

**A COMMISSION MEETING OF APRIL 21, 2014 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Chairman Doney called the meeting to order.

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

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

**APPROVAL OF MINUTES**

Commissioner Turk made the motion to approve the April 7, 2014 minutes and Commissioner Putnam seconded the motion. The motion passed unanimously.

**COURTESIES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Turk reported that she attended a Library Board meeting on April 17<sup>th</sup>. At the meeting the following was discussed: the Central Montana Foundation funds, the new website, the summer reading program and window replacements. The author dinner in May 14<sup>th</sup> to support the summer reading program and the author is Peter Fromm. Commissioner Turk further commented that the board completed the Library Directors evaluation. Commissioner Gremaux asked if the website will have the same web address.

Commissioner Putnam reported that she attended a Park and Recreation Board meeting and the feeding trout sculpture was chosen and is being recommended for approval by the City Commission for Trailhead Park. The Parks maintenance contract was discussed and would like to advertise in May for approval by the City Commission in June. The contract will be advertised as is and will include an alternative to mow the Cemetery is the contractor would chose to include it in the contract.

Commissioner Poss reported that the Fergus County Recreation Committee is still meeting. It is the hope that it will be on the November ballot.

## **CITY MANAGER REPORT**

City Manager Kevin Myhre reported on the following issues:

The Central Montana Leadership program had the graduation last week. As part of the graduation they need to do presentations. One of the presentations was a Park Plaza that has been discussed for downtown Lewistown. Another presentation was comparing prices of products in Lewistown compared to a bigger city. Some of the products looked at were groceries, lumber and the associated travel costs to shop out of the area. The final presentation was that career possibilities in Lewistown is someone chooses not to leave the community and also what careers are available if one chooses not to attend college.

There have been two large water main breaks over the past few weeks. A large break on Park Street caused considerable damage to the street but has been fixed. A second main at 10<sup>th</sup> Ave S and Watson broke because of a frozen line. The water department will need to replace approximately 150 feet of main in that area. Street repairs for the area will be scheduled for this summer.

Superintendent of Operations Holly Phelps met with a representative from the Montana Disaster and Emergency Services on Thursday, April 17<sup>th</sup> to tour the completed projects that were a result of the 2011 flooding. We are hoping to close out the project paperwork as soon as possible.

The City fire truck which is being funded through FEMA grants should be completed within the month. The Fire Department is working on a plan on where to place new fire appartas as they come online. The addition of a new airport truck and the City truck are stretching the bay capacity of the City complex. The Airport has agreed to allow at least one unit to be housed in the Airport bay set aside for the ARFF unity.

The annual author dinner fundraiser for the Lewistown Library Summer Reading Program will be held on May 14<sup>th</sup>. They usually sell out so contact the Library if you are interested in attending.

The majority of the sidewalk located at 301 W Broadway Street has been removed and the project seems to be proceeding well. Traffic in the area has been slowed and made more difficult but Public Works is trying to minimize traffic problems.

Mr. Roger Kruckenberg has resigned as Director of Public Works. The City Manager will post for his replacement after a complete sufficient analysis of the position description and the current departmental functions.

An application form has been included in the packet for any Commissioner interest in attending the annual elected officials training in May in Billings. The City will pay for the attendance at the training and associated travel expenses.

## **CONSENT AGENDA**

Commissioner Poss made the motion to approve the acknowledgement of the claims that have been paid from April 1, 2014 to April 16, 2014 for a total of \$81,271.30. Commissioner Turk seconded the motion and the motion passed unanimously.

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

### 1. Discussion and action on approving the art sculpture proposal recommendation by the Trails Committee for Trailhead Park

Mr. Myhre explained that the City has been working to complete the Trailhead Park project. There were several options that have been discussed on the layouts of the Trailhead Park. One of the options was a fish pond. This option was very popular with the public but not with Fish Wildlife and Parks; therefore as a result the Trails Committee thought an art sculpture would be a nice replacement. The thought was that the art sculpture would be low maintenance and be a draw to the community and to that park. The Trails Committee put out an art call to artists across the country and the City received 18 responses. All responses were on display at the Art Center for about a week and all comments were given to the Trails Committee. The responses were broken down to six choices and then weeded down to three choices and then ended up picking the proposal submitted by Clark Schreibeis. The Trails Committee made the recommendation to the Park and Recreation Board and once it was approved by them it was forwarded on to the City Commission for final approval. Mr. Myhre explained that the City has a Community Transportation Enhancement Program (CTEP) grant and the ultimate goal is to have the art sculpture funded by the CTEP and installed by the end of August. Further discussion followed. Commissioner Putnam made the motion to approve the “Feeding Trout” art sculpture recommended by the Trails Committee for Trailhead Park and commissioner Hewitt seconded the motion. Commissioner Doney 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 authorizing the City Manager to adjust water levels in the City’s flood controlled dam system

Mr. Myhre explained that during the Committee of the Whole this evening the City’s flood controlled dam system was discussed and the snowpack conditions. The snowpack at the Crystal Lake snotel, which is the only snotel for the area that is read daily, is at higher than normal levels. Mr. Myhre stated that we know that snowpack does not cause flooding but a large amount of rain mixed with snowpack has been known to cause flooding, which was the case in spring 2011. Mr. Myhre further stated that this is the second highest snowpack since 11979 and as a result we could have some flooding. Mr. Myhre explained that he has requested from NRCS and DNRC their approval for the City to fluctuate the level of the East Fork Reservoir this one time. Mr. Myhre commented that this is not something that should be done very often and the agencies only allow this to happen on a case by case basis. Further discussion followed. Mr. Myhre stated that he has instructed the water department to adjust the levels and currently it is draining and if the Commission does not approve it then he will have the levels readjusted. Mr. Myhre stated that the City cannot keep Lewistown from flooding, but can maybe postpone it for

a few hours. Mr. Myhre stated that this is just a mitigation effort. Commissioner Poss made the motion to authorize the City Manager to adjust water levels in the City's flood controlled dam system and Commissioner Berry seconded the motion. Commissioner Doney 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 designating Duane Ferdinand as the Environmental Certifying Officer for the Community Transportation Enhancement Program (CTEP) for the Trailhead park project

Mr. Myhre explained that as part of the CTEP program the City has to have a Environmental Certifying Officer for the Trailhead Park project. Mr. Myhre further explained that typically it is the Planning Director and would like to have the commission approve designation Planning Director Duane Ferdinand as the Environmental Certifying Officer. Commissioner Poss made the motion to designate Duane Ferdinand as the Environmental Certifying Officer for the Community Transportation Enhancement Program for the Trailhead park project and Commissioner Berry seconded the motion. Commissioner Doney 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 authorizing the City Manager to enter into an agreement to prepare a wayfinding plan for the wayfinding signage in the City of Lewistown

Mr. Myhre explained that the City has received a grant from the Department of Commerce for the wayfinding grant. Mr. Myhre was waiting to move forward with the project until the City had received a contract, but the Department of Commerce told us to move forward. The City put out requests for proposals and received two proposals. One proposal was received from Jim Foley group that has done a lot of work with the Trails Committee and one from Cygnet Strategies who came in and completed the tourism assessment. Mr. Myhre stated that he is sure both companies would do an excellent job, but Cygnet Strategies came in \$900 lower. Mr. Myhre is asking for approval to enter into an agreement to get the wayfinding plan put together. Commissioner Turk made the motion to approve authorizing the City Manager to enter into an agreement to prepare a wayfinding plan for the wayfinding signage in the City of Lewistown and Commissioner Putnam seconded the motion. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

### **CITIZENS' REQUESTS**

Mr. Tim Kaiser addressed the Commission requesting to abandon a road in the Joyland East area. Mr. Kaiser explained that situation to the Commission. It was suggested that Mr. Kaiser submit an road abandonment application.

### **COMMISSIONER'S MINUTE**

There were none.

**ADJOURNMENT**

Chairman Doney adjourned the meeting.

Dated this 21<sup>st</sup> day of April, 2014.

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Gayle Doney, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk