

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON JUNE 17, 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 of Allegiance.

ROLL CALL

Present were Commissioners: Buehler, Day, Hewitt, Hrubes, Spika and Terry.

APPROVAL OF MINUTES

Chairman Terry stated that without objection and based on corrections the June 3, 2024 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Buehler reported that the Library Board cancelled their regular June meeting and will meet in July. The Library Board did have a budget meeting on June 6th.

Commissioner Spika reported that the annual meeting for the Snowy Mountain Development Corporation is Thursday, June 20th at the Trade Center.

Commissioner Day reported that the Park and Recreation Board will meet on July 3.

Commissioner Hewitt reported that the Airport Board met on June 5th. The Airport Board accepted the bid from Red Clay construction to fill in the cracks in the asphalt ramp in front of the big hangar. Commissioner Hewitt stated that the lot survey for VACOM has been done. Mr. Pat Leary has resigned from the Airport Board and the board will be looking for a new member. Commissioner Hewitt stated that the Montana Aeronautics gave the Lewistown Airport a grant for \$80,000 for the parking lot and the Airport Board did accept the grant. The Fly In is June 22nd.

Commissioner Terry reported that Central Montana Foundation's next monthly meeting is June 25th at 2 pm.

Commissioner Terry announced that Crowley Flats is having a grand opening of the apartments on June 20th from 5 pm to 7 pm. There will be refreshments and tours of the apartments.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

Construction around the area is in full swing. There are many projects going on at the same time. The 6th Avenue portion of the water project will begin soon and will impact traffic for a short time, more information regarding street closures will be available on the City's website.

As a reminder, Fireworks are allowed inside the City limits on July 4th from 8 am to midnight. They can only be done on private property and must be a safe distance from any structures. Fireworks are not allowed in City parks or on streets and sidewalks. There will be a 4th of July parade and festivities that day.

The City has received notice that we have received approximately \$20,000 in grant fund for public engagement in support of our growth policy. The library was also awarded a \$50,000 CDBG planning grant. These funds will be used to develop a library master plan and preliminary architectural report.

For those of you that have not heard our Park and Recreation Director, Lisa Langbehn has resigned and will be leaving us this July. We will have the position open and more information can be found on the City of Lewistown's website or job service.

The pool is now open. It has been open for over a week now or as much as the weather has allowed. The first session of swimming lessons is just getting started. The pool is off to great start of the swim season, now if the weather would just cooperate.

We had another great open house for our Growth Policy last week. We had a great turn out and received lots of good feedback. This information will be available on our website and we are still accepting comments.

PUBLIC COMMENT – non agenda items

Ms. Sherry Johnson asked if there was any way she could help with signage at the grass dumping location at the treatment plant. City Manager Phelps answered that she will look into what can be done.

CONSENT AGENDA

Commissioner Day made the motion to approve the consent agenda and Commissioner Hrubes seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid May 31, 2024 in the amount of \$796.27 and from June 1, 2024 to June 13, 2024 in the amount of \$92,715.93

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

1. Discussion and action on appointing a Commissioner to Ward III for the remainder of the unexpired term vacated by Dave Scotten

Commissioner Terry explained the Commission is appointing a Commissioner to Ward III for the remainder of the unexpired term vacated by Dave Scotten. This term expires December of 2025. Commissioner Terry further explained that per the City's charter whoever is appointed will be expected to run in the next general election. Commissioner Terry stated that she will open the floor for nominations, ask for nominations from the Commission and then close the nominations. Commissioner Day nominated Mr. Tim Robertson for a Commissioner to Ward III for the remainder of the unexpired term vacated by Dave Scotten. Commissioner Terry asked for any other nominations, twice and as there were no other nominations the nominations were closed the nominated candidate was put to a vote. Commissioner Terry asked the Clerk to do a roll call vote. City Clerk Nikki Brummond did a roll call vote with all being in favor Mr. Robertson. City Clerk Brummond then swore Mr. Robertson into office.

2. Discussion and action on Resolution No. 4155, a resolution approving an application from Sport Center for TIF Funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps explained that at the last TIF/TEDD board they received an application from the Sport Center to continue a sidewalk project that was started last year. City Manager Phelps further explained that with due to the change in grant amounts the Sport Center submitted this application requesting an additional \$10,000 to be used to continue to replace the sidewalk along 2nd Ave adjacent to the Sport Center. Commissioner Terry asked what the amount was for the first grant. City Manager Phelps answered it was for \$10,000 and that was for the repairs done on the Janeaux side of the building. Commissioner Buehler made the motion to approve Resolution No. 4155, a resolution approving an application from Sport Center for TIF Funds made to the Lewistown Tax Increment Financing District Board 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 took a roll call vote with all being in favor of the motion.

3. Discussion and action on Resolution No. 4156, a resolution approving an application from Tognetti Rentals for TIF Funds made to the Lewistown Tax Increment Financing District

City Manager Phelps explained that this is an application from Tognetti rentals to continue the same project, and continue further along 2nd Ave S. The Sport Center does own the parking lot in front of Brooks Market. This application would continue the sidewalk and replace the concrete in the parking lot and the trees will remain. City Manager Phelps stated that they are working with the City of Lewistown to address some drainage concerns. City Manager reported that this grant is for funding up to \$20,000 and is a one to one match. Commissioner Buehler asked if this was reviewed and approved by the TIF board. City Manager Phelps answered yes. Commissioner Spika made the motion to approve Resolution No. 4156, a resolution approving an application from Tognetti Rentals for TIF Funds made to the Lewistown Tax Increment Financing District 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 City Clerk took a roll call vote with all being in favor of the motion.

4. Discussion and action on entering into a construction agreement with the Montana Department of Transportation for water value and sewer manhole adjustments and authorizing the City Manager to sign the agreement

City Manager Phelps explained that at a previous Commission meeting the Department of Transportation's ADA project on 1st Ave S. City Manager Phelps further explained that as part of the project an asphalt project will be done as well. These projects will tentatively be billed out later this year. City Manager Phelps reported that in the proposed construction area there are 13 water valves, and 4 sanitary manholes that will need to be adjusted. There is a statute that states the Department of Transportation can include up to \$25,000 for each of those items. If the cost exceeds the \$25,000 then there will be a cost share with the City. City Manager Phelps stated this project will be funded 100% funded by the State but have seen instances where the cost was exceeded and the City did have to do some cost sharing. City Manager Phelps commented that this is great opportunity for the improvements. Commissioner Day made the motion to approve entering into a construction agreement with the Montana Department of Transportation for water value and sewer manhole adjustments and authorizing the City Manager to sign the agreement 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 City Clerk took a roll call vote with all being in favor of the motion.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Buehler commented that the Commission has received some information from the Big Spring Creek Watershed Council and is there anyway that can be discussed during a committee of the whole.

Commissioner Buehler congratulated the Library on their success in obtaining the \$50,000 CDBG grant. Commissioner Buehler stated that the Library Director is trying to consciously update the building. This grant will help with long term planning for the building.

Commissioner Spika stated that she had received an email from Sheri Evans regarding her father's grave. City Manager Phelps answered that the Cemetery Caretaker was hired and is busily working at getting things moved and then will start addressing all the headstone concerns.

Commissioner Spika congratulated Commissioner Robertson.

Commissioner Hrubes commented on how impressed he was with all of the citizens that applied for the Ward III Commissioner vacancy.

Commissioner Day stated that she attended the Municipal Summit, but missed the parliament part of the agenda. Commissioner Day asked if there was anyway to get that information brought forward to the Commission. City Manager Phelps answered yes, and we can get some individual training.

Commissioner Day commented that the discussion on city, county and school tax breakdown would be great information for an upcoming committee of the whole.

Commissioner Day stated that there were a lot of grant candidates and it was a humbling experience.

Commissioner Robertson thanked the Commission for the confidence in him and it is humbling to have this position. Commissioner Robertson commented that he was the first candidate interviewed and was able to hear the other candidates and it is humbling to see the commitment citizens have for this community. Commissioner Robertson commented that he currently serves on the TIF/TEDD board and he would encourage Commissioners or citizens that you know of projects or even property owners in the district and to apply for some funding. There is a lot of funding available for projects.

Commissioner Hewitt thanked all the candidates for applying and hope they will continue to support the Commission. Commissioner Hewitt also welcomed Commissioner Robertson.

Commissioner Terry reported that the ordinance committee will be this next week, discussion will be held on supplanting the State law and the panhandling ordinance.

Commissioner Terry reported that the City Commission and the Planning Commission met June 12th, and the next steps are reviewing some of the items discussed. The public comments from the last public meeting will be put together and reviewed.

Commissioner Terry commented that she has received a few comments on the state of the City Cemetery. City Manager Phelps answered that the new caretaker is working to get it cleaned up.

Commissioner Terry stated how appreciative she was of the candidates and the one thing all three candidates stated was the number one thing Lewistown has is a sense of community. Commissioner Terry stated that she thinks its amazing and super proud of the Commission and what work has been done so far. Commissioner Terry stated it is an honor serving this community when there is that sort of thought regardless of how many years has been spent in the community.

Ms. Jody Warren thanked the Commission for their time and the ability to interview. Commissioner Terry commented that she hoped she would continue to be involved. Ms. Warren answered she is not closing the door.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 17th day of June 2024.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk