

**A COMMISSION MEETING OF OCTOBER 17, 2016 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Chairman Byerly called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Byerly 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 arrived late to the meeting.

**APPROVAL OF MINUTES**

Commissioner Putnam asked that the minutes for September 19, 2016 be tabled because she just received them this evening and did not have time to review them. Commissioner Hewitt made the motion to approve the October 3, 2016 minutes as presented and Commissioner Doney seconded the motion. The motion passed unanimously.

**COURTESIES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Turk reported that the Library Board met recently. The financial report and the claims were approved by the Library Board. The Library has received a donation in the amount of \$15,000 from the Ted Birnie estate. Commissioner Turk commented that the County Commissioners did approve to give an additional \$1,000 to the Library for this budget. The Book Station is open every second Wednesday from 2 to 4 pm. The Library fundraisers for 2017 are the Chili Bowl on January 20<sup>th</sup> and the Author Dinner on May 17<sup>th</sup>.

Commissioner Doney reported that she was unable to attend the recent Local Government Study Commission meeting. Commissioner Byerly reported that he attended the meeting. There were four people in attendance, it was seven minutes long and two study commissioners were absent. The Study Commission will meet in November to disband.

Commissioner Hewitt reported that there was an Airport Meeting on October 5<sup>th</sup>. There will be a special airport meeting on October 20, 2016 at 4 p.m. The meeting will be for the Airport Board to interview the companies that have applied for the engineering services for the runways. Mr. Tony Brown from Doc's has asked the airport board to look at putting a sign in the vicinity of the rest area.

Commissioner Putnam reported that she was unable to attend the Park and Recreation Board meeting due to a prior meeting commitment.

### **CONSENT AGENDA**

Commissioner Doney made the motion to approve the consent agenda and Commissioner Gremaux seconded the motion. The consent agenda was the acknowledgement of the claims that were paid from September 29, 2016 to October 4, 2016 for a total of \$15,816.11.

### **CITY MANAGER REPORT**

Interim City Manager Holly Phelps reported on the following issues:

The City has received notice from the Community Development Block Grant (CDBG) program that they have been awarded a CDBG planning grant. Montana Preservation Alliance submitted a grant application sponsored by the City in the amount of \$35,000. The grant is for the preliminary architectural report for the Broadway Building. The group does plan on better winterizing the Broadway Building.

The City was also awarded a \$5,000 Montana Main Street planning grant. The grant will be used to explore the feasibility of a parklet, work on the design and eventually the placement of the parklet. There were some examples included in the packets.

At the recent Friends of the Trails meeting there was discussion on the Soccer Associations' proposal to locate a soccer field at Brewery Flats. The group decided to meet at the location on November 15<sup>th</sup> at 10 am to walk the project with representatives from the Soccer Association. Also, the Soccer Association has scheduled a meeting with members of the Big Spring Water Shed Council, to discuss the project.

Spika Design and Manufacturing's community volunteer projects day last week. The projects included cutting brush along the trails and they partnered with the Lewistown Downtown Association to trim the trees along Main Street. Public Works disposed of branches removed from the trees along Main Street.

The City Manager has received several calls regarding the Historic Downtown lights and that several of them are out. The City has a maintenance contract with Central Electric and they are working on the lights at this time. Central Electric is in the process of upgrading several of the lights to LED. The hope is that the LED lights will last longer and be more energy efficient.

Ms. Phelps commented that she would like to start a discussion of the strategic plan. Ms. Phelps reviewed some of the ideas and would like to discuss it over the next weeks on how the Commission would like to proceed.

Ms. Phelps reported that at the Recharge Our Community meeting there was some discussion on angled parking. Planning Director Duane Ferdinand explained how it would work and the possibility of a pilot program. Commissioner Byerly reported that he was also in attendance at the meeting. There appears to be a lot of support for trying this.

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

#### 1. Council on Aging annual report

Ms. Phelps introduced Stacy Auck, Director of Council on Aging. Ms. Phelps explained that this is a City owned building and there has been a long standing lease agreement in place and as part of the agreement is an annual report. Ms. Auck commented that by the way the agreement expires in 2020. Ms. Auck explained that one item in the lease agreement is that the Council on Aging must put \$1,000 each year into a roof fund. There is approximately \$26,000.04 in the roof fund and it is invested in the Central Montana Foundation. Ms. Auck explained some of the building equipment along with the repair and replacement that has been done. Ms. Auck reported the first project she took on was the grease trap and it was \$8,100 and was able to obtain grants from about half of the project. The heating/air conditioner unit has been replaced and the amount was approximately \$7,100. Ms. Auck the condenser unit for the walk in cooler has been replaced and it now located on the roof and the cost of that project was \$5,200. Ms. Auck explained that unexpectedly the dishwasher booster died and they were able to get it fixed and the cost was around \$2,000. Ms. Auck explained that the funding for the program is through the Area II Agency on Aging and they tell us how much money we will get and it dependent on the number of senior citizens in the county. Ms. Auck further explained that the funding for the transportation grant will be changing and the funding will be based on number of rides. Ms. Auck reported that the County does give about \$20,000 each year. The available programs were discussed briefly. Ms. Auck then explained that some of the funding does come from fund raisers. Ms. Auck explained the fund raisers. Ms. Auck considers the big fundraisers are Dream Vacation and Hats n Horses. The transportation program have a Bingo day in October and all the money raised goes to the transportation program. Ms. Auck stated that she thinks that the Treasure Depot is their biggest and best fund raiser, all of the items are donated and there are a lot of volunteers that help with it. Ms. Auck explained that prior to this position she was a business and math teacher for 26 years

#### 2. Discussion and action on approving the purchase of a sweeper for the Street Department

Ms. Phelps explained that the Public Works Department has talked about the purchase of a new sweeper for several years. Several different models have been looked at over the years and recently the crew was able to test a regenerative air sweeper and the company is out of Spokane. It was the first time the public works crew liked the sweeper. A bid was for a sweeper was put together and advertised. Further discussion followed. Ms. Phelps explained that the Public Works recommendation is the demo version and we had budgeted \$250,000 and the price

delivered is \$198,000. Commissioner Gremaux made the motion to approve the purchase of a sweeper for the Street Department and Commissioner Doney seconded the motion. Commissioner Byerly 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 reported that she was down it the area of Dawes Street and the LaTray property is being addressed.

Commissioner Byerly commented that the staff did an email test and they only got three responses out of seven and he did a test recently and only got three out of six. Commissioner Byerly commented that he thinks staff counts on the Commissioners to check their email.

Commissioner Byerly reported that it is his understanding that the an additional report has come in on the old mill building and he speaking for himself and would caution Duane and the historic resources commission that it would be premature to start fundraising for any rehabilitation for the mill building. Commissioner Byerly commented that is money is being solicited for a project that is not approved by the City could be a problem.

Commissioner Hewitt reported that her City email receives a lot of spam. Finance Officer Nikki Brummond reported that she will talk with their computer techs and see what can be done. Commissioner Putnam reported that her email comes as spam.

### **ADJOURNMENT**

Chairman Byerly adjourned the meeting.

Dated this 17<sup>th</sup> day of October, 2016

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Dave Byerly, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk