

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON JANUARY 6, 2025 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: Buehler, Day, Hewitt, Hrubes, Robertson, Spika and Terry.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN

City Clerk Nikki Brummond opened the floor for nominations for Chairman. Commissioner Robertson nominated Commissioner Terry for Chairman. Commissioner Day expressed willingness to serve as Chairman. Commissioner Spika nominated Commissioner Day for Chairman. City Clerk Brummond asked for any more nominations. Again, City Clerk Brummond asked for any more nominations. There being none, the nominations were closed. City Clerk Brummond asked for those in favor of Commissioner Day as Chairman and Commissioners Spika and Day voted in favor. City Clerk Brummond asked for those in favor of Commissioner Terry and Commissioners Buehler, Hewitt, Hrubes, Robertson and Terry voted in favor. City Clerk Brummond stated that Commissioner Terry has been elected Chairman for 2025. Clerk Brummond turned the meeting over to Commissioner Terry. Commissioner Terry opened the floor for nominations for Vice Chairman. Commissioner Hrubes nominated Commissioner Buehler for Vice Chairman and Commissioner Robertson nominated Commissioner Day for Vice Chairman. Commissioner Terry asked for any more nominations. Again, City Clerk Brummond asked for any more nominations. There being none, the nominations were closed. Commissioner Terry asked for those in favor of Commissioner Buehler for Vice Chairman and Commissioners Buehler, Hrubes and Terry voted in favor. Commissioner Terry asked for those in favor of Commissioner Day for Vice Chairman and Commissioners Day, Hewitt, Robertson and Spika voted in favor. City Clerk Brummond stated that Commissioner Day has been elected Vice Chairman for 2025.

APPROVAL OF MINUTES

Chairman Terry stated that without objection and based on the corrections the December 16, 2024 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Buehler stated that the Library Board will be meeting January 16th and the Friends of the Library Chili Bowl is January 24th. The Chili Bowl will be held at the Trade Center again this year.

Commissioner Spika reported that the Snowy Mountain Development Corporation Board met to approve rates for 2025. Commissioner Spika explained that the board voted to increase the contributions to equal the contributions of the average of other entities in the state of a comparable size. Commissioner Spika further explained the board has a lot of things they want to do and the membership contributions are a small portion of the total funding of the organization. Commissioner Spika reported that the board voted to increase the per capita from 1.76 to 2.38

Commissioner Day reported that the Park and Recreation Board did not meet in December. The Park and Recreation Board will meet this week on Wednesday, January 8th.

Commissioner Hrubes reported the Health Board will meet the 4th Monday in January.

Commissioner Hewitt reported that the Airport Board will meet this week on Wednesday, January 8th.

Commissioner Terry reported that the Central Montana Foundation didn't meet in December. The next meeting is schedule for January 28th at 2 pm.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

This year's Winter Fair is planned for January 17 -19, 2025. There are over 20 events over 3 days that are that are being held all over town. More information can be found at, <https://www.montanawinterfair.com/>

The Friends of the Library will be holding its annual Chili Bowl event on January 24, 2025. This year it will be held at the Trade Center, beginning at 5 pm. It is always a fun time.

The Lewistown Ice Skating Association (LISA) will be hosting hockey tournaments the weekends of January 3rd to the 7th and the 10th to the 12th. This year there will also be several youth hockey tournaments. The association will also be holding a Women's Hockey Clinic on January 12th from 4 to 6 pm. The public can rent ice skates from the City Center and a complete schedule for the rink is available on the Lewistown Ice Skating Association Facebook page.

The Lewistown Living History Project is an interactive walking tour. The Lewistown Historic Resource Commission has been working on this project for the last year. Participants can walk through historic downtown Lewistown and pick up a brochure or scan the QR code to access the brochure electronically. Users can also access more information on the City's website. The project is

still being developed and more buildings will be added. The current buildings are: the News Argus, Montana Building, Day Building and Central Feed.

Department of Environmental Quality (DEQ) has issued the Berg Lumber No Further Action letter. The letter was attached to the City Manager Report in the Commissioner's packet for their reference. This letter serves as documentation of the final closure of the Former Berg Lumber Mill cleanup project. Citizens may recall that the City worked with institutional controls for the property and the property will have restrictive covenants. DEQ did thank Kevin, Duane and others for their work on cleaning up the site.

PUBLIC COMMENT - non agenda items

There were none.

CONSENT AGENDA

Commissioner Buehler 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 December 13, 2024 to December 31, 2024 for a total of \$162,336.52.

REGULAR AGENDA – Resolutions, Ordinance & Other Action Items:

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

Commissioner Terry explained that the Commission talked about these board appointments at the last meeting. Commissioner Terry read the following board appointments Airport Board is Commissioner Hewitt, Library Board is Commissioner Buehler, Park and Recreation Board is Commissioner Day, Lewistown Fergus City County Health Board is Commissioner Hrubes, City County Planning is Commissioner Hewitt, Central Montana Foundation is Commissioner Terry, Central Montana 911 is Commissioner Hrubes and Snowy Mountain Development Corporation is Commissioner Spika. Commissioner Terry asked Commissioner Robertson to take a lead on the different committees that are currently in place or be created. Commissioner Spika made the motion to approve the reappointing the Commissioners to the boards as reported 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 all voted in favor of the motion.

2. Discussion and action on approving a petition for annexation for Duane Otto and Annie Otto to fully incorporate Lot 1A of the amended plat of Larson Addition and Lot 3 of Tindall Trust Minor Subdivision into the City of Lewistown

City Manager Phelps explained that the petition is approved by the Commission and then a resolution must be approved for the actual annexation. Attached to the resolution is a copy of the survey outlining what is being annexed. Commissioner Buehler asked if the section that includes the house is being annexed. City Manager Phelps answered no the house is already annexed and behind the house the owners did some improvements along the creek including a greenhouse. The house has been for

sale for quite some time and included in the sale is the greenhouse and creek frontage. The current property owners desire to annex the greenhouse and the creek frontage to add to the property in front. Commissioner Robertson asked if this is a boundary adjustment. City Manager Phelps answered that it is a boundary lot relocation. Commissioner Day made the motion to approve a petition for annexation for Duane Otto and Annie Otto to fully incorporate Lot 1A of the amended plat of Larson Addition and Lot 3 of Tindall Trust Minor Subdivision into the City of Lewistown and Commissioner Hrubes 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 took a roll call vote with all being in favor of the motion.

3. Discussion and action on approving Resolution No. 4187, a resolution providing for the annexation by petition of property belonging to Duane A Otto and Annie Otto (A/K/A Joanne E Otto)

Commissioner Terry explained that by the Commission approving the resolution the property will be annexed. City Manager Phelps stated that the property that is currently in the City is zoned R1 and the new full lot will be zoned R1. Commissioner Buehler made the motion to approve Resolution No. 4187, a resolution providing for the annexation by petition of property belonging to Duane A Otto and Annie Otto (A/K/A Joanne E Otto) and Commissioner Robertson 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 took a roll call vote with all being in favor of the motion.

4. Discussion and action on authorizing the City Manager to sign a FAA grant agreement for the reconstruction of taxiways at the Lewistown Airport

City Manager Phelps explained that the Lewistown Airport applied for funding to reconstruction taxiway A and an intersection on taxiway C. There is a small match required that will be the responsibility of the Airport. Commissioner Robertson reported that this funding always requires a 5 or 10% local match. Commissioner Robertson explained that the airport is self-funded public entity that lives off of the rent from the tenants. This project will reduce some of the asphalt. Commissioner Robertson made the motion to authorize the City Manager to sign a FAA grant agreement for the reconstruction of taxiways at the Lewistown Airport 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 City Clerk took a roll call vote with all being in favor of the motion.

5. Discussion and action on approving the purchase of computers for the Lewistown Police Department

City Manager Phelps explained that the Police Department had a few computers that died recently and it has been at least six years since any technology upgrades. City Manager Phelps commented that given the current timeline of patrol cars the City has tried to purchase one car a year and the turn around time hasn't been very reliable. City Manager Phelps stated that the Police Department did receive a patrol car this year and is confident they can forego the purchase of a patrol car and due the necessary technology upgrades. Commissioner Buehler asked if any of these computers are dispatch or all police. City Manager Phelps answered that the one dispatch computer is below the threshold that needs to come before the Commission for approval otherwise all these are for the police department. Commissioner Day made the motion to approve the purchase of computers for the Lewistown Police Department and Commissioner Hrubes 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 took a roll call vote with all being in favor of the motion.

6. Discussion and action on approving a business license for Roger Larson, electrician

Commissioner Terry asked if this individual was coming into Lewistown to set up shop since their address is in Buffalo Montana. City Manager Phelps explained that they have had a license in the City limits before and the work fluctuates and he now has a job in Lewistown. Commissioner Hrubes made the motion to approve a business license for Roger Larson, electrician 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 City Clerk took a roll call vote with all being in favor of the motion.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Hrubes asked if there is a City code against moving snow from your driveway into the street. City Manager Phelps answered yes. Commissioner Hrubes asked if that could be publicized to the community.

Commissioner Robertson asked what the City's policy is with regards to snow removal. City Manager Phelps answered there is a priority schedule. They start with the snow routes and then address complaints and concerns. Once everything is under control they will start to remove the piles. Once they move into the secondary streets that is when we get the most calls asking to move vehicles.

Commissioner Robertson stated that it is refreshing that the Commission can discuss a change in leadership with diplomacy and no drama, unlike the federal government.

Commissioner Terry reminded everyone the next meeting will be on Tuesday, January 21st,

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 6th day of January, 2025.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk