

**A REGULAR COMMISSION MEETING OF NOVEMBER 4, 2019 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Chairman Turk called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Turk asked everyone to stand and say the Pledge of Allegiance.

**ROLL CALL**

Present were Commissioners: Byerly, Dunnington, Hewitt, Loomis, Oldenburg and Turk. Commissioners Doney was absent.

**APPROVAL OF MINUTES**

Commissioner Byerly made the motion to approve the October 21, 2019 minutes as corrected and Commissioner Loomis seconded the motion. The motion passed unanimously.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORT**

Commissioner Hewitt reported that she attended the October Airport Board meeting. Commissioner Hewitt briefly reviewed the agenda from the October and November Airport Board meeting.

Commissioner Byerly reported the Central Montana Health District will meet on November 14<sup>th</sup>.

Commissioner Loomis reported that the Park and Recreation Board will meet on November 13<sup>th</sup>.

**CITY MANAGER REPORT**

City Manager Holly Phelps reported on the following issues:

There was no Committee Whole at this meeting, due to several businesses open late and participating in Ladies Night and would allow anyone from the Commission to attend prior to the regular meeting at 7 pm.

The City Offices will be closed on November 11<sup>th</sup> in observance of Veteran's Day and November 28<sup>th</sup> for Thanksgiving.

The Police department is working on parking issues prior to the winter season. They are also continuing to address long term and recreational vehicle parking.

Last year the Montana Department of Commerce committed to working with communities across eastern Montana to implement their ideas to grow tourism in eastern Montana. They are investing in both marketing and specific projects that Commerce hopes will strengthen tourism in eastern Montana for years to come. This initiative included several listening sessions, 3 of which were held in Lewistown. In Lewistown there was always a large group of engaged people in attendance. This initiative has already resulted in grant funding for wayfinding signage that will be installed through Fergus County.

The week of Thanksgiving the City Manager will be on vacation, and will be available by phone and will be checking emails.

The City just completed some work to the sidewalk just south of the Library. In the past, water would run down the sidewalk and in the winter create ice. The hope is now runoff will now remain in the alley until it gets to 7<sup>th</sup> Avenue where it will run along the curb until it enters the storm drain.

**PUBLIC COMMENT** – non agenda items only

There were none.

**CONSENT AGENDA**

Commissioner Hewitt made the motion to approve the consent agenda and Commissioner Dunnington seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from October 17, 2019 to October 31, 2019 for a total of \$404,498.89

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

1. Public hearing to hear comments on establishing the Lewistown amended Targeted Economic Development District (TEDD) 2017, and adopting the Lewistown amended TEDD Comprehensive Development Plan with a tax increment financing program pursuant to Title 7, Chapter 15, Part 42 and 43 of the Montana Code Annotated

Chairman Turk opened the public hearing to hear comments on establishing the Lewistown amended Targeted Economic Development District (TEDD) 2017, and adopting the Lewistown amended TEDD Comprehensive Development Plan with a tax increment financing program pursuant to Title 7, Chapter 15, Part 42 and 43 of the Montana Code Annotated. City Manager Phelps explained that the City is in the process of amending the current TEDD. City Manager Phelps reported that all property owners have been notified of the change and the process to amend the district. Commissioner Turk asked for comments from the audience and Commission. There being none, the public hearing was closed.

2. Discussion and action on approving the first reading of Ordinance No. 1763, an ordinance establishing the Lewistown amended Targeted Economic Development District (TEDD) 2017, and adopting the Lewistown amended TEDD Comprehensive Development Plan with a tax increment financing program pursuant to Title 7, Chapter 15, Part 42 and 43 of the Montana Code Annotated

City Manager Phelps explained over the past work the City staff, Snowy Mountain Development Corporation and the TIF/TEDD board have worked to set the ground work to amend the TEDD. The first was the amending the comprehensive plan to show the boundary change to the district. The original conditions of the TEDD are still relevant to the lot that is being included in the district. The City County Planning Board met and stated that this amendment to the comprehensive plan and the proposed boundary change was consist with the City's zoning ordinance and conforms with the City's growth policy. Commissioner Oldenburg made the motion to approve the first reading of Ordinance No. 1763, an ordinance establishing the Lewistown amended Targeted Economic Development District (TEDD) 2017, and adopting the Lewistown amended TEDD Comprehensive Development Plan with a tax increment financing program pursuant to Title 7, Chapter 15, Part 42 and 43 of the Montana Code Annotated and Commissioner Byerly seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Public hearing to hear comments on Resolution No. 4018, a resolution amending the 2019-2020 budget of the City of Lewistown

Chairman Turk opened the public hearing to hear comments on Resolution No. 4018, a resolution amending the 2019-2020 budget of the City of Lewistown. City Manager Phelps explained that as part of the budget amending process a public hearing must be held. City Manager Phelps further explained that as part of the budget process the majority of these items were discussed. These items were either grant items and other specifics were unknown at the approval of the budget. City Manager Phelps received the different changes to the budget. City Manager Phelps did explain that some of the items are budgeting the whole project due to the project or expense being run through the City finances. Commissioner Turk asked for comments from the audience and Commission. There being none, the public hearing was closed.

4. Discussion and action on approving Resolution No. 4018, a resolution amending the 2019-2020 budget of the City of Lewistown

City Manager Phelps explained the different items of the budget amendment. City Manager Phelps explained that there has been an increase in upfitting the new police vehicles and due to this increase is only asking for the amendment to upfit only one car. City Manager Phelps explained that the if everything is spent then the cash reserve would be approximately \$350,000. Commissioner Oldenburg asked what good is the second vehicle if it is not upfitted. City Manager Phelps answered that she did not feel it was right to spend another \$12,000 on the outfitting and is unsure of when the vehicles will be delivered. Commissioner Loomis made the motion to approve Resolution No. 4018, a resolution amending the 2019-2020 budget of the City of Lewistown and Commissioner Oldenburg seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

5. Discussion and action on the approval of a lease agreement between the Airport Board and the City of Lewistown for the softball lease at the Airport

City Manager Phelps explained that for years the City of Lewistown has leased from the Airport the D'Autramont Complex and then the City sub leased the property to the baseball association. City Manager Phelps explained that in past years there was an error in the acres that was leased. Now this lease does reflect the correct number of acres leased from the City of Lewistown. The lease stated that it was 7 acres and it is actually closer to 17 acres. Commissioner Dunnington made the motion to approve the lease agreement between the Airport Board and the City of Lewistown for the softball lease at the Airport and Commissioner Hewitt seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

### **CITIZENS' REQUESTS**

There were none.

### **COMMISSIONER'S MINUTE**

Commissioner Loomis reported that a citizen has talked with him on numerous occasions regarding the moving of snow into spring creek and pollution. City Manager Phelps explained that the snow pile that is being referenced is not plowed by the City of Lewistown. City Manager Phelps explained that the area in concern is located right behind Smart Flooring.

There was some discussion regarding the concerns from Mr. Brett Thackery regarding the soccer fields. City Manager Phelps stated that the concerns are not really a part of the MOU with the City.

Commissioner Oldenburg reported she toured the APR building and it would be really nice if the portion that is owned by the City was cleaned up. Commissioner Oldenburg does not want the whole place cleaned up but just the area on the corner that is visible to the citizens.

Commissioner Byerly asked about the MOU with the Library. City Manager Phelps answered that the Library Director, the City Attorney and herself have a draft and are waiting for her to take it for approval to her board.

### **ADJOURNMENT**

Chairman Turk adjourned the meeting.

Dated this 4<sup>th</sup> day of November, 2019.

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Patty Turk, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk