

A REGULAR COMMISSION MEETING OF FEBRUARY 19, 2019 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Vice Chairman Doney called the meeting to order.

PLEDGE OF ALLEGIANCE

Vice Chairman Doney asked everyone to stand and say the Pledge to the Flag.

ROLL CALL

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

APPROVAL OF MINUTES

Commissioner Loomis made the motion to approve the minutes for February 4, 2019 and Commissioner Hewitt seconded the motion. The motion passed unanimously.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Dunnington reported that the City County Planning Board will be having a meeting on February 21st for zoning of the newly annexed area and it will be held here at the Community Center.

Commissioner Hewitt reported on the most recent Airport Board meeting that she attended. The snow removal equipment is repaired and working at the airport. Mr. Quincy Godbey has agreed to install the broad band radios in a couple of the vehicles. The Airport Board is still waiting to hear if the National Guard will be using the runways and field crew for their trainings. County Commissioner Ross Butcher attended the Aeronautics loan and grant meeting in Helena and the Lewistown Municipal Airport was awarded a \$10,000 grant and a \$10,000 loan to help on the Runway 826 project.

Commissioner Loomis reported that the Park and Recreation Board met on February 6th. The main topic of discussion was letter received from the Central Montana Museum. The letter expressed some concerns which included the parking lot and excess water. There has been a bid put out for the removal of seven trees and part of the funding will be from the DNRC grant the City was awarded.

Commissioner Doney reported that the Library Board meeting is Thursday, February 21st.

Commissioner Byerly reported that the Central Montana Health District will be meeting on Thursday, February 21st.

Commissioner Oldenburg reported that the Central Montana Foundation meets on Tuesday,

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City Manager received a call from DEQ stating that there was additional material that will need to be removed from the old dumpsite located at the City's lot on Marcella Avenue. The property is currently leased but the lease does expire this spring. The City Manager will work with DEQ, the Commission, and the current lessee to determine what the future of the property may be.

The Recharge Our Community (ROC) Housing Committee is currently working to combine with the Lewistown Housing Advisory Committee. This group will meet this week to discuss the future and review the City's 2011 Housing Study. Additional members working with this group include members of the Port Authority and HRDC as well as other interest community members.

The 2020 Census is coming and there are several individuals working on creating a local complete count committee. The group has begun the preliminary planning on how to get the work out and make sure that everyone in Fergus County is counted. The census number are used for all sorts of things from road funding to Section 8 assistance. Stay tuned for more information regarding the upcoming Census.

The Public Works Department has been very busy with the changing weather. The warmer weather can drive roadway frost further into the ground and cause freezing pipes, crews will be watching for developing problems. The Water Department has seen two water leaks over the last month. It is also important to remember the even with warmer temperatures a water line can still freeze.

The Library will be closed at 2 pm on Friday, February 15th and all day on February 16th. This in observance of President's Day.

CONSENT AGENDA

Commissioner Hewitt made the motion to approve the consent agenda and Commissioner Oldenburg seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from February 1, 2019 to February 13, 2019 for a total of \$69,009.17

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

1. Public hearing to hear comments on the request by Top Star Properties, LLC to annex and subsequently zone the property located in K & T Properties Subdivision #2, S16, T15 N, R18 E, Lot 003, Less Tract 3 COS #823 & Highway.

Vice Chairman Doney opened the public hearing to hear comments on the request by Top Star Properties, LLC to annex and subsequently zone the property located in K & T Properties Subdivision #2, S16, T15 N, R18 E, Lot 003, Less Tract 3 COS #823 & Highway. City Manager Phelps explained that the City received an application for zoning and annexation from Top Star Properties and we did not receive the plat but will continue the public hearing to the March 4th meeting. City Manager Phelps explained that the City County Planning Board reviewed the request to amend the City of Lewistown's official zoning map at their meeting in January. The board went through the twelve-point test and feel that it is in accordance with the City of Lewistown's comprehensive plan. The board did recognize possible increase in potential traffic on H Street but feel there is good access to the site. Further discussion followed. The plan is to annex the property first and subsequently approve the amendment to the zoning are recommended by the City County Planning Board to C-3 Highway Commercial. Mr. Kevin Cook, representing Top Star Properties, this property was purchased last fall and he has been working on projects like this around the state. Similar projects were a Murdoch's in Columbia Fall and one in Livingston. Mr. Cook commented that they are in the design phases of the project. Ms. Patty Meader spoke concerning the traffic on H Street. There was discussion on dust control and the possibility of pavement. City Manager Phelps commented that there is a request been made to the MDT to be able to do a count of the traffic on H Street. Further discuss followed. Commissioner Doney asked for comments from the audience and Commission. There being none, the public hearing was closed. Commissioner Byerly made the motion to continue the public hearing at the March 3, 2019 City Commission meeting and Commissioner Oldenburg seconded the motion. Commissioner Doney 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 Resolution No.3988, a resolution providing for the annexation by petition of property into the City of Lewistown

No action was taken because the public hearing was continued to the next meeting.

3. Discussion and action on amending the City of Lewistown official zoning map as requested by K & T Properties, petitioner requesting a zoning designation of C-3, Highway Commercial

No action was taken because the public hearing was continued to the next meeting.

4. Discussion and action on approve Resolution No. 3989, resolution approving an application for Tax Increment Funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps commented that at the last Tax Increment Finance Board the board received an application for TIF funds from Ms. Jamie Sura to be used on the Slater building. The majority of work that is being done on the building at this time is the upstairs apartments and it is for windows. Commissioner Loomis made the motion to approve Resolution No. 3989, resolution approving an application for Tax Increment Funds made to the Lewistown Tax Increment Financing District Board and Commissioner Hewitt seconded the motion. Commissioner Byerly commented that this is one of the housing developments going on int the City and is thankful that she is willing to invest in downtown Lewistown. City Manager Phelps explained that the City does off tax abatement programs and Ms. Sura is not interested at this

time in that option because of the timeline. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

5. Discussion and action on appointing a member to the Tax Increment Finance/Targeted Economic Development District (TIF/TEDD) Board

City Manager Phelps explained that at the last Commission meeting the Commission passed a resolution combining the Tax Increment Finance Board with the Targeted Economic Development District Board. The resolution established that it be a five-member board with there being one individual representing the TIF district and one represent the TEDD district. City Manager Phelps explained that would mean a strong connection to the area they are representing. City Manager Phelps explained that three applications were received and all very capable and good candidates. The candidates were Ms. Mary Frieze, Ms. Megan Bartel and Mr. Tim Robertson. Commissioner Hewitt made the motion to approve appointing Mr. Tim Robertson to the Tax Increment Finance/Targeted Economic Development District (TIF/TEDD) Board and Commissioner Oldenburg seconded the motion. Commissioner Loomis commented that there was discussion that maybe there could be more than five on the board. City Manager Phelps answered that yes, that was discussed but statutorily there can only five members on the board. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

6. City Manager Review – the meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

Due to the Chairman being absent the review will be held at the next Commission meeting when all members are present.

CITIZENS' REQUESTS

Mr. Richard Battrick commented that at the last City Commission meeting the Commission appointed someone to the City County Planning Board and he was one of the candidates and he is glad that on the appointment on the agenda tonight and that the three names were discussed at his meeting. Mr. Battrick stated that he received a call from the City Manager and wanted to know why her mind was made up ahead of time. City Manager Phelps explained that the City County Planning Board made a recommendation to the City Commission for appointment and this board chose to defer the decision to the City Commission. City Manager Phelps stated that she does not appoint members to board that is the responsibility of the Commission.

COMMISSIONER'S MINUTE

Commissioner Oldenburg asked if there is a process in place to let those people wanting to volunteer of other board openings. City Manager Phelps answered yes, they are notified of other board opportunities and keep the application on hand.

Commissioner Loomis asked that a process be put in place for the thanking people to volunteering for different boards.

Commissioner Oldenburg asked if the first reading of the sign ordinance will be on the next agenda. City Manager Phelps answered yes, there was another comment that came in and there was some formatting that needed to be addressed.

Commissioner Byerly commented that he has heard several positive comments on the sign ordinance.

Commissioner Byerly reported that himself and Commissioner Loomis did go met with DEQ, one of our engineers was present and the City Manager. Commissioner Byerly further reported that people must remember that the City did not make any changes, but were required to implement the changes per the federal government. The right people were in the room, there was good conversation and pleaded that we don't have to chlorinate 365 days a year.

Commissioner Loomis stated that the meeting was time well spent. This is going to continue to be a tough issue. There is no slick or easy solution for the City and there will be a lot of needed education.

Commissioner Doney thanked Commission Loomis and Byerly for going to the meeting with DEQ. It was a hard conversation and we may not like the outcome.

ADJOURNMENT

Vice Chairman Doney adjourned the meeting.

Dated this 19th day of February, 2019.

Gayle Doney, Vice Chairman

ATTEST:

Nikki Brummond, City Clerk