

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON DECEMBER 20, 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, and Turk. Commissioner Oldenburg was absent.

APPROVAL OF MINUTES

There were none.

COURTESIES

City Manager Phelps commented that she wanted to take a minute to recognize the Commissioners that will be leaving. City Manager Phelps thanked the Commissioners for their service and explained that the City is giving them certificates to donate to their charity of choice on their behalf. Commissioner Doney presented Commissioner Turk with a vase and explained that it was engraved stating in dedication of her years of service to the City of Lewistown. Commissioner Doney gave a little history of Commissioners Turk to the City. When Commissioner Turk became a Commissioner, she was a single mom with a daughter in Junior High and had two jobs. Commissioner Turk gave many hours of volunteer service to the Commission. She has served on several committees for the City and served as Chairman a couple of times. Commissioner Turk thanked everyone and said she was going to miss this.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Loomis reported that he attended the recent Park and Recreation board. The Lewistown Ice Skating Association has 31 signs sold at \$1,500 each. There are two weekends scheduled for ice hockey tournaments. The revenues for East Fork and the Swimming pool were reviewed. Walleyes Unlimited out at East Fork did an ADA handicap ramp into the lake, built a shelter and picnic table. There is some discussion on creating an improvement plan for East Fork. The outdoor Pickle Ball courts continue to be discussed. There was also some discussion about installing a lift in the Civic Center for individuals to use the amenities downstairs. There is also discussion about a lift at the swimming pool. There are four trees scheduled to be removed from Frank Day Park.

Commissioner Doney reported that the Library Board met on December 15th and several of the Library building projects have been completed. The Library has received some endowment money from the donations and the Central Montana Foundation. The Library Director and Youth Services Librarian have a couple of writing groups going. The Friends of the Library recently had their book sale and their Santa's seconds sale and both were very successful.

CITY MANAGER REPORT

City Manager Phelps reported on the following issues:

2021 was a crazy year, the City continued to deal with COVID, both the Police and Fire departments saw an increase in calls for 2021. We welcomed back fact to face meetings and other activities, but continue working through supply chain issues and workforce challenges. We continue to discover what the future holds for the City of Lewistown. We have seen a lot of new faces in our community and we continue to see a resurgence of activity in the downtown. The City welcomed Library Director Alissa Wolenetz and City Attorney Theresa Diekhans, but will be saying goodbye to Public Works Director JR Killham this week.

The Park and Recreation Department had a busy year. All the activities at the Civic Center are back. The trails system saw several projects completed this last year, including the parking area improvements at the frog pond and many paved trails got some much-needed maintenance. The Creekside grand opening celebration was amazing and many other events took place there this last year. The City continues to receive compliments on the facility and are currently booking events for the summer of 2022. This year's pool season was very busy. The weather this summer was beautiful and people enjoyed both the pool and waterslides. The City is already gearing up to host the state swim meet in August 2022.

In 2021 the number of calls and the severity of the calls increased in the Police Department. This past year marks the first full year with the Zuercher platform. This program has allowed both the Police and Sheriff departments to better use the technology available to them. The Police Department has several officers that will be retiring in the next couple of years so we are looking to hire and train our new officers. Staffing for dispatch continues to be a struggle.

The Library welcomed their new director, Alissa Wolenetz at the end of August. The Library continues to look at what programming is needed in our community. The Library continues to offer virtual programming in addition to the same in person service everyone loves. The Library has worked hard to improve technology in the building. This year the Library is offering programming Humanities Montana.

The Public Works Department has also seen the retirement of several employees and welcomed many new people. They had an ambitious schedule once again with a lot of street work being done. The Public Works Department is gearing up for the water project and the sewer improvement project. We will once again try and get an ARPA grant for the City of Lewistown. If successful we will use these funds for additional water improvements. In 2022 we must also raise water and sewer rates.

The Fire Department has had a busy year. The Fire Department provided mutual aid for the fires including the South Moccasin and Denton fires. The Fire Department also transition to new software for tracing inspections and calls.

The City Manager along with the Finance Officer are working with all departments to review our policy and procedures manuals. Once done we will determine what changes if any should be made. Also, in 2022 we will be working on implementing a City wide safety plan. The Finance Officer is also working on several upcoming training for the City Commission.

Another item that we spent a lot of time discussing in 2021 was the Health District. The legislative changes that were made lead us to eventually moved away from the Central Montana Health District. The City continues to discuss the possibility of a City County Health District.

The City Manager stated that she looks forward to 2022 with a sense of uncertainty. As finances allow, we will continue to make infrastructure improvements a priority. We will also continue to look at better

ways to provide city services. Next year, we will continue to welcome new business to our downtown and finalize the City's role in a health district.

PUBLIC COMMENT - non agenda items

Ms. KellyAnne Terry stated that Commissioner Turk served on the Library Board when she was the director and thanked her for her service.

CONSENT AGENDA

Commissioner Loomis made the motion to approve the consent agenda and Commissioner Doney seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from December 1, 2021 to December 15, 2021 for a total of \$235,549.40

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

1. Discussion on the future of the City of Lewistown's involvement in public health. (this is a discussion item only – no action can be taken)

City Manager Phelps reported that the Central Montana Health District board recently had a meeting and both the City Manager and Commissioner Day were in attendance. City Manager Phelps explained that the City going forward has a very limited role in the Health District and have received a financial analysis of the district. The distribution of assets still needs to be divided out. Commissioner Day reported that there were four items on the agenda and all the items were tabled. The majority of the items were dependent of moving forward with One Health. City Manager Phelps reported that they met with Fergus County Commissioners on Friday and they have agreed to move forward with the creation of a City County Health Board. The board will be created under statute and because this can not be accomplished prior to the end of the year the City Manager suggested that the MOU be revised to make sure the health services would be provided by Fergus County. City Manager Phelps stated it was discussed that a five member health board be created with two City Commissioners and three County Commissioners until enough applications are received. Commissioner Doney asked if this would be an item on the agenda in January. City Manager answered yes, she hopes to have an MOU on the agenda and then will also have two board members on the health board. Mr. Robert Snyder asked if the applicants would be appointed or approved by the elected Commissioner. City Manager Phelps answered that it would be done in compliance with statute. There was some discussion on what is the governing body. City Attorney Diekhans commented that the City's transition to the health board is to get it done as clearly, concisely and helpful without endangering services to Fergus County and the City of Lewistown. Commissioner Day stated it would be great if anyone is interested or know of anyone interested in serving on the health board.

2. Discussion and action on approving Resolution No. 4081, a resolution approving an application from 406 Design for TIF funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps explained that at the December TIF/TEDD board meeting an application from 406 Design was submitted for TIF district funding for signage. City Manager Phelps further explained that this grant is 50/50 match and a \$1,458 grant was approved. Commissioner Loomis made the motion to approve Resolution No. 4081, a resolution approving an application from 406 Design for TIF funds made to the Lewistown Tax Increment Financing District Board and Commissioner Doney seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the City Clerk called for roll call vote and the motion passed unanimously.

3. Discussion and action on setting the regular Commission meetings for 2022

City Manager Phelps explained that there was a calendar in the Commissioner packets for the 2022 Commission meetings. City Manager Phelps stated that what is being proposed is if the meeting falls on a Monday that is a holiday, the meeting will be held the following Tuesday. Commissioner Doney made the motion to approve setting the regular Commission meetings for 2022, the meetings will be held on the first and third Monday of each month, if a holiday follows on a Monday meeting day, the meeting will be held the following Tuesday 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 City Clerk called for roll call vote and the motion passed unanimously.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Day thanked the Commissioners for their service.

Commissioner Loomis thanked the Commission and department heads for all their work. Commissioner Loomis asked if the City Manager had any luck on a City Planner. City Manager Phelps answered that she has not had any luck but will be advertising soon. City Manager Phelps stated that she has had some interest in a Public Works Director.

Commissioner Turk commented that she is going to miss everyone. There have been some good times, some tough times and things in the last year that she never thought she would see.

Commissioner Doney thanked Commissioner Loomis and Commissioner Dunnington for their service and welcome the new Commissioners coming in.

Commissioner Hewitt thanked the Commissioners and stated it has been a learning curve.

Commissioner Dunnington stated she was glad for the experience of serving as a commissioner. She is sad to go, but looking forward to the next adventure.

ADJOURNMENT

Chairman Turk adjourned the meeting.

Dated this 20th day of December, 2021.

Patty Turk, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk