

A COMMISSION MEETING OF JANUARY 4, 2016 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

City Clerk Nikki Brummond Called the meeting to order.

PLEDGE OF ALLEGIANCE

City Clerk Nikki Brummond asked everyone to stand and say the Pledge to the Flag.

ROLL CALL

Present were Commissioners: Doney, Gremaux, Hewitt, Poss, Putnam and Turk. Commissioner Byerly was absent.

ELECTION OF CHAIRMAN & VICE CHAIRMAN

City Clerk Nikki Brummond asked for nominations for Chairman. Commissioner Doney made the motion to nominate Commissioner Byerly for Chairman and Commissioner Turk seconded the motion. Commissioner Putnam nominated Commissioner Poss and Commissioner Gremaux seconded the motion. Commissioner Gremaux commented that he would like Commissioner Byerly here to accept the position, even though he knows that he and other Commissioners have talked with him and he is willing to do it. Commissioner Doney agreed with Commissioner Gremaux but the Commission has very few meetings and a big agenda and need to elect a chairman to move forward. Ms. Brummond asked for anymore nominations, there being none, nominations were closed. Those in favor of Commissioner Byerly for Chairman were: Commissioners Doney, Gremaux, Poss and Turk. Commissioners Hewitt and Putnam voted in favor of Commissioner Poss for Chairman. Ms. Brummond stated that she is going to assume that Commissioner Byerly will be the Chairman going forward and will now open the floor for nominations for Vice Chairman. Commissioner Turk made the motion to nominate Commissioner Gremaux for Vice Chairman and Commissioner Doney seconded the motion. Ms. Brummond asked for anymore nominations, there being none, nominations were closed. The Commission voted unanimously for Commissioner Gremaux to be Vice Chairman.

APPROVAL OF MINUTES

Commissioner Poss made the motion to approve the December 7, 2015 and December 21, 2015 minutes as presented and Commissioner Doney seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that the Local Government Study Commission did not meet in December. Their first meeting is January 8th at 11 am at the Civic Center. Commissioner Doney commented that she will be unable to attend.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

The Lewistown Ice Skating Association has been able to keep a very good ice surface at the rink with the new refrigeration unit that was installed. They have been restricting the power/output of the unit to reduce the power demand placed on the on the electric utility. Bill Berg said that they hope to reduce the power bill by half if possible. They are locking the warming building door at night to reduce vandalism at the facility.

Public Works has been working to locate and repair a water leak at the Public Works building on 4th Ave S. During the week after Christmas, they found water in the basement of the building and are working to identify sources for the leak.

A vehicle accident recently caused damage to the chain link fence in the Veteran's Auxiliary Park. A trailer came unhitched and went on to the lawn of the park hitting the chain link fence which stopped it from going into the Mill Ditch. The trailer narrowly missed the concrete bridge rail and the new Veteran's Auxiliary sign. City staff are working to get estimates for repairs.

Public Works staff have been using the snow blower unit to remove snow in congested areas. They have broken several shear pins and recently a shaft was broken on the unit. The director is working to see if the shaft can be warrantied. Metal debris in the snow piles is usually the cause of the breakage.

The contractors continue to work on the pool facility and have been working in the snow and colder weather. The engineer, parks department and the Friends of the Pool have been selecting color combinations for the slides and splash park features. The City Commissioners should be included in the Friends of the Pool email list if you wish to provide your opinion on the choices.

Lewistown resident Mr. Karl Gies recently passed away in Lewistown on December 21st. Mr. Gies served as a City Commissioner for several years and has been very active with the Trail System, Fish Hatchery Park and the Big Spring Creek Watershed Council.

The MMIA, Local Government Center and the League of Cities and Towns will be in Lewistown for training on January 14th at the City Hall Training Room. If you are interested in attending and have not notified the City Office, please let Nikki know.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Putnam seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from December 18, 2015 to December 31, 2015 for a total of \$174,019.33.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on appointing a City representative to the Airport Board

Mr. Myhre explained that for the last several years Mr. Bob Simpson has served on the Airport Board as the City representative and due to some health issues chose not to be reappointed to the Airport Board. Mr. Myhre explained that the Airport Board is made up of five members. Two of the members represent the City one is appointed and one is a City Commissioner. Two members represent the County one which appointed and one is a County Commissioner. Mr. Myhre explained that the Pilots Association usually gives the Airport Board a name and ask the Airport Board to appoint them on behalf of the Pilots Association and that is the fifth position. Mr. Myhre explained that the City did advertise for letters of interest and received two. One is from Mr. Ken Bridgeford and one is from Mr. Tim Robertson. Mr. Myhre commented that both live in the City of Lewistown and both are pilots and both are interested in serving on the Airport Board as the City representative. Commissioner Poss made the motion to appoint Mr. Tim Robertson and Commissioner Putnam seconded the motion. Commissioner Turk explained that she received a call from Mr. Ken Bridgeford and he was unable to attend due to a family emergency but would like to nominate him. Mr. Myhre explained that this is an appointment not a nomination. Further discussion followed. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and those voting in favor of Mr. Tim Robertson were: Commissioners Doney, Gremaux, Hewitt, Poss and Putnam. Commissioner Turk voted against and Commissioner Byerly was absent.

2. Discussion and action on first reading of Ordinance No. 1750, an ordinance of the City of Lewistown providing for the adoption of the 2012 edition of the international fire code and certain amendments, amending parts 1, 2, 4, 5 and 6 of chapter 2, title 7 of the Lewistown City Code

Mr. Myhre explained on change is that it is now the 2012 edition. Mr. Myhre explained that Section 1 B ix. has been modified because the Fire Department has set some parameters of how high they want the fire alarm boxes and located. This is spelled out in the City's Ordinance because it is different than fire code. Mr. Myhre explained that currently the above ground storage tanks have not been allowed to be installed in the City limits; however fire code does allow for above ground storage tanks of propane and fuel. Mr. Myhre further explained that Section 1 C 2 shows that the City will allow above ground storage of propane in limited quantities inside the City limits. Mr. Myhre stated that this change will allow for some businesses to have propane refill stations. Mr. Myhre reviewed the limits of above ground storage as presented in the City Ordinance changes. The final change 7-2-4 stated that bulk plants are prohibited. Further discussion followed. Commissioner Doney made the motion to approve the first reading of Ordinance No. 1750, an ordinance of the City of Lewistown providing for the adoption of the 2012 edition of the international fire code and certain amendments, amending parts 1, 2, 4, 5 and 6 of chapter 2, title 7 of the Lewistown City Code and Commissioner Hewitt 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 authorizing City Staff to sign the Montana Department of Commerce Contract for the Tourism Infrastructure Grant for the swimming pool improvements

Mr. Myhre explained that the City of Lewistown worked with a grant writer to put together a grant to submit to the Montana Tourism Council for the swimming pool improvements. Mr. Myhre stated that the City had a lot of match money and was awarded a \$75,000 grant. Mr. Myhre stated we would like to accept the grant and authorize City staff to sign the contract. Commissioner Putnam made the motion to authorize City Staff to sign the Montana Department of Commerce Contract for the Tourism

Infrastructure Grant for the swimming pool improvements and Commissioner Hewitt 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.

4. Discussion and action on approving a business license for Ace Plumbing

Mr. Myhre explained that Ace Plumbing is owned by Dylan Bartel in Lewistown. A business license for a plumber needs to have a surety bond and certificate of liability insurance. Mr. Myhre stated he would recommend approval because all the proper documentation is in order. Commissioner Doney made the motion to approve a business license for Ace Plumbing and Commissioner Turk 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.

5. Discussion and action on approving a business license for Empire Heating and Cooling

Mr. Myhre explained that Empire Heating and Cooling is in town doing work on the bus barn. Mr. Myhre further explained that a surety bond and a certificate of liability insurance. Commissioner Putnam commented that the emergency contact information had not been completed on the business license. Commissioner Doney made the motion to approve the business license for Empire Heating and Cooling with the understanding the application will be completed with the emergency contacts 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.

6. Discussion and action on reappointing Commissioners to the following boards: Airport, Library, Park and Recreation, Central Montana Health District, City County Planning, Central Montana Foundation, Central Montana 911 and Snowy Mountain Development Corporation

Commissioner Putnam made the motion to approve the reappointment of Commissioners to the following boards: Airport Board – Diana Hewitt; Library – Patty Turk; Park and Recreation – Beth Putnam; Central Montana Health District – Dave Byerly; City County Planning – Rick Poss; Central Montana Foundation – Beth Putnam; Central Montana 911 – Frank Gremaux and Snowy Mountain Development Corporation – Kevin Myhre and Commissioner Doney 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.

7. Discussion and action on setting the regular Commission meetings for 2016

Mr. Myhre explained that typically the City Commission meets the 1st and 3rd Monday of each month. If there is a holiday on a Monday, the commission meets the following day. Commissioner Putnam made the motion to set the Commission meetings for 2016 which is having meetings on Tuesday when holiday is on a Monday and Commissioner Doney seconded the meeting. 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

Mr. Frank Westhoff asked about the definition of a bulk plant. Fire Chief Keith Kucera explained the definition and some examples of such.

Mr. Frank Westhoff asked what the City County Planning Board is. Planning Director Duane Ferdinand answered that by ordinance the City County Planning Board is the Lewistown Zoning Commission. The City County Planning Board is responsible for the 4.5 mile planning area.

Ms. Suzanne Westhoff asked why a liaison was not reappointed to the study commission. Commissioner Gremaux answered it is for the duration of the study commission.

COMMISSIONER'S MINUTE

Commissioner Doney asked if we could go to online registration for dog licenses and business licenses. Mr. Myhre answered we can look at it but the City tries to stay away from taking too much personal information.

ADJOURNMENT

Vice Chairman Gremaux adjourned the meeting.

Dated this 4th day of January 2016.

Frank Gremaux, Vice Chairman of the Commission

ATTEST:

Nikki Brummond, City Clerk