

**A COMMISSION MEETING OF AUGUST 17, 2015 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Vice Chairman Gremaux called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Gremaux asked everyone to stand and say the Pledge to the Flag.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

Commissioner Doney made the motion to approve the August 3, 2015 minutes as presented and Commissioner Hewitt seconded the motion. The motion passed unanimously.

**COURTESIES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Doney reported that she attended the most recent Study Commission meeting and a draft of the charter was presented. Commissioner Doney provided the Commission with a copy of the current charter and a copy of the draft charter. Commissioner Doney stated that she was unable to attend the last Study Commission meeting but did review the minutes and did not see where a vote was taken to redraft the charter or move to a mayor form of government but apparently that is where they are going. Commissioner Doney explained that one of the main changes is going from a manager to a mayor and the mayor will be paid at level of the lowest paid department head. It is proposed to have six council people. Commissioner Doney wanted the commission to have the information to be able to review.

Commissioner Turk reported that she attended the most recent Library board meeting. Commissioner Turk reported that Ms. Pam Henley from the Montana State Library was at the meeting and had a lot of good information on how to get people involved. The summer reading program is over. The Board decided that the funds for the library that are available at the Central Montana Foundation will not be requested until December. Commissioner Turk reported that Ms. KellyAnne Terry has talked with County Commissioner Sandy Youngbauer about the County contribution to the Library. The County will not be able to contribute anymore but hope to continue to contribute what they did.

Commissioner Byerly reported that there will be a Central Montana Health District (CMHD) Board meeting this Thursday. The board will be working on the budget and looking at some structural changes. In the hopes of improving efficiencies and service and saving some taxpayer dollars.

Commissioner Hewitt reported that the Airport Board is looking at rewriting the leases to get continuity in them both land and building leases. The airport is still waiting to get the stripping completed on the runway. Commissioner Hewitt stated that the employee health insurance for the airport employees may affect the airport budget. The FAA finally approved the sale of the land to the Department of Transportation.

Commissioner Putnam was unable to attend the Park and Recreation Board meeting. Mr. Myhre was in attendance and reported that there was an update on the pool. There was a DNRC forester here to review what was done this season. At the next meeting it will be discussing the request from the Veterans. The Veterans would like to put in a sidewalk and do some improvements with the interpretive center at Symmes Park.

### **CITY MANAGER REPORT**

City Manager Kevin Myhre reported on the following issues:

A large number of local Veterans have been working to refurbish the missile display located at Symmes Park. The project was funded through a variety of sources. The group is also interested in building a sidewalk to access the missile, the artillery gun, the Vietnam memorial, and the Statute of Liberty located in the same vicinity. They are working to get interpretive signage the different displays.

The Public Works Department has assisted in removing much of the old landscaping fabric, gravel and timbers from the site so that it can be seeded to grass and more easily maintained. Mr. Myhre stated that he has been unable to find out who is actually responsible for the site and it is not owned by the City unless it is part of the Airport Property. No one has been maintaining it and it needs to be re landscaped. The junipers have died and the timber has rotted. The highway department will mow the grass if the area is put back into grass. It will be a much smaller landscaped area and the Kiwanis Group has agreed to help maintain it.

The sampling has been completed at the Ernie's Auto site and we are waiting for a final report from the consultant. The preliminary information indicates that the contamination may be contained onsite and in levels common to leaking underground storage tanks. The owner will have to evaluate the estimated cost of cleanup to determine the ultimate value of the property.

The groundbreaking at the swimming pool was today. The engineer and City staff have worked together to bring the pool contract in line with the available funding. The family change room planned in the project will be roughed in for plumbing but will not be completed in the project. The Public Works Department will be assisting in several different ways to cut costs in the project. We were not able to gain enough changes to add the third waterslide flume at this time. The Friends of the Pool will continue fundraising to see if they can find funding through donations and grants to change order the third slide later in the contract.

The engineers have reevaluated the costs associated with the Machler Stream Restoration project and are short of funds to complete the project. Fish, Wildlife and Parks (FWP) would like to identify more funds prior to letting the project out for bid. It had previously been scheduled to go to bid on August 7<sup>th</sup>. The local Trout Unlimited Chapter and the Big Spring Watershed

Council has asked the City to sign a letter to FWP urging continued progress on the project. The group would like the project to go to bid so the actual costs can be identified.

The Fire Department has changed out the hardware on the flag poles at the City complex to accommodate the requirements of flying the POW flag. The change was passed at the legislature.

### **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 was the acknowledgement of the claims that have been paid from July 1, 2015 to July 31, 2015 for a total of \$50,720.27.

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

#### 1. Discussion and action on approving the 2015-2016 agreement with School District No. 1

Mr. Myhre explained that this agreement has been in place for many years. The agreement allows for the sharing of equipment and facilities between the School District and the City of Lewistown. The amount increases by the rate of inflation each year. Commissioner Turk made the motion to approve the 2015-2016 agreement with School District No. 1 and Commissioner Putnam 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 awarding the 2015 chip sealing bids

Mr. Myhre explained that the City put out a request for chip seal bids and received one bid from Century Construction. The total base price of the bid is \$198,300 which is for this year and if the City puts the work off until 2016 they can complete the work using a different oil which would save \$13,600. Mr. Myhre stated it is his recommendation to continue to try to get the work done this year, because the objective of chip seal is to seal the streets as good as possible prior to the winter season. The project is weather and schedule dependent. Commissioner Putnam made the motion to approve awarding the 2015 chip seal bid to Century Construction and to get the work done this year and Commissioner Hewitt 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 applying for Department of Commerce Treasure State Endowment Program (TSEP) Planning Grant for completion of a preliminary engineering report (PER) to look at available alternatives for providing the newly annexed lots along Castle Butte Road with water and sewer service

Mr. Myhre explained that the Commission approved an annexation plan earlier this spring and there was a provision in the plan that states if the City annexes an area with more than ten lots

that are unserved by water or sewer utility the City would hire a consultant to prepare a preliminary engineering report (PER) to see how services could be provided. Mr. Myhre stated that in July the Commission annexed the area on Castle Butte Road and Roundhouse Road and in that area there are more than ten lots that do not have sewer service available to them. The City Manager and the Public Works Director worked to put together an application for the Treasure State Endowment Program (TSEP) to apply for a grant to complete the PER. If the City is successful in getting the grant it is a 50% match. Commissioner Byerly made the motion to approve on applying for Department of Commerce Treasure State Endowment Program (TSEP) Planning Grant for completion of a preliminary engineering report (PER) to look at available alternatives for providing the newly annexed lots along Castle Butte Road with water and sewer service and Commissioner Putnam seconded the motion. Further discussion followed. 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 approving Resolution No. 3884, a resolution relating to adopting a preliminary budget and providing a date for public hearing and adoption thereof for the fiscal year beginning July 1, 2015 and ending June 30, 2016

Mr. Myhre explained that Resolution No. 3884 sets out the process for the Commission and how the final budget will be approved. Commissioner Putnam reported that during the Committee of the Whole meeting the expenditures and one sheet of the City budget was reviewed. Commissioner Putnam made the motion to approve Resolution No. 3884 a resolution relating to adopting a preliminary budget and providing a date for public hearing and adoption thereof for the fiscal year beginning July 1, 2015 and ending June 30, 2016 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.

### **CITIZENS' REQUESTS**

There were none.

### **COMMISSIONER'S MINUTE**

Commissioner Turk commented that all the work being done on the trail near the bridge area near Garfield School is great and she had heard a lot of positive comments.

Commissioner Byerly stated that he is impressed with the City Manager, the Finance Officer and the Public Works Director's ability to retain the information and to be able to answer the questions.

Commissioner Putnam asked about the BBQ truck located at the top of the hill and if it was located in the County. Mr. Myhre answered it is located in the County. Commissioner Putnam also reported that it appears someone is living in a camper near Cedar Street.

Commissioner Hewitt asked when the landscaping would be finished at the Ouellette Apartments. Planning Director Duane Ferdinand explained that they are looking for more funding.

**ADJOURNMENT**

Vice Chairman adjourned the meeting.

Dated this 17<sup>th</sup> day of August, 2015.

---

Frank Gremaux, Vice Chairman of the Commission

ATTEST:

---

Nikki Brummond, City Clerk