

**A REGULAR COMMISSION MEETING OF OCTOBER 2, 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, and Turk. Commissioners Poss and Putnam was absent.

**APPROVAL OF MINUTES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Hewitt reported that there will be a Airport Board meeting this Wednesday and a special airport board meeting this Friday to talk about a TED.

Commissioner Doney reported that she is continuing to work on the ordinances and one is on the agenda for discussion tonight.

**CITY MANAGER REPORT**

City Manager Holly Phelps reported on the following issues:

The City has received the final invoice for the demolition of the mill building. The total bill was \$21,792.24 and the City's portion is \$10,800 which includes labor, gravel and geo foam. The funding is grant funds and private donation.

Commissioner Doney asked where we are at with City leasing. Ms. Phelps answered that all properties are leased with the exception on the cemetery. The reason is the City would like to move the fence prior to leasing. Commissioner Doney would like to see the park land in Casino Creek highlands be considered for leasing.

**CONSENT AGENDA**

Commissioner Gremaux made the motion to approve the consent agenda as presented and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from September 14, 2017 to September 30, 2017 for a total of \$123,613.29 and approval of a business license to be issued to Bolt Electric.

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

1. Discussion and action on approving and authorizing the City Manager to sign a design contract with Mosaic Architecture for further design development of the Creekside Marketplace and Pavilion

Ms. Phelps explained that she is continuing to work on the Creekside Marketplace and Pavilion because it is a City park. Ms. Phelps explained that Mosaic Architecture has submitted a bid for further design and specific area of the park. The design is not to exceed \$500. Further discussion followed. Commissioner Turk asked if there is a fee on the design of the project. Ms. Phelps answered no not at this time. Commissioner Turk made the motion to approve and authorize the City Manager to sign a design contract with Mosaic Architecture for further design development of the Creekside Marketplace and Pavilion and 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.

2. Discussion and action approving and authorizing the City Manager to enter into and sign an agreement to furnish engineering services to include funding administration, construction, design and bidding with Robert Peccia and Associates for the Riverdale Sewer project

Ms. Phelps explained that there are four different agreements and would like to discuss and approve each one individually. Ms. Phelps explained that the first one is the general services that will be provided by Robert Peccia and Associates for the Riverdale Sewer Project. All the numbers listed in the agreements have been approved and included in the final project budget. Commissioner Doney made the motion to approve the agreement to furnish engineering services to the City of Lewistown for wastewater engineering services for the Riverdale Sewer project 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. Ms. Phelps explained that the second agreement is for funding administration which does include the TSEP grant and the coal severance loan. Commissioner Hewitt made the motion to approve task order number one agreement to furnish engineering services to the City of Lewistown for wastewater engineering services for the Riverdale Sewer project for funding administration 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. Ms. Phelps explained that the third agreement is for the same project but the design and bidding part of the project. Commissioner Gremaux made the motion to approve task order number two agreement to furnish engineering services to the City of Lewistown for wastewater engineering services for the Riverdale Sewer project for the design and bidding phase 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. Ms. Phelps explained this is the final agreement and is the construction phase of the project which is what we will beginning this month. Commissioner Turk made the motion to approve task order number three agreement to furnish engineering services to the City of Lewistown for wastewater engineering services for the Riverdale Sewer project for the construction phase services 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.

3. Discussion on proposed changes to Title 10, Chapter 4 Part 2 of the Lewistown City Code pertaining to parking restrictions – related to recreational vehicles, trailers and campers.

Ms. Phelps explained that this is a result of the meeting that have been held with the Commissioner Doney, the City Attorney and herself with reviewing and updating City Code. This one had input from one of the Police Officers and Chief of Police. Ms. Phelps commented that we are all aware of the trailers, campers and parking in the City is problematic. Ms. Phelps stated that was is being proposed is

that we allow the parking of recreational vehicles, boat trailers, car trailers and campers from April 1<sup>st</sup> to November 1<sup>st</sup>. The five day parking regulation is still in the ordinance. Ms. Phelps further stated that this has been discussed with the department heads and the one suggestion was to change the dates from May to October may be more appropriate. Ms. Phelps explained the reason was for leave clean up and snow removal. Commissioner Doney explained that we are still following state law and trying not to repeat it in City code, but also to match this up with the snow route removal code. Commissioner Doney commented that the way it read before there was no way to enforce the ordinance and this is hoped to allow citizens to continue to recreate. Ms. Phelps explained that this is just a discussion item to get feedback from the public. Commissioner Byerly commented that it needs to be made clear that this is only relevant to residential parking and City streets.

### **CITIZENS' REQUESTS**

Mr. Jonathan Moore asked if the ordinance applied to work trailers or just recreational trailers. Ms. Phelps explained that this is only referring to residential areas and recreational trailers. Commissioner Doney commented that mostly this is to help clean up areas of the City and then to help when cleaning streets.

Mr. Clint Loomis asked if there are any codes regarding parking cars on sidewalks and in front of their houses. Commissioner Gremaux answered that if it is on their private property there is nothing we can do about that.

Mr. Loomis commented that there was a time that the public was questioning the City Manager evaluations and is that what the goal reference was at the beginning of the meeting. Ms. Phelps answered that the goals comments was part of the performance evaluation and she provided them with her goals for the City and she challenged the Commission to what their goals were for the City.

### **COMMISSIONER'S MINUTE**

Commissioner Gremaux thanked Commissioner Doney for the work she has done on the ordinances.

Commissioner Byerly reported that he attended the candidate's forum and was pleased with the turnout.

Commissioner Turk reported that she has had a lot of comments regarding the tree on 3<sup>rd</sup> Ave N. Ms. Phelps answered that they are currently trimming.

Commissioner Doney commented that she heard that several land owners were notified by the City regarding tree removal on their property. Ms. Phelps answered that is correct they property owners were notified if they have hazardous trees on their property.

### **ADJOURNMENT**

Chairman Byerly adjourned the meeting.

Dated this 2<sup>nd</sup> day of October 2017.

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Dave Byerly, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk