

A REGULAR COMMISSION MEETING OF SEPTEMBER 17, 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, Dunnington, Hewitt, Loomis, Oldenburg and Turk. Commissioner Doney was absent.

APPROVAL OF MINUTES

Commissioner Hewitt made the motion to approve the August 20, 2018 minutes as corrected and the September 4, 2018 minutes and Commissioner Loomis seconded the motion. The motion passed unanimously.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that he attended the motion recent Park and Recreation Board meeting. The Trails and Ales was a success and Mr. Jim Chalmers is stepping down as chairman of the Friends of the Trails. Mr. Chalmers was recognized at the Trails and Ales event. The Civic Center the bleachers are removed and the gym has been repainted. There were several complaints regarding the revival held over the Fourth of July. There are some trees at Frank Day Park will need to be removed and several trees in the parks need to be trimmed.

Commissioner Byerly reported that the Central Montana Health District will meet this next week. Commissioner Byerly gave an update on the issues facing the Port Authority.

Commissioner Hewitt reported that she attended the Airport Board meeting. Commissioner Hewitt talked briefly about the agenda.

Commissioner Dunnington reported that there will be a City County Planning Board on Thursday.

Commissioner Turk reported that there will be a Library Board meeting on Thursday also.

Commissioner Turk welcomed the Boy Scouts to the meeting.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City has received notice that we were awarded a Land and Water Conservation Grant in the amount of \$138,000 for the Creekside Marketplace and Pavilion. This grant will be used to construct the restroom facility. The City has submitted a Coal Board grant application and hope to hear some news next week. The City is going to be reapplying for a Tourism grant for this grant. The total funds/grants received for the project to date is just over \$870,000.

A couple of water samples taken last week tested positive for total coliform. DEQ is requiring us to start the temporary chlorination up again. The Water Department is working on setting up the equipment and making sure we have the necessary supplies to chlorinate. The Public Works Department will notify the public and the Commission of the exact timing of this chlorination.

The Chokecherry Festival was a huge success. The Police Department did have Code Enforcement down at the event and they were making contact with people that had dogs at the event. We had prepared signs and flyers in advance to try and get the word out. The Trails and Ales event also went well and people were happy with the space Creekside had to offer.

The City Manager and Finance Officer will be out of the off from September 25th to 28th to attend the Montana League of Cities and Towns annual conference. The agenda will be emailed on Thursday, but packets will not be available until Saturday. At the October 1st meeting we are planning on doing the 1st reading of the revised sign ordinance. The City Manager will email the draft of the ordinance out to the Commission and make it available on the City's website.

Friends of the Trails has been working to install two bridges. These bridges will create the Carroll Trial loop. There is one large bridge across Big Spring Creek at the west end of the Machler property. The second bridge will go across the irrigation ditch and connect the walking rail and KB Fishing Access. These bridges were funded by a 2015 Recreational Trail Program grant. The small bridge has been delivered and the contractor will be working to get this bridge installed this fall. The large bridge is still being fabricated and we still need to coordinate this bridge installation with the Fish Wildlife and Parks.

City Manager Phelps commented that the City is tagging onto the Airport stripping project. The following area are planned to be stripped: Airport Road, Brassey and the diagonal parking on 3rd Ave.

The City is continuing to work with the Montana Department of Transportation to work on the sidewalks in the downtown area.

Commissioner Oldenburg reported that she followed up with the federal property department regarding the Central Montana Educational facility and found out that the City is not eligible to hold the property. Commissioner Oldenburg explained that it was her understanding that the City just had to be eligible to hold property and actually they also have to be an entity that is accredited education institution. The Educational Opportunities of Central Montana board is continuing to meet and work on the issue.

CONSENT AGENDA

Commissioner Byerly 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 31, 2018 to September 12, 2018 for a total of \$58,672.36

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

1. Discussion and action on confirming the City Manager’s appointment of Ms. Cathy Barta as the Historic Preservation Officer for the City of Lewistown

City Manager Phelps explained that Ms. Nancy Watts graciously took on the duty in the interim. The historic preservation officer is included in her job description and is was recommended by Ms. Watts that Ms. Barta should be appointed. It will also make is easier to conduct business. Commissioner Hewitt made the motion to confirm the City Manager’s appointment of Ms. Cathy Barta as the Historic Preservation Officer for the City of Lewistown 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. Discussion and action on authorizing the City Manager to submit a Tourism Grant for the benches, tables and landscaping at Creekside Marketplace and Pavilion

City Manager Phelps explained that the City did apply for this grant last year and was denied. The reason the City’s application was denied because they did not feel the work would be completed in a year’s time. City Manage Phelps further explained that this grant application will be for the final phase of the construction and will include the amenities which would include donor signage, tables, landscaping and playground equipment. Commissioner Oldenburg made the motion to authorize the City Manager to submit a Tourism Grant for the benches, tables and landscaping at Creekside Marketplace and Pavilion and Commissioner Dunnington 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.

3. Discussion and action on approving the submittal of a letter of commitment for \$50,000 match for the Tourism Grant to be used for the benches, tables and landscaping at Creekside Marketplace and Pavilion

City Manager Phelps explained that the City has a letter of commitment to submit with the grant application. The letter recognizes the economic impact for the downtown of Lewistown. The matching funds for the grant is \$50,000. The funds will come from donations and grants. Commissioner Hewitt made the motion to approve the submittal of a letter of commitment for \$50,000 match for the Tourism Grant to be used for the benches, tables and landscaping at Creekside Marketplace and Pavilion 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.

CITIZENS’ REQUESTS

Matt Schmidt was present to update the Commission on the forest service plan. It is his understanding that the City Commission is not going to take a stance on any of the alternatives. The comment period has been extended into October. City Manager Phelps explained that the main consensus is protection of the water.

COMMISSIONER'S MINUTE

Commissioner Oldenburg suggested everyone be sure to see the video done by Prairie Populous on Spring Creek.

Commissioner Turk asked if the City Manager could bring information on all of the Commissioner boards. Commissioner Turk stated that she would like to change boards.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 17th day of September 2018.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk