

A COMMISSION MEETING OF FEBRUARY 2, 2015 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Poss called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners Byerly, Doney, Gremaux, Hewitt, Putnam, Poss and Turk.

APPROVAL OF MINUTES

Commissioner Putnam made the motion to approve the minutes for January 20, 2015 and Commissioner Doney seconded the motion. The motion passed unanimously.

COURTESIES

Mr. Cialeo Smith was in the audience and commented that he is working on his government badge and is learning how government works.

PROCLAMATIONS

Chairman Poss read the following proclamation:

ARBOR DAY PROCLAMATION

WHEREAS, natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits; and

WHEREAS, trees provide many benefits to the community, including air purification, windbreaks, noise reduction, shade and energy savings; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, our efforts to improve the environment benefit present and future generations; and

WHEREAS, Arbor Day in Montana is officially the last Friday in April;

BE IT THEREFORE RESOLVED,

I, Rick Poss, Commission Chairman of Lewistown, Montana, do hereby proclaim May 14, 2015, as Arbor Day in Lewistown, and encourage citizens to participate in appropriate activities and to take advantage of the benefits of the parks and other natural areas in our community.

IN WITNESS THEREOF,

I have hereunto set my hand and caused the Seal of the City/Town/Community of Lewistown to be affixed on, February 2, 2015.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that the Study Commission has been meeting regularly. There are two scheduled meeting in February and is unaware if anymore interviews will be done. Mr. Myhre stated that he will be interviewed at the February 23rd Study Commission meeting at 7 p.m. The Fire Chief and Parks and Recreation Director have been interviewed. Commissioner Byerly asked where and when are the meetings for February. Commissioner Doney answered February 13th at 11 am at the Civic Center and February 23rd at 7 pm here at the community center.

Commissioner Putnam attended the recently Central Montana Foundation Board meeting. Funds were given for the after prom party and the robotics group at the High School and Junior High.

CITY MANAGER REPORT

City Manager Kevin Myhre reported on the following issues:

In preparation for the winter fair events the City Manager has offered the services of the City Street Department to help clean the paved entrance to the Trade Center area. The mud in the Fairground Complex has been tracked heavily and the City's sweeper seemed like a good solution.

The City of Lewistown's website was recently hacked and the content replaced with crude language and propaganda. It was taken offline as soon as possible and the City's web service provider is working to get the site repaired. The City does not host the site and it is not connected to the City's computer databases.

The Montana Public Employees Association (MPEA) agreement which covers the City Office, Library, Recreation and Public Works Staff expires on June 30th of this year. The City Manager has received a request to open negotiations for a replacement contract. Typically the City Manager has negotiated the contracts on behalf of the City and the final draft of the proposed contract is brought before the City Commission for approval. The City Manager is prepared to continue with the same process unless the City Commission would like to take another approach.

The computers in the City Office, Planning Office and a portion of Public Works have been upgraded to a newer, supported version of Windows. The server has also been upgraded. The process was very smooth and so far very few problems have been experienced.

The City has received a letter from Mr. Chris Rindal requesting that the City consider taking ownership of the .43 acre parcel of property located at 411 East Main Street due to petroleum release on the site. The issue will be scheduled for Commission discussion and action at the February 17th Commission meeting. A representative of the Montana Department of Environmental Quality has been requested to attend. Mr. Rindal has been working with Snowy Mountain Development Corporation to find solutions to getting the property cleaned up. The City Manager has also received a letter from a person who may be interested in locating a business on the site if it can get cleaned up.

The Public Works Director is working to prepare the annual paving and chip sealing project for the Street Department. We are working to get the project ready for bid earlier than in past years as Century Construction has inquired about an early startup. The project is required to be advertised for bid. Century is typically the only bidder on the City's annual paving contract.

The Friends of the Pool continue to raise funds for the renovation of the pool and recently sent a letter of inquiry to a foundation for funding. The City would be the sponsor if the foundation accepts the letter and requests an application. A copy of the inquiry was included in the Commission packet.

CONSENT AGENDA

Commissioner Putnam made the motion to move the items from the consent agenda. Commissioner Putnam asked what are the clear glass jugs that were purchased from Northwest Scientific for \$106.03. Public Works Director Holly Phelps answered that is the beakers and graduated cylinders that are used in the lab at the wastewater treatment plant. Commissioner Putnam asked what the \$8,554.46 and \$1,506.06 amounts were for on the Northwestern Energy. Ms. Phelps answered that the \$8,554.46 is the treatment plant. Mr. Myhre answered that the \$1,505.06 was for the lights. Commissioner Putnam asked why a lighting invoice was included with the utilities. Mr. Myhre stated that the Finance Officer was unable to be here this evening and will get answers from her tomorrow. Commissioner Putnam asked what the gift certificates from the Yogo to KellyAnne Terry were for. Library Director KellyAnne Terry answered that the Library Board purchased gift certificates for the staff and she was the one that took care of it for them and then she was reimbursed. Commissioner Putnam asked what was purchased from Big Sky Fire Equipment. Mr. Myhre commented that he will find out the answer. Commissioner Putnam asked what the towing charge for the red Silverado was for. Mr. Myhre

answered that he is guessing it is impound and will get a for sure answer. Commissioner Putnam asked if the claims to Peccia & Associates was the engineering the for the bulk water filling station. Mr. Myhre answered yes. Commissioner Hewitt asked why there is the remainder of clothing allowance listed on the claim. Ms. Phelps answered that is the clothing allowance reimbursement allowed by contract. Commissioner Hewitt asked what Gall Inc and Knife River is? Mr. Myhre answered Knife River is the company that the cold mix and u.p.m.is purchased from. Mr. Myhre stated that Galls is a police and fire supply company and a double magazine holder was purchased for the police department. Commissioner Hewitt asked what was purchased from Kepner. Ms. Phelps answered the batteries are for the water meters. Commissioner Hewitt asked what the second claim for Peccia & Associates was for. Mr. Myhre answered that is for the design stage of the bulk water filling station. Commissioner Hewitt asked about the claim to Basin Electric. Ms. Phelps answered that was electrical work that had to be done at the wastewater treatment plant because of frozen pipes and it has been submitted to the insurance. Commissioner Putnam made the motion to approve the consent agenda as discussed and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda consisted of the following: Acknowledgement of the claims that have been paid from January 1, 2015 to January 14, 2015 for a total of \$86,537.11 and the acknowledgement of the claims that have been paid from January 15, 2015 to January 29, 2015 for a total of \$148,095.59.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on authorizing the City Manager to contract with COP Construction in the amount of \$11,370 to have the Wastewater Treatment Plant water service relocated to a more efficient and effective location in conjunction with the Fairgrounds water and sewer project

Mr. Myhre explained the layout of the property and where the utility lines are located. Mr. Myhre explained that the school district has purchased the property where Torgersons was located and will be locating their bus barn on the property. The school district would like to expand the building and a utility line is located in the area where they are expanding. Further discussion followed. Commissioner Gremaux asked how much it is going to cost to abandon and move the line. Ms. Phelps answered it is around \$11,000 and paid out of the water fund. The water fund is the most likely fund because it is eliminating a possible leak and removing a fire hydrant. Commissioner Gremaux made the motion to authorize the City Manager to contract with COP Construction in the amount of \$11,370 to have the Wastewater Treatment Plant water service relocated to a more efficient and effective location in conjunction with the Fairgrounds water and sewer project and Commissioner Putnam seconded the motion. Commissioner Byerly commented that he is glad the City of Lewistown is able to work with the School District on this issue. Commissioner Poss 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 authorizing City Manager to enter into an amended professional service contract with Interstate Engineering.

Mr. Myhre asked that this item be removed, because he is continuing to work on the indemnification language and it may still come back to the Commission for approval.

CITIZENS' REQUESTS

Mr. John Toohey thanked the Public Works Director and Street Department for removing the ice on 7th Ave S.

COMMISSIONER'S MINUTE

Commissioner Doney commented that she attended the Polar Plunge at the winter fair to raise money for Special Olympics. Commissioner Doney reported that the Police Department assists with the sponsorship for the Special Olympics and \$18,000 was raised this year. Mr. Myhre commented that it is a great event and the partnerships that are formed are pretty incredible.

ADJOURNMENT

Chairman Poss adjourned the meeting.

Dated this 2nd day of February, 2015.

Rick Poss, Commission Chairman

ATTEST:

Holly Phelps, Public Works Director