A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON APRIL 7, 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, Hewitt, Robertson, Spika and Terry. Commissioner Hrubes participated virtually. Commissioner Day was absent.

APPROVAL OF MINUTES

Commissioner Terry stated that without objection and based on the corrections the minutes for March 17, 2025 are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Buehler reported that the Library Board met on March 20th. Commissioner Buehler commented that it was a good meeting. Central Montana Foundation Director, Carrie Mantooth was there and reviewed the foundation's policies and procedures. There was a lengthy discussion on how to utilize the Library's investments in the foundation for building rehabilitation. A specific building account will be created at the foundation soon. Commissioner Buehler acknowledged Nancy Sackett a long-time employee, she will be missed at the library, she appreciates the time Nancy has served at the Library. Commissioner Buehler commented the Library and the Commission want to extend our thanks to her. The next Library Board meeting will be April 17th at 1:30 pm.

Commissioner Hewitt reported the Airport Board met April 2nd. Joe Stapleton has moved his business into the Rimby Hangar and is renting a portion of it to do his work. The Bureau of Land Management (BLM) wants to build outside the fence. They are wanting two acres including water and sewer to the building. This is for the BLM's fire crews.

Commissioner Terry reported the Central Montana Foundation Board met on March 25th. Commissioner Terry was unable to attend due to illness and the board is gearing up for their annual meeting on May 27th. The Central Montana Foundation board did choose the Friend of the

Foundation for 2025. The board approved a permanent endowment request from Community Minded Solutions and awarded a grant in the amount of $4,999 to the Lewistown Area Chamber of Commerce for July 4th. There was also a grant in the amount of $3,200 for Standford Business Professionals of America to help with expenses to send 16 of its members to the National BPA conference in Orlando. The next meeting will be April 29th.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City has been monitoring the dams during the melt. The City operates four high hazard dams, south of Lewistown. Every five years the City works with an engineer to conduct an inspection that includes videoing the outlet structure. The more detailed inspections will be done later this year.

The work to replace the civic center gym floor began last week. The gym will be closed for eight weeks as the work continues. The rest of the Civic Center will remain open during this time.

The Parks and Recreation Department is currently accepting applications for seasonal staff which includes trails, park and pool staff. Applications are available online or can be picked up at the City Office or the Civic Center. The anticipated opening day for the pool is the first week of June.

Beginning April 1st trailers can be parked on city streets. There is a couple of important items in the ordinance. Camp trailers may be parked on city streets from April 1st – November 1st, as long as, vehicular traffic is not impeded trailers can be parked in the same spot up to five days. This is one of the ordinances being reviewed by the ordinance committee.

The City was notified that we received the certified local government grant in the amount of $6,000 for historic preservation. These grants run on the federal grant cycle from April 2025 to March 2026.

At the 2024 Montana chapter of the American Institute of Architects, Mosaic Architecture won the 2024 award for Excellence in Design for the Creekside Pavilion. This is a great honor and the City was fortunate to have been part of this innovative project.

PUBLIC COMMENTS – 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 March 14, 2025 to March 31, 2025 for a total of $41,639.62

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

1. Discussion and action on approving the Interlocal Agreement for a multi-jurisdictional Planning Commission

City Manager Phelps explained that this is the first step in creating the new Lewistown Planning Commission. The purpose of the interlocal agreement is to consolidate the City County Planning Board with the City Board of Adjustments. The Lewistown Planning Commission is being established under the new Montana land use planning act and in accordance with the Lewistown Plan. City Manager Phelps explained that in accordance with state law each of the jurisdictions that are represented by a planning commission have to agree to consolidate and combine to create the planning commission. City Manager Phelps reported the plan does outline the composition of the planning commission. An odd number of members is required under state law and at least three voting members with equal representation from the governments represented by the board. There was a brief discussion of the make up of the planning commission. The following amendments will be made: the number of planning commission members will be 9 instead of 13, the following statement will be removed: the remaining two members shall be approved by the City Commission after advertisement and vetting of an appropriate number. The following statement shall read the Planning Commission shall consist of members from the City of Lewistown Board of Adjustment and members from the City County Planning board. The next amendment is that anywhere in the agreement it states 2024 Lewistown Planning Commission is will be amended to say Lewistown Planning Commission. Commissioner Spika made the motion to approve the Interlocal agreement for a multi-jurisdictional Planning Commission as amended 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 Clerk took a roll call vote with all being in favor of the motion.

2. Discussion and action on approving a petition for annexation for Bruce Reid to fully incorporate Lot 4 Block 7 of School Land Plat into the City of Lewistown

City Manager Phelps explained that the City was contacted by the subdivider and their representatives with a proposed plat and does appear it will be a family transfer. City Manager Phelps stated that in order to assist with the family transfer the plat needed to be annexed first. The owner Bruce Reid is petitioning to be annexed into the City. The property is located at the corner of G Street and A Street and adjacent to the City limits. Commissioner Spika made the motion to approve the petition for annexation for Bruce Reid to fully incorporate Lot 4 Block 7 of School Land Plat into the City of Lewistown 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 Clerk took a roll call vote with all being in favor of the motion.

3. Discussion and action on approving Resolution No. 4191, a resolution providing for the annexation by petition of property belonging Bruce Reid

City Manager Phelps explained that by passing this resolution the property will be annexed into the City limits. The family will then be able to utilize the family exemption in state law. It will be zoned residential single family. Commissioner Robertson made the motion to approve Resolution No. 4191, a resolution providing for the annexation by petition of property belonging Bruce Reid 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 Clerk took a roll call vote with all being in favor of the motion.

4. Discussion and action on approving a business license for Yellowball Roofing and Solar

Commissioner Terry explained that the City Commission in accordance with City code must approve the business license for HVAC, electrician and Plumber. Commissioner Spika would like to amend the code so that this can be done at the administration level. City Manager Phelps explained that this is an application from an electrician that works with solar panels and will be in the community to compete some projects.

Commissioner Robertson made the motion to approve a business license for Yellowball Roofing and Solar and Commissioner Spika seconded the motion. Commissioner Terry asked for comments from the audience and Commission. There being none, the question was called for and the Clerk took a roll call vote with all being in favor of the motion.

<u>CITIZENS' REQUESTS</u>

There were none.

<u>COMMISSIONER'S MINUTE</u>

Commissioner Robertson apologized for arriving a little late. Commissioner Robertson stated that the snow policy schedule for April 16th will be rescheduled due to several other meeting conflicts.

Commissioner Terry reported that she will gone for the next Commission meeting.

<u>ADJOURNMENT</u>

Chairman Terry adjourned the meeting.

Dated this 7th day of April 2025.

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KellyAnne Terry, Commission Chairman

ATTEST:

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Nikki Brummond, City Clerk