

A COMMISSION MEETING OF AUGUST 3, 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, Gremaux, Hewitt, Poss, and Turk. Commissioner Putnam was absent.

APPROVAL OF MINUTES

Commissioner Hewitt made the motion to approve the July 20, 2015 minutes as presented and Commissioner Gremaux seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that she was unable to attend the last Local Government Study Commission meeting, but there was a nice article in the paper covering the meeting.

Commissioner Turk reported that she attended the Library Board meeting last week and the budget was discussed.

Commissioner Byerly reported that there is a Central Montana Health District meeting later in the month. Commissioner Byerly stated they will be looking at some structural changes particularly the junk vehicle program. Currently there are two separate offices and the board is looking at combining them into one location that has come available with the idea to improve efficiency.

CITY MANAGER REPORT

The City Manager Kevin Myhre reported on the following issues;

The 2015 legislature approved a \$500,000 TSEP grant for the city to utilize a wastewater collection system in the Riverdale Addition area. A \$125,000 grant was not approved. The entire project is estimated to cost approximately \$1,000,000. The City Manager has asked the Public Works Director to prepare a letter to the property owners in the area notifying them of the grant and seeking interest in the

creation of a special improvement district to fund a portion or all of the remaining costs of the infrastructure.

The City has had a contractor replace the broken landscaping curb in front of the Community Center. The damaged tree ring was not replaced at this time. The City Manager will work with Public Works to see if we can get it cosmetically repaired.

During the week of July 27th, the water department staff repaired a leak in the water main at 6th and Janeaux and also near the pool on the 20 inch main supply line from the spring.

The owner of the Broadway Apartments Building was found guilty of building code violations and was sentenced by the Justice of the Peace. Most of the sentence will be suspended if the owner provides a report by a qualified engineer detailing the conditions and all necessary conditions to make the building safe to the public. Alternatively, the owner may provide the court with a demolition plan and an approved permit authorizing the same from the City. Thereafter, the defendant shall carry through with that plan in an expedited fashion. The judgement was included in the Commissioner's packets.

The Trail Coordinator recently worked with members of the Kiwanis club to clean up the area behind the closed Westfeeds building. City staff have also been working to clean up overgrown brush and vegetation in the area. The Friends of the Trails are hoping to move forward with some trail improvements in that area to provide a Creekside park.

The Public Works Director is working on obtaining the proper permits to construct an access into the west bank of Hanson Creek Reservoir. The previous access was closed by Fergus County due to road erosion issues.

Mr. Myhre stated that himself and Commissioner Byerly did an annexation presentation for the Rotary meeting today.

CONSENT AGENDA

Commissioner Hewitt asked to pull the consent agenda. Commissioner Hewitt asked some questions regarding claims paid to Peccia. Public Works Director Holly Phelps answered the questions. There being no other discussions, Commissioner Hewitt made the motion to approve the consent agenda and Commission Doney seconded the motion.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Presentation of the Library Board Annual Report.

Library Director KellyAnne Terry reviewed the Library's mission statement: "The Lewistown Public Library provides free and equal access to quality materials and services, which fulfill the educational, informational, cultural and recreational needs of the entire community." A Library card is free to all residents of Fergus County and must provide a proof of address. There is a small fee for residents outside of Fergus County and must provide a proof of address. Ms. Terry reviewed the following list of services: circulation of books, audio books, music, DVD and Video, free Wi-Fi and internet on public computers, outreach services to assisted living and residential facilities, Youth Services, Montana Library2Go – downloadable e-books and audio

books, one on one technology assistance – laptops, computers and mobile devices, Interlibrary Loan, reference genealogy assistance, microfilm of area newspapers starting in 1883, provide tax forms, photocopying and printing, online databases, share catalog, free use in upstairs meeting room, magazines and newspapers. Ms. Terry explained that there is a lot of programming that is done at the Library. It is all free to the public and is funded by fundraisers or the Friends of the Library will sponsor the event. The programs this year were the Montana Repertory theatre performance, Montana Shakespeare in the schools performance, Montana Pie Social, Culture Night Series, Summer Reading Program, Montana Historical Society Traveling Exhibit, Humanities Montana, Concert and Ice Cream Social and various book discussions. Ms. Terry stated that the two major fundraisers that were both very successful this year were the Chili bowl and the Author Dinner. Ms. Terry explained that the following improvements were done to the buildings. There were 11 historic period style double paned windows installed upstairs at the Library. The Book Station was rewired and new lights were installed. The upstairs Library outside stone window sills were repaired. The boiler work has been completed. The Library is involved in the Montana Memory Project and Lewistown has 5,000 historic documents loaded and 6,000 pictures, Ms. KellyAnne Terry serves on the Marketing Committee at the state level and Ms. Nancy Watts serves on cataloging and searchable databases committee at the state level. Ms. KellyAnne Terry serves on the Montana Library2Go Executive Committee and Montana Library 2Go Selection Committee, she attended the Montana State Library Leadership Institute, and presented at the Fall Library workshop. The Lewistown Public Library earned the Excellent Library Service Award for the third year in a row at the Montana Library Association Conference in April 2015. The Library continues to update and is working to create a more user friendly and interactive website, annual statistics show much higher usage. Mr. Dan Bell led staff in creating Library Connect which is a reader's advisory through website: blogs and reading lists. The Library scheduled and provided curriculum for 17 separate youth groups to visit once a month during the school year including Moore School; the Ayers, King, Spring Creek and Deerfield Hutterite colonies; 2 day care groups; 4 Lewistown third grade classes; 2 Lewistown Junior High classes; Boys and Girls Club; second and third grade Spanish club and home school programs. The Library also provides outreach services to Eagles Manor, CMMC, Valle Vista, The State Home and Caslen Living. The Friends of the Library paid for the installation of the upstairs windows, sponsored the Summer Reading Program, the Humanities Programs, Author Dinner and Culture Nights. The Friends of the Library volunteer a lot of their time on book sales and special events. The Library did receive a grant from the Central Montana Foundation to purchase an Early Literacy Computer

2. Discussion and action on the City's contribution to the Library for fiscal year 2015-2016

Mr. Myhre reviewed the proposed expenditures and explained that there is an employee buyout included in the budget this year that is an unanticipated cost in the amount of \$12,742. The proposed expenditure budget is \$327,918, the budgeted amount last year was \$309,360 and the actual amount spent was \$302,732. Mr. Myhre explained that by looking at the budget without the buyout the increase from last year to this year is a 2% increase and if you compare what is budgeted to what is spent last year it is a 4% increase. Mr. Myhre explained that the proposed budget of \$327,918 does not include the \$5,000 the Commission has given in years past to the library depreciation fund as match funds. Ms. Terry reviewed the revenues that the Library currently receives. Further discussion followed. Ms. Terry reviewed the revenues for the

Library Trust Fund and the Library Depreciation Account fund and stated that they are restricted accounts. Commissioner Doney asked if Ms. Terry anticipates the county to increase their contribution. Ms. Terry answered she thinks they will and has not yet asked them what their contribution will be and does not think they will cut their contribution. Commissioner Gremaux made the motion to give the Library \$203,988 plus \$12,742 and the \$5,000 for the depreciation fund contingent on their match and Commissioner Turk seconded the motion. Commissioner Byerly stated that it is his understanding from the last committee of the whole meeting that there was a consensus from everyone here that the City was going to fund the \$12,742, and that when these kinds of things arise, one time substantial lump sums that we do not want to punish the department affected. Commissioner Byerly stated he is fine with the \$12,742 and the \$5,000 match is good business and both parties have a stake in the buildings. Commissioner Byerly stated that his concern is that we have a general fund budget that appears to have a zero percent increase. Commissioner Byerly commented that if the City contributes \$203,988 the contribution from the City to the Library is a 17% increase over the last five years and does not have a problem with the \$203,988 contribution but it is coming out of somewhere else in the City budget. Commissioner Byerly stated his concern is the Library budget is growing and the general fund budget is not increasing. Commissioner Byerly stated that he feels the services the Library offers is wonderful and going forward he hopes in the future that the expectation of the City would be more in line with the overall revenues are for the year and high increases every year does not seem sustainable. Further discussion followed. Commissioner Doney stated that she looks at it differently and does not think that the City can continue to carry the County and feels that is what has been happening for years. Commissioner Doney stated that she thinks the City is being asked to carry the Lion's share. Commissioner Doney stated that the City cannot be all things to all people. Commissioner Gremaux agrees with those theories but feels the Library still needs to operate. Commissioner Doney stated that it would be helpful to have mill values. Commissioner Poss asked for comments from the audience and Commission. There being none, the question was called for and those voting in favor were Commissioners: Byerly, Gremaux, Poss and Turk. Commissioner Doney and Hewitt voted against. Commissioner Putnam was absent.

3. Discussion and action on approving the street maintenance assessment for fiscal year 2015-2016.

Mr. Myhre explained that there were some changes made in last year's street maintenance resolution, but does not know of any changes that need to be made this year. Mr. Myhre stated that the City currently has one street maintenance district number one and currently charges .03 cents per square foot. Mr. Myhre explained that if you have a standard 50 x 90 lot which is 4,500 square feet you multiply that by three cents and that is what your street maintenance assessment is for the year. There are some exceptions and if it is a residential property is maxed at 15,000 square foot. Mr. Myhre stated that last year one of the changes was if a parcel did not touch or is adjacent to a publicly maintained road then the maximum the lot would be assessed at would be 10,000 square feet. Mr. Myhre explained that the street maintenance funds pay for the staff, administration of streets and maintenance, equipment, signs and the largest portion is street repairs. Mr. Myhre explained that he is showing three options which is each a 1/10 of a cent increase from the current rate so the rate options are .031000, .032000 or .033000. Further discussion followed. Commissioner Turk stated that she would like to increase it a little bit

because she does not want the city to get behind and things have been looking good the last two years. Commissioner Gremaux stated that the City has been using better quality products. Commissioner Doney made the motion to set the street maintenance assessment for fiscal year 2015-2016 at .031000 per square foot and to move forward with engineering to determine a scope and prioritize projects and Commissioner Gremaux 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. Frank Westhoff asked if Reservoir Drive would be a maintained road. Mr. Myhre answered the portion that is in the City will be a publicly maintained road. Mr. Frank Westhoff asked who put in the waterline on Roundhouse Road. Mr. Myhre answered that the County put in the line. Mr. Frank Westhoff stated that the newspaper states there is something wrong with the Castle Ridge acres water line. Mr. Myhre stated that there is not necessarily anything wrong with it but it is not the size of line that we would put it. Mr. Myhre stated that the City wants to make sure that it is properly maintained going forward and tested to make sure there are no contaminants. Mr. Myhre stated that the system is operating the way it was designed.

COMMISSIONER'S MINUTE

Commissioner Hewitt commented that Ms. Nancy Fry Moline informed her that the weeds have been cut down at the house next door to her. Commissioner Hewitt asked if the Fire Department could ask the owner if the house could be used for fire training. Mr. Myhre stated that there is a process that must be followed before a house can be used for fire training because of the lead based paint and asbestos that could be there.

ADJOURNMENT

Chairman Poss adjourned the meeting.

Dated this 3rd day of August 2015

Rick Poss, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk