximately \$6,000 combined.

Discussion of requiring a primary structure on the permit; site plan review, tiered fees, possibly by square feet.

Multiple comments in favor of allowing Susie, Zoning Administrator and Nichole, Cushing Terrell continue working on this process.

Sprout comments on current fees being unreasonably low for the amount of work and time put into them.

Discussion on changing fees by resolution at next meeting.

Annexation Fees

Roberts asks Sprout annexations are currently in process.

Sprout comments (2); Riverside and property next to Madisonian.

Discussion on past annexations going through Clerk/Treasurer, training for Sprout, comment on example fees and process examples from other communities (ie Red Lodge).

Roberts requests resolution on November 18, 2021 meeting to include minimum \$500 plus \$100 per acre.

Question from Tony Treglia in audience about water rights with annexations.

Greenbaum to look into legality of creating an ordinance to require giving up water rights when annexing into Town of Ennis.

Impact Fees

Discussion on process to implement impact fees. Reference 7-6-1602 of MCA.

Someone to reach out to Kelly Lynch with Montana League of Cities and Towns to get her input on moving forward.

Business Licenses: Additions and Fees

Discussion on examples of other towns (Three Forks and West Yellowstone).

Discussion on additional fees for events, not-for-profits, vendors within events, farmer's markets, music festivals, food trucks, etc.

Discussion and comments on how to regulate licenses, industries, etc.

Discussion on short term rentals obtaining business license, their impact on the local economy. Comments in favor of requiring short term rentals be licensed with the Town of Ennis.

Comments on making updates to the ordinance, make simple and straightforward. Example of Three Forks used. Example sent to Attorney Greenbaum so he can format similar ordinance for Town of Ennis based on Three Forks format, language, etc.

Noise Ordinance

Discussion on current ordinance that is unenforceable.

Attorney Greenbaum comments in favor of details within Bozeman's ordinance as an example. Discussion on definitions within proposed ordinance.

Discussion on outdoor events, time frames for noise, business impacts.

Comments in favor of protecting businesses with live music.

Proposal of 6 am to 10 pm during the week, comments in favor of extending to midnight on Friday and Saturday nights to accommodate live music and tourism.

Discussion and review of draft proposal.

Plan to update and propose new draft at next meeting with changes mentioned above.

Library Wages

Mayor Leavitt asks if the proposed wage increase has been presented and passed by the Library Board.

Karen Ketchu states she has presented the wage increase to each board member but the vote to pass is not on agenda until Friday morning.

Roberts comments on updated job descriptions.

Ketchu comments on how she calculated proposed wages.

Mayor Leavitt comments in favor of raising the two lowest paid employees currently at 11.67 and 13.00 per hour but questions raising the top two paid employees currently at 17.00 and 21.00 per hour.

Discussion on length of employment and wage increases at budget time working within current library budget. Comments in favor

Roberts motions to have a resolution prepared for November 18, 2021 meeting.

Discussion on further reviews and wage increases for other departments.

Comment from Sprout, Town of Ennis employee, opposing the manner in which wage increases have been presented for one department and not others. Comments in favor of Library and their services but clarifies that she believes it is unfair for the library to be considered for these wage increases when there seems to be no consideration of wage increase for others, specifically based on longevity.

Bancroft comments in opposition of raising wages outside of budget time.

Multiple comments from Library Board Members, volunteers and other community members in attendance online in favor of increasing library wages.

Questions of clarification come from the audience on how the library budget is determined.

Mayor Leavitt calls to vote. All vote yes.

Ranson moves to adjourn. Bancroft seconds. All vote yes.

Meeting adjourned at 8:36 pm.

*Live recording of all Town of Ennis Public Meetings is available for viewing on YouTube at the following link or by searching “Town of Ennis Montana Public Meetings”

<https://www.youtube.com/channel/UCFA-L4QnVfTQqOD2QEOsWVA>

Blake Leavitt, Mayor

Brittney Hirsch, Deputy Clerk

RESOLUTION 563-2021

**A RESOLUTION TO CHANGE ANNEXATION FEES FOR THE TOWN OF ENNIS,
MONTANA**

WHEREAS, the Ennis Town Commission did a review of Annexation fees for the Town of Ennis, Montana at a scheduled meeting of the Commission on November 3, 2021; and

WHEREAS, The Ennis Town Commission found the current annexation fees are not adequate to cover the associated costs for review and preparation when an application for annexation is submitted.

WHEREAS, once an application is submitted work begins on processing the annexation request so the fees submitted at the time of application are non-refundable.

NOW, THEREFORE BE IT RESOLVED, that on November 18, 2021 at a scheduled meeting of the Ennis Town Commission, non-refundable application fees for annexation shall be set at: Base fee; \$500.00 plus \$100.00 per acre of the property of which application has been made for annexation. Annexation requests under an acre will be rounded up to 1 acre. Annexation requests over an acre, containing a partial acre, shall be rounded up to the next acre.

PASSED AND ADOPTED by the Ennis Town Commission of the Town of Ennis, Montana at the scheduled meeting thereof held this 18th day of November 2021.

ATTEST:

Ginger Guinn, Clerk/Treasurer

Blake Leavitt, Mayor

RESOLUTION 564-2021

A RESOLUTION TO CHANGE THE FISCAL YEAR 2021-2022 BUDGET TO INCREASE LIBRARY PERSONNEL WAGES AND WITHHOLDINGS

WHEREAS, the Ennis Town Commission reviewed proposed increases in Library personnel wages and determined said personnel shall receive hourly wage increases as follows:

	Current	With Increase
Librarian:	21.00	22.00
Youth Librarian:	17.00	19.00
Adult Librarian:	13.00	17.00
Public Service Librarian:	11.67	16.00

WHEREAS, the Ennis Town Commission identified cash reserve funds to cover the additional wage and withholding expenses.

NOW THEREFORE BE IT RESOLVED: The Library Fund spending authority shall increase in wages \$14903.20 and \$1341.29 for wage withholdings and the funds to cover said increases shall come from cash reserves.

PASSED AND ADOPTED this 18th day of November, 2021.

Blake Leavitt, Mayor

ATTEST:

Ginger Guinn, Clerk/Treasurer

RESOLUTION 565-2021

A RESOLUTION OF INTENT BY THE ENNIS TOWN COMMISSION OF THE TOWN OF ENNIS, MONTANA TO APPROVE THE ANNEXATION OF 3 LOTS SUBMITTED BY PIPPIN AND PIPPIN INVESTMENTS

WHEREAS, it appears in the best interest of the Town of Ennis that there be annexed to the said Town certain territory adjacent thereto under the provisions of MCA, Title 7, Part 43; Annexation of contiguous land by cities and towns; and

WHEREAS, a petition for Annexation of Section: S04, Township: T06S, Range: R01W, Lots 4, 5, &6 with a total of .48+/-Acres by Pippin & Pippin Investments (Ron Pippin/Managing Partner) has been submitted.

NOW, THEREFORE BE IT RESOLVED that it is the intent of the governing body of the Town of Ennis and of the municipality that the territory described be hereby incorporated by reference as is fully set forth herein, be annexed to the Town of Ennis; and

BE IT FURTHER RESOLVED that a public hearing upon said annexation shall be held as provided by law at the Town Hall meeting room on the 9th day of December, 2021 at the hour of 6:50 p.m.

PASSED BY THE ENNIS TOWN COMMISSION and approved by the Mayor this 18th day of November, 2021.

Blake Leavitt, Mayor

ATTEST:

Ginger Guinn, Clerk/Treasurer

Library Director's Report
Town Council, November 2021
K. Ketchu

Use: 125/day, October average
PC: 9 Wi-Fi 17/day, October average
Cr use: 260, month total
Programming attendance, October: 190



Dinotober with PBS Montana

Programming:

-Chris' online cooking class was outstanding. 22 participants learned how to make curry, naan and humus. The program totaled \$113, and was sponsored by Friends of the Library. We'll do another this winter.

-We also have take-away projects that serve as passive programming.

-October was *Dinotober*, PBS Montana was here for a learning event, and will be back this winter. We have partnered with PBS Montana on events such as these, as well as providing early literacy STEM kits. We had 17 families participate in the pilot kits.

-November is *Nocturnal November* for kids programming. This includes all things nocturnal for kids, and for adults, we have partnered with the Montana Learning Center in Polson. We have a starry skies data collection kit/citizen science kits that adults and families can check out to measure dark skies in Ennis; the information is entered into a national database.

-We are hosting a children's book drive to include with tags for the giving tree.

-The chamber will be holding a gingerbread house contest in the community room as well as our annual craft/cookie event for the Christmas Stroll.

Facilities:

-The fire alarm hasn't been an issue since the air has been turned off; we will continue to watch/listen.

-MVPL was selected by the Montana State Library for a broadband infrastructure upgrade. A network specialist will come in next week to look at our cabling and routers to determine how best provide more accessible internet to the community. The new system will have several outdoor drop points to increase our service radius. Even though we pay for 100mbps, even on low use days, we only get 80 wired and 20 for wireless. The upgrade is funded through ARPA.

-Our small landscaping project is on track for spring, and I'll be bringing a simplified design to you this winter

Admin:

For me, October and November are all about data reporting for the state library, creating an "annual report" for public viewing, grant searching and writing, and reporting out to last year's donors.



ENNIS POLICE DEPARTMENT

328 West Main Street PO Box 147 Ennis, Montana 59729-0147
Office: 406-682-4287 Fax: 406-848-0601 Dispatch: 406-843-5301
Email: police@ennispolice.com

MONTHLY LAW ENFORCEMENT REPORT TO THE ENNIS TOWN COMMISSION

Regular Commission meeting November 18th, 2021

A new speed sign has been ordered and Kelly is assisting with the MDOT encroachment permit. The sign will be on MT287 (West Main Street) near the 25 MPH zone. I ordered the sign with the data software kit. Once the sign is up and running the Speed Sign reports will be available and will be included with the monthly reports.

Officer Fisher is on his 5th week of field training and progressing very well. Sheriff Fortner donated one of his academy spots and if all goes well Officer Fisher should be in the Montana Law Enforcement Academy beginning January 2022 for 3 months. Thank you, Sheriff Fortner, for the donation.

I have attached the Speed Sign report for October 2021. The speed sign report is for the North Main Street sign. I have continued to include the column on the speed report called "Number of Vehicles Inside Tolerated Range". The tolerated range is set at 30 mph.

If you have any questions, comments, or concerns please ask, my door is always open, email is available, and my phone is on.

SYNOPSIS:

During the month of September 2021, law enforcement responded to 45 incidents and/or calls for service. The Ennis Police Department issued 12 citations, issued 49 warnings, issued 2 parking tickets, and fingerprinted 1 person for various non-criminal background checks.

INCIDENTS AND CALLS FOR SERVICE:

Date	Location	Agency	Nature of Call	Disposition	TIME
10/4	Charles	EPD	Suspicious Circumstances - Threats	Closed	D
10/4	E Main St	EPD	Suspicious Circumstances - Fraud	Closed	D
10/4	US287	MCSO	Aggravated Assault	Closed	N
10/5	E Fagin	EPD	Crash - Hit & Run	Closed	D
10/5	Charles	EPD	Welfare Check	Closed	D
10/5	W Main St	MCSO	Suspicious Circumstances	Closed	N
10/7	Madison	EPD/MCSO	Partner Family Member Assault	Closed	D
10/8	W Main St	MCSO	Crash - Car vs Deer	Closed	N
10/8	Charles	F&G/MCSO	Bear Complaint	Closed	D

10/9	MT287	MCSO	Crash - Car vs Deer	Closed	N
10/12	Madison	EPD	Crash - Car vs Car	Closed	D
10/12	Undisclosed	EPD	Suicidal Juvenile	Closed	D
10/13	Madison	EPD	Public Assist	Closed	D
10/13	S Third	EPD	Missing Person	Closed	D
10/13	S Charles	EPD	Standby to Assure the Peace	Closed	D
10/15	S First	MCSO	Animal Complaint	Closed	D
10/15	N Main St	MCSO	Abuse Complaint	Open	D
10/15	E Main	MCSO	Suspicious Vehicle	Closed	N
10/17	Comley	MCSO	Wildlife Complaint	Closed	N
10/18	MT287	MCSO	Crash - Car vs Deer	Closed	D
10/19	E Main St	EPD	Suspicious Circumstances	Closed	D
10/19	Beaverhead	EPD	Parking Complaint	Closed	D
10/20	Undisclosed	EPD	Child Safety Concerns - CPS	Closed	D
10/20	W Main St	EPD	Agency Assist - CHP Stolen Vehicle	Closed	D
10/20	W Main St	EPD	Suspicious Circumstances	Closed	D
10/21	E Main St	MCSO	Citizen Assist	Closed	N
10/21	W Fagin	EPD	Citizen Concerns	Closed	D
10/21	Lions Park	EPD	Camping Complaint	Closed	D
10/22	W Hugel	EPD	Agency Assist - Ambulance	Closed	D
10/22	US287	EPD	Agency Assist - Ambulance / Public Assist	Closed	D
10/23	W Hugel	MCSO	Agency Assist - Ambulance	Closed	D
10/23	N Second St	MCSO	Wildlife Complaint	Closed	D
10/25	W Main St	MCSO	Alarm	Closed	N
10/25	E Main St	MCSO	Burglar Alarm	Closed	D
10/26	Charles	EPD	Traffic Complaint - School Bus Pass	Closed	D
10/26	Charles	EPD	VIN Inspection	Closed	D
10/26	E Main St	EPD	Crash - Car vs Car	Closed	D
10/27	Charles	EPD	Suspicious Person & Circumstances	Closed	D
10/27	US287	MCSO/EPD	Traffic Complaint	UTL	D
10/28	US287	EPD	Agency Assist - Ambulance	Closed	D
10/28	Charles	EPD	Disturbance	Closed	D
10/28	Undisclosed	EPD	Child Welfare Concerns	CPS	D
10/29	Comleyville Rd	MCSO/EPD	Agency Assist - Burglar Alarm	Closed	D
10/29	W Main St	MCSO	Welfare Check	Closed	N
10/31	S First St	MCSO	DUI	Closed	N

D = Day Call 0600-1800 N = Night Call 1800-0600
35 Day Calls and 10 Night Call

EPD CITATION ENFORCEMENT SUMMARY:

Traffic Citations-

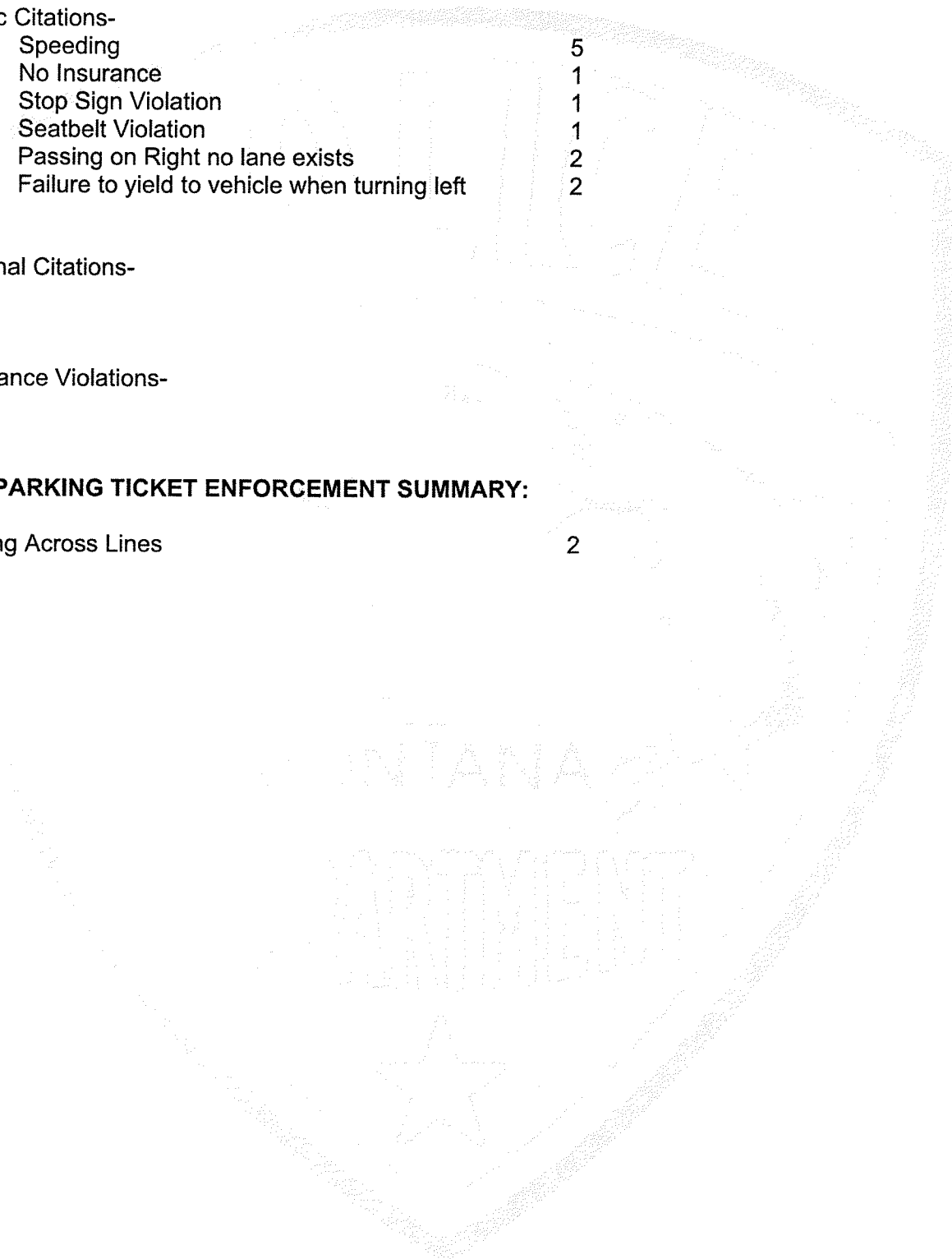
Speeding	5
No Insurance	1
Stop Sign Violation	1
Seatbelt Violation	1
Passing on Right no lane exists	2
Failure to yield to vehicle when turning left	2

Criminal Citations-

Ordinance Violations-

EPD PARKING TICKET ENFORCEMENT SUMMARY:

Parking Across Lines	2
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Custom Report

Technician Name: administrator

Location: N Main Street Southbound 300 Block

State/Province: MT

Address: 305 N Main St

Postal Code/ZIP: 59729

City: Ennis



Report Period: 10/1/2021 to 11/1/2021

		<i>Total Vehicle Count</i>	<i>Number of Speed Limit Violations</i>	<i>Number of Vehicles Respecting Limit</i>	<i>Number of Vehicles inside Tolerated Range</i>
10/1/2021	00:00:00	2,464	1,806	658	1,112
10/2/2021	00:00:00	2,177	1,585	592	967
10/3/2021	00:00:00	2,884	2,030	854	1,387
10/4/2021	00:00:00	2,865	2,031	834	1,375
10/5/2021	00:00:00	2,871	2,039	832	1,342
10/6/2021	00:00:00	2,658	1,825	833	1,169
10/7/2021	00:00:00	2,908	2,123	785	1,333
10/8/2021	00:00:00	2,254	1,629	625	990
10/9/2021	00:00:00	2,224	1,609	615	979
10/10/2021	00:00:00	584	404	180	273
10/11/2021	00:00:00	1,696	1,156	540	734
10/12/2021	00:00:00	2,550	1,837	713	1,214
10/13/2021	00:00:00	2,679	1,902	777	1,238
10/14/2021	00:00:00	2,858	1,969	889	1,330
10/15/2021	00:00:00	2,381	1,735	646	1,049
10/16/2021	00:00:00	1,912	1,398	514	869
10/17/2021	00:00:00	2,535	1,840	695	1,185
10/18/2021	00:00:00	2,504	1,746	758	1,120
10/19/2021	00:00:00	2,896	2,047	849	1,305
10/20/2021	00:00:00	2,910	2,098	812	1,347
10/21/2021	00:00:00	^H 3,381	^H 2,299	^H 1,082	^H 1,458
10/22/2021	00:00:00	2,139	1,503	636	914
10/23/2021	00:00:00	1,843	1,386	457	794
10/24/2021	00:00:00	2,233	1,585	648	1,022
10/25/2021	00:00:00	2,457	1,784	673	1,110
10/26/2021	00:00:00	2,500	1,772	728	1,099
10/27/2021	00:00:00	2,593	1,822	771	1,153
10/28/2021	00:00:00	2,744	1,925	819	1,208
10/29/2021	00:00:00	2,096	1,561	535	936
10/30/2021	00:00:00	1,757	1,251	506	802
10/31/2021	00:00:00	2,481	1,794	687	1,150
		SUM: 75,034	SUM: 53,491	SUM: 21,543	SUM: 33,964