

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON MAY 17, 2021 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: Day, Doney, Dunnington, Hewitt, Loomis, Oldenburg and Turk.

APPROVAL OF MINUTES

Chairman Turk stated that without objection and based on the corrections the May 3, 2021 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Day reported that she attended the recent Central Montana Health District (CMHD) Board in person on May 14th. Commissioner Day reported that the Shaver Permit was discussed and the Fergus County Commissioners have not been pleased with the communication process of how permits and variances are conducted. The CMHD board listened to a lengthy discussion of demands from Fergus County of how the permits and variance process should be conducted. The Sanitarian presented fact and law of the permit and variance process and how they are to be done legally. Fergus County came to an understand of how this process works and discussion was lad to rest Regarding HB 121, a memorandum of understanding was presented by Fergus County, the MOU was drawn up by the Fergus County Attorney. The MOU states that Fergus County will be the governing body as they are the host county. There was discussion of how the CMHD board already consisted of elected officials and how this board is hosted. The item was tabled until more information and an updated version of the bill is available for review. The CMHD has been without vehicle transportation for several weeks due to their department van having engine failure. The board decided that a working vehicle be purchased and purchase options would be brought before the board with in the week. The open nursing position has not received any applications, so the board decided to repost the open position with a change in the job position advertisement as now hiring for a public health employee and widening the education and experience background requirements. The next meeting was set for June 10th at 1 pm.

Commissioner Hewitt reported that the Airport Board met on May 5th at 3 pm. The BLM is going to use the helio pad year-round and there is a contract in place that references the Airport standards. The lease increase will be a 2% increase each year. The new Department of Natural Resources and Conservation building is on

hold and the Airport Manager Bryan Armour is reminded to make sure the building meets the Airports minimum standards. The Airport was finally able to get an insurance inspector to come and look at the wind damage from the wind storm this spring. There will be a fly in on June 26th, there will be a breakfast and National Guard will have a C130. There will be a display in the Rimby Hangar. The Department of Health and Human Services have agreed to rent the Rimby Hangar for six months to do vaccines.

Commissioner Doney reported that the Library Board will meet on May 20th. They will discuss the interview process and have received many Library Director applicants. Interviewing won't happen until after Memorial Day. Commissioner Doney further reported that an ordinance meeting was held and the fence process was discussed. They are looking at changing the fence process to make it a more accountable process, with fines in place because it is a civil situation which is more difficult to enforce. It was discussed that a class would be required as part of the fence permit process. The fines will be progressive. A nominal fee for the permit in hopes of preventing these issues down the road.

Commissioner Loomis reported that the Park and Recreation Board met on May 5th. A mile of the bike trail at East Fork has been completed. The clean up day for East Fork is on June 2nd at 6 pm. The Park and Recreation department is working on improved fire signage as a way to prevent campers from misusing the fire pits and hope to prevent range fires. Commissioner Loomis stated that the pool is still in need of lifeguards and is unsure of an opening date. City Manager Phelps answered that it appears it will be a young staff so training will be necessary in order to open. The Board looked at increasing both the season pass and swim lessons fees and there will have to be a small increase this year. The Park and Recreation Board put in for grant for a defibrillator from the Central Montana Medical Center foundation. The grand opening for Creekside Park is June 26th. Arbor will be recognized on May 18th and trees will be planted and the City did receive an Arbor Day grant for the trees. The remodeling of the women's locker room at the Civic Center has been started.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

Many Public Works and Recreation staff members will be assigned to the cemetery for the week of May 24th to prepare the cemetery for Memorial Day. The mowing and trimming are a majority of work needed to get the area ready for the weekend. Typically, the staff start on one end and work their way to the other end. The weather normally makes this more difficult.

Over the last several weeks the Lewistown Police Department has conducted several drug investigations, that have resulted in several arrests. The Police Department has seen a significant increase in drug activity in our community. They do encourage anyone with information to contact the Lewistown Police Department or Crime Stoppers.

The Police Department is in the process of updating their website. The new website can be viewed at lewistownmtpolice.com and features their new recruitment video. With the possible retirement of three officers in the next year the department had this video produced to show what the department and Central Montana has to offer.

This next week we will be conducting interview for the City Attorney. There has been a lot of recent interest in the position.

The City Manager has been negotiating the general unit's labor contract. This unit includes the staff at Public Works, Recreation Department, City Office and Library. It is hoped that a tentative agreement will be before the City Commission for approval next month.

Friday evening Kathie Bailey passed away. Ms. Bailey worked up to the end on projects in our area. She will be dearly missed. She left a legacy and made sure that Snowy Mountain Development will continue to grow and serve Central Montana.

PUBLIC COMMENT – non agenda items

There were none.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Oldenburg seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from April 29, 2021 to May 13, 2021 for a total of \$153,941.70. The approval of issuing a business license to Performance Electric and a business license to Lewistown Electrical Contractors.

REGULAR AGENDA – Resolutions, Ordinance & Other Action Items:

1. Discussion and action on approving the 2021 Street Improvement project

City Manager Phelps explained that the City received two bids for the 2021 street improvement project. The two bids were from Century Companies and MT Paving. City Manager Phelps explained that there was some engineering input on a couple components of the project. City Manager Phelps further explained that bid tabs that were included in the Commissioners packet, stating that the first column is the project estimate the Public Works Director JR Killham came up with and the overall bids were listed on the last page. City Manager Phelps stated that the City's estimate was \$832,285.50, MT Paving's bid was \$672,440.10 and Century Companies bid was \$779,631. City Manager Phelps stated that both of the contractor's bids came in below our estimate and the Public Works Director did review the bids in making sure nothing was overlooked or missed. City Manager Phelps commented that she is recommending the Commission approve the bid to MT Paving. City Manager Phelps stated that the City will be doing some construction management with an outside firm to make sure all the items are done to the City's specifications. Commissioner Oldenburg verified if MT Paving was hauling the mix and if it was included in the bid. Public Works Director Killham answered yes, it is a comprehensive bid. Commissioner Doney made the motion to recommend awarding the bid to MT Paving and to approve the 2021 Street Improvement project 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.

2. Discussion and action on approving Resolution No. 4050 a resolution approving an application from the Sport Center for TIF Funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps explained at the last Tax Increment Financing District Board meeting a recommendation was made to move forward with a TIF grant for The Sports Center, Tognetti Enterprises. The project is to replace sidewalk along the Janeaux Street side of their property and trees will be removed. There are a few trees that are over grown. The TIF Board did give approval up to \$10,000 for the project. Commissioner Hewitt made the motion to approve Resolution No. 4050, a resolution approving an application from the Sport Center for TIF Funds made to the Lewistown Tax Increment Financing District Board and Commissioner Dunnington seconded the motion. Commissioner Turk asked if there were any comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on appointing Bridgette Sparks to serve a two-year term and Tyler Thomas to serve a three-year term on the City of Lewistown Police Commission

City Manager Phelps explained that in accordance with State statute the Commission reappoints one of the three Police Commissioners. This year Mr. Don Bost was up for reappointment and he stated he was ready to step down and asked that Police Chief Jenness find someone else. The City Manager and Police Chief Jenness started brain storming looking for suitable candidates, that come from diverse backgrounds in the community, and have a vested interest in the community. City Manager Phelps further explained that the City was notified that Ms. Nycole LaRowe would be moving out of the community and would need to find someone to fill her unexpired term. City Manager Phelps reported that she is recommending approval of Bridgette Sparks to fill the unexpired term of Ms. LaRowe and Tyler Thomas. City Manager Phelps commented that both these individuals live in our community, have young families, are raising their families here and bring different backgrounds to the Police Commission. Commissioner Loomis made the motion to appoint Ms. Bridgette Sparks to serve a two-year term and Mr. Tyler Thomas to serve a three-year term and Commissioner Oldenburg seconded the motion. Commissioner Turk asked if there were any 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 Day commented that she had a citizen ask if the garbage cans would be returned in Main Street once the project is finished. City Manager Phelps answered yes, that as part of the contract the benches, bike racks and garbage cans would be returned.

Commissioner Doney asked about the Parklet. City Manager Phelps answered that the City did get a permit to have the parklet out again. City Manager Phelps stated that there were two interested businesses. The first one is Main Street Treats and the second one is the Art Center. The Parklet will be located on the avenues.

Commissioner Doney stated that she has volunteered to plant flowers at Veteran's Park and when she got done planting, she discovered that the water has not been turned on at the park. Commissioner Doney asked if City Manager Phelps could facilitate getting the water turned on at the park. City Manager Phelps answered that yes, she would talk to the appropriate departments.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk