

A REGULAR COMMISSION MEETING OF FEBRUARY 5, 2018 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Turk called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

APPROVAL OF MINUTES

Commissioner Hewitt made the motion to approve the January 16, 2018 minutes and Commissioner Loomis seconded the motion. The motion passed unanimously with Commissioner Doney abstaining.

COURTESIES

Ms. Candy Zion with Recycle Montana was at the meeting. Ms. Zion awarded Recycle Our Waste Lewistown group with the Montana Recycler of the year award.

PROCLAMATIONS

Chairman Turk read the following proclamation:

Arbor Day Proclamation

WHEREAS, natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits; and

WHEREAS, trees provide many benefits to the community, including air purification, windbreaks, noise reduction, shade and energy savings; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, our efforts to improve the environmental benefit present and future generations; and

WHEREAS, Arbor Day in Montana is officially the last Friday in April;

BE IT THEREFORE RESOLVED, I Patty Turk, Commission Chairman of Lewistown, Montana, do hereby proclaim May 16, 2018, as Arbor Day in Lewistown, and encourage citizens to participate in appropriate activities and to take advantage of the benefits of the parks and other natural areas in our community.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that she is continuing to work with the City Manager and City Attorney on reviewing the City Codes and will be bringing a topic before the Commission soon.

Commissioner Turk reported that she attended the most recent Library Board meeting. Commissioner Turk reported that the library financials were reviewed and the heating and plumbing issues at the Library have been fixed. The Library Director is working on the staff evaluations. There was discussion on net neutrality. The 7th annual Chili Bowl was a lot of fun and well attended.

Commissioner Oldenburg reported that she attended the most recent Central Montana Foundation meeting. The 2017 year end reports and financials were presented. There were six grant requests that were presented and approved. Mr. Gary Lucas was in attendance and reported on the change in investments.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

Olness and Associates will be here tomorrow to conduct the City's annual audit. They were unable to make it today due to the weather, but will be here tomorrow.

The City Manager will be out of the office from February 23 to March 1. The City Manager will be available by phone and email, so please contact her if necessary.

The City Manager is working on a tentative schedule for the Committee of the Whole for the year. This year we would like to tour all the different facilities and continue to bring in all of the City boards. If you have any ideas for upcoming Committee of the Wholes please let her know.

The Water Department is working on finalizing the plan to chlorinate the entire water system for 30 days. This is a recommendation from DEQ to address our recent coliform growth. We continue to work with our engineer to install the necessary equipment to complete this task. Once everything is in place we will chlorinate the entire system for 30 days. The City will provide notice to the public prior to chlorination. We will have information on our website and posted in the City Office, as well as, working with the News Argus and radio station to get the word out.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from January 1, 2018 to January 31, 2018 for a total of \$225,453.22.

REGULAR AGENDA - Resolutions, Ordinances & Other Action Items:

1. Discussion and action on approving a business license for Northern Heating and Cooling
Ms. Phelps explained that all of the necessary documents are included in the packets with the application. This contractor is a subcontractor for the work being done at the Town Pump Commissioner Doney made the motion to approve a business license for Northern Heating and Cooling and Commissioner Byerly seconded the motion. Commissioner Turk 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 a business license for Mech Masters Inc.

Ms. Phelps explained that this is a sub-contractor doing the mechanical work at Albertsons. All the necessary bonds and insurance was received and included with the application. Commissioner Dunnington made the motion to approve a business license for Mech Masters Inc and Commissioner Doney seconded the motion. Commissioner Turk 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 allowing City staff to submit the annual Certified Local Government Grant Application to the Montana State Historic Preservation Office and the authorization to enter into a grant agreement once the grant is approved

Ms. Phelps explained that before you for approval is the certified local government grant application. The funding comes from the State Historic Office and provides the funding for the historical preservation officer for the City of Lewistown. This is a matching grant based on 40% match from the City of Lewistown. Some of the match is from volunteer hours and basic office expenses. Commissioner Oldenburg made the motion to approve authorizing the City staff to submit the annual Certified Local Government Grant Application to the Montana State Historic Preservation Office and the authorization to enter into a grant agreement once the grant is approved and Commissioner Hewitt seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

CITIZENS' REUQUESTS

There were none

COMMISSIONER'S MINUTE

Commissioner Hewitt reported on that the State Historic Preservation office is looking at adding two different areas to the historic register in the nearby areas. The Airport Board has received a grant to repair the chimney on a building at the airport.

Commissioner Byerly explained he take on the wilderness study bill being looked at by Senator Daines. Commissioner is interested as a City Commissioner because of the water but has been interviewed and only speaking on his behalf on a personal level and not as a Commissioner.

Commissioner Byerly explained that next meeting the Commission will be evaluating the City Manager. The City Manager wants the evaluation and the City Commission is obligated to perform the evaluation in line with her contract. The meeting is closed based on the right to privacy of the City Manager.

Commissioner Doney asked if the Commission meeting will be on Tuesday, February 20th. Ms. Phelps answered yes. Commissioner Doney asked where she was at regarding all of the open position in the City. Ms. Phelps answered that she has a great pool of applicants for the planning position and will start interviews soon. She is still working on the Public Works Director position. The bookkeeping position has been filled and the janitor position is still open.

Commissioner Loomis reported that he too has had conversation regarding the wilderness studies and makes sure to separate himself from the Commission. Commissioner Loomis has met with the Central Montana Cultural Alliance. This is an open meeting that is made up of different organizations that have some stake in putting culture out there.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 5th day of February, 2018.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk