

A REGULAR COMMISSION MEETING OF DECEMBER 2, 2019 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 of Allegiance.

ROLL CALL

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

APPROVAL OF MINUTES

The November 18, 2019 minutes were not available to approve.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORT

Commissioner Dunnington reported that she attended the City County Planning Board meeting and on the agenda was the approval of the T and C Business Center Subdivision which is on the agenda for approval tonight. The City County Planning Board did recommend approval of the subdivision.

Commissioner Hewitt reported that the Airport Board will be meeting on Wednesday, December 4th.

Commissioner Doney reported that she attended the most recent Library Board meeting. The Memorandum of Understanding between the City of Lewistown and the Library was discussed. The MOU should be before the Commission for approval at the next Commission meeting. Commissioner Doney reported that the Library Board is working on a policy and procedures for the actual collection of books that are at the Library. There has been some tree trimming completed. The Library will be closing December 24th and 31st at noon.

Commissioner Doney asked to amend the agenda to add an item to briefly discuss the ordinance committee and if the Commission wants to continue with the ordinance committee.

Commissioner Oldenburg reported that she did not attend the last Central Montana Foundation Board meeting.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City will be hosting an open house on Monday, December 16th 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 City has received notice that we have been awarded a planning grant for the development of the preliminary engineering report for our water system. This report will look at alternative disinfection methods, as well as, look at the entire water system. The grant agreement will be on the next agenda for approval.

The Police Department was awarded \$4,999 from the Central Montana Foundation that will provide partial funding for the addition of a K-9 to the department. In January, the Police Department will be sending an officer to meet the dog and train with them for a month. The dog will be used to detect drugs and in tracking individuals. Additional funding was also provided by the City and Fergus County from their drug forfeiture accounts. The K-9 can also be used for outreach in the schools.

Last week the Library Board approved the Memorandum of Understanding between them and the City and it will be on the agenda for approval at the next meeting.

The Wastewater Plant recently had their annual compliance inspections. There were no significant issues identified. The items that were addressed were a couple of clerical issues and the exceedance that occurred at the end of February and into March when there was an equipment failure that prevented thickening of solids for several weeks.

PUBLIC COMMENT – non agenda items only

There were none.

CONSENT AGENDA

Commissioner Loomis 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 13, 2019 to November 26, 2019 for a total of \$288,546.08

***REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:**

Discussion on the ordinance committee.

Commissioner Doney explained that because we are looking at committees for the upcoming year, she wanted to review the purpose of the ordinance committee. Commissioner Doney explained that the ordinance committee meets once a month sometimes more and the purpose is

to review the ordinances in place and to determine if more detail in necessary, outdated information and make sure everything is current and compliant with State statute if necessary. Commissioner Doney stated that she wants to know if the rest of the Commissioners feel this is a valuable committee to continue or is there another direction the Commission would like to move in. Commissioner Byerly commented that he appreciates Commission Doney taking on this project and that it should have been done sooner. Commissioner Byerly stated that if the question is about the committee and what it is doing, he is in support of the committee. It was the general consensus of the Commission that the ordinance committee is valuable and it should continue.

1. Public hearing to hear comments of the proposed T and C Business Center Subdivision.

Chairman Turk opened the public hearing to hear comments of the proposed T and C Business Center Subdivision. City Manager Phelps explained that included in the Commissioner's packet was the planning report. City Manager Phelps further explained that the title of the subdivision has changed and will be referred to going forward as the amended plat of Lot 3 of K & T Properties Subdivision #2. The subdivision creates four lots just off of H Street and Highway 87 and the lots do vary in size and all the lots are proposed commercial. Currently, the area is zoned highway commercial so the lots are consistent with the current zoning in the area. The meetings have been advertised and the City has not received any adverse comments. This subdivision is already annexed into the City limits, water and sewer has been extended to the property and DEQ has reviewed the subdivision. Commissioner Turk asked for comments from the audience and Commission. There being none, the public hearing was closed.

2. Discussion and action on approving the T and C Business Center Subdivision to the City of Lewistown

City Manager Phelps commented that this is a four-lot subdivision that has been reviewed by the City County Planning Board and recommended for approval by the Commission. There was some discussion regarding the traffic in the area. Commissioner Doney made the motion to approve the K and T Business Center Subdivision 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.

3. Discussion and action on ways to honor past City Commissioners and retired employees

City Manager Phelps explained that this is an issue that the department heads have discussed over the years and would like the Commission to give some feedback. City Manager Phelps stated that over the years past Commissioners and retired employees that have passed and it has been the policy of the City to send flowers, but are asking as another option could we do a monetary donation in memory of the deceased. Finance Officer Brummond explained that she would like a resolution put in place to give some guidance to the City administration to these situations. Finance Officer Brummond has always send flowers and sometimes it would be nice to send a monetary donation instead. Commissioner Oldenburg commented that she does not see that \$50 monetary donation being out of line. Commissioner Byerly commented that in some instances it should be both flowers and a monetary donation. Commissioner Byerly stated that

the flowers can sometimes be very important to the family. Commissioner Byerly asked that we have the City Attorney draft a resolution to address this situation.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Doney reported that the Christmas Stroll was a lot of fun.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 2nd day of December. 2019

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk