



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	03/06/2024	Department	City Clerk
Agenda Item	4a Approval of Council Minutes from February 21, 2024		
Est. Cost			

Background Information	Please see the attached documentation		
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Requested Action	"I move to approve the minutes from the February 21, 2024 regular meeting of the Gardiner City Council"		
City Manager and/or Finance Review	City Manager Approves		
Council Vote/ Action Taken			
Departmental Follow-Up			

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____



**COUNCIL MEETING MINUTES
GARDINER CITY COUNCIL
WEDNESDAY, February 21, 2024
6:00PM PUBLIC MEETING**

1. ROLL CALL / PLEDGE OF ALLEGIANCE:

City Council Present: Mayor Hart, Councilor Cusick, Councilor Greenleaf, Councilor Berry, Councilor Babcock, Councilor Brown, Councilor Grant, Councilor Dolley.

City Employees Present: Andrew Carlton- City Manager, Hailee Lovely- Deputy City Clerk, Denise Brown- Finance Director, John Cameron- Public Works Director, Todd Pilsbury- Chief of Police, Melissa Lindley- Economic Development Director, Rick Sieberg- Fire Chief, Dawn Thistle- Library Director.

Others Present:

2. PUBLIC COMMENT (anything not on the Agenda): There were no comments.

3. PETITIONS / PUBLIC HEARINGS PETITIONS / PUBLIC HEARINGS:

- a. Public Hearing regarding The Designation of a Municipal Tax Increment Financing District Known as the "Commonwealth Omnibus Municipal Development and Tax Increment Financing District". What time did the hearing open? Even an estimate.
Mayor Hart opened the public hearing at 6:05pm. George Trask introduces himself as a 35-year resident of Gardiner. He feels that this proposed TIF district is not needed and should not happen. Gardiner is going to need a new municipal building. There is property in this district that he feels would be appropriate for a new building. He feels that the City should buy this property and if the proposed TIF is approved, that will not be an option. Mr. Trask also expressed that he feels that this TIF will put the city too close to the allowed 5%, which would prohibit any other areas to be added. He feels that Brunswick Ave/201 should be the area to focus on for Tax Increment Financing, not a block of properties in the middle of the city. Mayor Hart closed the public hearing at 6:17 pm.

4. NEW BUSINESS:

- a. Approval of Council minutes from February 7, 2024
Action: Councilor Grant moved to approve the Council meeting minutes from February 7, 2024. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.
- b. ~~Approval of a Mayoral Proclamation~~
Struck
- c. Approval of The Designation of a Municipal Tax Increment Financing District known as the "Commonwealth Omnibus Municipal Development and Tax Increment Financing District."
City Manager Carlton- TIF districts have provided the city with funds, that have enabled many improvements to the city. Councilor Grant asked how the city has been utilizing TIF funds, and
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how have those funds benefited the city. In FY24 TIF funds were utilized to pay towards a new firetruck, providing financial support to both Johnson Hall and the Boys and Girls club.

Action: Councilor Brown moved to approve the “Commonwealth Omnibus Municipal Development and Tax Increment Financing District.” Seconded by Councilor Dolley. Further discussion led to Councilors Brown and Dolley withdrawing their motions. This proposal will be tabled until the next council meeting to be held on March 6, 2024.

d. Dedication of the Annual Report

Propose we dedicate it to the downtown businesses

Action: Councilor Cusick moved to approve the dedication of the Annual Report to the Downtown Businesses. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.

e. Awarding of the Spirit of America Award

Mayor Hart suggested that the award go to Karen Adrien. Councilor Greenleaf suggested Kathy Cutler because of all the amazing attributes she brings to the City of Gardiner. Councilor Brown said Karen Adrien is a very humble women, she has transformed this city into an amazing art community. The question was raised about whether the award could be given to multiple individuals or not. City Manager Carlton will look into this for the next meeting.

Action: Tabled

f. Appointments to the Public Works Advisory Committee

Action: Councilor Babcock moved to approve appointing Tim Cusick, Rusty Greenleaf, Kathy Singh, Kevin Martin, and Alex Smith to the Public Works Advisory Committee. Councilor Dolley seconded the motion. No further discussion. Unanimously approved.

g. Approval of the 2024 Goals of the Gardiner City Council

Action: Councilor Grant moved to approve the 2024 Goals of the City Council. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.

h. Approval of the 2024 City Council Meeting Guidelines

Action: Councilor Babcock moved to approve 2024 City Council Meeting Guidelines. Councilor Grant seconded the motion. No further discussion. Unanimously approved.

i. Approval to submit a letter of intent to apply for a Community Development Block Grant

Melissa Lindley- This is a letter to let the community know we want to apply for this Block Grant. It is not us applying to anything. Councilor Grant says this is a great idea.
Action: Councilor Brown moved to approve the letter of intent to apply for a Community Development Block Grant. Councilor Babcock seconded the motion. Unanimously approved.

j. Approval to commit ARPA funds to a website redesign.

Melissa- the city website is clunky and hard to find information. There are a lot of reasons to make the change. Councilor Berry asked how much ARPA funds we have left? City Manager Carlton replied around \$12,000.00.

Action: Councilor Greenleaf moved to approve committing ARPA funds to a website redesign. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.

5. DEPARTMENT HEAD REPORTS:

6. CITY MANAGER REPORT:

Today I met with Managers from Litchfield and Richmond to talk deeper into more regionalization efforts between the towns. Chief Sieberg joined us, and we talked about things ranging from Police/Fire/Ambulance, the Dam, Technology, etc. These will be ongoing discussions as we move forward. Right now, the focus has shifted to budget, budget, and more budget. This is a tedious process that takes a significant amount of time but is one of my favorite things to do as part of my role. I am forever grateful that we have the Department Heads we do as they look out not only for their own departments but also for the City. Furthermore, there is no way we could undertake this work without Finance Director Brown. I say this all the time, but she really is the best. Certainly, there has been a lot of Wastewater in my life but as our consultants get more comfortable at the treatment plant, I am able to step away a bit more and focus more time back on City Hall. Just an update that KVCOG has a new Executive Director-Joel Greenwood. We contract with KVCOG for planning and some facilitating services, which Mr. Greenwood does. We will be reaching out to see how this is going to be impacting our services with KVCOG. Lastly, I have to say while we haven't had a lot of winter storms a big thank you to our B/G and PW staff.

7. COUNCIL REPORT:

***Mayor Hart:** Thank you everyone for being willing to work through the issues. Speaks to what a strong council we have. Thank you for your work February 3rd, 2024.*

***Councilor Brown:** Thank you staff for the reports. As we are moving into the sidewalk situation, are there plans for the trees downtown? City Manager Carlton replied that there is no plan set yet.*

***Councilor Greenleaf:** Thank you, department heads. Do we have any updates on streetlights? City Manager Carlton replied that we have had about 12 fixed. Looking at around April for more fuse kits.*

***Councilor Cusick:** Nothing to report.*

***Councilor Berry:** KVCOG we did that on Tuesday. Tomorrow night is the vote on First Park.*

***Councilor Babcock:** Nothing to report.*

***Councilor Dolley:** Nothing to report.*

***Councilor Grant:** I was approached by the director of Chrysalis Place who said they sent a couple of letters to thank the city and they may be requesting additional funding.*

8. EXECUTIVE SESSION:

9. ADJOURN:

Action: Councilor Berry moved to adjourn the meeting at 7:30pm. Councilor Cusick seconded the motion. No further discussion. Unanimously approved.