

Colstrip Local Government Review Commission

Meeting Minutes

October 13, 2025

1. Call the meeting to order.

- a. Meeting called to order at 6:32 pm by Chairman Todd Olmstead

2. Roll Call

- a. Present-Study Commissioners Todd Olmstead and Dan Batie
- b. Present-Ex-officio Member Michelle Richards
- c. Absent – Study Commissioner Zane Longacre

3. Approval of Minutes of the Previous Meeting

- a. Dan Batie moved and Todd Olmstead seconded to approve the minutes of the August 13, 2025 meeting. Motion carried with all in favor.
- b. Dan Batie moved and Todd Olmstead seconded to approve the minutes of the September 8, 2025 public hearing. Motion carried with all in favor.

4. Correspondence or Study Commission Update - None

5. Unfinished Business

- a. Distribution of Public Survey – Todd will make edits as discussed at the September 8th meeting and email to Michelle. The survey will also be available online using a QR Code. Dan motioned to mail the surveys and utilize a school organization to take them door to door. Todd seconded the motion. Motion carried. Todd will contact the school. Michelle will get the surveys printed and mailed out and also have it available online on the city's website.
- b. Information Booth-Utilize a bazaar/craft show, etc or other community event

6. New Business

- a. Compilation of Information from Public Hearing – Set up work session prior to December 8th regular monthly meeting to review comments from public hearing and the surveys
- b. Setup Interviews of City Employees – A list of questions needs to be developed – The commission reviewed sample questions from MSU Local Government Center – Decided will use public survey except for question 9. 3 different days will be chosen so as not to interrupt city operations and spread the employees out over those days - Dan moved to pick three days over a 3 week period to interview city employees and utilize the public survey with the exception of question 9 – Todd seconded. Motion carried.
- c. Interviews of other city residents – No formal interviews at this time but will leave open for discussion

- d. Schedule Work Session for Ideas from Public Hearing – Dan moved to schedule a work session on December 1, 2025. Todd seconded the motion. Motion carried,

7. Other scheduled matters

8. Public Comment

- a. Based on the comments from the September 8th public hearing, Dan wonders if it would work or cause dissension of the idea of having both a Mayor and a Manager - Todd responded a document would be necessary to detail duties, powers and role of each position – Todd feels a Public Relations Officer or similar position would be very beneficial – Dan still very much wants to visit with another city in Montana that has a Manager

9. Announcements

- a. Work Session on December 1st at 6:30 pm. The next meeting of the commission will be November 10, 2025 at 6:30 pm.

10. Adjournment

- a. Todd moved to adjourn the meeting. Dan seconded the motion. Chairman Olmstead adjourned the meeting at 7:45 pm.