

A COMMISSION MEETING OF JULY 3, 2017 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 Doney made the motion approve the June 19, 2017 minutes as presented and Commissioner Turk seconded the motion. The motion passed unanimously with Commissioner Hewitt abstaining.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Putnam reported that she recently attended a Central Montana Foundation Board meeting and there were only a couple grants that were approved for funding.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Riverdale sewer project is currently out for bid. A pre bid meeting will be held on July 5th and the bid opening will be on July 12th. The contract time for this project is 75 days and work could be done in the fall of 2017 or spring of 2018.

The City Manager is continuing to work with Fergus County on getting easements in place for the Fairgrounds water and sewer project. The City has not accepted responsibility of the system at this time. The City had an easement prepared to get easements in place for inside the Fairgrounds so that the City has access to operate and maintain the system. The easement needs

to be in place before the system is accepted by the City. Recently, there have been some questions on protection of the fire hydrants in the Fairgrounds. The City Manager is working with the County to try and get bollards installed before the fair.

Construction values for work done inside the City limits have already exceeded the 2016 totals, and there are several large projects on the horizon. As of May 31st the value of work permitted exceeded 5.6 million dollars.

Mr. Matt Birdwell was hired as the Public Works Director and he is currently working to fill the Superintendent of Operations position.

The City Planner position is currently being advertised and we will work to fill this position. The City also has an opening for a maintenance worker, police officer, part time dispatcher and temporary firefighter.

There is a full list of events for the 4th of July and the parade will be held at 11 am.

The parklet has been installed in front of Studio Milan on Main Street.

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 June 15, 2017 to June 28, 2017 for a total of \$144,495.75

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on approving the appointment of a new member to the Historic Resources Commission

Ms. Phelps explained that Mr. Jason Grover is the only applicant for the open position on the Historic Resources Commission. Mr. Grover does live just outside of Lewistown which is allowed as long as their residence is located within the two mile planning zone. Commissioner Poss made the motion to appoint Mr. Jason Grover to the Historic Resources Commission and Commissioner Putnam seconded the motion. Commissioner Byerly 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, Hewitt, Poss, Putnam and Turk. Commissioner Doney voted against. Commissioner Doney explained that she feels the citizen should be present when appointed to the board. This give the Commission an opportunity to ask questions and know they are and to make sure that they their responsibilities for the board they are serving on.

2. Discussion and action on approving a Railroad right of way lease for Gary Snook at the old Lewistown Transfer site

Ms. Phelps explained the lease is located over on the truck bypass. Mr. Snook does intend on doing something with the transfer building in the future. The square footage is 9,920 with a lease amount of \$793.60. Mr. Snook requested the lease from the City of Lewistown. Commissioner Turk made the motion to approve the railroad right of way lease for Gary Snook at the old Lewistown Transfer site and Commissioner Gremaux 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.

3. Discussion and action on approving the street maintenance assessment for fiscal year 2017-2018

Ms. Phelps explained that this was discussed in detail during the committee of the whole and staff proposed three options. The options were stay the same at .031 cents, decrease to .029 cents and increase to .032 cents per square foot.

Commissioner Poss made the motion to keep the street maintenance assessment the same amount at .031 cents and Commissioner Putnam seconded the motion. Commissioner Turk commented that she feels the City will be able to maintain or do more due to the costs staying the same and receiving additional gas tax money. Commissioner Byerly 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. 3931, a resolution declaring it to be the intention of the City Commission to adopt revisions to the City of Lewistown's policy and procedures manual

Ms. Phelps explained that there are three documents in the packets one is the policy manual, one is the procedure manual and the last one is the drug and alcohol policy. The City participates in the employee practices coverage and these are the recommended changes that need to be made in order to continue coverage. Some of the changes were due to state changes. Once the resolution is passed the City's bargaining units will be notified and given 60 days for them to review and bring forth any recommended changes. Then in September it will be brought back before the Commission for final approval. Commissioner Poss made the motion to approve Resolution No. 3931, a resolution declaring it to be the intention of the City Commission to adopt revisions to the City of Lewistown's policy and procedures manual and Commissioner Turk 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 Poss commented that the closing of Crystal Lake for two years in his opinion is totally unacceptable. Commissioner Poss is not sure what the City of Lewistown can do to help

the situation and it is a hurt to the community. Ms. Phelps commented that the City can write a letter expressing the City's concern.

Commissioner Putnam reported that there is no street sign at corner of Spring and 12th.

ADJOURNMENT

Chairman Byerly adjourned the meeting.

Dated this 3rd day of July 2017.

Dave Byerly, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk