

A REGULAR COMMISSION MEETING OF NOVEMBER 19, 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: Doney, Dunnington, Hewitt, Loomis, and Turk. Commissioners Byerly and Oldenburg were absent.

APPROVAL OF MINUTES

Commissioner Loomis made the motion to approve the minutes for November 5, 2018 and Commissioner Hewitt seconded the motion. The motion passed unanimously.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that he attended the recent Park and Recreation Board. The East Fork management plan was discussed and it will be brought before the Commission for final approval. The Park and Recreation Board is still hoping that a bike trail will be developed at East Fork. The Pool is closed and they are finishing up the final reports. The Ice-Skating group would like to put up some shades to help block the sun and extend the season.

Commissioner Doney reported that there will be another review of the sign ordinance on November 27th at 5:30 pm at the Council on Aging building.

Commissioner Hewitt reported that she attended the most recent Airport Board meeting. The Airport Board has advertised for a new airport manager. The snow removal equipment is ready and running for the upcoming season. All the leases have been redone at the Airport and moving forward as leases expire, they will be renewed with the new lease.

Commissioner Dunnington reported that she was unable to attend the City County Planning Board. They reviewed the Smokoff addition.

Commissioner Turk reported that she attended the recent Library Board meeting. The financial reports were reviewed and they are advertising for a Youth Services Librarian. The windows on the 7th Ave Side of the Library have condensation and mold in the windows and the Library Director will be obtaining bids to rectify the situation. The Friends of the Library made \$800 at the November book sale. The second-hand Christmas decoration sale will be December 1st. The annual Chili Bowl will be January 18, 2019. The Library bylaws and policies were reviewed.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Christmas Stroll will be November 24th from 4 to 8 pm and this is the 30th anniversary of the Christmas Stroll. There will be an Elf run along the trails beginning at 4:45 pm and the parade begins at 5:30 pm. Also, the Bright Country Nights are this weekend at the Fairgrounds on Friday, Saturday and Sunday. This year there are more entries than previous years.

The City of Lewistown will be hosting an open house Monday, December 17, in place of the Committee of the Whole at 6 pm. This will be open to the public and staff. This provides another opportunity for us to mingle and hear what the citizens of Lewistown have to say.

The Ice-Skating Association is working to get the rink ready for this year's season. They are planning to have the rink usable by the 1st of December, weather permitting. Locally, Ice Hockey continues to grow in popularity, but there is plenty of time available for open skating. Contact the Civic Center for details on ice skate rentals.

The City still has several Board and Commission vacancies. This was discussed at the last meeting. It is becoming more difficult to find people willing to serve on these boards. It is also very important that the board members attend the meetings. If the board does not have a quorum present, they cannot take action. As a result, this will set the application or request back at least 30 days and the meeting has to be noticed and will cost the City additional time and money. A reminder to the Commissioners to please be thinking of which boards you may be interested in serving on.

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 November 1, 2018 to November 14, 2018 for a total of \$5,400.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on approving Resolution No. 3983, a resolution expanding the boundaries of the Lewistown Arts and Entertainment District

City Manager Phelps explained that there was a brief discussion on this topic during the Committee of the Whole. Approval of this resolution will expand the boundaries of the Arts and Entertainment District which would include the Trailhead Park, Creekside Park and the Veterans Park. The boundary would start at 8th Ave N and continue down Main Street to High Street. This is not a taxable area but a geographical area. This is supported by the Lewistown Downtown Association, the Arts and Entertainment District and the Lewistown Art Center. Commissioner Doney made the motion to approve Resolution No. 3983, a resolution expanding the boundaries of the Lewistown Arts and Entertainment District and Commissioner Loomis 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. Public hearing to hear comments on Resolution No. 3984, a resolution authorizing the closure of the City Clerk's office, including Public Works, on December 24 for years 2018, 2019, 2020 and 2021

Chairman Turk opened the public hearing to hear comments on Resolution No. 3984, a resolution authorizing the closure of the City Clerk's office, including Public Works, on December 24 for years 2018, 2019, 2020 and 2021. City Manager Phelps explained this resolution if approved by the City Commission authorizes the City Clerk and Public Works to close the offices on December 24th for the next four years. City Manager Phelps further explained that this would give the employees the option to work or take a vacation day. If the employee chooses to work the office will remain open. Commissioner Doney asked that if there is a storm would the employees be paid overtime. City Manager Phelps answered no, there will be employees on call for every department. Commissioner Turk asked for comments from the audience and Commission. There being none, the public hearing was closed.

3. Discussion and action on approving Resolution No. 3984, a resolution authorizing the closure of the City Clerk's office, including Public Works, on December 24 for years 2018, 2019, 2020 and 2021

Commissioner Doney made the motion to approve Resolution No. 3984, a resolution authorizing the closure of the City Clerk's office, including Public Works, on December 24 for years 2018, 2019, 2020 and 2021 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.

4. Discussion and action on approving the amended plat of the Smokoff Addition to the City of Lewistown

City Manager Phelps explained that this subdivision is located on Boyd Street and Northeast Washington and is currently one large lot that houses three residences. All residences were developed by the same family and they are proposing splitting the lot into two lots. This was reviewed by the City County Planning Board and approved with the following conditions: they will be required to put in curb and gutter as part of the storm drainage, awaiting DEQ approval of the infrastructure, and there would be no new construction. All surrounding property owners were notified and there were no comments. Commissioner Loomis made the motion to approve the amended plat of the Smokoff Addition to the City of Lewistown and Commissioner Dunnington 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' REQUESTS

Mr. Richard Battrick asked if City Manager Phelps has received his application. City Manager Phelps answered yes.

COMMISSIONER'S MINUTE

Commissioner Hewitt commented that she has received a lot of questions asking about the November 1st requirement for moving recreational vehicles. Commissioner Doney commented that she has

driven around her area and most of them have been moved. City Manager Phelps reported that she will discuss the issue with the Police Department.

Commissioner Hewitt stated that she has discussed the TEDD district with the City Manager and a TEDD board needs to be created. City Manager Phelps answered that she will be bringing information forward for the Commission to move forward with a TEDD board.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 19th day of November, 2018

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk