

A REGULAR COMMISSION MEETING OF JUNE 4, 2018 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Turk called the meeting to order.

PLEDGE OF ALLEGIANCE

Chairman Turk asked everyone to stand and say the Pledge to the Flag.

ROLL CALL

Present were Commissioners: Doney, Dunnington, Hewitt, Loomis, Oldenburg and Turk. Commissioner Byerly was absent.

APPROVAL OF MINUTES

City Clerk Nikki Brummond asked that the minutes be removed due to some grammatical errors.

COURTESIES

City Manager commented that she would like to recognize Assistant Chief Ryan Berry for his dedication and years of service with the City of Lewistown. He was with the City for twenty years and he was unable to attend because he had a family issue to deal with.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that the Park and Recreation Board has been moved to June 13th.

Commissioner Oldenburg reported that she attended the annual meeting for the Central Montana Foundation. It was very well attended and there were nine requests for major funding. There were \$168,000 grant requests and the foundation was able to grant \$66,000. A regular meeting was held after the annual meeting and there were four requests for smaller grants and they granted 3 out of the 4 requests.

Commissioner Turk reported that there will be a library board meeting later this month.

Commissioner Doney reported that the ordinance committee will be meeting in June.

Commissioner Hewitt stated that she will be attending the airport meeting on Wednesday.

CITY MANAGER ERPORT

City Manager Holly Phelps reported on the following issues:

The Big Spring Skatepark was at the last park board meeting. The Park Board has approved the installation of a sign for the Big Spring Skatepark. They are planning on starting construction right away and a they are planning a Skate Jam event for the 20th of July.

The pool will be opening June 6th. Season passes and swimming lesson sign up began the last week in May. The splash park was open prior to Memorial Day holiday. There were several people that took advantage of the splash park to cool down on the warm days. Park and Recreation Director Jim Daniels and the City Manager met with swim team representatives to discuss an agreement and will be bringing something before the Commission soon.

The Library summer reading program begins June 5th and it will run through July 14th. The theme this year is Library's Rock and will focus on music. The Library has a lot of activities planned for the summer reading program which includes a couple of concerts.

The City has recently filled several positions. Ms. Dani Buehler has been appointed by the Library Board as the Interim Library Director. Mr. Scott Perkins has been hired as the Trails Coordinator. Ms. Cathy Barta has been hired as the Planning Director and Mr. Justin Jenness has been promoted to Assistant Police Chief.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from May 17, 2018 to May 31, 2018 for a total of \$277,823.09.

REGULAR AGENDA – Resolutions, Ordinances & Other action items:

1. Discussion and action on approving Resolution No. 3965, a resolution appointing successor trustees to Lewistown Tourism Business Improvement District No. 1

Ms. Phelps explained that in 2012 the City Commission passed a resolution creating a Tourism Business Improvement District which is a group of hoteliers that have come together to charge \$1.00 per night per rented room in the hotels. The City administers the funds at the discretion of the TBID Board. The board does a lot of advertising the and the board is comprised of a representative from each hotel that is included in the district. There have been some recent changes in ownership of the hotels and a new resolution must be approved to appoint successor trustees to the Lewistown Tourism Improvement Board. Commissioner Doney made the motion to approve Resolution No. 3965, a resolution appointing successor trustees to Lewistown Tourism Business Improvement District No. 1 and Commissioner Hewitt seconded the motion. Commissioner Turk 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 the City of Lewistown to enter into a Central Montana Foundation Grant contract and authorizing the City Manager to sign the contract

Ms. Phelps explained that the members of the Creekside project were presenters at the Central Montana Foundation annual meeting. The Central Montana Foundation granted the Creekside project \$11,000 and will have up to one year to expend the funds. Ms. Phelps further explained that she is asking for approval to enter into the contract to accept the grant. Commissioner Loomis made the motion to approve the City of Lewistown to enter into a Central Montana Foundation Grant contract and authorizing the City Manager to sign the contract and Commissioner Doney seconded the motion. Commissioner Turk 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 entering into an agreement between the Jerry Metcalf Foundation and the City of Lewistown for a grant and authorizing the City Manager to sign the agreement

Ms. Phelps explained that the Jerry Metcalf Foundation is a group that really focusses on art and culture within the State of Montana and the City of Lewistown was fortunate to receive a grant for \$5,000. This grant is to be used for a community art project. Ms. Phelps further explained that a sculptural component has always been considered for the Creekside project. Ms. Phelps stated that the Creekside group has coordinated with the Art Center to run an art contest. Commissioner Doney made the motion to approve entering into an agreement between the Jerry Metcalf Foundation and the City of Lewistown for a grant and authorizing the City Manager to sign the agreement and Commissioner Oldenburg seconded the motion. Commissioner Turk 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 the street maintenance assessment for fiscal year 2018-2019

Ms. Phelps explained that the street maintenance and projects were discussed during the committee of the whole and also the street maintenance rates were discussed. Ms. Phelps explained that currently the City charges \$.031 which equates to \$139.00 a year for a standard 50 x 90 lot. The rates have remained the same for a couple of years but there were some pretty steep increases to get to the rate we are at today. Ms. Phelps stated that since she has been with the City there has been a lot of progress on the condition of the roads but the cost of doing business does keep going up. Ms. Phelps further stated that the cost of oil is expected to increase 5% so that is what we are looking at when bidding and proposing projects. Ms. Phelps explained that residential lots are capped at 15,000 square feet and commercial properties are not capped and pay actual rates. Commissioner Turk asked how much sewer rates may need to be raised. Ms. Phelps answered that sewer rates will need to be raised this year. Commissioner Doney is in favor of an increase because she doesn't think we should be going backward and hope to do a gradual increase on sewer rates. Commissioner Oldenburg commented that she thinks that the universal complaint is streets and agrees we should not go backward. Further discussion followed.

Commissioner Doney made the motion to approve the street maintenance assessment for fiscal year 2018-2019 at \$.032 and Commissioner Hewitt seconded the motion. Commissioner Turk 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

Ms. Phelps commented that she talked with Mr. Wayne Green, the local forester, and they are on schedule to release the draft of the forest plan and the outreach schedule this Friday. The outreach is scheduled in Lewistown from 5 pm to 7 pm on July 23rd. This is not a regular meeting and we can meet with them prior to the meeting or on Tuesday morning.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 4th day of June 2018.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk