

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON SEPTEMBER 19, 2022 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Doney called the meeting to order.

PLEDGE OF ALLEGIANCE

Chairman Doney asked everyone to stand and say the Pledge to the Flag.

ROLL CALL

Present were Commissioners: Day, Doney, Hrubes, Scotten, Spika and Terry. Commissioner Hewitt participated virtually.

APPROVAL OF MINUTES

Chairman Doney stated that without objection and based on the corrections the September 6, 2022 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Day reported that she attended the Park and Recreation Board meeting on September 7th. There was discussion on the new restrooms snack shack at Frank Day Park. Construction is slated to move forward fall of 2023. In the meantime, the hockey league will continue with drawings, communicating with the swim and pool organizations and working to ensure materials and in-kind service are organized. The hockey association is receiving a grant to purchase cross rink dividers for the ice rink. The rotary club expressed interest in a project to provide a shaded shelter area at Frank Day Park. Red Clay Construction has completed the trail paving from the pool down to the Yogo Inn. The Civic Center is busy getting fall soccer underway. There are 16 soccer teams ages ranging from 5 to 13. The pool had another great season with a very positive recap regarding employee and staffing feedback. The status of the frog pond waters was also discussed. The next Park and Recreation Board meeting will be October 5th at 7 pm at the Civic Center

Commissioner Terry reported that the Central Montana Foundation will meet on September 27, 2022 at 2 pm.

Commissioner Hrubes reported that the Fergus County Health District will be meeting on October 24th.

Commissioner Scotten reported the next Snowy Mountain Development Corporation meeting is in October.

Commissioner Doney reported on the recent Library Board meeting. The Library board is looking at the 3 to 5 year strategic plan of the Library. The Library director has advertising for a Library Assistant I position and has received several applicants. The Dolly Parton Imagination Library sign up at Chokecherry was a huge success.

CITY MANAGER REPORT

City Manager Phelps reported on the following issues:

The Chokecherry festival was a success. The Chamber of Commerce had people out the festival making contact with people that had dogs at the event, to let them know it was against the City's ordinance. City staff worked with the Chamber in advance to provide the code so they could notify the vendors and prepare signs and flyers in advance to try and get the word out. The trails and Ales event also went well. This event grows each year with more and more people participating. The City code preventing dogs from attending events with food only covers the downtown area. When the code was passed by the City Commission, there was no Creekside, so the code will need to be reviewed in the future to determine if Creekside should be included.

This year's League of Cities and Towns annual conference is in Kalispell from October 5 to 7. This year is the 91st annual conference and is titled Telling your Story, strengthening trust for successful communities. There will be a small group of us in attendance.

The second Reimaging Rural session is this week. This session on September 23rd from 6 to 8 pm at the Community Center is focused on the Idea Friendly Way to Get Things Done. This will be put on by consultants Becky McCray and Deb Brown. They have a unique approve to get a lot accomplished with little money and no committees. Even if you can only attend on session or stay for part of the time, we would like you to participate. If you would like more information, please contact Abby Majerus at SMDC at 406-535-2591 or simply show up and learn more.

Also, on September 22nd from 9 to 1 pm is a workshop called Giving Montanans their Fullest Opportunity: Administering and Finance Public Libraries in Montana. This workshop is put on by the Montana State Library and will be held at the Library. They will go over the roles and responsibilities, library law and budgeting. If you are interested in attending, please let the City Manager or City Clerk know.

The City's fall soccer program is currently underway. There are approximately 250 kids playing soccer over the next month. Soccer is still being played at Symmes Park because the new soccer complex is still being developed and playing on those fields is still a way out.

PUBLIC COMMENT – non agenda items

There were none.

CONSENT AGENDA

Commissioner Spika made the motion to approve the consent agenda and Commissioner Day seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from September 1, 2022 to September 16, 2022 for a total of \$207,653.37.

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

1. Discussion and action on entering into a memorandum of agreement between the City of Lewistown and the Montana Department of Transportation for the planning and construction of 6th Ave Walnut Street to Ash Street and authorizing the City Manager to sign the agreement

City Manager Phelps explained that about two months ago the Commission talked about Urban Route priorities in the City. The City does have urban route funds that are accounted for and held at the state level. An urban route project must be nominated by both the City and County before it can move forward. City Manager Phelps explained the location of the project which is 6th Ave S from Ash Street to the City limits, Walnut Street from Ash Street to Casino Creek Drive and Ash Street from Upper Spring Creek to Walnut Street. If there is any additional funds and time allows a chip seal of 6th Ave S will be completed. There is a bridge in the area that is in pretty bad shape and those improvements are included in the agreement. City Manager Phelps explained that the budget does include inflationary costs. The process of selecting an engineer will start this year and hope construction is completed in 2026. Commissioner Terry made the motion to approve entering into a memorandum of agreement between the City of Lewistown and the Montana Department of Transportation for the planning and construction of 6th Ave Walnut Street to Ash Street and authorizing the City Manager to sign the agreement and Commissioner Hrubes seconded the motion. Commissioner Doney asked for comments from the audience and Commission. There being none, the clerk took a roll call vote with all being in favor of the motion.

2. Discussion and action on approving the purchase of a skid steer for the Street Department

City Manager Phelps explained that as part of the budget process it was determined that the Street Department needs a new skid steer. Included in the Commissioner's packet was a purchase requisition showing the bids the Public Works Director received for a new skid steer. The bids were discussed and the City Manager recommended approval of the bid from vendor #1. Commissioner Day made the motion to approve the purchase of a skid steer from Torgerson's LLC in the amount of \$58,650 and Commissioner Spika seconded the motion. Commissioner Doney asked for comments from the audience and Commission. There being none, the clerk took a roll call vote with all being in favor of the motion.

3. Discussion and action on approving Resolution No. 4103, a resolution amending the 2021-2022 budget of the City of Lewistown

City Manager Phelps explained that outlined in the resolution are all the funds that need to be amended. The City had received money and it wasn't accounted for in the budget, the Friends of the Trails donated money to pave the trails and then the paving of the trails both were included in the budget amendment. There were some transfers from the general fund to help with the first year of Creekside being available to rent and also to help with the over time in police investigations due to the homicide. The auditing expense in the sewer fund needed to be amended due to the ARPA funds requiring a single audit. Commissioner Hrubes made the motion to approve Resolution No. 4103, a resolution amending the 2021-2022 budget of the City of Lewistown and Commissioner Scotten seconded the motion. Commissioner Doney asked for comments from the audience and Commission. There being none, the clerk took a roll call vote with all being in favor of the motion.

4. Discussion and action on approving Resolution No. 4104, a resolution of the Lewistown City Commission of its intention to increase sewer utility rate fees for sewer customers of the City of Lewistown

City Manager Phelps explained that she passed out a draft of the resolution and then the timelines need to be discussed. City Manager Phelps further explained that if the Commission chooses not to pass this resolution tonight, it can be approved at the first meeting in October and still be on course to have rates in place January 1st. City Manager Phelps stated that she has determined that the discussion of sewer rates will be on the agenda as an action item until the final rates are approved. The resolution of intent was reviewed. City Manager Phelps commented that the public hearing can be held at 6 pm to give more time for the hearing and it doesn't have to be held at a regular Commission meeting. City Manager Phelps brought to the Commission's attention that they had not had any discussion on a rate that should be charged on unmetered services or properties not connected to the water system. City Manager Phelps commented that there are only a handful of these. The current sewer ordinance was briefly reviewed by the Commission. Further discussion followed. City Attorney Diekhans discussed how the public hearing, notice, and ordinance deadlines and process. City Manager Phelps reviewed resolution no 384, which is the resolution setting the rates for bulk sewer services. City Manager Phelps explained that these fees need to be looked at too. It was determined that the resolution of intent will be on the next agenda.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Scotten asked where we are at in the deer management plan. City Manager Phelps answered that it has been forwarded on to Fish Wildlife and Parks and will be going before their board in the next month.

Commissioner Terry reported that sadly one of the Harrell's' horses passed away.

Commissioner Doney reported to the Commission that Mr. Eric Vanderbeek will come and discuss noxious weeds with the Commission. In the meantime, there was information sent out to the Commission for information.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dated this 19th day of September, 2022.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk