

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON FEBRUARY 3, 2025 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, Hrubes, Robertson, Spika and Terry. Commissioner Day was absent and Commissioner Hewitt participated virtually.

APPROVAL OF MINUTES

Commissioner Terry stated that without objection and based on the corrections the minutes for January 21, 2025 are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Hrubes reported that the Fergus County Health Board met on January 27th. There were not enough members in attendance for a quorum so no business was discussed. There was someone in attendance via zoom to discuss septic tanks.

Commissioner Terry reported that the Central Montana Foundation (CMF) met on Tuesday, January 28th. Commissioner Terry reported the foundation is now receiving an administration fee and this will help bring in some revenue to offset some costs and has hired a part time employee, Mariah Shammel. County Commissioner Travis Wilson replaced County Commissioner Carl Sielstad, who retired in December 2024. Commissioner Terry commented that Bank of the Rockies representative is Jeff Keller. Commissioner Terry explained that Catalyst for change is a mental health awareness program and they respond on site with social workers in Wheatland County and they received a grant in the amount \$4,999. The Fergus High Junior Class received a \$3,500 grant for the after-prom party. Friendship Lodge #37 received a grant in the amount of \$1,425 for books for bikes. The next CMF meeting will be February 25th at 2 pm.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Public Works department continues to be very busy. In just the last week the Street Department has been out plowing, widening streets, sanding and opening up storm drainage when the weather has allowed.

Last week the City Manager facilitated a conversation with Republic Service to see what their plan is to restore trash service to the residences in Lewistown. Public Works is working with them to place temporary containers around town and will work with them to continue to open up areas that currently cannot be serviced by Republic Services. A follow up phone call is planned for later this week.

The City has been notified that it has been recertified as a 2025 Montana Main Street Community. The Main Street program is run by the Montana Department of Commerce and is a great resource for communities across Montana. They provide education and funding opportunities for participating communities across the state.

Dispatcher Dorothy Gremaux will be retiring later this spring from the City after 25 years serving as our Dispatch Supervisor/911 Coordinator. Dorothy has played a critical role in the Central Montana Dispatch Center for years. She has worked hard to ensure the 911 data is correct and worked hard on the centers upgrades to Zuercher. Police Chief Jenness is conducting interviews to fill this position and Dorothy will work with this individual for the next couple of months. If you see Dorothy wish her well.

City Manager Phelps reported that she is working on a tentative schedule for Committee of the Whole meetings for this year. If there are specific things Commissioners would like to see during the Committee of the Whole, please let her know. City Manager Phelps stated that she will continue with touring various facilities, do some education and bring the various City boards for presentations.

Spring is the time much of our staff go to training. People will go to get certified and to get continuing education credits for their certifications. The City also has several employees that will need to train and test to get their CDL's.

PUBLIC COMMENT – non agenda items

There were none.

CONSENT AGENDA

Commissioner Spika made the motion to approve the consent agenda and Commissioner Buehler seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from January 18, 2025 to January 31, 2025 for a total of \$87,274.88

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. 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

City Manager Phelps explained that the City applies for this grant on an annual basis to help fund the Historic Preservation Office. City Manager Phelps stated that it is a \$6,000 grant to assist with offsetting program costs. Commissioner Terry commented that this is a great partnership and she serves on the Montana Preservation Historic Review board. The City has received this grant for many years. Commissioner Robertson made the motion to allow 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 Buehler seconded the motion. Commissioner Terry asked for comments from the public and Commission. There being none, the City Clerk took a roll call vote with all being in favor of the motion.

2. Discussion and action on reappointing Shirley Barrick to the Historic Resources Commission for an additional 2-year term

Commissioner Terry stated that she feels Shirley should be appointed as a permanent member. City Manager Phelps commented that she has served for a long time and she is a wealth of knowledge. Commissioner Robertson made the motion to reappoint Shirley Barrick to the Historic Resources Commission for an additional 2-year term and Commissioner Buehler seconded the motion. Commissioner Terry asked for comments from the public and Commission. There being none, the City Clerk took a roll call vote with all being in favor of the motion.

CITIZENS' REQUESTS

There were none.

City Manager Phelps explained that she provided the Commission with a letter from Robert Peccia and Associates written on behalf of the City of Lewistown regarding the storm violation. Outlined in the letter is an implementation schedule, which includes some surveying and presentations to the Commission. City Manager Phelps explained that they will be evaluating the different methods of disposing of biosolids. The engineers will prepare a technical memo regarding the management of biosolids that will be brought back before the Commission for discussion.

COMMISSIONER'S MINUTE

Commissioner Hrubes asked how the City is sitting funding wise with the expense of snow removal. City Manager Phelps answered the City has the funds available and that the snow removal expense will be pulled out of the gas tax allotment. City Manager Phelps commented that in past years when there was snow the budget for snow removal was about \$100,000. City Manager Phelps stated that the contractors are done until further notice. City Manager Phelps

explained that the City did advertise for snow hauling bids and no bids were received. City Manager Phelps further explained that several contractors were asked to assist with snow removal. Public Works office did all of the schedule of coordinating all the contractors.

Commissioner Robertson commented on the after-action plan of the snow of 2025.

Commissioner Robertson explained that he wants to know what the City's clean up goals and expectations should be after an event like this. Commissioner Robertson feels the City should take the time to do an after action review and set expectations. City Manager Phelps stated that there is a snow plowing policy and will share that information with the Commission. There was discussion on buried cars and how to rectify the situation. Commissioner Robertson talked about some of the equipment that the airport was able to obtain.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 3rd day of February, 2025.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk