

A COMMISSION MEETING OF FEBRUARY 4, 2013 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Gremaux called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners Berry, Doney, Gremaux, Hewitt, Phillips, Putnam and Turk.

APPROVAL OF MINUTES

Commissioner Hewitt asked that the minutes be corrected to read that she attended a regular airport board meeting, not a work meeting and there will be a work meeting on February 5, 2013. Commissioner Hewitt made the motion to approve the January 22, 2013 minutes as amended and Commissioner Doney seconded the motion. The motion passed with Commissioner Putnam abstaining.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Putnam reported that there will be a Park and Recreation Board meeting this Wednesday, February 6, 2013.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

The Tourism assessment meeting at the Yogo Inn was attended by approximately thirty four people. Ms. Vickie Soderberg from Cygnet Strategies visited Lewistown from January 25th through January 29th and reported to the group what she found and observed while in the Lewistown community. Ms. Soderberg attended many of the winter Fair events. While she complimented Lewistown on its friendly citizens, historic main street and beautiful views, she also offered some constructive criticism for Lewistown. Such as signage for points of interest

(way-finding), dated marketing information and availability of visitor information on weekends were a few of her points. A written report will be provided to the City in a few weeks.

City employees were recently offered the opportunity to attend a health screening event at the Yogo Inn. The benefit is included in the City's health insurance program and is meant to assist employees to take an active role in their changing health. The program is not mandatory and there are incentives for employees to participate. This is the fourth year that the service has been offered and employees can compare the results from the four years on a report that is prepared for them.

City staff are evaluating the cleaning contract that covers most of the City's buildings and discussing the possible benefits of hiring an employee to accomplish the janitorial needs as well as perform some maintenance functions.

The Tourism Business Improvement District (TBID) held their first meeting to discuss their bylaws, procedures and financial matters. The City Manager was unable to attend due to the King trial in Justice Court. Finance Officer Nikki Brummond attended on my behalf and discussed the financial reporting.

The second Commission meeting in February has been moved to Wednesday, February 20th due to the holiday and a meeting conflict on the 19th.

The City Manager sent a letter to the Chairman of the Airport Board requesting that a representative attend the City Commission meeting to discuss airport development with the City Commission. Mr. Carl Seilstad will be discussing the letter with their board at their next meeting.

CONSENT AGENDA

Commissioner Hewitt asked to move the acknowledgement of claims to the regular agenda.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

Commissioner Hewitt explained that when she reviews the claims she sees the same purchases every month or every two months. Commissioner Hewitt stated the wire stripper pliers were purchased recently. Commissioner Hewitt asked what MXU batteries are. Mr. Myhre explained that they are the batteries in the automated water meters and they have a life span of about 10 years. Commissioner Hewitt stated that she has seen punch chisel, gloves and seat covers purchased recently also. Commissioner Hewitt stated that a black nipple is always on the claims. Commissioner Gremaux stated that is a pipe fitting and probably bought as needed. Mr. Myhre stated that it appears Commissioner Hewitt is wondering why some items appear that they could be a onetime purchase keep coming up over and over again. Commissioner Phillips asked about the Colorado Consulting claim and if there was anyone in Montana that could do plan review. Mr. Myhre answered that he thinks Colorado Consulting has a plan review in Montana.

Commissioner Putnam made the motion to approve the acknowledgement of the claims that have been paid from January 16, 2013 to January 31, 2013 for a total of \$141,419.72 and Commissioner Doney seconded the motion. The motion passed unanimously.

1. Discussion and action on Resolution No. 3810, a joint resolution adopting and approving bylaws for the Lewistown Airport Board, providing for an effective date, affirming the existence of the joint airport board and repealing any prior rule or policy contrary to the by-laws attached hereto and made effective herein

Mr. Myhre explained that when the City Commission approved the bylaws recently they made two changes. The changes have now been approved by both the Airport Board and the County Commissioners, which is why it is back for approval by the City Commission. The two changes were specifying that a meeting will be held once a month and that the City and County Commission will get an annual financial report. Commissioner Turk made the motion to approve Resolution No. 3810, a joint resolution adopting and approving bylaws for the Lewistown Airport Board, providing for an effective date, affirming the existence of the joint airport board and repealing any prior rule or policy contrary to the by-laws attached hereto and made effective herein and Commissioner Doney seconded the motion. Commissioner Gremaux 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 purchasing a patrol vehicle for the Police Department

Mr. Myhre explained that the Police Department has budgeted for a new patrol vehicle. The Police Chief has requested to go to an all wheel drive sedan, which has not been tried before. Mr. Myhre explained that Ford has put out an all wheel drive police sedan and the Police Chief was able to obtain three bids. Mr. Myhre stated that the lowest bid was received from Dana Safety Supply out of Livingston with a bid of \$26,000 for a white 2013 Ford Sedan Police all when drive Interceptor and the next lowest bid was received from Snowy Mountain Motors with a bid of \$26,020 for a black 2013 Ford Sedan Police all when drive Interceptor. Mr. Myhre further explained that the Police Chief is requesting approval to purchase the vehicle from Snowy Mountain Motors. Commissioner Doney stated that she would like to see the vehicle purchased from a local business. Commissioner Phillips made the motion to approve purchasing a black 2013 Ford Sedan Police all when drive Interceptor from Snowy Mountain Motors for a price of \$26,020 and Commissioner Turk seconded the motion. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

CITIZENS' REQUESTS

Mr. John Toohey stated that he appreciates that his street is plowed regularly, but is there anything that can be done so that his driveway is not plowed in. Mr. Myhre stated that sometimes if the Public Works department has time they could maybe help out. Mr. Toohey asked if there was any way to get more people to the commission meetings.

COMMISSIONER'S MINUTE

Mr. Myhre stated that if the Commission wants to submit information to the newspaper he will facilitate getting the information to the paper. Commissioner Putnam stated that there probably needs to be a procedure on how this is going to be accomplished. Commissioner Doney stated that we should confirm times and sizes for articles. Commissioner Turk asked if the information should go through the City Manager. Commissioner Doney stated she hopes the City Manager will make sure the spot is filled all the time.

Commissioner Berry stated that last Saturday at the laundromat she was very aggressively approached by a citizen who was very upset about their fence and what the building inspector said to him. Commissioner Berry further stated that maybe some education needs to be done with the public, but do not feel the fence ordinance needs to be changed at this time.

Commissioner Berry stated that she is disappointed that more department heads do not come to the meetings. Especially since tonight a patrol vehicle for the police department was discussed and it would have been nice to have a representative from the police department. Mr. Myhre explained that he feels he knows enough about the issue then he does not require them to be there. However, if he feels there is a need for the department head to be there then he does require them to be. Mr. Myhre further stated that if the Commission would like the department heads to be at the meetings he will discuss it with them.

Commissioner Phillips stated that he has not sold his house yet, and will know more at the next meeting.

ADJOURNMENT

Chairman Gremaux adjourned the meeting.

Dated this 4th day of February, 2013.

Frank Gremaux, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk