

A REGULAR COMMISSION MEETING OF MARCH 18, 2019 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 Loomis made the motion to approve the minutes for March 4, 2019 as corrected and Commissioner Hewitt seconded the motion. The motion passed unanimously.

PROCLAMATIONS

Chairman Turk read the following proclamation:

Arbor Day Proclamation

WHEREAS, natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits; and

WHEREAS, trees provide many benefits to the community, including air purification, windbreaks, noise reduction, shade and energy savings; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, our efforts to improve the environmental benefit present and future generations; and

WHEREAS, Arbor Day in Montana is officially the last Friday in April;

BE IT THEREFORE RESOLVED, I Patty Turk, Commission Chairman of Lewistown, Montana, do hereby proclaim May 15, 2019, as Arbor Day in Lewistown, and encourage citizens to participate in appropriate activities and to take advantage of the benefits of the parks and other natural areas in our community.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that he attended the most recent Park and Recreation Board meeting. Mr. Robert Snyder was at the meeting and requested using the park across from Petro

Depot to hold the July 4th Revival for the Light House Baptist Church. There was some discussion concerning the noise level and that animals are not allowed in the park. The Park and Recreation Board is looking at getting fee boxes, envelopes and marking the GPS boundaries for camping in the East Fork area. There was some discussion on the fee structure for the amphitheater at Creekside Park. Commissioner Loomis commented that the diseased trees at Frank Day Park have been downed and will be removing the trees soon.

Commissioner Doney reported that the Library Board meeting will be March 21st and the Library Board Retreat will be March 25th. Commissioner Doney reported that there is some Library Board training in Helena on April 10th and she is planning to attend.

Commissioner Dunnington reported that there is a City County Planning Board/Zoning Commission meeting on March 21, 2019. The zoning of the castle ridge acres subdivision will be discussed.

Commissioner Hewitt reported that the Airport Board met on March 6th. The equipment appears to be working well. There was some discussion on insurance for the t hangers and that it will be included in the lease fees. Mr. Pete Smith asked the Airport Board to support the Aeronautics house bill.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Public Works Department has been dealing with weather related challenges. There have been over 65 waterlines freeze up. Some of the freeze ups were located in the service lines, others were located between the curb stops and the mains. All of these require a lot of time and resources. Also, as temperatures increase the Street Department is busy making sure water can drain because storm drains are also prone to freezing.

The City Manager was notified by the Department of Transportation will be including the replacement of trees and tree grates in their Main Street project. This project includes replacing sidewalks in the downtown area, filling in vaults and the overlaying of Main Street. The Montana Department of Transportation plans on bidding this project later this summer.

Once again, the Lewistown Downtown Association will be holding a spring-cleaning event. They plan to trim trees, sweep sidewalks and wash the windows of vacant storefronts. Once the date is finalized the City Manager will let the Commission know.

Election season will be upon us. The election information and schedule were handed out at the beginning of the meeting.

Spring is training season and there will be training available for the elected officials in May. If any Commissioners are interested in specific training please let the City Manager know and she will work to find training opportunities around the state or see about getting some training in our community.

The City has received notification that the local ShopKo stores will be going out of business and this includes the store in Lewistown. City Manager Phelps stated that this is unfortunate but there are several interested parties in the building and location.

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 March 1, 2019 to March 12, 2019 for a total of \$83,600.56.

REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:

1. Discussion and action on second reading of Ordinance No. 1761, an ordinance repealing ordinance No. 1616, known as the Lewistown sign ordinance, as amended by ordinances 1653, 1656, and 1685, codified as Title 5, Chapter 21 of the Lewistown City Code; and replacing the same

City Manager Phelps explained that this is the second reading of this ordinance and at the last Commission meeting it was approved to add the purpose section to the code. The purpose is the exact language that is in the current ordinance. Commissioner Loomis made the motion to approve the second reading of Ordinance No. 1761, an ordinance repealing ordinance No. 1616, known as the Lewistown sign ordinance, as amended by ordinances 1653, 1656, and 1685, codified as Title 5, Chapter 21 of the Lewistown City Code; and replacing the same and Commissioner Oldenburg seconded the motion. Commissioner Dunnington asked how many citizens have made comment regarding the limit of signs at residences. Planning Director Cathy Barta answered that it was only one individual. City Manager Phelps answered that currently the limit is four signs and in this ordinance is for six in the yard. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and those voting in favor were Commissioners: Byerly, Doney, Dunnington, Loomis, Oldenburg and Turk. Commissioner Hewitt voted against.

2. Discussion and action on entering into a Department of Natural Resources and Conservation 2019 Urban and Community Forestry subaward agreement and authorizing the City Manager to sign the agreement

City Manager Phelps explained that this is a grant with the Department of Natural Resources and Conservation and is part of there program development. It is to promote diversity in the urban forest. The grant is for removing diseased trees, planting trees and associated expenses. Commissioner Hewitt asked if there was a grant that could be applied for to use in the Cemetery. City Manager Phelps answered that yes, but this was applied for to address the diseased trees that needed to be removed in Frank Day Park. Commissioner Byerly made the motion to approve entering into a Department of Natural Resources and Conservation 2019 Urban and Community Forestry subaward agreement and authorizing the City Manager to sign the agreement 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.

3. Discussion and action on approving the submission of a Destination Development Grant for the Creekside Marketplace Pavilion and authorizing the City Manager to sign the agreement if awarded the grant

City Manager Phelps explained that the City of Lewistown did apply for a tourism grant and were unsuccessful in that attempt and were notified of some other grant opportunities. City Manager Phelps explained that one of them was some funding for the restroom and the kiosk. This is Destination Development grant and is similar to the tourism grant and is to encourage citizens to stay in your community. City Manager Phelps comments that this funding would be used for the children's play area and some fencing. Commissioner Doney made the motion to approve the submission of a Destination Development Grant for the Creekside Marketplace Pavilion and authorizing the City Manager to sign the agreement if awarded the grant 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.

4. Discussion and action on approving Resolution No. 3990, a resolution expressing the Lewistown City Commission's support of the provisions of House Bills 81 and 661 of the 66th Montana Legislature adding to funds available for development and improvement at the Lewistown Municipal Airport and Aeronautics Education

City Manager Phelps explained that this was discussed at the Port Authority meeting. These are two house bills that are before the legislature. Both of these bills are looking at the aviation fuel tax. One is eliminating refunds on fuel purchased and the other one is to increase the price of aviation fuel. The County Commissioners will be approving the same type of resolution. City Manager Phelps further explained that the Lewistown Municipal Airport is self-funded and the City should support these bills and our local airport. Commissioner Byerly made the motion to approve Resolution No. 3990, a resolution expressing the Lewistown City Commission's support of the provisions of House Bills 81 and 661 of the 66th Montana Legislature adding to funds available for development and improvement at the Lewistown Municipal Airport and Aeronautics Education 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.

5. Discussion and action on the approval of purchasing computers for the Police Department and Dispatch

City Manager Phelps explained that the computer industry is phasing out Windows 7 and will need to convert our computers to Windows 10. City Manager Phelps further explained that with the critical nature of the Police Department and Dispatch and the need to be able to interface with federal agencies and it is important for the City to be up to date and have current firewalls. The proposal tonight is to replace eleven police computers and three dispatch computers. The City currently works with Morrison Maierle Systems to provide back up, trouble shooting and

security on the City's computers. Morrison Maierle Systems has given a bid of approximately \$16,000. City Manager Phelps answered that the City could go with Dell but there would be no help or continuity. The Police Department has chosen not to purchase a patrol vehicle this year and feel that funds would be used to update the computers. City Manager Phelps asked for approval for up to \$20,000 to cover all the computers and some extra if something unexpected comes up with the installation of the computers. Commissioner Loomis made the motion to approve the purchase of computers for the Police Department and Dispatch from Morrison Maierle Systems up to \$20,000 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.

6. 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 this is a contract between the City and Fergus County for 911 dispatching. The City of Lewistown dispatches for Petroleum and Judith Basin County. The 911 funds are based on population and because the City does all of the dispatching for Petroleum and Judith Basin Counties the City receives all of their 911 funds. City Manager Phelps explained that the 911 funds are based on cell phones and land lines. The two counties receive approximately \$102,000 in funds that goes directly to the City. The 911 funds for Fergus County are split between the City and the County. City Manager Phelps commented that the amounts were not equal and therefore there will be a cash payment from the County in the amount of \$54,063.56. This is a five-year contract that aligns with the fiscal year. Commissioner Hewitt 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 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.

CITIZENS' REQUESTS

Mr. Richard Battrick asked a question regarding the corner of Boulevard and 4th Ave is backed up and there is a lot of water. City Manager Phelps answered that is one of the storm drains that is frozen.

Ms. Linda Roche asked about the citizens participation language that is included in the agenda. Ms. Roche was wondering if the committee of the whole was more informal.

COMMISSIONER'S MINUTE

Commissioner Loomis reported that one of the water lines broke in a residential area and he received positive feed back on the water works.

Commissioner Oldenburg commented that she has received a call asking for places to look for census workers.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dates this 18th day of March, 2019.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk