

**A COMMISSION MEETING OF JULY 20, 2015 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Chairman Poss called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Poss asked everyone to stand and say the Pledge to the Flag.

**ROLL CALL**

Present were Commissioners Byerly, Gremaux, Hewitt, Poss, Putnam and Turk. Commissioner Doney was absent.

**APPROVAL OF MINUTES**

Commissioner Putnam made the motion to approve the July 6, 2015 minutes as corrected and Commissioner Hewitt seconded the motion. The motion passed unanimously.

Commissioner Byerly made the motion to approve the July 8, 2015 special meeting minutes as presented and Commissioner Turk seconded the motion. The motion passed unanimously.

**COURTESIES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Turk reported that she attended the most recent Library Board meeting. The Library did receive the County contribution in June. There are 160 adults and 33 youth signed up for the Summer Reading Program. The windows are done and the blinds are in Helena being fixed and repaired. There was an election of officers and Ms. Mary Freize was elected Chairperson and Ms. Blanche Chapman was elected Vice Chairperson.

Commissioner Gremaux reported that he attended the most recent 911 Board meeting. One of the issues discussed was the current phone system and the problems with it and how they are working with the company.

Commissioner Putnam reported that there was not a Central Montana Foundation meeting in July.

Commissioner Hewitt reported on the Airport Board that she recently attended. There was discussion on the budget and it appears that it is on track for the year. There was also discussion regarding the frontage road and if a traffic count could be done.

## **CITY MANAGER REPORT**

City Manager Kevin Myhre reported on the following issues:

The new fairgrounds water and sewer system seems to be working well and ready for the upcoming fair. The contractor has been working to get the concrete in front of the Trade Center poured this week. The Fairgrounds staff have made some plumbing changes to reduce sources of water leaks at the facility.

The City's parks contractor, Rick Sandor, has facilitated and funded a new irrigation system for the front law of the City Complex. Alpine Floral installed the system. The lot is very difficult to water due to the shape of the lawns and the walkways.

The Machler/Spring Creek Restoration Project has received approval from FEMA to make the necessary changes to the Flood Plain maps for the project. That has a major hurdle and allows the project to move forward. They are hoping to begin this winter.

Park and Recreation Director Jim Daniels is working with Allied Steel to find a solution to the water crossing the sidewalk in the park. It worked much better when it was first installed now it seems to hold water regularly.

The City Attorney has worked with Vicki Eades and a release has been signed by her and the property owner for the placement of animals on the property.

The Chamber's Charlie Russell Dinner Train has been featured on the show "Craziest Restaurants in America" Season 1, Episode 6. It is a very good segment and should be a great promotion for the area. The City Manager will forward the segments to Commissioners.

The Library will be closing at noon on July 23<sup>rd</sup> for Lewistown Fair Day. The employees will be taking vacation leave.

## **REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:**

1. . Annual Report from the Council on Aging (COA).

Mr. Myhre introduced Ms. Susan Lear, the Executive Director of the Council on Aging, gave a short report from the last year. Ms. Lear reported that the Council on Aging has had a good year, ending at 84% of our budget. They have done repairs to the roof, plumbing, furnaces and the grease trap. Ms. Lear commented that she hoped everyone has noticed our new landscaping, the raised garden bed behind the building and the tidy, usable patio area. The Treasure Depot has expanded. Ms. Lear commented that the COA has been moving the money set aside for the roof replacement in accordance with the lease with the City to the Central Montana Foundation where it has the potential of gaining more interest. Ms. Lear stated that lastly the City has granted permission for the COA to install a retracting awning for the patio and there is a group that has expressed interest in helping with this, so that the patio can be used to its full potential. Ms. Lear asked if there were any questions. Mr. Myhre thanked Ms. Lear for giving the report.

2. Public hearing to hear comments on the submission of a community development block grant (CDBG) application to provide housing opportunities for low to moderate income families in Lewistown.

Chairman Poss opened the public hearing to hear comments on the submission of a community development block grant (CDBG) application to provide housing opportunities for low to moderate income families in Lewistown. Mr. Myhre explained that Ms. Kathie Bailey and Mr. Craig Flentie with

Snowy Mountain Development Corporation (SMDC) were here to talk about the application and the process. Mr. Craig Flentie explained that the Montana Department of Commerce changed significantly how they administer community block grants for housing renewal or housing rehab. Prior to the change the community would apply for a block of money with 17 to 20 projects in mind. Mr. Flentie explained that now the new administration manual is out and outlines the process. The community now applies and becomes certifiable and if the application is accepted the community is then eligible for a five year period to submit housing renewal projects for low to moderate income individuals that own a single family residence one at a time. Mr. Flentie explained that if the City would like to proceed and submit an application then the City would be the applicant, SMDC would do the administration and it has to involve a Certified Housing Development Organization to do some financial counseling for those individuals that would apply for the grant. The Certified Housing Development Organization will be Neighborworks out of Great Falls. Mr. Flentie explained some of the items that need to be completed prior to submitting the application. Ms. Bailey explained that depending on how much work is done on the house depends on the payback period. Ms. Bailey further explained that the flow of money to the City will be similar to other CDBG programs. Ms. Bailey explained that SMDC will be helping to prepare the draws and to make sure that the Finance Officer knows what needs to be paid and when to pay it because there is a three day turn around on payment. Ms. Bailey explained that having Neighborworks involved is a federal regulation and that one must be certified to do the financial counseling with mortgages and liens. Ms. Bailey stated that Ms. Maureen Rude with Neighborworks is available to be called in for questions and Neighborworks is considered a third party in this process. Commissioner Poss asked for questions. There being none, the public hearing was closed.

3. Discussion and action on Resolution No. 3883, a resolution authorizing the submission of a community development block grant (CDBG) application to provide housing opportunities for low to moderate income families in Lewistown

Mr. Myhre commented that the third paragraph of the resolution appears to be incomplete. Ms. Bailey stated the resolution needs to state that you are a legal authority and the ability to oversee the CDBG program. Finance Officer Nikki Brummond read the following correction: "The third whereas will state that the City of Lewistown has the legal jurisdiction and authority to make application and to oversee administration of the CDBG housing program. Commissioner Hewitt made the motion to approve Resolution No. 3883, a resolution authorizing the submission of a community development block grant (CDBG) application to provide housing opportunities for low to moderate income families in Lewistown and Commissioner Byerly seconded the motion. Commissioner Poss asked for comments from the public and Commission. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on authorizing the Parks and Recreation department to apply for a tourism grant to fund the third water slide plume instead of a multi season ice/pool restroom & concession facility

Mr. Myhre explained that at a couple of Commission meetings ago the Commission approved making application for a tourism grant to help fund a multi season ice/pool restroom and concession facility. Mr. Myhre further explained that the estimated cost for that project is about \$250,000. Mr. Myhre stated that after further discussion with the Friends of the Pool and the Ice Skaters Association it was determined that they would have to fund 33% of the grant and the Ice Skaters group would not be able to come up with enough funding for their half of the match. Since the pool improvement bids came in high the Friends of the Pool decided to make application for the tourism grant and use the funds that are already being spent for the pool improvements as the necessary matching funds. Commissioner Putnam made the motion to approve authorizing the Parks and Recreation department to apply for a tourism grant to fund the third water slide plume instead of a multi season ice/pool restroom & concession facility and Commissioner Gremaux seconded the motion. Commissioner Poss asked for comments from the audience and commission. Commissioner Hewitt stated that in her opinion and the multi season facility is more

important than the third plume at the pool. There being none, the question was called for and those Commissioners voting in favor were: Byerly, Gremaux, Poss, Putnam and Turk. Commissioner Hewitt voted against and Commissioner Doney was absent.

5. Semi- annual City Manager Review – the meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

Chairman Poss stated that now is the semi-annual City Manager Review and the City Manager has requested that the meeting be closed. The meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

**CITIZENS' REQUESTS**

There were none.

**COMMISSIONER'S MINUTE**

There were none.

**ADJOURNMENT**

Chairman Poss adjourned the meeting.

Dated this 20<sup>th</sup> day of July, 2015.

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Rick Poss, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk