

**A COMMISSION MEETING OF OCTOBER 19, 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, Doney, Gremaux, Hewitt, Poss, Putnam and Turk.

**APPROVAL OF MINUTES**

Commissioner Hewitt made the motion to approve the October 5, 2015 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 Doney reported that she was unable to attend the recent Study Commission meeting. Commissioner Doney stated that she talked with the secretary beforehand and after the meeting and they were to review a charter from another community but did not receive the paperwork so will be reviewing it at the next meeting.

Commissioner Turk reported that the Library Board meeting was on October 10, 2015 and she was unable to attend. There was some discussion on the repairs to the exterior of the Library and it can be done in sections.

Commissioner Byerly reported that he attended the recent Study Commission meeting and there were six citizens in attendance. Commissioner Byerly also reported that he attended the Recharge Our Community (ROC) meeting. Commissioner Byerly stated that it will be interesting to see the outcome and there seems to be some really good energy. Commissioner Byerly commented that there were a lot of different people in attendance and this is a three year commitment. Commissioner Byerly explained that the whole group is split into five to six groups and each have a different focus. Commissioner Byerly stated that there appears to be a nice cross section of citizens from the area.

Commissioner Gremaux reported that the business license subcommittee will be meeting on October 22, 2015 at 5:30 p.m. in the upstairs meeting room at the library.

Commissioner Putnam reported that the Park and Recreation Board met the first Wednesday of the month and it was a simple agenda. There was not a lot of new business and Commissioner Putnam did ask that at the next meeting the Park and Recreation Board look at some goals. Commissioner Putnam further explained that one of her goals is more work up at East Fork as far as the camping goes and make it a more desirable place to camp and a fee to go to the future upkeep and enhancement up there. Commissioner Putnam commented that the progress of the pool was discussed and everything appears to be going well.

Commissioner Hewitt reported that she attended the Airport Board meeting. Commissioner Hewitt commented that they were able to help the BLM with the large concrete culverts and found an old runway where they could be stored. Commissioner Hewitt reported that the FAA did an appraisal on the bus barn and it came in quite a bit lower than the one completed by the school. A few of the members of the Airport Board will be going to talk with the school board to discuss the situation. Commissioner Hewitt stated that the FAA will only pay 90% of their appraisal. Commissioner Hewitt explained that Century Construction has come to the Airport Board and asked for an easement to be able to detour around the overpass during the construction. Commissioner Hewitt attended the Montana Airport Managers Association in Helena recently.

### **CITY MANAGER REPORT**

City Manager Kevin Myhre reported on the following issues:

On October 15, 2015, Karen Sweeney with Snowy Mountain Development Corporation and the City Manager presented a PowerPoint presentation to the Montana State Parks Commission pitching the idea of making the Bear Gulch Pictograph site into a State Park. The Montana State Parks Commission visited the site on October 14<sup>th</sup>. A coalition has been put together to work on planning for the future of the site and its implications on the Central Montana communities in the area.

Commissioner Byerly, Planning Director Duane Ferdinand and the City Manager attended the second session of the Recharge our Community (ROC) working group at Pine Meadows. There has been very good attendance and participation of approximately 80 citizens. The facilitators met with several high school students the evening before the full day session.

The City manager met with the executive board from the Lewistown Area Chamber of Commerce on October 6<sup>th</sup>. We discussed several issues including economic development, infrastructure planning, the ROC workshops, the Chokecherry Festival and numerous other topics. The Chamber had received a complaint from one chamber member on the condition of the Sereday Street behind the Town Pump and the board asked if the City could consider some improvements. The Street Department had worked on the street after they had received the complaint but I do not believe it is satisfactory to that person. The City was also asked to look into repairs at the intersection of the Meadowlark Lane and Main Street. Staff is reviewing options for those areas.

The Water Department has completed its chlorination of the system and has conducted the monthly sampling of the system. The results were received and there were still some bade samples so the City will continue to chlorinate until the samples are good.

The Friends of the Pool have committed additional funds to complete one of the two family change rooms in the project. The City will work with the engineer to get the work completed. The City is also working to upgrade the overhead lights in the bath house while the contractor is on site.

## **CONSENT AGENDA**

Commissioner Putnam made the motion to approve the consent agenda and Commissioner Doney seconded the motion. The consent agenda was the acknowledgement of the claims that have been paid from October 1, 2015 to October 13, 2015 for a total of \$320,737.34.

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

1. Discussion and action on approving Resolution No. 3897, a resolution of the City of Lewistown adopting a policy concerning compliance with the Internal Revenue Service requirements for tax exempt bonds issued by the City

Mr. Myhre reported that the Chairman Poss and Finance Officer Nikki Brummond met with First Bank last week to sign the paper work for the bond closing for the pool project. Mr. Myhre explained that there are still some compliance issues that the City needs to complete to close this portion of the project. Commissioner Gremaux made the motion to approve Resolution No. 3897, a resolution of the City of Lewistown adopting a policy concerning compliance with the Internal Revenue Service requirements for tax exempt bonds issued by the City and Commissioner Doney seconded the motion. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

2. Discussion and action on approving bids and authorizing the City Manager to enter into contracts with the accepted bidder for Water System Improvements in the areas of Spring Street, G Street, and Hilger Avenue

Mr. Myhre explained that included in the packet was an explanation of the project and the bids received and amounts. Mr. Myhre explained that the engineers estimate is \$183,529 and the lowest bid received was from Phillips Construction in the amount of \$213,318. There was an additive alternate one that was the bulk water filling station and all the bids came in higher than the engineers estimate. Mr. Myhre stated that it is his recommendation that the base bid be awarded to Phillips Construction and not award the additive alternate. Public Works Director Holly Phelps explained that the bulk water filling station bids continue to come in above the engineers estimate and some of the reason is the tight timeline and it is a small specialized project. Ms. Phelps further explained that she feels her department could get the project done. Further discussion followed. Commissioner Putnam made the motion to approve awarding the base bid to Phillips Construction, LLC and not award alternate 1 and authorize the City to enter into contracts for water system improvements in the areas of Spring Street, G Street and Hilger Avenue and Commissioner Byerly seconded the motion. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on approving bids and authoring the City Manager to enter into contracts with the accepted bidder for Wastewater System Improvements in the area of West Broadway Street

Mr. Myhre explained that the City has asked for bids for slip lining some of the sewer lines in the area of West Broadway Street. The City only received one bid from Planned and Engineered Construction (PEC) in the amount of \$130,720 and the engineers estimate is \$125,918. Mr. Myhre stated that he recommends approving the bid to PEC and commented that the City has worked with this company before and they are a good company to work with. Commissioner Putnam made the motion to approve awarding the bid to Planned and Engineered Construction and authorize the City to enter into contracts for wastewater system improvements in the area of West Broadway Street and Commissioner Doney seconded the motion. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on authoring the City Manager to make application to the Big Sky Trust Fund for a planning grant to study the feasibility of developing the Berg Lumber site

Mr. Myhre explained that the City of Lewistown acquired the Berg Lumber site about six years ago. The site was heavily contaminated with Penta and dioxins from the previous post treating facility and there were some diesel spills identified by DEQ. The City obtained several grants and loans to clean up the site. There has been discussion over the years as to what should be done with the property once it is cleaned up. It was discussed that the upper portion of the property to put back into private ownership. Mr. Myhre commented that while working with the ROC group is there was discussion regarding housing. Mr. Myhre stated that some discussion was held with Snowy Mountain Development Corporation to obtain a planning grant to look at the feasibility of affordable housing. The City does have come CDBG funds available to be used for matching funds is needed. Further discussion followed. Commissioner Doney made the motion to authorize the City Manager to make application to the Big Sky Trust Fund for a planning grant to study the feasibility of developing the Berg Lumber site and Commissioner Turk seconded the motion. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

### **CITIZENS' REQUESTS**

Mr. Richard Battrick asked why the secret mail ballot envelope for the ballots were a different size than usual. Mr. Myhre answered that the Fergus County Clerk and Recorder are responsible for mailing out the ballots on behalf of the City.

### **COMMISSIONER'S MINUTE**

Commissioner Putnam commented that the purpose of the committee to look at licensing of business in the City of Lewistown and parameters and intent were not clearly defined. The last Commission there were citizens in attendance that were concerned about the issue and then it was determined that the subcommittee would meet again to review the concerns. Commissioner Putnam explained that Commissioner Doney asked if she could write down her comments and Commissioner Byerly asked if the comments could be sent to all Commissioners and that kind of defeats the purpose of the committee. The comments should have come to the committee and then the looks at the information and comes back to the Commission with a recommendation. Commissioner Putnam stated that the purpose of the committee needs to be defined and how the committee will communicate with the greater Commission and then the parameters will be clear.

Commissioner Putnam commented that Commissioner Byerly spends an awful lot of time invested into this Commission and the aid he is giving to the City and residences are to be commended. Commissioner Putnam stated that the rest of the Commissioners work a full time job and she would love to be able to give the time that Commissioner Byerly gives. Commissioner Putnam thanked Commissioner Byerly for the time he has given and the information that he is bringing to the Commission.

Commissioner Gremaux asked where the City is at with regards to the Broadway apartments. Mr. Myhre answered that the Broadway Apartments have been purchased by the Montana Historic Preservation Alliance, it is a nonprofit group out of Helena. The group will be working to complete the short terms fixes recommended by the engineer of boarding up the holes and then they will be working to invest in the property. The concerns of the building have been discussed with the new owners. Mr. Myhre stated that the previous owner still has charges in justice court and still working on suspended sentence.

Commissioner Putnam asked about the Ron LaFountain building on Main Street. Mr. Myhre commented that he does not think the owner is taking any ownership in the building, but the City does have a tax lien for the improvements levied against the property. Commissioner Gremaux asked about the hand railing. Mr. Myhre stated that he is continuing to work with the Contractor on the hand railing that was built from the old rebar.

**ADJOURNMENT**

Chairman Poss adjourned the meeting.

Dated this 19<sup>th</sup> day of October, 2015.

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Rick Poss, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk