

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON JANUARY 16, 2024 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Terry called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners: Buehler, Day, Hewitt, Hrubes, Scotten, and Terry. Commissioner Spika participated virtually.

APPROVAL OF MINUTES

Chairman Terry stated that without objection and based on the corrections the January 2, 2024 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Day reported that the Park and Recreation Board met on January 3rd. The shelter at Frank Day Park donated by the Rotary Club is progressing nicely. The men's bathroom at Creekside Pavilion is still closed due to vandalism. At the time of the meeting, the mild weather was making the trails easy to maintain. Lewistown Ice Skating Association hosted two tournaments the beginning of January. The first weekend was very successful and the second one due to the cold weather was canceled. There are over 89 kids signed up for youth hockey. Lewistown Ice Skating Association has been providing hot cocoa and cider during the public skate hours as a courtesy. The new recreation fees went into effect January 1st at the Civic Center. The Civic Center is in need of ice skates of all sizes for rentals. The scoreboards at the Civic Center will be sponsored by Allied Steel and the Fergus Credit Union. There is some public interest from businesses to adopt a kiosk on the trails. This will be discussed at the next board meeting to see what this would entail and require. The Recreation Director reminded the board that there are no discounts for City residents for use of the pool or civic center. Fergus County Recreation Board will be meeting soon to discuss park and recreation capital improvements among other things on their agenda.

Commissioner Hewitt reported that she attended the Airport Board on January 3rd. Commissioner Hewitt stated that the first order of business discussed was to get the Airport Manager help one day a week and there is money budgeted for this position. Commissioner Hewitt commented that Curt Erlandson one of

the airport employees is looking to retire in October 2024 and then may continue to work a couple of days a week. The Airport Board met with the County Attorney regarding the land lease for VACOM. The Airport Board approved a request from the Air Guard for a four-day exercise in June and it will not interfere with the fly in. Fish Wildlife & Parks building bid was not done properly and they have requested a year extension to build a new building and it was approved by the Airport Board.

Commissioner Scotten reported that Snowy Mountain Development Corporation has not met and not sure when the next meeting will be.

Commissioner Spika reported that she attended the 911 Board meeting. Commissioner Spika explained that the main item of discussion was how to more fairly share the costs of dispatch services for all the entities that use it. City Manager Phelps explained that a fee structure was proposed based on the call volume that would be a phased in percentage over so many years. There was no action taken and the different agencies will be going back to their respective governments and a meeting will be held in the next couple months.

Commissioner Terry reported that the Central Montana Foundation will be meeting on January 23, 2024 at 2 pm.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

Lewistown has not seen a lot of snow this winter with the recent extremely cold temperatures there is a risk of waterlines freezing. Cold overnight temperatures, erratic winds and no snow cover cause the frost to get deeper and deeper. It is important for people that have an issue with their waterline freezing in the past to monitor the conditions and in some cases run water. If people have questions or concerns, they should contact Public Works for assistance. The most critical time is when the temperatures begin warming up.

The Central Montana Perch Derby is being held at East Fork Dam on January 20-21, 2024 from 8 am to 2 pm. This annual event is put on by the local chapter of Walleyes Unlimited. The group has worked closely with the Park Department to complete different projects at East Fork. In the past they have built an elevated fishing dock and large picnic shelter.

The City Attorney, Theresa Diekhans has resigned her position effective mid-February. The City Manager is working with Fergus County to get the position posted and, in the meantime, we will work on contracting with an interim City Attorney.

Olness and Associates will be here in the next couple of weeks to conduct the annual audit.

City Manager Phelps reviewed some of the upcoming trainings for the Commissioners. The trainings are the 2024 Economic Outlook Seminar will be held in Lewistown again this year. It is planned for March 12th from 8 am to 1 pm at the Head Start building. For more information visit <https://www.economicoutlookseminar.com/about/> and Lewistown will also host a Montana Municipal Summit. It is planned for Tuesday, June 4, 2024. I will share more information as it gets closer.

PUBLIC COMMENT – non agenda items

Ms. Angie Wright addressed the Commission asking if her group could be on the February 20th Commission meeting to present an anti-panhandling ordinance. Ms. Wright explained they are still gathering information to show the Commission different ordinances that have worked in different

communities. City Manager Phelps asked that Ms. Wright work with the Chairman and herself as the date gets closer.

Mr. Casey Vaughn addressed the Commission regarding the huge water main break. Mr. Vaughn asked why the water was diverted to Washington Street and not to the storm drains, but also why weren't the storm drains cleaned out and why wasn't the water stopped from going down. Mr. Vaughn explained that he has two and a half to three inches against his foundation right now and that much on his sidewalks. Mr. Vaughn is not sure how he will move vehicles because of the ice. Mr. Vaughn asked what happens when the water gets under his sidewalk, expands and breaks, will he be liable for that or will it be the City's issue. City Manager Phelps explained that a citizen is always welcome to put in a claim with the City if they feel there has been a loss. City Manager Phelps further explained that unfortunately the determination of who's liable will be looked at by the insurance adjuster. City Manager Phelps reported that this break happened at about 1 am on Friday, January 12th and there was no real notice and did work hard to route the water to storm drains and then it froze up again on Saturday. There was discussion on water break on C Street that happened during the really cold storm.

CONSENT AGENDA

Commissioner Day made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from January 1, 2024 to January 11, 2024 for a total of \$133,813.54.

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

1. Discussion and action on Resolution No. 4147, a resolution adopting reimbursement rates payable to employees for travel related expenses

City Manager Phelps explained that the City of Lewistown follows the State of Montana travel guidelines and this is what state employees receive. There was discussion on the different state rates for hotels. City Manager Phelps stated that those expense are typically on a credit card and not reimbursed.

Commissioner Hrubes made the motion to approve Resolution No. 4147, a resolution adopting reimbursement rates payable to employees for travel related expenses and Commissioner Buehler seconded the motion. Commissioner Terry 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 Resolution No. 4148, a resolution appointing trustees to Lewistown Tourism Business Improvement District No. 1

City Manager Phelps stated that this January there were two trustees that their terms expired in January of 2024, which were KellyAnne Terry and Kate Cooler. The hotels that these trustees represent have asked that they continue serving on the board. It is the desire of the Tourism Business Improvement District board to reappoint these two to serve another four year term. Commissioner Terry explained that Kate Cooler represents the Calvert Hotel and she represents the B & B. Commissioner Buehler asked which hotels the other trustees represent. Commissioner Terry answered that Kris Gapay represents the Yogo Inn, Vaibhav Gadade represents the Trails End, Amanda Lipke represents the Super * and Susanne Wigginton represents the Yogo Inn. Commissioner Terry explained that if a hotel has more than 120 rooms that hotel gets two representatives. Commissioner Day made the motion to approve Resolution No. 4148, a resolution appointed trustees to Lewistown Tourism Business Improvement District No. 1 and Commissioner Hewitt seconded the motion. Commissioner Terry asked for comments from the audience and Commission. There being none, the question was called for and the City Clerk did a roll call vote with all voting in favor.

3. Discussion and action on appointing Gayle Doney to a 3-year term on the Lewistown Board of Adjustments

City Manager Phelps stated that all of us know Ms. Doney. Ms. Doney has extensive knowledge of City codes, zoning, and regulations. The vacancy is the long-term chair of the Board of Adjustments and Ms. Doney would provide good leadership for that board and transitioning to the planning commission. Commissioner Terry asked who all serves on the Board of Adjustments. City Manager Phelps answered that the following serve Gary Slagel, Patty Turk, Carol Woolsey and Ryan Dick. Commissioner Day asked how many times this board meets. City Manager Phelps answered this board only meets as needed. Commissioner Hewitt made the motion to approve appointing Gayle Doney to a 3-year term on the Lewistown Board of Adjustments and Commissioner Day seconded the motion. Commissioner Terry 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 Scotten reported that Shelter Solutions has set up shop at Saint James Episcopal Church. They had staff on hand through Saturday from 7 to 7. There were no people staying overnight. Commissioner Scotten reported that they are going to go to an on-call person for those that would need shelter overnight. Commissioner Buehler asked if that was a volunteer position. Commissioner Scotten answered yes. Commissioner Terry asked about some of the laws that cover these situations for churches. City Attorney Diekhans stated that she will look that information up and provide it to the Commission.

Commissioner Day reported that Lewistown hosted its first Central Montana Jazz night and it was awesome. It was a great success. Commissioner Day commented that a lot of businesses purchased a whole table for employees and it was very well attended.

Commissioner Buehler stated it is very fortuitous that we are working on this land use because she has a lot of developers contacting her, to find out where all the information is.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 16th day of January, 2024.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk