

A COMMISSION MEETING OF APRIL 17, 2017 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, Poss, Putnam and Turk. Commissioner Hewitt was absent.

APPROVAL OF MINUTES

Commissioner Putnam made the motion approve the April 3, 2017 minutes as presented and Commissioner Turk seconded the motion. The motion passed unanimously.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Putnam reported that she attended the Park and Recreation Board meeting. The main item discussed were the pool fees that have not been raised in over 10 years. The benches at Kiwanis Park were discussed and fundraising is continue to this project. Commissioner Putnam explained that Lighthouse Baptist Church came and asked to use Symmes Park for their revival that they usually hold at that location and during the 4th of July. The Park and Recreation Board denied them use of the location because of the upcoming construction of the Skateboard Park.

Commissioner Turk reported that she attended the April Library Board meeting. The legislature is still discussing the State Library Funding. The Youth Services Librarian will be returning from maternity leave this week. The summer reading program starts June 13, 2017. The Library Director is working on the Library's strategic plan.

Commissioner Doney reported that she is continuing to work on the Code book and will be working to meet with the City Attorney and City Manager soon.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

Talcott Construction is back this week at the swimming pool addressing warranty and punch list items. The engineer plans to be in Lewistown the week of May 15th to work with City staff on the startup of the pool. Due to last year's later than normal start date, the 11 month walk through will be done at the same time as the pool start up.

An update on the measuring of the Big Spring, most of the work has been completed. The City is waiting for the replacement meter that will be tied to this project. Once everything is tied in there will be a meeting on the operation of this system. The City Manager hopes to discuss the accuracy and overall plan for the measurement data at that meeting.

The mason has finished the block work on the new Water Salesman. The roof and door will be installed. The plumber and electrician can then complete their work. The plan is to have this operational in the next few months. However, due to the construction season starting the City will be working with several subcontractors and will do their best to get the work done around their schedules.

The Library's summer reading program begins June 13th and this year's theme is "Build a Better World"

Vision Net was hired to upgrade the City's phone system. Many of the components are in place and they plan on doing the rest of the conversions to the new system on May 25th. This will occur after 5 pm so that the phone service will not be interrupted.

CONSENT AGENDA

Commissioner Gremaux 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 3/30/17 to 4/12/17 for a total of \$159,757.38.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion on Arts and Entertainment District banner program proposal.

City Manager Phelps explained that the Arts and Entertainment District has received a grant from the Central Montana Foundation to replace the banner brackets on the historic lights and the brackets currently being used were paid for by the Chamber of Commerce. City Manager Phelps commented that the City has recognized there is a need for a banner program that would include an application. The application would give the opportunity for the City to know who is responsible for the banners and a contact if needed. We need to have a centralized calendar which would help give any groups the opportunity to use the banners. City Manager Phelps explained that the Arts and Entertainment District had proposed a \$5.00 fee per banner to help

with the wear on the brackets. The City would suggest maybe just a \$10 application fee. Further discussion followed. Commissioner Turk commented that she has talked with three different community groups that were concerned about the banners that will have to be redone to comply with the new brackets and were concerned that the City had given the program to them as an opportunity to raise money. Commissioner Doney explained that in accordance with the City ordinance banners cannot be hung from the historic lights. City Manager Phelps stated that if there is a consensus the City will manage this program internally. Commissioner Doney would like to make sure an ordinance is in place allowing the banners on the historic lights. Mr. Mike Chapman asked that the City make sure that the banner program does not interfere with the Kiwanis club putting up the American Flags on national holidays. Mr. Clint Loomis would like to encourage that the City come up with a small application fee and time limit. It will be a good idea to have an application process that all community groups understand.

2. Discussion and action on authorizing the City Manager to accept a bid and enter into a contract for the Library stucco repair

City Manager Phelps explained that she has been working with Library Director KellyAnne Terry on the stucco for the exterior of the Library. There has been recent stucco activity in the area recently and started a discussion on getting the work done on the Library. The project is out for formal bid. Ms. Terry explained that the money is available and budgeted for in the Library depreciation fund. City Manager Phelps explained that she is asking the Commission to review the information and give a not to exceed amount in addition to moving forward with the project. There was discussion about the declining condition of the stucco. Commissioner Putnam asked if insurance usually comes with the bid. City Manager Phelps answered that as part of the formal bid process the insurance and proper documentation must be included in the bid proposal. Commissioner Turk made the motion to authorize the City Manager to accept a bid and enter into a contract for the Library stucco repair and Commissioner Doney seconded the motion. Ms. Blanche Chapman commented that this item has been discussed over the last several years. Commissioner Byerly asked for comments from the Commission and audience. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on approving and authorizing the City Manager to sign the emergency services dispatch agreement between Petroleum County and the City of Lewistown

City Manager Phelps explained this is similar to the Judith Basin agreement that was approved last meeting. The dispatch center provides all services to Petroleum County and they turn over their 911 funds to the City. City Manager Phelps commented that this is a five year agreement, with no changes and recommend approval. Commissioner Poss made the motion to approve and authorize and Commissioner Gremaux seconded the motion. Commissioner Byerly asked for comments from the Commission and audience. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on approving and authorizing the City Manager to sign the emergency services dispatch agreement between Fergus County and the City of Lewistown

City Manager Phelps explained that this is that same agreement, however it is only a two year agreement. The dispatch center provides all 911 calls for them and they turn over their 911 funds to the City. City Manager Phelps explained that there has been discussion and the amount of 911 funds the county contributes will need to be looked prior to the next agreement.

Commissioner Poss made the motion to approve and authorize the City Manager to sign the emergency services dispatch agreement between Fergus County and the City of Lewistown and Commissioner Gremaux seconded the motion. Commissioner Byerly asked for comments from the Commission and audience. There being none, the question was called for and the motion passed unanimously.

5. Discussion on City boards and current vacancies.

City Manager Phelps reported that at her Central Montana Leadership meeting she will be doing a presentation on all of the City's boards and openings. Then an advertisement will be done to notify every one of the vacancies and the opportunities to be involved.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Putnam reported that she attended the Madison Aquifer. There was a lot of technical information and have to prove scientifically how it can be done. It also would help to determine the effect on the aquifer.

Commissioner Turk commented that she had been bombarded by the soccer club wanting to know what the City can do or will do. City Manager Phelps answered that she and the Recreation Director have visited with them and suggest that once a property is determine, then maybe they should talk to all of the surrounding neighbors.

ADJOURNMENT

Chairman Byerly adjourned the meeting.

Dated this 17th, day of April.

Dave Byerly, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk