

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON JULY 20, 2020 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Doney called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners: Day, Doney, Dunnington, Hewitt, Loomis, Oldenburg and Turk.

ELECTION OF VICE CHAIRMAN

Chairman Doney opened the floor for nominations for Vice Chairman. Commissioner Loomis nominated Commissioner Turk and Commissioner Dunnington seconded the nomination. Chairman Doney asked for anymore nominations, there being no more nominations the nominations were closed. Chairman Doney asked for all those in favor of nominating Commissioner Turk as Vice Chairman and the nomination passed unanimously.

APPROVAL OF MINUTES

Chairman Doney stated that without objection and based on the corrections the July 6, 2020 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Oldenburg reported that the Central Montana Foundation met virtually on July 15, 2020. The meeting was a request from the Boys and Girls Club for sanitation stands in the amount of \$3,172. The COVID-19 relief funds were used for the request.

Commissioner Loomis reported that Park and Recreation Board will meet on August 5th.

Commissioner Doney reported that the Library Board met on July 16, 2020. The Library Board reviewed the 2019-2020 annual report for the Library. The Library Director will be at the next Commission meeting to present the Library annual report. Commissioner Doney reported that the Library Director has applied for a grant and was not successful and will continue to look at funding options for the upgrade of internet at the Library.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following items:

The Police Department has finally received their new SUV. This vehicle was ordered last fall and the production of the vehicle was delayed due to COVID related shutdowns. This last week the vehicle was uplifted and have been using the vehicle for patrol.

The Police Department and Public Works Department are working to hold an auction later this fall. The auction will include items from various departments. With the COVID concerns, the City has decided to hire Shobe Auction, which allow the auction to be held online. As soon as a date is set the Commissioner will be notified. Commissioner Loomis asked where the proceeds from the auction go to. City Manager Phelps answered that it goes back to the department that had the item. Commissioner Loomis asked if the 35% charge was standard. City Manager Phelps answered that according to Shobe the fee is anywhere from 20% to 35% dependent on the items being auctioned. The preparation and advertising of the auction is the same regardless, however the City items being auction will be a lot of bikes, abandoned vehicles which do not bring in a lot of money.

This weekend the pool will be hosting the Sea Lions swim meet. The Sea Lions have worked very closely with the Health District and Parks and Recreation Director to come up with a plan for the swim meet that will comply with the Governor's order. This year's swim meet will be smaller than previous years with only a few teams in attendance. There will be limited swimmers on deck and no bleachers for spectators.

The City has received very few event forms this summer. When we do receive these requests, we will be working with the various departments to ensure all concerns are addressed prior to the event. We are also asking the event sponsor to tell how they are going to comply with the Governor's directives regarding COVID.

PUBLIC COMMENT – non agenda items:

Mr. Thomas Greenburg addressed the Commission stating that the 35% fee for the auction seemed pretty high and was curious why the City wasn't doing what other municipalities do for surplus equipment.

Mr. Robert Snyder addressed the Commission regarding the smaller swim meet and the smaller activities due to COVID. Mr. Snyder provided a handout to the Commission regarding the statistics of COVID. Mr. Snyder stated he would be proud of the community to just encourage safety and not carry out the Governor's orders.

CONSENT AGENDA

Commissioner Turk made the motion to approve the consent agenda and Commissioner Dunnington seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from June 30, 2020 to June 30, 2020 for a total of \$562,652.75 and claims that have been paid from July 1, 2020 to July 15, 2020 for a total of \$11,982.09.

REGULAR AGENDA – Resolutions, Ordinance & Other Action Items:

1. Discussion and action on awarding the 2020 - 2021 annual excavation bid

City Manager Phelps explained that the Public Works Director has advertised for the 2020-2021 annual excavation bid. The City received two bids from Griffith Contracting and Besel Construction. The

Public Works Director did hold a prebid meeting to explain what he was looking for. The bids include the cost per hour of each piece of equipment that could be needed as part of a project. City Manager Phelps explained that this is an annual bid and would recommend awarding the bid to Griffith Contracting. Commissioner Loomis made the motion to award the 2020 – 2021 annual excavation bid to Griffith Contracting 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 awarding the 2020 – 2021 annual grading bid

City Manager Phelps explained that the Public Works Director has advertised for the annual grading bid. City Manager Phelps explained that this bid was advertising the same way and there were four items that the Contractors could provide a bid for. Once the bid is awarded the City only pays for work done and hours to complete the request. City Manager Phelps stated that again the City received two bids from Griffith Contracting and Besel Construciton. The Public Works Director tallied the total hours bid and came up with the hourly rate of \$435 for Griffith Contracting and \$405 per hour for Besel Construciton. The hourly rates do include operator hours. Commissioner Turk made the motion to approve awarding the 2020-2021 annual grading bid to Besel Construction and Commissioner Hewitt 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.

3. Discussion and action on setting the street maintenance assessment for fiscal year 2020-2021

City Manager Phelps explained that the Street Maintenance funds were discussed at the Committee of the Whole. The street maintenance funds can only be used for streets which would include: employees, facility, machinery, trucks, projects, street improvements and capital purchases, which could include outdated equipment. City Manager Phelps stated that the street maintenance funds that are generated are for the maintenance of all the City's right a ways which would include streets, sidewalks and alleys. The current rate is \$.0033 cents per square foot. The average lot is 50 x 90 which is 4,500 square feet which equates approximately \$148.50. There is a cap for residential residents of 15,000 square feet. City Manager Phelps explained that there is no cap for commercial customers. Further discussion followed on the three possible options. Commissioner Oldenburg made the motion to set the street maintenance assessment at the same rate of \$.0033 or 3.3 cents and Commissioner Hewitt 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.

4. Discussion and action on appointing a representative to the Central Montana Health District Board

City Manager Phelps explained that Mr. Byerly served as the City Commission representative on the Central Montana Health District Board and his absence we have not had a representative. The health district meets approximately every three months and the meetings are at 3 pm on Thursday afternoons. Commissioner Day commented that she would be willing to serve on the Central Montana Health District Board. Commissioner Turk made the motion to appoint Commissioner Day to the Central Montana Health District Board 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.

5. Discussion and action on how future City Commission meetings will be held in compliance with Governors Directive

City Manager Phelps commented that obviously none of us can predict what is going to happen in the near future. City Manager Phelps explained that the Governor Bullock did issue another executive order that mandates citizens in counties with four or more active covid cases to wear face coverings when entering public spaces and when social distancing can't be maintained. Further discussion followed. Mr. Robert Snyder addressed the Commission stating that he would not make the citizens who feel it is a lose of liberties to wear a mask to participate in the meeting. Ms. Doreen Heintz stated she feels this is a health issue. Commissioner Doney stated that she would like to stay with the Governors directive, maintain social distancing, the ability to participate electronically will be available by zoom and by phone, the packets will be sent electronically and information will be available on the website. Commissioner Doney explained that by doing this she feels that all citizens and Commissioners are given a level playing field to participate. This would allow Commissioner's to participate by zoom if one is not feeling well. Commissioner Loomis made the motion stating that the City Commission at this time would like to be compliant with the Governors orders, social distancing will be encouraged, packets will be emailed electronically and available on the City's website, and the option to participate electronically will be available at all meeting by either zoom or telephone 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.

CITIZENS' REQUESTS

Mr. Richard Battrick asked why there is no sign in sheet for the meetings. Commissioner Doney answered that the City Clerk keeps track of everyone in attendance and the reason for the change is due to COVID.

COMMISSIONER'S MINUTE

Commissioner Turk asked if there was something to be done on Ouellette street for dust control. City Manager Phelps explained that she will relay this message to the Public Works Director.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dates this 20th day of July, 2020.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk