

**A COMMISSION MEETING OF APRIL 18, 2016 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Vice Chairman Gremaux called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Gremaux asked everyone to stand and say the Pledge to the Flag.

**ROLL CALL**

Present were Commissioners: Doney, Gremaux, Hewitt, Poss, Putnam and Turk. Commissioner Byerly was absent.

**APPROVAL OF MINUTES**

Commissioner Putnam made the motion to approve the April 4, 2016 minutes as presented and Commissioner Hewitt seconded the motion. The motion passed unanimously.

**COURTESIES**

There were none.

**PROCLAMATIONS**

There were none.

**BOARD AND COMMISSION REPORTS**

Commissioner Doney reported that she provided the Commissioners with a copy of a letter that she received from Mr. Gregory Clark since she is the liaison for the Study commission. Commissioner Doney reported that she was on vacation when the last meeting was held and was unable to attend. Commissioner Doney commented that they do have a new time line. Commissioner Putnam reported that she attended the meeting and it was quiet and the study commission has set up a lot of work sessions and have advertised the new timeline. Commissioner Hewitt reported that she attended the recent work study Commission meeting and they appear to be more organized.

Commissioner Turk reported that she attended the Library Board meeting on Thursday, April 14<sup>th</sup>. The new Library Trustee, Bridget Tighe was in attendance. Commissioner Turk reported that the Friends of the Library made \$167 dollars at the book sale held on the second Wednesday in April.

Commissioner Hewitt reported that she attended the recent Airport Board meeting. The south boundary fence was and is still down and currently being repaired. Commissioner Hewitt reported that the rental house is in the final stages of being cleaned and there are two potential renters. The Montana Department of Transportation has cleaned up the snow storage area. Fish Wildlife and Parks have been informed they can no longer dispose of their dead carcasses on airport property.

Commissioner Putnam reported that she attended the Park and Recreation Board on Wednesday, April 6<sup>th</sup>. The swimming pool was discussed and it does appear to be on schedule. Commissioner Putnam reported

that Mr. Berg gave an update on the ice skating season. Commissioner Putnam explained that several youth committees were there to give some suggestions on what they would like to do to improve Lewistown or the perception of Lewistown.

### **CITY MANAGER REPORT**

City Manager Kevin Myhre reported on the following issues:

The Library's annual author dinner will be held on May 18<sup>th</sup> at Pine Meadows. The dinner is a fundraiser for the Library. The summer reading program will begin on June 7<sup>th</sup> and run through August 6<sup>th</sup>. On April 21<sup>st</sup> the Library will be hosting the "Montana Shakes" program for area youth. The program is related to the Shakespeare in the Parks program and is designed for educational and youth facilities.

The Lewistown Public Library recently received state awards for Outstanding Customer Service and Community Outreach.

The first meeting of the Big Spring Watershed Council will be held on April 25<sup>th</sup>. The council will be discussing updates on the Machler restoration project as well as other watershed issues.

There will be a dedication ceremony at the Central Montana Railroad heritage site on the south side of Frank Day Park on May 23<sup>rd</sup> at 6 pm. The ceremony will be held in conjunction with the presentations for Historic Preservation Month. Interpretive signage has been installed at the site and landscaping is being completed.

The contractor has completed the majority of the wastewater collection system work to rehabilitate several blocks of sewer line and manholes. The project seemed to go smoothly. The majority of the line to provide water service and fire protection to the intersection of the Highway 87 and G Street has been completed. The contractor has begun work on the Spring Street line.

The road work on Upper Spring Creek is occurring in the Stendall Road, Ash Street and Lewistown Propane areas so traffic delays are common. Quite a bit of traffic is detouring onto Roundhouse Road and Castle Butte Road.

The City recently received a letter from the Helena office of the FAA denying a request to temporarily close an active taxiway for the purpose of holding a car racing event in the aviation area of the airport. The letter was enclosed in the Commissioner's packet.

### **CONSENT AGENDA**

Commissioner Hewitt asked that the claims be removed from the consent agenda. Commissioner Hewitt asked what a hole saw is? Mr. Myhre explained what a hole saw it and how it works. Commissioner Hewitt asked why the different amount for the porta potties. Mr. Myhre answered that they are located at different parks and it depends on length of time. There being no other questions Commissioner Putnam made the motion to approve the consent agenda and Commissioner Doney seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from April 1, 2016 to April 13, 2016 for a total of \$50,372.43.

**REGULAR AGENDA- Resolutions, Ordinances & other Action Items:**

1. Discussion and action on appointing Brad Doney to serve a three year term on the City of Lewistown Police Commission

Mr. Myhre explained that the Lewistown Police Commission has been in place for many years in accordance with State law. The Lewistown Police Commissioners are very active in the interview process when hiring new officers. The Police Commissioner review the applications, review the test scores, then sit in on the interviews and assist with the recommendation to the City Manager. Mr. Myhre stated that Mr. Don Bost, Ms. Donna Byerly and Mr. Dave Sanders currently sit on the Police Commission. Mr. Myhre explained that it has always been the goal to have a one retired police officer on the Commission. Mr. Myhre further explained that Mr. Dave Sanders has decided to step down from the Police Commission and Mr. Brad Doney has indicated he would be willing to serve if there was an opportunity. Mr. Myhre stated that he recommends Mr. Brad Doney for a three year term on the Lewistown Police Commission.

Commissioner Turk made the motion to appoint Brad Doney to serve a three year term on the City of Lewistown Police Commission and Commissioner Putnam seconded the motion. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and those voting in favor were Commissioners: Gremaux, Hewitt, Poss, Putnam and Turk. Commissioner Doney abstained and Commissioner Byerly was absent.

2. Discussion and action on entering into an Engineering Agreement for construction phase services for the water project with Robert Peccia & Associates

Mr. Myhre explained that this is an engineering agreement for the Lewistown Water System Improvements which include the G Street Crossing and Spring Street water main improvements. Mr. Myhre explained that the engineering costs are \$28,600 and per the City's purchasing policy anything over \$15,000 must come before the City Commission for approval. Commissioner Hewitt asked why this one is so much more than the wastewater engineering contract. Mr. Myhre answered that there is a lot more to digging and installing a new water line. Further discussion followed. Mr. Myhre commented that he recommends the Commission approve the engineering agreement. Commissioner Turk made the motion to approve entering into an Engineering Agreement for construction phase services for the water project with Robert Peccia & Associates and Commissioner Poss seconded the motion. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on entering into an Engineering Agreement for construction phase services for the wastewater project with Robert Peccia & Associates

Mr. Myhre explained that this agreement is for the construction of the wastewater system improvements which include the slip linings. The engineering costs is \$12,100 and it is not over the \$15,000 threshold that requires approval by the Commission, but it is a contract and that is why it is on the agenda for approval by the Commission. Commissioner Poss made the motion to approve entering into an Engineering Agreement for construction phase services for the wastewater project with Robert Peccia & Associates and Commissioner Putnam seconded the motion. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on approving a bid for the water salesman building for a foundation and roof package

Mr. Myhre explained that the Public Works Director put out to bid the water salesman project last year and the bids came in quite a bit higher than the engineers estimate. It was decided that the public works department would be the general contractor and hire out the different portions of the project. Mr. Myhre further explained that this is a bid for the footings, slab, some of the framing and the roof of the building.

Commissioner Putnam made the motion to approve the bid for the water salesman building for the foundation and roof to East Plains Construction and Commissioner Poss seconded the motion. Commissioner Gremaux asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

### **CITIZENS' REQUESTS**

Ms. Suzanne Westhoff asked how much the bid for the footings and roof that was just approved. Commissioner Putnam answered it was \$19,800. Ms. Westhoff then asked what the progress was on the contaminated water. Public Works Director Holly Phelps answered that the water is not contaminated, but the City did get a coliform positive sample. Ms. Phelps explained that coliform is just a regular indicator of bacteria, it was not E.coli, but since the City does not regularly chlorinate, the best method of treatment is either flushing or chlorinating and the City ended up doing both methods and we are finished chlorinating and will be resampling again.

### **COMMISSIONER'S MINUTE**

Commissioner Putnam commented that the Library got an award for the customer service and a week ago Friday she called the Library looking for a book. Commissioner Putnam further commented that they did not have the book, but the employee at the library took information about the author and the series to look into if the library could acquire the books. Commissioner Putnam stated that is why they got an award.

### **ADJOURNMENT**

Vice Chairman Gremaux adjourned the meeting.

Dated this 18<sup>th</sup> day of April, 2016.

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Frank Gremaux, Commission Vice Chairman

ATTEST:

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Nikki Brummond, City Clerk