

A REGULAR COMMISSION MEETING OF FEBRUARY 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 to the Flag.

ROLL CALL

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

APPROVAL OF MINUTES

Commissioner Doney made the motion to approve the minutes for January 22, 2019 and Commissioner Loomis seconded the motion. The motion passed unanimously.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that the next Library Board meeting will be on February 21, 2019. There was a sign meeting last week and it was well attended.

Commissioner Hewitt reported that the next Airport Board meeting will be Wednesday, February 6, 2019.

Commissioner Loomis reported that the Park and Recreation Board will be meeting on February 6, 2019.

Commissioner Byerly reported that the next Central Montana Health District meeting is February 21, 2019.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Public Works Department has not seen a lot of snow. The icy conditions have kept Public Works very busy. The Street Department is working very hard to keep the snow routes passible at all times and then branch out from there.

The City Manager is working with Fergus County on the Emergency Services Dispatch Agreement for 911 Dispatch. Their current contract expires this month. One of the changes will be a longer contract. Once both parties have agreed on the terms of the agreement, it will come before the City Commission for final approval.

The City of Lewistown currently only has one position open, which is for a maintenance worker. This individual does maintenance and provides janitorial services throughout the City. The position has been difficult to fill because of the need to possess a variety of skills and need to be able to pass a background check that is required to work within the Police Department. City Manager Phelps commented that the City has had some great new hires recently. The Fire Department recently filled their position and the

Police Department just hired two new officers. City Manager Phelps commented that Mr. JR Killham has been hired as the Public Works Director.

Once again Snowy Mountain Development Corporation and KellyAnne Terry have partnered together to do the 2nd Annual Woman Lead Central Montana retreat. The focus will be encouraging women to take leadership roles within the community. This will be March 4, 2019 from 9 to 4 at Central Feed Grilling Company. The flyer was included in the Commissioners packets.

City Manager Phelps reported that she will be out of the office for training several times this month. She will be in Helena from February 12th to 14th and in Great Falls February 21st and 22nd.

City Manager Phelps also reported that she has been working with DEQ to set up an appointment with them in Helena. It will be at 3 pm. On February 12th. If any Commissioners would like to attend please let her know.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the Acknowledgement of the claims that have been paid from January 17, 2019 to January 31, 2019 for a total of \$49,717.45

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

1. Discussion and action on appointing Mr. Ryan Dick to the City of Lewistown Board of Adjustment for a three-year term

City Manager Phelps explained that there are two vacancies on the Lewistown Board of Adjustments and Mr. Ryan Dick has applied for one of those positions. Mr. Dick has served for many years on the City County Planning Board and is currently serving as the Chairman. He is very engaged in the community and works for Mid Rivers and is very aware of the challenges in the community. City Manager Phelps recommends his appointment. Commissioner Oldenburg asked for a brief overview of the what the Board of Adjustments is. City Manager Phelps answered that the Board of Adjustments primarily hears the variances for the City of Lewistown and serve as the appeals board for many of the City's codes. City Manager Oldenburg made the motion to appoint Mr. Ryan Dick to the City of Lewistown Board of Adjustment for a three-year term 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.

2. Discussion and action on appointing Ms. Lyndia Sue Smitman to the City County Planning Board for a two term

City Manager Phelps explained that Ms. Smitman was very active in the Arts and Entertainment District and was in charge of facilitating the award program. Since the disbandment of the Arts and Entertainment District she would like to stay engaged in the community and expressed interest in serving on the City County Planning Board. City Manager Phelps recommends the appointment. Commissioner Loomis made the motion to approve appointing Ms. Lyndia Sue Smitman to the City County Planning Board for a two term and Commissioner Doney seconded the motion. Mr. Richard Battrick asked if this was a paid position. Commissioner Turk answered no. Commissioner Turk

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 Resolution No. 3986, a resolution authorizing request for proposals for purchase and revitalization of the building at 301 W Broadway St in Lewistown Montana

City Manager Phelps explained that this is a resolution and a request for proposal for the property at 301 W Broadway Street. City Manager Phelps further explained that she worked with Commissioners Dunnington and Byerly on the request for proposals. This outlines the procedures to transfer the property at 301 W Broadway. If this is approved the City will advertise asking for request for proposals and included in the information is the opportunity for future developers to look at the property but also for information on what they would do with the building, how would it be financed, timelines and other information. Commissioner Byerly made the motion to approve Resolution No. 3986, a resolution authorizing request for proposals for purchase and revitalization of the building at 301 W Broadway St in Lewistown Montana 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.

4. Discussion and action on approving Resolution No. 3987, a resolution creating a joint Lewistown Tax Increment Financing Board and Targeted Economic Development District Planning Commission

City Manager Phelps explained that this is a resolution to combine the Tax Increment Finance (TIF) Board with the Targeted Economic Development District (TEDD) Board into one and statutorily they are described as an Urban Renewal Agency and the Commission may want to change the name of this board. City Manager Phelps explained that after reviews the statutes the Board of Commissions Urban Renewal Agency consists of five members. If the Commission recalls the TIF board asked if it could be expanded to seven members. City Manager Phelps stated that she would recommend not varying from five members. Further discussion followed. Commissioner Doney made the motion to approve Resolution No. 3987, a resolution creating a joint Lewistown Tax Increment Financing Board and Targeted Economic Development District Planning Commission 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

Ms. Linda Roche asked what the next steps for the sign ordinance are. City Manager Phelps explained that it is planned for a first reading at the next meeting. The second reading would be March 4th and then would be in effective 30 days after second reading. City Manager Phelps stated that there will still be opportunities to make comments.

COMMISSIONER'S MINUTE

Commissioner Oldenburg commented that the letter to the editor accusing the Commission being anti-business does not sit well with her. Commissioner Oldenburg is wondering if the Commission would like to do a reply. City Manager Phelps answered that maybe that would be an option, but remember Mr. Cook will be at the next meeting for the annexation of his property and maybe he can talk about how the process went. City Manager Phelps suggested that maybe the newspaper could a story on the process of the sign ordinance and maybe get some comments from the individuals listed on the letter.

Commissioner Hewitt reported that there are two candidates for the Airport Manager and the Airport Board is working to schedule interviews.

Commissioner Turk informed the Commissioners that it is time for the semi-annual performance review of the City Manager. The City Manager evaluation forms will be in the next Commission packet.

ADJOURNMENT

Chairman Turk adjourned the meeting

Dated this 4th day of February, 2019

Patty Turk, Commission Chairman

Nikki Brummond, City Clerk