

A COMMISSION MEETING OF DECEMBER 3, 2012 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Gremaux called the meeting to order.

ROLL CALL

Present were Commissioners Berry, Doney, Gremaux, Hewitt, Phillips, Putnam and Turk. Commissioner Phillips was absent.

APPROVAL OF MINUTES

Commissioner Doney made the motion to approve the minutes for December 3, 2012 and Commissioner Hewitt seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Putnam reported that she will be unable to attend the December Park and Recreation Board meeting.

Commissioner Hewitt reported that she will be attending an Airport Board meeting this week.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

The City's auditors Olness and Associates have requested to move up the dates of the annual audit. The City Financial Officer is working to find a date that would accommodate them but allow the City time to complete preparations.

The Library has mitigated the flooding problems after the pipe broke in the building on November 13th. The pipe that broke was a part of a hot water heating unit behind the check out desk. The unit has been down and was not operating when the pipe broke and parts were ordered to repair the unit. The damage has been turned into the City's insurance program.

Mr. Dave King has applied for and received a variance to have a four foot high fence in the rear yard of his residence located at 5th and Spring Street. The Board of Adjustment referred him to the Public Works Department to work through the fence encroachment process that was recently approved by the City Commission for the portion of the fence that was built outside of his property line.

The Airport Manager has leased a piece of land at the airport which is served and occupied by a 113 foot long sewer main. The lessee built his building pad on top of the sewer main and when the main was located, agreed to sign an easement authorizing use and maintenance of the line. Once the building was built, the lessee did not like the language of the easement amendment to the lease and refused to sign the amendment. The Airport Board will be considering the lessees request to abandon the sewer main at their December 5th meeting.

The City Manager has received cost estimates on the operation and necessary upgrades for the water system that serves the Castle Ridge Acres Subdivision. The most expensive upgrade is the integration into the City's computerized SCADA system.

CONSENT AGENDA

Commissioner Turk made the motion to approve the acknowledgement of the claims that have been paid from November 16, 2012 to November 28, 2012 for a total of \$187,318.05 and Commissioner Berry seconded the motion.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Public hearing on Resolution No. 3806 to hear comments on creating a Tourism Business Improvement District for the purpose of promoting tourism, conventions, trade shows and travel to the City of Lewistown

Chairman Gremaux opened the public hearing to hear comments on Resolution No. 3806 to hear comments on creating a Tourism Business Improvement District for the purpose of promoting tourism, conventions, trade shows and travel to the City of Lewistown. Mr. Myhre explained that in 2007 the Montana Legislature and the Governor approved legislation that allows local governments to create Tourism Business Improvement Districts (TBID). Mr. Myhre further explained that a TBID will provide funding that will promote the health, safety, prosperity, security and general welfare and will convey a special benefit to the properties within the boundaries of the TBID. The TBID is created and made up of the local hoteliers in the community. The City was petitioned by the local hoteliers to create the TBID. There is also a board that is made up of the local hoteliers and they will provide the City with a work plan and the budget for the year. Mr. Tony Brown with the Yogo Inn explained that all the hoteliers are participating and unified. Mr. Brown stated that the hoteliers are excited that this going to be put in place and that Lewistown is the second to last City to put this into place. Mr. Lonnie Mannin with the B & B Motel asked how the funding obtained the first year. Mr. Myhre explained that is something that will need to work on over the next couple of months. Chairman Gremaux asked for any more comments from the audience. There being none, the public hearing was closed.

2. Discussion and action on Resolution No. 3806, a resolution creating a Tourism Business Improvement District for the purpose of promoting tourism, conventions, trade shows, and travels to the City of Lewistown Montana

Mr. Myhre explained that 2007 legislation enables the City to implement a TBID and the City was petitioned by 6 of the 7 hoteliers to move forward with the creation of the TBID. Mr. Myrhe stated that he recommends the Commission approve Resolution No. 3806. Commissioner Doney made the motion to approve Resolution No. 3806, a a resolution creating a Tourism Business Improvement District for the purpose of promoting tourism, conventions, trade shows, and travel to the City of Lewistown Montana and Commissioner Putnam seconded the motion. Commissioner Gremaux 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 a specific amount of Community Transportation Enhancement Program funds for the trail head improvements

Mr. Myhre explained that the trail head improvements were discussed during the Committee of the whole meeting. Mr. Myhre explained that we are looking to develop the park system that is located along the railroad corridor between Veteran's Park and the Yogo Inn. Mr. Myhre further explained that in 2011 the City Commission held a public hearing to identify projects that could be funded by CTEP funds. Mr. Myhre stated that the development of the trail head improvement was identified and prioritized but funding had not been determined at that time. Further discussion followed. Mr. Myhre explained that we have been able to secure \$38,000 in recreational trails program funding, there is also \$20,000 left in the Migratory Bird grant, the local Trails group has secured approximately \$11,000 and then are asking for \$70,000 in CTEP funding to complete the improvements.

Commissioner Doney made the motion to approve authorizing \$70,000 in CTEP funding for trail head improvements and Commissioner Putnam seconded the motion. Commissioner Gremaux 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

Commissioner Putnam commented that the recent article involving the fence issue did not state anything about the fact that the individual did not follow the rules. The individual was asked to stop and did not stop. Commissioner Putnam stated that the issue and article made citizens aware that there are rules in place for some issues. Commissioner Putnam commented that we as a Commission are changing are behaviors and the Chair needs to make sure that the person who has the floor is done. Commissioner Gremaux stated he feels that the new set up is working very well.

ADJOURNMENT

Chairman Gremaux adjourned the meeting.

Dated this 3rd day of December, 2012.

Frank Gremaux, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk