

A COMMISSION MEETING OF SEPTEMBER 6, 2016 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Byerly called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

APPROVAL OF MINUTES

Commissioner Poss made the motion to approve the minutes as presented and Commissioner Putnam seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Turk reported that the next Library Board meeting is this Thursday, September 8, 2016.

Commissioner Doney reported that Study Commission met and approved the final report and approved some more final report. They also met with some attorneys and the final report is available to the public. The Study Commission will be meeting again on September 9, 2016.

Commissioner Putnam reported that the Park and Recreation Board will be meeintg this week. The Central Montana Foundation Board meeting met last week and there was an eagle scout in attendance asking for some funding to help repair the ice skating warming hut.

Commissioner Hewitt reported that the Airport Board will be meeting this week. There will be a C54 plane will be here Sunday, which is a museum and open to the public.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Finance Officer has been advertising the bookkeeper position and the position was closed today. September 2nd was the Bookkeepers last day and she left to go back to be with her children and grandchildren.

The Police, Fire and Building departments met recently to discuss vacant properties inside the City limits. The current codes were discussed and how they may apply to these structures. The departments have also been in contact with many of the property owners. The issue will be coming to the Commission in the near future to update the Commission on their progress and to further discuss the issue.

Century Construction will begin paving on the west end of Lewistown the week of September 19th. The paving for the City will be done in October. City staff will continue to preparing for the paving and curb and gutter.

The Water and Fire departments will be flushing fire hydrants beginning the week of September 13th. Flushing fire hydrants is part of the regular maintenance of our water system and also provides valuable information to the Fire department.

Fall training season is here. The regional meetings with MMIA, MLCT and the Local Government Center is September 15th. The Montana League of Cities and Towns annual conference is October 5th to 7th in Missoula. Any Commissioner that would like to attend can notify the Finance Officer.

CONSENT AGENDA

Commissioner Hewitt asked that the claims be pulled from the consent agenda.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

Commissioner Hewitt asked about the claims paid for the drains at the swimming pool. Ms. Phelps answered that there were a few problems in the beginning and one was the amount of paper towels that were being put down the sewer. There has not been any problems recently.

Commissioner Putnam made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from August 12, 2016 to August 31, 2016 for a total of \$84,556.33.

1. Public hearing to hear comments on Resolution No. 3911, a resolution approving the fiscal year 2017 work plan and budget for Tourism Business Improvement District #1.

Chairman Byerly opened the public hearing to hear comments on Resolution No. 3911, a resolution approving the fiscal year 2017 work plan and budget for Tourism Business Improvement District #1. Ms. Phelps explained that the budget and work plan was provided to the City by the Tourism Business Improvement District (TBID). Ms. Phelps stated that they do a lot of marketing and printing to encourage tourism and tourism activities. The City Commission must approve the TBID's budget and work plan on an annual basis. Commissioner Byerly asked for comments from the audience. There being none, the public hearing was closed.

2. Discussion and action on approving Resolution No. 3911 a resolution approving the fiscal year 2017 work plan and budget for Tourism Business Improvement District #1

Commissioner Hewitt asked what the category titled opportunity was for. Ms. Phelps answered that she thinks it is the ability to bring different opportunities into the community. Commissioner Doney made the motion to approve Resolution No. 3911 a resolution approving the fiscal year 2017 work plan and budget for Tourism Business Improvement District #1 and Commissioner Gremaux seconded the motion. Commissioner Byerly 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 approving Resolution No. 3912 a resolution approving an assessment to defray the cost of the work plan and budget for Tourism Business Improvement District #1 for fiscal year 2017

Ms. Phelps explained that this resolution sets the \$1.00 assessment of per occupied room that provides for the funding of the district. Commissioner Byerly stated that there are no tax payer dollars used to fund the TBID. Commissioner Doney made the motion to approve Resolution No. 3912 a resolution approving an assessment to defray the cost of the work plan and budget for Tourism Business Improvement District #1 for fiscal year 2017 and Commissioner Putnam seconded the motion. Commissioner Byerly 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 Resolution No. 3913, a resolution redefining the boundaries of Street Maintenance District No. 1 in the City of Lewistown, Montana

Ms. Phelps explained that this is the resolution that establishes the Street Maintenance District No. 1. The change in boundary includes all annexation that are in effect. Commissioner Byerly stated that some of the annexations were requested by the property owners. Ms. Phelps stated that the street maintenance assessment was set by the Commission at a previous meeting. Commissioner Hewitt made the motion to approve Resolution No. 3913, a resolution redefining the boundaries of Street Maintenance District No. 1 in the City of Lewistown, Montana and Commissioner Doney seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

5. Public hearing on the cost of maintenance of Boulevard District no. 12, cost of maintenance reserve and administration for Lighting Districts and cost of maintenance in Street Maintenance District No. 1

Chairman Byerly opened the public hearing to hear comments on the cost of maintenance of Boulevard District no. 12, cost of maintenance reserve and administration for Lighting Districts and cost of maintenance in Street Maintenance District No. 1. Ms. Phelps explained that the boulevard district is those grassy areas that are in the middle of the streets on 7th Ave and Boulevard. The Lighting Districts are maintained by Northwestern Energy but the City assesses the property owners and pays the bills. Ms. Phelps stated that the assessment for the street maintenance district was set at a previous meeting. There is a cap on the residential properties and helps with the maintenances of all streets in the City of Lewistown.

6. Discussion and action on Resolution No. 3914, a resolution of the City Commission of the City of Lewistown levying and assessing a special tax to cover the cost of maintenance of Boulevard District No. 12, in the City of Lewistown, Montana for the fiscal year beginning July 1, 2016 and ending June 30, 2017

Commissioner Poss made the motion to approve Resolution No. 3914, a resolution of the City Commission of the City of Lewistown levying and assessing a special tax to cover the cost of maintenance of Boulevard District No. 12, in the City of Lewistown, Montana for the fiscal year beginning July 1, 2016 and ending June 30, 2017 and Commissioner Gremaux seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

7. Discussion and action on Resolution No. 3915, a resolution levying and assessing the cost of maintenance reserve and administration, and supplying of electrical current for the street lights within the City of Lewistown, to properties within particular lighting districts

Commissioner Putnam made the motion to approve Resolution No. 3915, a resolution levying and assessing the cost of maintenance reserve and administration, and supplying of electrical current for the street lights within the City of Lewistown, to properties within particular lighting districts and Commissioner Doney seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

8. Discussion and action on Resolution No. 3916, a resolution estimating the cost of maintenance in Street Maintenance District No. 1, specifying the assessment option and levying an assessment on properties for Street Maintenance

Ms. Phelps stated that the rate of assessment remained the same as last year. This resolution outlines how the street maintenance is calculated. Commissioner Putnam made the to approve Resolution No. 3916, a resolution estimating the cost of maintenance in Street Maintenance District No. 1, specifying the assessment option and levying an assessment on properties for Street Maintenance and Commissioner Doney seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

9. Public hearing on the 2016-2017 budget for the City of Lewistown.

Chairman Byerly opened the public hearing to hear comments on the 2016-2017 budget for the City of Lewistown.

Ms. Phelps explained that there were a few little corrections made to the preliminary budget and the final balanced budget is before the public for comment. Commissioner Byerly asked for comments from the audience. There being none, the public hearing was closed.

10. Discussion and action on Resolution No. 3917, a resolution relating to final budgets, budget authorities and annual appropriations for the fiscal year beginning July 1, 2016 and ending June 30, 2017

Commissioner Poss made the motion to approve Resolution No. 3917, a resolution relating to final budgets, budget authorities and annual appropriations for the fiscal year beginning July 1, 2016 and ending June 30, 2017 and Commissioner Putnam seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

11. Public hearing on Resolution No. 3918, a resolution authorizing an increase in the City of Lewistown's mill levy in order to fund increases in premium contributions for medical group benefits for City employees and exempting the same from the mill levy calculation limitation provided for by law

Chairman Byerly opened the public hearing to hear comments on Resolution No. 3918, a resolution authorizing an increase in the City of Lewistown's mill levy in order to fund increases in premium contributions for medical group benefits for City employees and exempting the same from the mill levy calculation limitation provided for by law. Ms. Phelps explained that in accordance with state law the City has the ability to mill the increase in health insurance since 2000. Commissioner Byerly asked for comments from the audience. There being none, the public hearing was closed.

12. Discussion and action on Resolution No. 3918, a resolution authorizing an increase in the City of Lewistown's mill levy in order to fund increases in premium contributions for medical group benefits for City employees and exempting the same from the mill levy calculation limitation provided for by law

Commissioner Putnam made the motion to approve Resolution No. 3918, a resolution authorizing an increase in the City of Lewistown's mill levy in order to fund increases in premium contributions for medical group benefits for City employees and exempting the same from the mill levy calculation limitation provided for by law and Commissioner Doney seconded the motion. Commissioner Doney explained that the City is doing very well with their insurance. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

13. Discussion and action on Resolution No. 3919, a resolution providing for the annual tax levy mills for fiscal year beginning July 1, 2016 and ending June 30, 2017

Ms. Phelps explained that this resolution is the resolution setting all mills for the City of Lewistown. The total number of mills the City will be assessing this year is 238.11. the value of a mill is \$6,522 which is about a \$270 increase from last year. Commissioner Doney made the motion to approve Resolution No. 3919, a resolution providing for the annual tax levy mills for fiscal year beginning July 1, 2016 and ending June 30, 2017 and Commissioner Putnam seconded the motion. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Putnam stated that this resolutions and budgets are discussed extensively over the last three months and that we are not just rushing through the items.

ADJOURNMENT

Chairman Byerly adjourned the meeting.

Dated this 6th day of September, 2016

Dave Byerly, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk