

A REGULAR COMMISSION MEETING OF FEBRUARY 20, 2018 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Turk called the meeting to order.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present were Commissioners: Byerly, Doney, Dunnington, Hewitt, Loomis, Oldenburg and Turk.

APPROVAL OF MINUTES

Commissioner Hewitt made the motion to approve the February 5, 2018 minutes and Commissioner Dunnington seconded the motion. The motion passed unanimously with Commissioner Doney abstaining.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Dunnington reported that she attended the most recent City County Planning Board meeting. There was only one item on the agenda and that was to approve the flood plain permit for Alexandra Dunnington and it passed.

Commissioner Hewitt reported that she attended the most Airport Board meeting and that things appear to be running okay at the Airport. The Airport Board does have a draft lease out for those leases that are expiring. The fly in is going to be a big event this year, there is going to be a dance with a band, planes for rides and lots of food.

Commissioner Doney reported that she is continuing to work on the City codes and there has been a request from the chamber and some citizens regarding dogs at public events where food is served. The trailer ordinance has an amendment because there was some language that needed to be amended and it is hoped to come before the Commissioner in March. Commissioner Doney further explained that she is working with several departments on a fireworks ordinance.

Commissioner Loomis reported that he attended the February Park and Recreation Board. There was a pool report. There was a discussion on swimming pool fees and the wages of the workers. The capital improvements for the Civic Center as part of the Recreation District is moving forward with the replacement of bleachers.

Commissioner Turk reported that the Library Board met last Thursday. The board is looking for a board replacement for Ms. Blanche Chapman. There was discussion on net neutrality and tax forms. The microfiche machine is broken and the Library Director is working to get it replaced. The library staff

evaluations are done and the Women's retreat is on March 12th. The front doors of the Library are being redone by Jack Gies. The work on the exterior of the Library is moving forward.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City Manager has been working with the Friends of the Trails for the purchase of two pedestrian bridges that will be installed on the walking trails north of town. The purchase of these bridges were included in the recreational trails grant that the City received in 2015. One of the bridges will be located in the floodplain on the property where the Machler stream realignment project was just completed. The Fergus County Commissioners will hold a public hearing on this permit February 21, 2018 at 5:15 p.m.

The Water Department will begin chlorinating the water system beginning February 26th. This is a requirement from DEQ because of the City's past coliform positive samples. The goal is to maintain a chlorine residual for a minimum of 30 days in all parts of the distribution system. We are estimating that it will take approximately 15 days to slowly build up a chlorine residual throughout the system. If there are questions regarding the process feel free to contact the City Manager or Public Works.

The request for bids on the exterior of the library are currently being advertised and bid documents were sent to seven contractors, including two that will be doing work in Lewistown this spring. The request for bids will be advertised in the Lewistown News Argus for the next couple of weeks. The bids will be received and opened March 14, 2018 at 1 p.m.

This year Snowy Mountain Development Corporation and KellyAnne Terry have partnered to do a Woman Lead Central Montana retreat. The focus will be encouraging women to take leadership roles within the community. This will be March 12, 2018 from 8:30 to 4:30 at Jack's Hangar. The information was included in the Commissioner's packets.

CONSENT AGENDA

Commissioner Doney 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 February 1, 2018 to February 13, 2018 for a total of \$75,834.92.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on approving final conceptual design of Creekside Marketplace and Pavilion and moving the project forward to the bidding phase

Ms. Phelps explained that a lot of progress has been made on the fundraising part of the project and a lot of grants have been secured. Ms. Phelps stated that right now she wanting approval to move the project forward to the bidding phase of the project. This needs to be done to meet the construction time frame. If this is approved the projects will be advertised for bid and then come back to the Commissioner for approval prior to awarding the bids. Commissioner Doney made the motion to approve the final conceptual design of Creekside Marketplace and Pavilion and moving the project forward to the bidding phase and Commissioner Oldenburg seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

2. Public hearing on a resolution approving property tax benefits for remodeling, reconstructing, or expansion of a commercial property within the City of Lewistown, in accordance with MCA Section 15-24-1502 located at 302 W Main

Chairman Turk opened the public hearing to hear comments on a resolution approving property tax benefits for remodeling, reconstructing, or expansion of a commercial property within the City of Lewistown, in accordance with MCA Section 15-24-1502 located at 302 W Main. Ms. Phelps explained that the Commission has a tax exemption application before them from Elizabeth Wright of Research Assistants LLC. This is the owner of the Power Mercantile Building which was the former Reid's building. The application states that they intended on remodeling the facility and expanding it and estimate the investment to be \$900,000 and that the building has been vacant for more than 4 years. Ms. Phelps explained that state law allows the City to offer a tax abatement if the property has been vacant for many years and value will increase by 5%. There is a one year construction window with a five year exemption period and then the value will be phased in over the next five years. Commissioner Turk asked for comments from the audience. There being none, the public hearing was closed.

3. Discussion and action on Resolution No. 3954, a resolution approving property tax benefits for remodeling, reconstructing, or expansion of a commercial property within the City of Lewistown, in accordance with MCA Section 15-24-1502

Ms. Phelps explained that this is allowed under state statute where basically the taxes are exempted for ten years and the value of the improvement is phased in over five years. The base value is assess during the whole process the only portion of abatement is the increase in taxes due to improvements. Commissioner Loomis asked about the approval needed by the Department of Revenue and Fergus County. Ms. Phelps answered that this is only the first step in this process and Fergus County and the Department of Revenue will be reviewing the same document. Commissioner Doney made the motion to approve Resolution 3954, a resolution approving property tax benefits for remodeling, reconstructing, or expansion of a commercial property within the City of Lewistown, in accordance with MCA Section 15-24-1502 and Commissioner Byerly seconded the motion. Commissioner Turk 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. 3955, a resolution authorizing the disposal of certain unclaimed tangible personal property that comes into the possession of the Lewistown Police Department

Ms. Phelps explained that this was a topic that came out of the last legislative session. There are many departments across the State that struggle with space constraints for evidence. This resolution meets the state statute. Police Officer Levi Talkington explained to the Commission that to dispose of evidence, vehicles, unclaimed items or firearms was a very cumbersome process through state code and a lot of the concerns were addressed at the legislature this last session. In order to move forward the local government needs to approve a resolution to dispose of property. Further discussion followed. Commissioner Doney made the motion to approve Resolution No. 3955, a resolution authorizing the disposal of certain unclaimed tangible personal property that comes into the possession of the Lewistown Police Department and Commissioner Loomis seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

5. Discussion and action on appointing Kyle Dubbs to the Historic Resources Commission for a two year term

Ms. Phelps explained that Mr. Dubbs has submitted an application of interest to serve on the Historic Resources Commission (HRC). Mr. Dubbs has attended several of the historic resources commission board meetings because of his job with the state and is very aware of the various projects in the community. Ms. Phelps feels that he would be a good asset to the commission and feels he does understand the requirements of serving on the commission. Commissioner Doney made the motion to appoint Mr. Kyle Dubbs to the Historic Resources Commission for a two year term and Commissioner Oldenburg seconded the motion. Commissioner Byerly asked if this appointment fulfills the historic resources commission. Ms. Phelps answered yes and they will be coming to the Commission in the future. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

6. Discussion and action on Resolution No. 3956, a resolution appointing successor trustees to Lewistown Tourism Business Improvement District No. 1

Ms. Phelps explained that his resolution appoints the trustees for the Lewistown Tourism Business Improvement District No. 1. The trustees do not change but there terms do change and are staggered. Commissioner Oldenburg asked if this group only do local tourism or do they work with the state also. Ms. Phelps answered that they came before the City and asked if \$1 bed tax could be assessed on each room rented. Snowy Mountain Development Corporation helps administer the fund and helps them to budget. Further discussion followed. Commissioner Doney made the motion to approve Resolution No. 3956, a resolution appointing successor trustees to Lewistown Tourism Business Improvement District No. 1 and Commissioner Hewitt seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

7. City Manager Review – the meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

Ms. Phelps asked that the meeting be closed. Commissioner Turk stated that the meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Byerly commented explained that the County Commissioners are having a public hearing tomorrow on their letter of support for Senator Daines bill to withdraw the wilderness study act on the Snowy Mountains. Commissioner Byerly commented that since the City's water source comes from the aquifer located in the area that anyone would ask the City what they thought about. Ms. Phelps explained that the City does have a water source protection plan in place and none of that has been discussed. Commissioner Loomis feels that the City Commission does have some concerns with the bill. Commissioner Oldenburg asked if the City can be on the record for the opinion and concern for the bill. Commissioner Oldenburg would be

favor of the City Commission taking a stand on the issue. Commissioner Doney would like it to be an agenda item and take input from the citizens. Ms. Phelps answered that the Commission should take some public comment before making a statement.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 20th day of February, 2018.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk