

A REGULAR COMMISSION MEETING OF DECEMBER 3, 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: Doney, Dunnington, Hewitt, Loomis, Oldenburg and Turk. Commissioner Byerly was absent.

APPROVAL OF MINUTES

Commissioner Hewitt approved the minutes for November 19, 2018 meeting and Commissioner Loomis seconded the motion. The motion passed unanimously.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that there will be a Park and Recreation Board meeting on Wednesday, December 5, 2018 at 7 pm and he will be unable to attend.

Commissioner Hewitt reported that there will an Airport Board meeting on Wednesday, December 5, 2018.

Commissioner Doney reported that the Design Review Board met on November 27th to continue to review the proposed sign ordinance. There was a good turnout and good discussion. The Design Review Board is asking for written comments and they will meet again in January.

Commissioner Oldenburg reported that she attended the recent Central Montana Foundation Board Meeting in November. There were four grant requests for a total of \$9,600 and all the request were approved. There will not be a meeting in December.

Commissioner Turk reported that the Library Board will be meeting later in the month.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The City of Lewistown will be hosting an open house on Monday, December 17th from 5:30 to 7:00 pm. This will be place of the Committee of the Whole and is open to the public and staff. This provides another opportunity for us to mingle and hear what the citizens of Lewistown have to say.

The Friends of the Library are holding their annual Christmas decoration sale. There are always a lot of deals to be had and it goes to a good cause. The annual Chili Bowl is January 18, 2019 and is always a fun time with some friendly competition. This is a fundraiser for the summer reading program.

On Tuesday night, the Design Review Board held another public meeting on the proposed revisions to the Lewistown Sign ordinance. There were a few people in attendance, the group made it through the remainder of the ordinance. The Design Review Board will continue accepting comments until January 2, 2019. After that the Design Review Board will work on finalizing the ordinance that will be presented to the Commission.

Recently the front door of the City Office was broken. We are working on either replacing the glass panel or updating the door to improve accessibility to City Hall. We do not feel that it was vandalism, but more likely an accident.

The Recreation Director is looking for helpers for the winter roller skating program. As usual, local youth are anxiously awaiting the start of the program. The Civic Center will be hosting a basketball tournament over the holidays. Youth Archery registration will start soon. Youth Archery is a very popular activity that takes place at the Civic Center every year.

Chairman Turk explained that a citizen has asked to speak to the Commissioners regarding the water situation and if the Commissioners are okay with this, we will have citizens requests now. Ms. Mary Stoican introduced herself and stated that she is concerned about Lewistown's water. Ms. Stoican stated that she is not there to complain about the water but wanting to know if there is something the citizens can do. City Manager Phelps stated that the chlorination of the water was discussed briefly in the Committee of the Whole and that the City is going to do something to address or fix the issue. City Manager Phelps explained the DEQ has changed the City's drinking water operator permit to require full time disinfection. City Manager Phelps further explained that there are other options for disinfection and the City will be exploring these options. City Manager Phelps stated that the City has requested an extension from DEQ to allow time to explore options but have not heard from them yet. City Manager Phelps explained that the City is required to take 7 coliform samples a month and there is a sampling plan submitted to DEQ. Every month 7 samples are done and each month are different locations and the samples need to cover the entire system. Typically, there is sample each month from the west, east, north and south sides of the town. There has not been just one bad sample and the bad samples have not been from any one area. DEQ has been to Lewistown to conduct a level two assessment which DEQ brings their staff and given suggestions for changes. The City has upgraded irrigation systems to have backflows in place and have checks larger systems. The City's infrastructure has been inspected and leak detection to eliminate some sources. Ms. Stoican asked if the tanks have been cleaned and drained. City Manager Phelps answered that the tanks have to be inspected and drained on a five-year rotation and they have been inspected recently and there is no problems with screening, or pumps. Ms. Stoican commented that from her point of view she would be willing to pay extra taxes to take care of the issue and thinks other citizens would be willing too. Ms. Stoican is glad that the City is looking at options. City Manager Phelps explained that in the past the bad samples have been more seasonal than constant. Mr. Jon Johnson asked if the water tank was one of the sample locations. City Manager Phelps answered that now there are several areas around the tanks but not the tanks themselves. City Manager Phelps stated that as it sits now the drinking water permits requires full time disinfection, which is the entire system. City Manager Phelps explained that any costs or ongoing costs from different options of disinfecting would be covered by water fees, which is why we want to look at all options.

Mr. Jon Johnson asked about metal detecting in the City parks, as he was informed that it is against City Code. City Manager Phelps explained that she will look into and find an answer.

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 November 15, 2018 to November 28, 2018 for a total of \$161,505.33

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion on the request from regarding the lot behind the City Complex and the long-term facility plans for the City of Lewistown.

City Manager Phelps explained that the use of the lot behind the City Complex was discussed at the last Commission meeting. City Manager Phelps stated that since that meeting, she has made contact with Snowy Mountain Development Corporation (SMDC) about conducting a environmental assessment on the lot. SMDC does feel that they have some petroleum funds available but depending on the cost of the assessment they are not sure they have enough funds. City Manager Phelps stated that there are above ground storage tanks, that the City has not used for petroleum products in recent years, there is still the unknown what the lot was used for. City Manager Phelps that regardless of the use of the property in the future, an assessment of the property is not a bad idea. City Manager Phelps explained that this building used to be the sand shed and it was used as a storage building for all City departments, which is still a need of the City regardless if it is record retention, equipment or vehicles. City Manager Phelps stated that she is going to move forward with exploring the cost of the phase 2 assessment and it may be spring time before anything would be done. Commissioner Doney asked if the City has come up with a vision session they would like to have and that the City would be able to give the Council on Aging was a kind of acknowledgment that the City could gift the property to them. City Manager Phelps explained that the City can not clear the snow from the parking lot without part of the lot to put the snow. City Manager Phelps further explained that there is access to utilities but there is not water and sewer on the lot but it is adjacent to the property. There were would be infrastructure costs regardless of any development on the property. Further discussion followed. City Manager Phelps explained that Commissioner Doney made reference to transferring the property and the City cannot just dispose of the property. If the City were to choose to dispose of public property it would have to be formally advertised, a appraisal would be required and the City would have to solicit bids. City Manager Phelps commented that maybe a lease for the lot would be a better option. Further discussion followed. City Manager Phelps explained that she is communicating with Mr. Dale Pfau on this issue.

2. Discussion and action on request to connect to the City of Lewistown's water and sewer improvements for H Street

City Manager Phelps explained that a developer has contacted and asking for a will serve letter for a future development on H Street. This development includes a grocery store, gas station with a car wash and two potential 10,000 square foot retail spaces. This is something the City can provide both water and sewer to and have the capacity to be able to do this. The City's regulations require the developer to extend the services to the farthest boundary of their property and they proposing extending to the west of their property. City Manager Phelps stated that unfortunately how the water system is laid out they will need a loop system to provide the fire flows necessary to get the volumes and pressures they need. City

Manager Phelps explained that the City will help to explore all funding sources which would include CDBG. City Manager Phelps explained that this developer does want to be included in the City limits. The main issue is if the City wants to provide public utilities to this developer. Commissioner Doney made the motion to approve a will serve letter for the infrastructure improvements on H Street 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

They were at the beginning of the meeting.

COMMISSIONER'S MINUTE

Commissioner Loomis asked some questions about the recent trees that were laying in different neighborhoods. City Manager Phelps answered that the Public Work crews have picked up most of the branches.

Commissioner Doney thanked City Manager Phelps for continuing to work on the lot.

ADJOURNMENT

Chairman Turk adjourned the meeting

Dated this 3rd day of December, 2018.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk