

A COMMISSION MEETING OF MARCH 2, 2015 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Poss called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners Byerly, Doney, Hewitt, Poss, Putnam and Turk. Commissioner Gremaux was absent.

APPROVAL OF MINUTES

Commissioner Doney made the motion to approve the minutes as corrected and Commissioner Turk seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

Chairman Poss read the following proclamation:

A PROCLAMATION OF THE LEWISTOWN CITY COMMISSION DECLARING APRIL 7, 2015 AS A DAY OF RECOGNITION FOR NATIONAL SERVICE

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's cities and towns are increasingly turning to national service and volunteerism as a cost-effective strategy to meet municipal needs; and

WHEREAS, AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for the jobs of the 21st century and supporting veterans and military families to preserving the environment and helping communities recover from natural disasters; and

WHEREAS, the Retired Senior Volunteer Program (RSVP) is America's largest volunteer network for people 55 and over, with nearly 300,000 volunteers across the country who are

stepping up to answer the call to help their communities, including Lewistown and Central Montana; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 70,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, AmeriCorps members as well as Senior Corps and RSVP volunteers demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with cities nationwide to engage citizens, improve lives, and strengthen communities; and is joining with cities across the country to support the a Day of Recognition for National Service on April 7, 2015.

IT IS HEREBY PROCLAIMED by the Lewistown City Commission that April 7, 2015 is declared to be National Service Recognition Day, and do hereby encourage residents to recognize the positive impact of national service in our city, to thank those who serve, and to find ways to give back to their communities.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that the City Manager was interviewed at the most recent Study Commission Review and there were a lot of citizens in attendance.

Commissioner Putnam reported that Central Montana Foundation (CMF) board met on February 24th. The CMF board gave out about \$11,000 in grants.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

The Police Department, in partnership with the Central Montana Foundation, recently purchased a secure prescription drug (RX) disposal box. It is located in the lobby of the Police Department and is for the public to dispose of unused or unwanted prescription drugs in their possession.

The Library once again has some tax documents but was not sent instruction booklets for distribution. The Library does have a master booklet that citizens can review and copy if necessary. Standard copy charges do apply. Library staff do not offer tax preparation services or advice.

On March 12th, the Library and the Friends of the Library will be hosting a Irish Heritage Night in the upstairs meeting room. They are planning to hold heritage nights twice a year to recognize the different heritages in the community.

Several City departments will be participating in an upcoming safety training event at the Yogo Inn on March 10th, 11th and 12th. The event is sponsored by the Montana Department of Labor.

The City Manager requested and received an analysis from the Montana Department of Commerce Community Technical Assistance Program (CTAP) on the City's annexation plan that was put into place in 2014. The reviewer said that the plan generally fit in with their guidance and is a good policy. CTAP did recommend some minor changes to clarify the process and update changes they have made within their model document. The City's document was created utilizing the CTAP model document.

The Chamber of Commerce will be holding their annual fun fest event on Main Street on March 13th. The street will closed in the afternoon and evening in the area of 2nd and 3rd Avenues on Main Street.

The Local Government Center will be holding their annual elected officials training in Billings in May. If any Commissioners are interested in attending, please contact the Finance Officer or the City Manager. Information will be distributed to the Commissioners as soon as it becomes available.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Putnam seconded the motion. The motion passed unanimously. The consent agenda consisted of the acknowledgement of the claims that have been paid from February 13, 2015 to February 26, 2015 for a total of \$38,245.44.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Public hearing on determining a zoning designation for newly annexed land located adjacent to Highway 87 West and G Street

Chairman Poss opened the public hearing to determine a zoning designation for newly annexed land located adjacent to Highway 87 West and G Street. Mr. Myhre explained that the land is located between Stockman Bank and Snowy Mountain Motors west of town. Mr. Myhre stated that the current proposed

development is Tractor Supply Company and it will be located on the southwest portion of lot 5. The Zoning Commission met and asked that it be a zoning designation of Highway Commercial (C-3) be established for the newly annexed property. Planning Director Duane Ferdinand explained that the Zoning Commission felt that highway commercial was the appropriate use for the land. There being no other questions or discussion, Chairman Poss closed the public meeting.

2. Discussion and action on approving the recommendation from the Lewistown Zoning Commission that the zoning designation of Highway Commercial (C-3) be established for the newly annexed property

Commissioner Hewitt made the motion to approve the recommendation from the Lewistown Zoning Commission that the zoning designation of Highway Commercial (C-3) be established for the newly annexed property and Commissioner Putnam seconded the motion. Commissioner Poss 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 renewing the memorandum of understanding with Fergus County relating to the provisions of disaster and emergency services

Mr. Myhre explained that this agreement has been in place for many years. The disaster and emergency services office is set up under 10-3-401 MCA. Fergus County does receive some funding from the State of Montana and remaining of the funding is provided by Fergus County. The office is located in the basement of the Sheriff's complex and there is one full time employee and one part time employee. Mr. Myhre stated that the Disaster and Emergency Services Coordinator coordinates monthly Local Emergency Planning Committee meetings. Commissioner Byerly made the motion to renew the memorandum of understanding with Fergus County relating to the provisions of disaster and emergency services and Commissioner Putnam seconded the motion. Commissioner Poss 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 appointing Commission representative to the Central Montana Brownfield Coalition

Mr. Myhre explained that Snowy Mountain Development Corporation (SMDC) worked with other development corporations to apply for a brownfield program grant several years ago. There is a requirement that there be three partners and one of the partners lost their funding so the City of Lewistown offered to partner with MBAC and SMDC. There are three partners and basically it is a loan fund received from the EPA that is available for brownfield cleanup. Mr. Myhre explained that the City needs to have a representative on the Central Montana Brownsfield Coalition so when a meeting is necessary questions can be answered on how the funds are disbursed. Commissioner Turk stated that she is interested in serving on the board. Commissioner Putnam made the motion to appoint Commissioner Turk as the representative to the Central Montana Brownfields Coalition and Commissioner Byerly seconded the motion. Commissioner Poss 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 authorizing Snowy Mountain Development Corporation (SMDC) to submit a Targeted Brownfields Assessment (TBA) application to EPA on behalf of the City of Lewistown

Mr. Myhre explained that SMDC is asking for a formal request from the City of Lewistown authorizing them to submit a targeted brownfield assessment (TBA) application to EPA on behalf of the City. Mr. Myhre stated that the City does not own the property located at 411 E

Main but by expressing an interest in taking over the property the formal request must come from the City. Mr. Myhre clarified that the City of Lewistown has not purchased or taken ownership of the property. Mr. Myhre explained that the City has signed a letter of intent that they would be interested in the property if necessary after the assessment is completed. The current owner will have the option to look at the assessment and decide how they would like to proceed with the property. Commissioner Byerly made the motion to authorize Snowy Mountain Development Corporation (SMDC) to submit a Targeted Brownfields Assessment (TBA) application to EPA on behalf of the City of Lewistown and Commissioner Doney seconded the motion. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

CITIZENS' REQUESTS

Mr. Jeremy Baxter addressed the Commission stating that he and his wife just moved to the community and were recently in an accident on Fourth Ave. Mr. Baxter why there are not more yield or stop signs on the streets in Lewistown. Mr. Baxter commented that some vehicles are parked right up to the corner of the street which makes it difficult to see the traffic. Mr. Myhre answered that the majority of the intersections in Lewistown are uncontrolled intersections and covered by the law that states if you come up to an uncontrolled intersection you yield to the person on your right. Mr. Myhre explained that they can review any street to see if a yield or stop sign would be warranted.

COMMISSIONER'S MINUTE

Commissioner Doney invited everyone to the Wounded Warrior Dinner on March 13th. Commissioner Doney further commented that the funds raised stay locally.

Commissioner Putnam reported that as part of the CMF meeting some of the grant awarded went to a new K-9 for Judith Basin County.

Commissioner Byerly explained that after the annexation was tabled and he visited with several citizens it was articulated to him that the City had not done a proper or legal annexation plan. Commissioner Byerly commented that the City Manager asked for a review and opinion of the annexation plan from the state and it had been done correctly.

ADJOURNMENT

Chairman Poss adjourned the meeting.

Dated this 2nd day of March, 2015.

Rick Poss, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk