

A COMMISSION MEETING OF MARCH 16, 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 Doney, Gremaux, Hewitt, Poss, Putnam and Turk. Commissioner Byerly 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 with Commissioner Gremaux abstaining because he was absent.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that she attended the most recent Study Review Commission meeting. They reviewed the survey, the timeline and accepting public comment.

Commissioner Turk reported that the Library Board meets this Thursday, March 19, 2015.

Commissioner Putnam reported that there was not a Park and Recreation Board meeting in March because there was not a quorum.

Commissioner Hewitt reported that she attended the Airport Board and there were 16 planes and two helicopters in the hangar and they have \$13,000 in the black. The Airport Board is going to bid on the bus barn and FAA has approved three options on how the facility can be used. One option is a revenue generating facility, the second option is to store equipment, and the third option would be to use half the building for airport equipment storage and the other half for plane rental. Commissioner Hewitt further explained that they are still waiting for the electrician

to come in and finish the electricity for the tee lights. Northwestern Energy has explained to the Airport Board the reasons and how they will help to accommodate the rerouting of power lines when the highway changes are completed. The airport fly in is schedule for June 13, 2015 and the Montana Aerial Applicators met today at the airport.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

A consultant for DEQ is drilling monitoring wells in the area surrounding the property located at 8th Ave and Main Street. The property was last used as a Barbeque Restaurant but historically was a gas station. Several wells were drilled in the lot and adjacent to the lot several years ago and now DEQ is placing wells in a larger radius of the site. They may be drilling a well in the parking lot of the book station. Other than working on the right of way and property access, the City is not involved in the project.

City street workers are working to get several roads graded as the weather warms up. There is still one to two feet of frost under the roadways which make the job more difficult. Vehicles driving on roadway surfaces drive the frost deeper through the winter so they are some of the last areas to be free of frost in the spring. The street crew has also been filling potholes on City streets.

The City emails have been transferred to the new exchange server and staff have been working to get the staff computers configured. City Commissioners should be able to use an email address utilizing their first initial and last name with @ci.lewistown.mt.us attached to it for emails. Ms. Dorothy Gremaux will be assisting Commissioners to access the email.

On March 12, the City Manager gave a presentation to the Serve Montana Symposium in Helena to AmeriCorps and Vista Volunteers on coordinating projects with local governments. Typically the programs are more heavily used in rural and remote areas but Lewistown has utilized the Montana Conservation Corp program for many projects in the past. The Vista and RSVP Program is also active in Central Montana.

The Director of the Montana League of Cities and Towns has sent out a legislative update to Montana communities. A copy of the information was included in the Commissioner's packet.

During the winter the center of the roof on the building located on the Berg property collapsed. The Public Works Director got bids on taking down the collapsed portion of the building and is working with Goettlich Construction, who was the lowest bid to go in and tear down the portion that collapsed. They can recycle the metal but have to leave enough metal for the City to build a wall on the west side of the building.

Mr. Myhre explained that Recycle Our Waste Lewistown (ROWL) will have two buildings located behind Pacific Steel and Recycling. One building will be for the recyclables and the other building is for the baler. The buildings are located on the railroad property that Pacific Steel and Recycling leased from the City.

The Public Works Director is working with Tractor Supply Equipment on how to get water and sewer to their property and to get a fire hydrant across the road near the airport property.

The leaf collection area at the wastewater treatment plant has been completed. The concrete slab is complete and there is a fence around it and hope that it will help with the smell during the summer months.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Putnam seconded the motion. The consent agenda consisted of the acknowledgement of the claims that have been paid from February 27, 2015 to March 12, 2015 for a total of \$76,555.17.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on confirming the City Manager’s appointment to the Library Board of Trustees

Mr. Myhre explained that he received two letters of interest for the open spot on the Library Board of Trustees. One letter was from Blanche Chapman whose term is up and would like to continue serving on the Library Board of Trustees. The second letter was from Bridget Tighe who is new to the community and has a lot of experience with libraries and would like to be involved in the Library. Mr. Myhre commented that he received a letter from Mary Frieze and Tom Wojtowick supporting the reappointment of Blanche Chapman. Mr. Myhre stated that his recommendation is to reappoint Blanche Chapman to the Library Board of Trustees and that he did call Ms. Tighe and told her what his recommendation was going to be and encourage her to continue to be involved in the Library. Mr. Myhre feels that she would also be a great asset to the Library Board. Commissioner Gremaux made the motion to confirm the City Manager’s appointment of Blanche Chapman to the Library Board of Trustees and Commissioner Turk 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.

2. Discussion and action on approving Resolution No. 3874, a resolution appointing a successor trustee to Lewistown Tourism Business Improvement District No. 1

Mr. Myhre explained that in 2012 at the request of the local hoteliers the City created a Tourism Business Improvement District and appointed a board of directors at that time. The board is made up of five members and those members are Virginia Woodburn, Richard Ellestad, Lonnie Mannin, Phyllis Cantrell and Bob Steinman. Mr. Myhre further explained that Richard Ellestad’s original term was for two years and his term is expired and he was nominated and voted to be reappointed to the board to serve a four year term. Mr. Myhre commented that Bob Steinman recently sold the Yogo Inn and he served on the board and still had two years of his term to complete. Mr. Dave Wigginton has been nominated and voted to be appointed to fill the last two terms of the spot vacated by Bob Steinman. Commissioner Doney made the motion to approve Resolution No. 3874, a resolution appointing a successor trustee to Lewistown Tourism Business Improvement District No. 1 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 appointing Dennis Borud to a two year term to the Lewistown Historic Resources Commission

Planning Director Duane Ferdinand explained that the City of Lewistown is one of fifteen communities in Montana that has been designated as a Certified Local Government program by the National Park service to run a Historic Preservation Office and Program. As part of the program there are certain requirements that must be met, one of those is to have an active Historic Resources Commission (HRC). The HRC operates under the guidelines of City Ordinance 11-15. The HRC consists of seven members appointed by the Lewistown City Commission and currently there are two vacancies on the historic commission. Mr. Ferdinand stated that Mr. Dennis Borud has applied to serve on the HRC and comes highly recommended by other boards and citizens in the community. Mr. Ferdinand stated that he recommends Mr. Borud be appointed to the HRC because of his knowledge regarding preservation issues and opportunities in the community. Commissioner Turk made the motion to approve appointing Mr. Dennis Borud to a two year term to the Lewistown Historic Resources Commission 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 awarding a bid for the replacement of the water salesman facility

Mr. Myhre explained that the City of Lewistown has been working with Robert Peccia and Associates on the design of the bulk water filling station, preparation of bids and the acceptance of bids. The original engineers estimate was \$105,000 and the City only received one bid in the amount of \$180,500. Mr. Myhre stated it is his recommendation that the bid be rejected and the Public Works Director and City Manager work with the engineer to review the project and rebid the project. Commissioner Gremaux made the motion to reject the bid for the bulk water filling station 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.

5. Discussion and action on entering into a three year lease agreement for the East Marcella property

Mr. Myhre explained that the City owns several pieces of property around the City and this piece of property was originally utilized by the City as a landfill. It has since been cleaned up and is a property that is leased out. It has been leased by Patty Smith and the lease has expired and the property was advertised for lease in the newspaper and we only received one bid. Mr. Myhre stated that the bid is from Patty Smith in the amount of \$551.00. Finance Officer Nikki Brummond stated that Ms. Smith just completed her second three year lease. Public Works Director Holly Phelps commented that she looked at the property recently and it is maintained. Ms. Brummond explained that this lease has been revised to include a commercial provision that requires the lease to provide proof of liability insurance. Further discussion followed. Commissioner Doney made the motion to approve entering into a three year lease agreement with Patty Smith for the East Marcella property and Commissioner Turk 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.

6. Discussion and action on authorizing the City Manager to enter into a services agreement with Motorola Solutions for a repairs and maintenance to the repeater sites

Mr. Myhre explained that the City manages the repeater site on top of the Moccasin Mountains. The equipment and building were essentially purchased by homeland security grant funds. Mr. Myhre further explained that the site is part of the statewide interoperable radio system and is trunked along with the other repeaters to help tie together a larger area. Mr. Myhre commented that it is part of the statewide radio system and the State of Montana can go and negotiate service contracts with Motorola for the repairs and maintenance of equipment. The State of Montana has grants available to the cities for providing the services. Mr. Myhre stated that since the funds will go through the City of Lewistown budget it needs to be brought to the Commission for approval. Commissioner Doney made the motion to

approve authorizing the City Manager to enter into a services agreement with Motorola Solutions for a repairs and maintenance to the repeater sites 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.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Putnam asked why there was information regarding the beverage license for the Yogo Inn but it was not on the agenda. Mr. Myhre answered that it does not go on the agenda and is a notice for anyone that would oversee any of the beverage regulations. It gives the opportunity for any errors to be changed or commented on.

Commissioner Putnam commented that HB2 is going to be heard again and Montana is one of very few states that are required to offer education for four year olds. If you support it please contact our representatives and refer to early education.

Commissioner Putnam asked when annexation would be on the agenda. Mr. Myhre stated that is up to the City Commission and will put it on the agenda when requested. Commissioner Putnam would like to see the annexation on the May agenda.

Mr. Myhre reported that the members on the Recreation Board are Bill Berg and Joe Irish; City representatives and Guy Maberry and Gary Barta; County representatives.

ADJOURNMENT

Chairman Poss adjourned the meeting.

Dates this 16th day of March 2015.

Rick Poss, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk