

A COMMISSION MEETING OF SEPTEMBER 5, 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, Hewitt, Poss, and Putnam. Commissioner Turk was absent.

APPROVAL OF MINUTES

Commissioner Byerly asked that the evaluation of the City Manager be changed to semiannual and not quarterly. Commissioner Poss made the motion to approve the August 21, 2017 minutes as corrected. Commissioner Doney seconded the motion and minutes were approved as presented.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that she will be meeting with the City Manager and City Attorney on the 21st to review more ordinances.

Commissioner Hewitt told the Commission that she was unable to attend the recent Airport Board meeting.

Commissioner Putnam reported that she attended a Central Montana Foundation meeting on 8/22/17. There were seven to eight grant requests presented and the two deemed most important were chosen for funding. One was from the Petroleum Stock growers and the other was the Garfield Simmental Association. Both requests were for help with fencing in the areas. Commissioner Putnam further explained that anyone can request funds again even if denied one time. Commissioner Putnam commented that there are two generally accepted ways for bookkeeping for a foundation. The Central Montana Foundation will be moving from the current way to the other option in the very near future. The second way was deemed more accurate.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The swimming pool is now closed. The splash park will remain open as long as the weather allows and people are utilizing it. The pool staff is preparing an annual report for Jim Daniels. Once the report is reviewed with the City Manager it will be presented to the Commission.

DEQ, DNRC, EPA and Montana Rural Water will be holding a free drought and water loss workshop here in Lewistown on September 13th. It is an opportunity for us to share strategies, lessons learned and success stories regarding drought preparedness and response. If anyone is interested in attending please let me know.

Upcoming events this week is the Chokecherry Jam on September 8th on 2nd Ave between Main Street and Janueax. This year's Chokecherry Festival has more vendors than last year and will include a car show. The Chokecherry run continues to grow in popularity and the Trails and Ales will have two distributors and six brewers. That event will be held at Trailhead Park on September 9th from 4 to 8 pm.

The City Manager will be attending the next Airport Board meeting to discuss potential upgrades to utilities in and around the Airport.

Last week the City Manager and a representative from Montana Public Employees Association (MPEA) went around to the Public Works Department, Wastewater Treatment Plant, Library and City Office. They toured the departments and listened to their questions, concerns and comments. Beginning in October the City and the MPEA will be working to better utilize their Labor Management Committee to work through the concerns that were brought up during the discussions.

The demolition of the old Mill Building has begun. Over the next couple of weeks Century Construction will continue to remove the several structures around the area. The City Manager is continuing to work with the Recharge Our Community group and Snowy Mountain Development Corporation on furthering the design of the Creekside Marketplace and Pavilion.

CONSENT AGENDA

Commissioner Gremaux made the motion to approve the consent agenda as presented and Commission Doney seconded the motion. The motion passed unanimously. The consent agenda was the 1. Acknowledgement of the claims that have been paid from August 17, 2017 to August 31, 2017 for a total of \$192,136.88 2. Approving memorandum of understanding between Montana Department of Transportation and the City of Lewistown for the State funded City Park Rest Area program for SFY 2018 and 3. Approval of a business license for Tech Electric Inc

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

1. Discussion and action on approving Resolution No. 3945, a resolution affirming the City of Lewistown's commitment to fair housing

Ms. Phelps stated that as part of the housing grant through the Community Development block Grant the City must have a current Fair Housing Act. Ms. Phelps explained that the City of Lewistown has already passed a resolution for the commitment of a Fair Housing Act, but needed to be updated and continue to be in compliance with the Montana Fair Housing law.

Commissioner Putnam made the motion to approve Resolution No. 3945, a resolution affirming the City of Lewistown's commitment to fair housing and Commissioner Poss 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.

2. Discussion and action on approving Resolution No. 3946, a resolution relating to Special Improvement District No. 2017; creating the district for the purpose of undertaking certain local improvements and financing the costs thereof and incidental thereto through the issuance of Special Improvement District Bonds secured by the City's Special Improvement District Revolving Fund; and establishing compliance with reimbursement bond regulations under the Internal Revenue Code

Ms. Phelps explained that this is a resolution to create a special improvement district for the Riverdale Sewer project. The budget of the project was reviewed and the costs will be assessed to the property owners that will benefit from the improved services. There are fifteen properties in the district. Commissioner Putnam made the motion to approve Resolution No. 3946, a resolution relating to Special Improvement District No. 2017; creating the district for the purpose of undertaking certain local improvements and financing the costs thereof and incidental thereto through the issuance of Special Improvement District Bonds secured by the City's Special Improvement District Revolving Fund; and establishing compliance with reimbursement bond regulations under the Internal Revenue Code 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.

3. Discussion and action on Resolution No. 3938, a resolution redefining the boundaries of Street Maintenance District No. 1 in the City of Lewistown, Montana

Ms. Phelps explained that the map attached to the resolution is the 2018 Street Maintenance District No. 1 which outlines the city limits which is the Street Maintenance District No. 1. Commissioner Putnam made the motion to approve Resolution No. 3938, a resolution redefining the boundaries of Street Maintenance District No. 1 in the City of Lewistown, Montana and Commissioner Hewitt seconded the motion. Commissioner Putnam asked if the street maintenance district included street signs because there is still a sign missing from Spring and 12th Ave. Ms. Phelps answered yes and she would make sure it was on the list for signs. Commissioner Poss called for the question. Commissioner Byerly asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

4. 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 residences that are adjacent to a grassy boulevard on Boulevard Street and 7th Ave are assessed a tax to help with the maintenance of the Boulevard and a resolution will be passed this evening setting that assessment. The amount remains the same as previous years of \$555.16. Commissioner Byerly asked for comments and there being none, the public hearing was closed.

5. Discussion and action on Resolution No. 3939, 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, 2017 and ending June 30, 2018

Commissioner Gremaux made the motion to approve Resolution No. 3939, 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, 2017 and ending June 30, 2018 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.

7. Discussion and action on Resolution No. 3940, 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

Ms. Phelps explained that this is the resolution setting the assessments for the lighting districts throughout the City of Lewistown. Each district has a different cost which is based on the number of properties in the district and footage of the properties. There are no changes anticipated and the rates will remain the same as previous years. Commissioner Byerly asked if the rates assessed will give the fund an adequate reserve. Ms. Phelps answered yes. Commissioner Putnam made the motion to approve Resolution No. 3940, 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 Hewitt 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. 3941, 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 explained that this resolution specifies the cost per square foot of the properties located in Street Maintenance District No. 1. The rate of the district was discussed at a previous meeting and set at \$.031 per square foot. There is a cap of 15,000 square foot on a residential property and a cap of 10,000 square foot for those properties no adjacent to a publicly maintained street.

Commissioner Putnam made the motion to approve Resolution No. 3941, 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 Poss 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 2017-2018 budget for the City of Lewistown.

Chairman Byerly opened the public hearing to hear comments on the 2017-2018 budget for the City of Lewistown. Ms. Phelps explained that the 2017-2018 budget is based on the certified values from the Department of Revenue. It is the same budget as the preliminary budget, it is a very lean budget, and minimal changes. Commissioner Byerly asked for comments and there being none, the public hearing was closed.

10. Discussion and action on Resolution No. 3942, a resolution relating to final budgets, budget authorities and annual appropriations for the fiscal year beginning July 1, 2017 and ending June 30, 2018

Ms. Phelps explained that the City's taxable value had a slight increase and the tax increment finance district had a more substantial increase. The budget being presented tonight shows the revenues and expenses remaining relatively the same. The money that is assessed for the tax increment finance district is collected in its own fund and does lower the amount of taxes received by the general fund. Further discussion followed. Commissioner Doney made the motion to approve Resolution No. 3942, a resolution relating to final budgets, budget authorities and annual appropriations for the fiscal year beginning July 1, 2017 and ending June 30, 2018 and Commissioner Poss 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. 3943, 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. 3943, 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 this is the permissive health levy that the City can levy for health insurance increases. The City is able to go back to the rate of premiums in 2000 to the increase in premiums for 2018. The increase is \$159,163 to cover the increase in health insurance premiums which equates to 24.34 mills. Commissioner Byerly asked for comments and there being none, the public hearing was closed.

12. Discussion and action on Resolution No. 3943, 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 Hewitt how much an employee pays for health insurance? Ms. Phelps explained that it is set by the bargaining agreements, but basically the employee has to pay 5% of the monthly premium. The employees are responsible for paying for their families. Commissioner Putnam made the motion to approve Resolution No. 3943, 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 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. 3944, a resolution providing for the annual tax levy mills for fiscal year beginning July 1, 2017 and ending June 30, 2018

Ms. Phelps explained that this is resolution that is passed by the City Commission to set the mill levy for the fiscal year. The mills is based on the certified values, the inflation increase and state limits. The certified value for the City of Lewistown is \$6,539,665 which is a mill value of \$6,540. It has been determined that a \$1,407,140 tax levy, requiring a 215.17 mill levy to balance the general fund, and it has been determined that a \$159,163 permissive medical tax levy, which requires a 24.34 mill levy is required to fund the increase in premium contributions for the group insurance benefits, and the City Commission fixes the tax levy for the fiscal year July 1, 2017 through June 30, 2018 at 239.51 mills. Commissioner Doney made the motion to approve Resolution No. 3944, a resolution providing for the annual tax levy mills for fiscal year beginning July 1, 2017 and ending June 30, 2018 and Commissioner Putnam seconded the motion. Commissioner Putnam commented that as an employer we need to offer good benefits to retaining good employees. 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 Hewitt asked about the memorandum of understanding with the Montana Department of Transportation and the City of Lewistown and which parks that covers. Ms. Phelps answered it is only for the rest area west of town.

Commissioner Putnam stated that she will be out of town and will be out of town from September 14, 2017 to October 16, 2017 and will not be at the next two Commission meetings.

ADJOURNMENT

Chairman Byerly adjourned the meeting.

Dated this 5th day of September 2017.

Dave Byerly, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk