

A COMMISSION MEETING OF FEBRUARY 16, 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, Poss, Putnam and Turk.

APPROVAL OF MINUTES

Commissioner Putnam made the motion to approve the February 1, 2016 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 the Local Government Study Commission met on February 12th. They did vote to have Mr. Dan Clark with the Local Government Center come and talk with them at the February 29th meeting. The meeting will be here at 7 pm on February 29th.

Commissioner Turk reported that the Library Board met on February 11th. The Friends of the Library made \$1,360 on book sales during the winter fair. The Library is fully staffed now. The Chili Bowl raised \$2,200 for the summer reading program. There will be a Scandinavian night on March 2nd at 6 pm at the Library. The author dinner is scheduled for May 18th and the author is Peter Stark. The Library Board will be looking at the Library's strategic plan for the next three years. The blinds in the upstairs were refurbished and are installed. The Library had an online meeting for the State of Montana and it was very well attended. The Library Board is advertising for a new board member as Tom Wojtowick is termed out.

Commissioner Byerly reported on the staffing for the Central Montana Health District. The move to the new office for the Health District is schedule for March 1st and it is hoped that they will be fully staffed by April 1st. Commissioner Doney asked about the junk vehicle program.

Commissioner Byerly answered that it is under environmental health and it has actually been moving more vehicles than prior years.

Commissioner Putnam reported that she missed the last Park and Recreation Board. Mr. Myhre reported that there was not a quorum. Mr. Myhre reported that DNRC is applying for a grant with the partnership of the City to get a tablet for a GIS database for the tree inventory. The hockey tournament was well attended and a lot of positive comments.

Commissioner Hewitt reported that she attended the most recent Airport Board meeting. The Montana Department of Transportation and Century construction have an agreement in place for a staging area and it is located between MDOT building and the New Homes of the Future when they start the overpass project. Commissioner Hewitt reported that grease from the restaurants can be hauled to a designated location at the airport.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues.

Representatives from Tetratex are in Lewistown to complete the DEQ onsite sampling at the City's lot on Marcella Avenue. They are working with Public Works and coordinating with the current lessee and adjacent property owners.

In January, a representative from Montana DEQ completed a compliance inspection at the City's wastewater treatment facility. While he did not report any compliance issues with the wastewater facility operations, he did note compliance violations regarding a single storm drain inlet located inside the facility perimeter. The violations were in regard to training, inspections and proper record keeping in relation to the storm drain inlet. The Public Works Director is required to complete a response detailing how the City has corrected the items to be filed with DEQ.

The ROC committee for housing is planning to reapply to the Big Sky Trust Fund for planning grant funding to look at the possibility of building housing at the Berg Lumber site. They have decided to add an additional provision for a strip mall development for small businesses to meet or show a job creation component to the project.

City Staff will be working with the Disaster Emergency Services office and the Local Emergency Planning committee to hold a mock aircraft disaster exercise at the County Complex. The exercise was held on Friday, February 12th at 11:30 am to 1:30 pm.

Public Works has been managing the runoff and working to keep storm drain clear and able to take runoff. Very few problems have been experienced. Because warmer weather can drive the roadway frost further into the ground and cause freezing pipes, crews will be watching for developing problems.

The Lewistown Downtown Association held a GALA event at the Yogo Inn this weekend to raise support for the Downtown. The tickets were sold out for the event.

One of the ROC groups is sponsoring a guest speaker to visit Lewistown and provide training on March 8th at the Eagles Hall. They will have two sessions to try to meet businesses schedules.

Mr. Myhre reported that he has resigned from the state 911 Board, but will continue to be involved because some of the legislative issues.

CONSENT AGENDA

Commissioner Putnam made the motion to approve the consent agenda and Commissioner Doney seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from January 28, 2016 to February 10, 2016 for a total \$65,940.44.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on approving Resolution No. 3902, a resolution adopting revised rules of procedure for the Lewistown City Commission

Mr. Myhre explained that after the last Commission meeting himself and the City Attorney Monte Boettger made the changes recommended by the Commission. Mr. Myhre reviewed the changes. Mr. Myhre asked if the word behavior needs an “s” to make it grammatically correct. Commissioner Putnam stated to add an “s” to make is grammatically correct. Mr. Myhre commented that he did review this document with the City’s liability insurance provider. Mr. Myhre was asked to put some due process in the procedures to help with timeliness for public hearings. Mr. Myhre explained that the sheet titled citizen participation is just a procedure issue and the wording will be put on the back of the agendas. Mr. Frank Westhoff commented that it looked good to him. Mr. Boettger stated that he does not remember in all the years he has been City attorney that there has been a time when a time limit was necessary but does think it is necessary to have the tool there and the audiences expectations. Commissioner Doney commented that she likes the structure and appreciates the Commission reviewing them. Commissioner Gremaux made the motion to approve Resolution No. 3902, a resolution adopting revised rules of procedure for the Lewistown City Commission and Commissioner Poss 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.

2. Discussion and action on approving Resolution No. 3903, a resolution to create the Lewistown Improvement District Board and to establish powers and duties

Mr. Myhre explained that the City Planner Duane Ferdinand and City Attorney Monte Boettger sat down and reviewed the draft resolution for the tax increment finance district. Mr. Myhre reported that the actual duties of the board are listed out and they do not have the ultimate power to enter into contracts on behalf of the City. Further discussion followed. Commissioner Poss made the motion to approve Resolution No. 3903, a resolution to create the Lewistown Improvement District Board and to establish powers and duties. Commissioner Putnam 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

There were none.

ADJOURNMENT

Chairman Byerly adjourned the meeting.

Dated this 16th day of February 2016.

Dave Byerly, Commission chairman

ATTEST:

Nikki Brummond, City Clerk