

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON AUGUST 3, 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: Doney, Hewitt, and Loomis. Commissioner Day participated via Zoom. Commissioners Dunnington, Oldenburg and Turk.

APPROVAL OF MINUTES

There were none.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Hewitt reported that there is an Airport Board meeting on August 5th at 3 pm at the Airport.

Commissioner Loomis reported that there is a Park and Recreation Board meeting on August 5th at 7 pm. Commissioner Loomis stated that the Eagle Scout completed the staircase to access Hansen Creek Reservoir.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The cleanup of the old dump site is gearing up again. Tetra Tech will be in town the next two weeks to do the first round of removal, which is the 80 cubic yards of soil that needs to be disposed of as hazardous waste. The second phase of the removal, which we are hoping will still be done this fall, but will include removing soil from a much larger area.

The Fire Department has had to respond to the Berg Lumber property several times in the last month for saw dust fires. The hot temperature and moist conditions and when the wind blows just right the old saw dust piles will begin smoldering.

The pool's last day will be August 15th. Thanks to all of the staff that has made this year a success. Even with the late open and additional COVID requirements we have seen above average number of swimmers most days.

Over the last few weeks, the irrigation ditch that is adjacent to the Wastewater Treatment Plan has been leaking. Public Works has been working with the ditch operators and DNRC to see what can be done to address this seepage. The water has flooded the field used for composting and has also impacted our sewer lift station. The ditch was also affecting the Fire Department's ability to access the lower section of the Berg property. The Fire Department worked with the County to construct a walking bridge over the ditch, so that firefighters could access the smoldering saw dust.

The City of Lewistown will be moving the City's email over to a web-based system. This process will happen on Thursday, August 6th.

PUBLIC COMMENT – non agenda items:

There were none.

CONSENT AGENDA

Commissioner Hewitt made the motion to approve the consent agenda and Commissioner Loomis 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 \$14,879.39 and claims that have been paid from July 16, 2020 to July 27, 2020 for a total of \$718,212.63.

REGULAR AGENDA – Resolutions, Ordinance & Other Action Items:

1. Discussion and action on approving the 2020-2021 annual plan for the Targeted Economic Development District

City Manager Phelps explained that all of the information for the Commissioner's packets is available on the City's website. City Manager Phelps explained that included in the Commissioner's packet was a workplan and budget for the Targeted Economic Development District (TEDD). City Manager Phelps explained that the City honors the percentages for the different categories as set by the TEDD board. The revenue to be received for the TEDD is not able to be determined until all mill levies are approved which is based on the taxable value multiplied by the total mills for the county and subtracting out the 6 university mills. The TEDD Board would like 10% to private investment, 65% to basic infrastructure investment, 15% discretionary investment opportunities/management expenses and 10% of the funds allocated to reserve/future funding opportunities. The TEDD is a statutory district that can be created by a government agency and specifically identified for infrastructure deficiency. There is only one TEDD area and includes the Airport Property and past the new grocery store. There is a TIF/TEDD board that was created by the City and those members come up with the budget and do have an application process to receive funding from either the TIF/TEDD funds. The TEDD is only from infrastructure improvements. Commissioner Hewitt made the motion to approve the 2020-2021 annual plan for the Targeted Economic Development District (TEDD) and Commissioner Loomis 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 approving the annual plan for the Tax Increment Finance District

City Manager Phelps stated that the work plan and budget for the Tax Increment Finance District (TIF) was included in the Commissioner's packet. City Manager Phelps explained that the TIF has been around a few years and does have some reserve cash. This is very similar to the TEDD and the determination of revenue is calculated the same way. Their categories are 5% for Management/SMDC and other operating expenses, 45% for private investment, 25% basic infrastructure investment, 15% discretionary investment opportunities and 10% funds allocated to reserve/future funding opportunities. Snowy Mountain Development Corporation provides administrative support to both the TIF and TEDD Boards. Commissioner Loomis made the motion to approve the 2020 – 2021 annual plan for the Tax Increment Finance District (TIF) and Commissioner Hewitt seconded the motion. City Manager Phelps explained that the grants available are for façade, windows, signage and the improvement must benefit the public. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Review of the Memorandum of Understanding (MOU) between the City of Lewistown and the Lewistown Library Board of Trustees for budgeting purposes

City Manager Phelps explained the MOU is between the City and the Library Board of Trustees and was entered into in December of 2019. The City has agreed to cover all Library personnel costs. The MOU is set to the number of Full Time Employees and if there are any changes that would have to be mutually agreed upon. The agreement states that if the Library Board agrees to donate \$5,000 to the depreciation fund the City will match the donation of \$5,000. City Manager Phelps stated that the City is transferring the necessary funds on a monthly basis.

4. Discussion and action on authorizing the City Manager to sign a letter of support for Baseline Water Testing in Montana

City Manager Phelps stated that included in the Commissioner's packet was some information from the Central Montana Resource Council and they have an initiative that would create a statewide system for tracking wells and water quality throughout the state. The Central Montana Resource Council is wanting to create a taskforce that would mandate a statewide baseline water testing. There were a couple of representatives were in attendance by telephone and zoom. Ms. Laurie Lohrer, representative of the Central Montana Resource Council, addressed the Commission explain that she was there to ask the City Commission to sign a letter of support for baseline water testing. Further discussion followed. Commissioner Doney asked if the County and Conservation District have been notified or signed one of these letters of support. Ms. Lohrer answered that they have not talked the county or the conservation district and may possibly ask them. Commissioner Hewitt stated she would like to look at this further and get more information. Commissioner Loomis stated that he is in support of tabling this item and further stated it was very difficult to hear and ask questions. Commissioner Hewitt made the motion to table this item to approve authorizing the City Manager to sign a letter of support for Baseline Water Testing in Montana and Commissioner Loomis 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. Gregory Clark addressed the Commission explaining that about two months ago a neighbor starting parking his vehicle continuously on the grass area of the boulevard on 7th Ave of Boulevard. Mr. Clark did talk with Commissioner Oldenburg and reported back that the citizens contact code enforcement. Mr. Clark was told that it is City property and there is no City ordinance prohibiting parking vehicles on the

boulevard area. Mr. Clark asked the City Commission to look into the ordinances of parking on the boulevards and with the possibility of revising the ordinance.

Mr. Thomas Greenburg commented that he appreciated that information being out on the website.

COMMISSIONER’S MINUTE

City Manager Phelps explained that the City did receive the taxable values and Police and Fire budgets were handed out this evening. There will be a budget work session on August 10th at 6 pm.

Commissioner Hewitt commented that she has had some questions regarding the paving on 10th Ave S. City Manager Phelps explained that there is still a patching contract in place. City Manager Phelps explained that patching will happen later in the month and will confirm if this is one of the streets included in the patching project.

Commissioner Doney commented that there is a hole in the alley that is a foot deep on C Street and would hope that we could do better with the alleys in the City. City Manager Phelps answered that the Public Works Director was working to dedicate some workers to just working on alleys.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dated this 3rd day of August, 2020.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk