



CITY COUNCIL MEETING AGENDA
Monday, January 3, 2022, at 7:00 p.m.
City Hall Council Chambers, 201 First Avenue East

The public can participate in person in the council chambers or via videoconferencing.

Register to join the video conference at:

https://us02web.zoom.us/webinar/register/WN_7a4OiNJqQ-2XOMPdRtiZ5Q

Public comment can also be provided via email to publiccomment@kalispell.com.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COUNCIL ADMINISTRATION

1. Outgoing Council Presentation
2. Oaths of Office
3. Council President Election

E. AGENDA APPROVAL

F. CONSENT AGENDA

All items listed on the consent agenda will be accepted by one motion. If a council member desires to discuss an item separately, the item can be removed from the consent agenda by motion.

1. Council Minutes – December 20, 2021

G. COMMITTEE REPORTS

H. PUBLIC COMMENT

Persons wishing to address the council on any issue not on the agenda are asked to do so at this time. Those addressing the council are requested to give their name and address for the record. Please see the last page of the agenda for the proper manner of addressing the council and limit comments to three minutes. **Public comment can also be provided via email to publiccomment@kalispell.com, or via video conference.**

I. REPORTS, RECOMMENDATIONS, AND SUBSEQUENT COUNCIL ACTION

Persons wishing to address the council on individual agenda items are asked to provide public comment via email to publiccomment@kalispell.com or during the meeting verbally

in council chambers or via the online meeting. Please provide your name and address for the record.

1. Economic Revolving Loan Fund Committee Appointment

This item considers the appointment of Daniel James to the Economic Revolving Loan Fund Committee.

J. CITY MANAGER, COUNCIL, AND MAYOR REPORTS (No Action)

K. ADJOURNMENT

L. RECEPTION

Please join us to thank outgoing Council members Tim Kluesner and Kyle Waterman for their service on the Council and welcome new Council members Jed Fisher and Jessica Dahlman.

UPCOMING SCHEDULE / FOR YOUR INFORMATION

City Offices Closed – December 31, 2021 – New Year’s Holiday

Next Work Session – January 10, 2022, at 7:00 p.m. – Council Chambers

City Offices Closed – January 17, 2022 – Martin Luther King Jr. Day

Next Regular Meeting – TUESDAY, January 18, 2022, at 7:00 p.m. – Council Chambers

Watch City Council sessions live on Charter Cable Channel 190 or online at the [Meetings on Demand](#) tab at www.kalispell.com.

ADMINISTRATIVE CODE
Adopted July 1, 1991

Section 2-20 Manner of Addressing Council

- a. Each person not a Council member shall address the Council, at the time designated in the agenda or as directed by the Council, by stepping to the podium or microphone, giving that person's name and address in an audible tone of voice for the record, and unless further time is granted by the Council, shall limit the address to the Council to three minutes.
- b. All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff.
- c. No person, other than the Council and the person having the floor, shall be permitted to enter into any discussion either directly or through a member of the Council, without the permission of the Presiding Officer.
- d. No question shall be asked of individuals except through the Presiding Officer.

PRINCIPLES FOR CIVIL DIALOGUE
Adopted by Resolution 5180 on February 5, 2007

- We provide a safe environment where individual perspectives are respected, heard, and acknowledged.
- We are responsible for respectful and courteous dialogue and participation.
- We respect diverse opinions as a means to find solutions based on common ground.
- We encourage and value broad community participation.
- We encourage creative approaches to engage in public participation.
- We value informed decision-making and take personal responsibility to educate and be educated.
- We believe that respectful public dialogue fosters healthy community relationships, understanding, and problem solving.
- We acknowledge, consider and respect the natural tensions created by collaboration, change, and transition.
- We follow the rules & guidelines established for each meeting.



CITY COUNCIL DRAFT MEETING MINUTES
Monday, December 20, 2021, at 7:00 p.m.
City Hall Council Chambers, 201 First Avenue East

The public was able to participate in person in the council chambers or via videoconferencing.
Public comment was also available via email to publiccomment@kalispell.com.

Video of this meeting with time stamped minutes can be found at:
<https://www.kalispell.com/480/Meeting-Videos>.

A. CALL TO ORDER

Mayor Johnson called the meeting to order at 7 p.m.

B. ROLL CALL

[Mayor - Mark Johnson: Present](#)
[Council Member - Kari Gabriel: Absent](#)
[Council Member - Sandy Carlson: Present](#)
[Council Member - Sam Nunnally: Present](#)
[Council Chair - Chad Graham: Present](#)
[Council Member - Kyle Waterman: Present](#)
[Council Member - Sid Daoud: Present](#)
[Council Member - Tim Kluesner: Present](#)
[Council Member - Ryan Hunter: Absent](#)

Staff present in Council Chambers included City Manager Doug Russell, City Attorney Charles Harball, City Clerk Aimee Brunckhorst, Development Services Director Jarod Nygren, Senior Planner P.J. Sorensen, and Police Chief Doug Overman.

C. PLEDGE OF ALLEGIANCE

D. AGENDA APPROVAL

Motion and Vote to approve the agenda as submitted.

[Council Member - Sid Daoud: Motion](#)
[Council Member - Sam Nunnally: 2nd](#)
[Mayor - Mark Johnson: Approve](#)
[Council Member - Kari Gabriel: Absent](#)
[Council Member - Sandy Carlson: Approve](#)
[Council Member - Sam Nunnally: Approve](#)
[Council Chair - Chad Graham: Approve](#)
[Council Member - Kyle Waterman: Approve](#)

[Council Member - Sid Daoud: Approve](#)



[Council Member - Tim Kluesner: Approve](#)



[Council Member - Ryan Hunter: Absent](#)

The motion passed unanimously on voice vote with Councilors Hunter and Gabriel absent.



E. CONSENT AGENDA

All items listed on the consent agenda will be accepted by one motion. If a council member desires to discuss an item separately, the item can be removed from the consent agenda by motion.

1. Council Minutes – December 6, 2021  

2. Ordinance 1869 – Second Reading - Ward Map Redistricting  

Staff recommends approval of Ordinance 1869 that realigns the Ward boundaries to reflect the population increase and shift within the City as evidenced by the Census 2020 data.

3. Ordinance 1870 – Second Reading - Bish’s RV Planned Unit Development  

Staff recommends approval of an application from Bish’s RV for a Commercial Planned Unit Development overlay on 20.94 acres at 3100 Highway 93 South.

Public Comment

Mayor Johnson opened public comment on the consent agenda. Seeing none, he closed public comment.

Motion and Vote to approve the consent agenda as presented.

[Council Member - Tim Kluesner: Motion](#)

[Council Member - Sandy Carlson: 2nd](#)

[Mayor - Mark Johnson: Approve](#)

[Council Member - Kari Gabriel: Absent](#)

[Council Member - Sandy Carlson: Approve](#)

[Council Member - Sam Nunnally: Approve](#)

[Council Chair - Chad Graham: Approve](#)

[Council Member - Kyle Waterman: Approve](#)

[Council Member - Sid Daoud: Approve](#)

[Council Member - Tim Kluesner: Approve](#)

[Council Member - Ryan Hunter: Absent](#)

The motion passed unanimously on roll call vote with Councilors Hunter and Gabriel absent.

F. COMMITTEE REPORTS - None.



G. PUBLIC COMMENT

Persons wishing to address the council on any issue not on the agenda were asked to do so at this time. **Public comment was also available via email to publiccomment@kalispell.com, or via video conference.**

Mayor Johnson opened general public comment. Seeing none, he closed public comment.

Public comment sent to publiccomment@kalispell.com can be found at:
<https://time.ci.kalispell.mt.us/WebLink/Browse.aspx?id=128274&dbid=0&repo=Kalispell>.

H. REPORTS, RECOMMENDATIONS, AND SUBSEQUENT COUNCIL ACTION

1. [Stillwater Crossing Final Plat and Subdivision Improvement Agreement](#)  
Staff recommends approval of a final plat request and subdivision improvement agreement from WGM Group for a 2-lot subdivision on 13.55 acres at 430 Stillwater Road.

Senior Planner P.J. Sorensen provided the staff report on this application.

Councilor Kluesner began questions for staff related to timing of phasing.

[00:07:35](#) Councilor Daoud continued questions.

Public Comment

Mayor Johnson opened public comment. Seeing none, Johnson closed public comment.

[00:08:06](#)

Motion and Vote to approve the final plat and subdivision improvement agreement for Stillwater Crossing Phases 2 and 3.

[Council Member - Sam Nunnally: Motion](#)

[Council Member - Kyle Waterman: 2nd](#)

[Mayor - Mark Johnson: Approve](#)

[Council Member - Kari Gabriel: Absent](#)

[Council Member - Sandy Carlson: Approve](#)

[Council Member - Sam Nunnally: Approve](#)

[Council Chair - Chad Graham: Approve](#)



[Council Member - Kyle Waterman: Approve](#)

[Council Member - Sid Daoud: Approve](#)

[Council Member - Tim Kluesner: Approve](#)

[Council Member - Ryan Hunter: Absent](#)

The motion passed unanimously on roll call vote with Councilors Hunter and Gabriel absent.

2. [Northland Phase 5D Final Plat and Subdivision Improvement Agreement](#)  
Staff recommends approval of a final plat request and subdivision improvement agreement from WGM Group for a 40-lot residential subdivision on 7.71 acres at the western end of Northridge Drive.

Senior Planner P.J. Sorensen provided the staff report on this application.

[00:11:05](#) Councilor Kluesner asked about how parks-in-lieu funds can be utilized.

Public Comment

Mayor Johnson opened public comment. Seeing none, he closed public comment.

[00:12:13](#)

Motion and Vote to approve the final plat and subdivision improvement agreement for the Northland Subdivision Phase 5D to include the cash-in-lieu payment for parks.

[Council Member - Sid Daoud: Motion](#)

[Council Chair – Sandy Carlson: 2nd](#)

[Mayor - Mark Johnson: Approve](#)

[Council Member - Kari Gabriel: Absent](#)

[Council Member - Sandy Carlson: Approve](#)

[Council Member - Sam Nunnally: Approve](#)

[Council Chair - Chad Graham: Approve](#)

[Council Member - Kyle Waterman: Approve](#)

[Council Member - Sid Daoud: Approve](#)

[Council Member - Tim Kluesner: Approve](#)

[Council Member - Ryan Hunter: Absent](#)

The motion passed unanimously on roll call vote with Councilors Hunter and Gabriel absent.

3. [Opioid Settlement Agreements](#)  

Staff recommends that Council review and discuss the settlement agreements to decide whether the City of Kalispell should participate in the settlement agreements.

City Manager Doug Russell provided background on this item.

[00:14:58](#) Councilor Carlson began questions for staff related to participation.

[00:16:52](#) Councilor Graham continued questions.

[00:19:13](#) Councilor Kluesner continued questions related to participation by other municipalities and how the money would be allocated.

[00:23:17](#) Councilor Waterman asked about the intent of the County Commission.

Public Comment

Mayor Johnson opened public comment on this item. Seeing none, he closed public comment.

Bill Rossbach, Public Comment

Mr. Rossbach explained he is an attorney in Missoula and represents the Attorney General's office. He explained the sliding scale that would be used for this settlement, saying the more participation by counties and municipalities the more money the state would receive. He then spoke regarding allocations and then went into how the money must be used. Mr. Rossbach then reported that 45 out of 50 states have already signed on and said he was involved in the development of the agreement. He spoke to the expected time frame to receive funds.

Seeing no further public comment, Mayor Johnson closed public comment.

[00:31:25](#)

Motion for the city of Kalispell to join in the opioid settlement agreements as stated in the memorandum.

Council Member – Tim Kluesner: Motion

Council Member – Kyle Waterman: 2nd

[Discussion on the motion.](#)

Vote on the motion.

[Council Member - Sid Daoud: Motion](#)

[Council Member - Kyle Waterman: 2nd](#)

[Mayor - Mark Johnson: Approve](#)

[Council Member - Kari Gabriel: Absent](#)

[Council Member - Sandy Carlson: Approve](#)

[Council Member - Sam Nunnally: Approve](#)

[Council Chair - Chad Graham: Approve](#)

[Council Member - Kyle Waterman: Approve](#)

[Council Member - Sid Daoud: Disapprove](#)

[Council Member - Tim Kluesner: Approve](#)

[Council Member - Ryan Hunter: Absent](#)

The motion passed with Councilor Daoud opposed and Councilors Hunter and Gabriel absent.

I. CITY MANAGER, COUNCIL, AND MAYOR REPORTS (No Action)

- No work session scheduled for December 27, 2021. Next meeting will occur January 3, 2022.

[00:43:54](#) Councilor Carlson asked whether photos would be taken at the January 3, 2022, meeting. (Staff will inform council.)

[00:44:24](#) Councilor Waterman talked about his experiences working on Council and what a learning experience it has been. He said he appreciates serving with the other Council members. He looks forward to continuing with community service as a citizen. He talked about how the community has solved many problems and partnerships should be supported. He then spoke to the importance of having conversations with the Health Board about issues such as the opioid crisis and behavioral health. He then spoke regarding feeling pride over the passage of a County septage treatment biosolids composting facility plan with 2 million dollars through the Flathead City-County Board of Health. This facility could be a regional solution. Councilor Waterman explained he wished the Council would have had a chance to talk about the pedestrian plan while he was on council. He would like council to consider where bike lanes can go throughout the community. He would prefer a bike lane on 1st Avenue East to try to get bike traffic off Main Street. He thanked Council and wishes the remainder of the Council the best.

[00:48:48](#) Councilor Graham said it has been great working on the Council with Councilor Waterman and spoke to Councilor Waterman's assets. Councilor Graham then spoke to serving with Councilor Kluesner and wished him well.

[00:50:40](#) Councilor Kluesner spoke to his experiences serving on the Council over the past 16 ½ years and what a learning experience it has been. He thanked staff members, the Mayor, current Council members as well as past Council members and Mayors.

[00:57:26](#) Councilor Nunnally spoke to working with Councilors Kluesner and Waterman.

[00:58:07](#) Councilor Daoud thanked Councilors Kluesner and Waterman saying he has learned a lot from each of them. Councilor Daoud then spoke to the apartment buildings and multi-family housing that has been approved by Council over the past year, speaking to how that may have been positively impacted by the reduction in impact fees.

Councilor Daoud then spoke to the opioid settlement agreement item that was on the agenda.

[01:01:55](#) Mayor Johnson spoke to the work that Councilor Waterman has done in the past four years and said he looks forward to seeing what he accomplishes in the future. Mayor Johnson spoke to the discussions he has had over the years with Councilor Kluesner and how he has learned from him. He then said government is not the answer and the biggest things accomplished have included looking to the community for solutions. He then pledged to the new Council members that he will work to provide a welcoming environment for them. Mayor Johnson then wished everyone a Merry Christmas and Happy New Year.

J. ADJOURNMENT

Mayor Johnson adjourned the meeting at 8:04 p.m.

Aimee Brunckhorst, CMC
City Clerk

Minutes approved on, 2022

UPCOMING SCHEDULE / FOR YOUR INFORMATION

City Offices Closed – December 24, 2021 – Christmas Holiday

City Offices Closed – December 31, 2021 – New Year’s Holiday

Next Regular Meeting – January 3, 2022, at 7:00 p.m. – Council Chambers

Next Work Session – January 10, 2022, at 7:00 p.m. – Council Chambers

Watch City Council sessions live on Charter Cable Channel 190 or online at the [Meetings on Demand](#) tab at www.kalispell.com.



City of Kalispell

Clerk's Office

201 First Avenue East, PO Box 1997, Kalispell,

Montana 59903

(406) 758-7756 cityclerk@kalispell.com

REPORT TO: Doug Russell, City Manager

FROM: Aimee Brunckhorst, CMC, City Clerk & Communications Manager

MEETING DATE: January 3, 2022

RE: Economic Revolving Loan Fund Committee Appointment

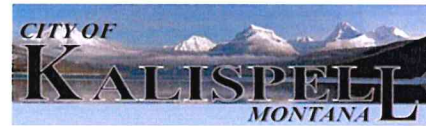
The Economic Revolving Loan Fund Committee is a five-person board with three-year terms with preference given to those involved in financial institution lending and to those holding a CPA, an accountant, or a Commercial Insurance Agent. The Committee created in 2003 with [Resolution 4780](#), is tasked with reviewing loan applications for Economic Development Revolving Loan Funds.

The Committee has one vacancy due to a resignation with a term expiring April 30, 2024, and one new applicant. Appointments are made by the Mayor with the approval of Council.

RECOMMENDATION: Mayor Johnson appoint, with the approval of Council, Daniel James to the Economic Revolving Loan Fund Committee.

ATTACHMENT: Daniel James Application

**CITY OF KALISPELL
APPLICATION FOR ADVISORY BOARDS,
COMMITTEES & COMMISSIONS**



BOARD, COMMITTEE, COMMISSION APPLYING FOR: Economic Revolving Loan Fund Cor

NAME: Daniel James

STREET ADDRESS: 1845 Highway 93 South.

CITY: Kalispell, Montana 59901

CONTACT PHONE #: 406-758-0428

E-MAIL: djames@whitefishcu.com

PLEASE PROVIDE THE FOLLOWING INFORMATION
(attach a separate sheet if necessary)

Current Occupation: Commercial Loan Officer

Current Employer: Whitefish Credit Union

Organization(s) of which you are currently a board member:

No active organizations, currently.

Why are you interested in serving this board, committee, or commission:

Volunteering my time to give back to the City of Kalispell. I would be interested in helping to provide financial and lending expertise, to the committee, to help review and make recommendations on loan proposals.

Detail any education, knowledge, or experience you have which would be beneficial to this board, committee or commission:

University of Montana Alumni, with a Bachelor of Science in Business Administration. I have been in the lending field for nineteen years. I have underwritten and closed commercial loans for seventeen of those years.

DATE: 12/15/2021

SIGNATURE: _____

**** Please return your completed application to the Kalispell City Clerk, P.O. Box 1997, Kalispell, MT 59903. Applications may also be sent by email to cityclerk@kalispell.com, or submitted in person at 201 1st Avenue East.**