

A COMMISSION MEETING OF DECEMBER 2, 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, Putnam, Poss and Turk.

APPROVAL OF MINUTES

There were none.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSIONER REPORTS

Commissioner Berry reported that she attended a Central Montana Foundation (CMF) Board meeting on Tuesday. The CMF gave \$2,000 to the Spirit of Christmas and a \$1,000 was given to Recycle Our Waste Lewistown (ROWL). ROWL are going to have kids draw pictures for flags to be displayed on the historic lights in April and November. CMF gave \$2,000 to the Career Fair at the High School.

Commissioner Putnam reported that she attended the most recent Park and Recreation Board meeting. There was not a quorum, but met with the subcommittee of the community council to look at a recreation district.

Commissioner Hewitt will be attending the Airport Board meeting this Wednesday.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

The County Commissioners have forwarded the concept of a recreation district to the Community Council. The Community Council has appointed a subcommittee to study the issue. The meeting is scheduled for Monday, December 2nd at 2 p.m. at the Community Center. The Community Council will make a recommendation to the County Commissioners.

The Bank of the Rockies is working to sell the parcel to the Montana Fish Wildlife and Parks (FWP). The Bank of the Rockies is trying to facilitate a legal access easement to the property. The City Attorney

has suggested a mutual easement between FWP and the city entering from the north end on the abandoned rail corridor and avoiding the rail banked corridor which is located on the south end of the property.

The City received a bill from Fergus County for \$12,793 for participation in the Central Montana Health District (CMHD). Last year the City paid \$7,062. The CMHD raised Fergus County's assessment \$5,700 and apparently the County passed the entire amount of the increase onto the City. To remind Commissioners, Montana law allows class II cities to participate in County health programs. Any cost relating to the services has to be set at a mutually agreeable rate. The City has not agreed to the rate of \$12,793 but has agreed to the rate that it paid last year. The City Manager will send a letter to the County to open a dialog on the issue. In the meantime, the City manager instructed the Financial Officer to pay the mutually agreed upon rate that was paid last year.

Fish, Wildlife and Parks has moved the latrine from the fishing access area to the City property which is on higher ground. The latrine was flooding regularly in its previous location. The new location should solve the flooding problem. They hit bedrock in the new excavation and as a result installed the latrine higher above the ground than a normal installation. FWP provided some backfill but the City will need to fine grade the ramp and sides next year.

The fairgrounds water and sewer working committee will be interviewing three firms for the preliminary engineering report work on the project. The interviews are scheduled for Tuesday, December 3rd.

The Police Chief is working on a procedure to remove snow and ice from sidewalks in the City where property owners fail to abide by the removal laws. The business district will be at the top of the priority list and residential areas will be handled mostly by complaint. The costs of the City's response will be assessed against the property.

CONSENT AGENDA

Commissioner Hewitt asked that the approval of claims be removed from the consent agenda.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

Commissioner Hewitt asked about the payment to DLT solutions for autocad map subscription. Mr. Myhre answered that is the annual subscription for the autocad software that is located in the Public Works Department for mapping water, sewer and streets. Commissioner Hewitt asked why there were two over payments of water bills. Finance Officer Nikki Brummond explained that on difference locations the water bill was paid twice, and a refund was owed because a credit was not an option because the citizens no longer live in Lewistown. Commissioner Hewitt asked about the Better Body Fitness claim. Mr. Myhre answered that the City has a contract with them to maintain the fitness equipment at the Civic Center. Commissioner Doney made the motion to approve the acknowledgement of the claims that have been paid from November 14, 2013 to November 26, 2013 for a total of \$120,277.50 and Commissioner Turk seconded the motion. The motion passed unanimously.

1. Discussion and action on approval of license plate designed and submitting it to the State of Montana for a Lewistown license plate.

Commissioner Gremaux explained that he had three designs of the license plate that was proposed at the last meeting. The coloring and fading of different parts of the plate is what has been adjusted on the three examples. Further discussion followed.

Commissioner Putnam made the motion to approve option number 2 of the City of Lewistown license plate design and if that does not work then option number 1 and option number 3 to be submitted to the State of Montana 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.

2. Discussion and action on reappointing Bob Valach for an additional two year term on the Historic Resources Commission

Planning Director Duane Ferdinand explained that the Lewistown Historic Resources Commission (HRC) operates under the guidelines of City Ordinance 11-15. The duties of the HRC are to maintain a system of survey and inventory of historic and prehistoric properties; use the National Register of Historic Places to designate properties; consult on applications, environmental assessments and other similar documents pertaining to historic districts; review zoning regulations for applicability to issues of historic districts; make recommendations to the Board of Adjustment to approve or disapprove applications for variances; render advice and guidance to property owners on restoration of historic buildings; conduct public information or educational programs; and insure compliance with State guidelines regarding certifications. The HRC consists of seven members appointed by the Lewistown City Commission for two year terms. Mr. Bob Valach was first appointed to the historic commission on March 19, 2001. Mr. Valach has an interest in historic resources located within the jurisdictional area of the City – County planning board. Mr. Valach is a local masonry contractor and has been involved in the restoration of many historic structures located in the area. Mr. Valach also serves on the state historic preservation review board. Mr. Myhre stated that he recommends Mr. Bob Valach be reappointed to a two year term to the Lewistown Historic Resources Commission. Mr. Ferdinand stated that Mr. Valach is a valuable member and well known throughout the State. Commissioner Putnam made the motion to reappoint Mr. Bob Valach to a two year term on the Historic Resources Commission 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.

3. Discussion and action on approving the development of a historical railroad interpretive sight along Earl Street by Frank Day Park

Mr. Myhre explained that when Burlington Northern Sante FE (BNSF) Railroad removed the tracks in Lewistown it was determined that a portion of the tracks would remain in place. The tracks were left in place along Earl Street by Frank Day Park and the plan is to develop a historical railroad interpretive site. The BNSF did give the Historical Resources Commission \$5,000 to help with the development of the site. Mr. Myhre explained that this proposal was discussed with the Park Board and they have approved the design. Further discussion followed. Commissioner Putnam made the motion to approve the development of a historical railroad interpretive site as presented with some parking modifications and Commissioner Berry 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.

4. Discussion and action on reappointing Mr. Bob Simpson as the City's representative to the Airport Board

Mr. Myhre explained that Mr. Bob Simpson's term for the City's representative to the Airport Board expires December 31, 2013. Mr. Simpson has informed the City Manager that he is interested in serving

another term. Mr. Myhre explained that he has been contacted by Mr. Jerry Moline, the airport manager, informing him that Mr. Ken Bridgeford is interested in serving on the board. Mr. Ken Bridgeford has also notified Mr. Myhre that he is interested in serving on the board. Mr. Myhre explained that Mr. Ken Bridgeford was one of the citizens that submitted a letter of interest when the City Commission appointed Mr. Bob Simpson to the Board. Mr. Myhre explained that the Commission can ask the City Clerk to advertise for interested citizens to serve on the board or they can reappoint Mr. Simpson. Commissioner Putnam asked what has been done in the past. Mr. Myhre answered that if the person currently serving is interested in reappointment then the City Commission reappoints the individual for another term; however, the Commission can choose what they would like to do in this situation. Commissioner Hewitt commented that Mr. Simpson is a conscientious board member and representative for the City. Commissioner Gremaux made the motion to approve reappointing Mr. Bob Simpson to the Airport Board as the City representative for another term 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.

CITIZENS' REQUESTS

Mr. Steve Williams thanked the City Manager for following up on the snow removal situation in the downtown area.

Mr. Zane Fulbright informed the Commission of the following items: the career fair is April 1st at the high school, May is historic preservation month and BLM will be partnering with the historic resources commission again, there is currently a comprehensive plan being written on the Nez Perce trail and the BLM is seeking public comment. Mr. Fulbright commented that he is a member of the historic resources commission and they are continuing to work to find a way to fix the missile at Symmes Park.

COMMISSIONER'S MINUTE

There were none.

ADJOURNMENT

Chairman Gremaux adjourned the meeting.

Dated this 2nd day of December, 2013.

Frank Gremaux, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk