

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

CALL TO ORDER

Vice Chairman Terry called the meeting to order.

PLEDGE OF ALLEGIANCE

Vice Chairman Terry asked everyone to stand and say the Pledge to the Flag.

ROLL CALL

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

APPROVAL OF MINUTES

Vice Chairman Terry stated that without objection and based on the corrections the February 22, 2022 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Day reported that the Park and Recreation Board met on March 2, 2022. The board approved a request for use of the Gateway City Park for Light House Baptist Church for their annual revival July 2nd through 8th. Swimming pool and lesson fees were increased to help offset the minimum wage increase for employees. The board discussed capital improvement ideas for both the Civic Center and the City pool. A motion was made and approved to begin with the snack shack and year around rest room and locker facility expansion to benefit the pool and ice rink area a priority. The Civic Center is wrapping up winter sports and starting with elementary school leagues of basketball and volleyball. The Recreation Director will begin advertising for pool and seasonal staff. There was discussion of a spring clean up plan for the trails. The next meeting is April 6, 2022.

Commissioner Terry reported that the Central Montana Foundation will meet on March 22, 2022.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

In preparation for the 2023 Legislative Session. The League of Cities and Towns has setup great working groups to work with the interim committees or work on issues prior to the session. The City Manager is

currently participating in an MDT working group and part of a TIF working group. Meetings are typically virtual and monthly.

The Civic Center winter activities are coming to an end, and are already gearing up for the spring activities. Registration for the Little Eagle Basketball program is underway, the soccer association is ready for spring soccer and baseball season is just around the corner. We are also getting ready to advertise for pool staff and seasonal help for various departments in the City.

Humanities Montana announced that their Hometown Humanities activities planning in Lewistown will soon be in person. This is just in time for the summer reading program. Information is available from the Lewistown Public Library. Humanities of Montana also has a great database of digital programming on their website.

The revised request for proposals (RFP) for the Berg Lumber site is now being advertised nationally. The RFP has been sent out to several interested parties. We will also be advertising this project in the News Argus. Written proposals are due by 4 pm on April 16, 2022.

The Public Works department is in the process of putting together their annual street improvement project. Several items are evaluated prior to selecting what work will be completed each year. A few of these items include: condition of the existing road surface, drainage, traffic volumes and previous work in the area. Stay tuned for more information on this project.

CONSENT AGENDA

Commissioner Hewitt made a motion to approve the consent agenda and Commissioner Scotten seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from February 18, 2022 to February 28, 2022 for a total of \$1,089.08

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

1. Discussion and action on information received from the Library Board and the Memorandum of Understanding and give some direction to the City Manager on how to move forward

City Manager Phelps explained that during the committee of the whole meeting, Mr. Alan Hulse, CEO of MMIA, explained the MMIA's concern regarding liability coverage and what he will present to his board. City Manager Phelps further explained that included in the Commission packet are a couple of letters, the current MOU with the Library Board and proposed MOU. City Manager Phelps stated that the proposed MOU is the first draft and was presented to the Library Board of Trustees at their November board meeting. City Manager Phelps explained that the goal of the MOU is to clearly define the roles and responsibilities of both the City and the Library. The previous MOU really focused on financials and how the City was going to support the library but little guidance for either party regarding administration or any roles of responsibilities. City Manager Phelps commented that there are some inconsistencies between some of the documents and her main goal is to treat everyone the same, which is something the Library has strived for over the years. City Manager Phelps stated that what is proposed in the MOU is what has been done in practice for years and years with the exception of the director. Commissioner Day commented that she wanted to make sure that she understands that the MOU is the starting point for discussion as to what will happen and depend on the MMIA's direction. City Manager Phelps answered yes, there has been no negotiations with the Library Board and have not received any of the Library boards concerns. Commissioner Day asked if a committee to help the City Manager would be beneficial. Commissioner Spika understands the concerns of the MMIA and if the Library needs to get their own

coverage and is sure the Library board has good ideas to make the right decision. Further discussion followed. Commissioner Terry commented that she talked with Commissioner Doney earlier today and asked Commissioner Terry to express Commissioner Doney's point of view. Commissioner Terry stated that it is their thoughts that it may need to wait until MMIA makes a final decision. Commissioner Doney commented that she views an MOU as a bridge between the Library Board and the City and feels very confident the Library Board and City can work together. Mr. Clint Loomis addressed the Commission stating he liked Commissioner Day's suggestion of bringing together two Commissioners and two Library Board members to work on the MOU language. Mr. Loomis asked if any other cities has come up with a workable MOU for the City of Lewistown to use as an example. Ms. Mary Frieze, Chairman of the Library Board, addressed the Commission stating that the proposed MOU is much more complex than the one that is currently in effect. Ms. Frieze stated that the Library Board has written a counter proposal and is waiting for a time to present it. Commissioner Hewitt asked if Ms. Frieze does have a proposal for the Commission? Ms. Frieze answered yes, they do have a counter proposal. Commissioner Hrubes stated it would be good to get the proposal to the City Manager. Discussion was held about the presentation of the MOU and the discussions that would need to take place. Commissioner Spika made the motion that once MMIA reaches a decision, then meeting be held between the City Manager and the Library Board frequently to hash out details of MOU and Commissioner Hrubes seconded the motion. Commissioner Terry asked for comments from the audience and Commission. There being none, the question was called for and a roll call vote was taken and the motion passed unanimously.

2. Discussion and action on approving Resolution No. 4084, a resolution approving an application from One Health for signage on the Crowley building for TIF Funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps explained that this application was approved at the last TIF board. The application is for signage for both Crowley Flats and the One Health building. City Manager Phelps further explained that TIF grants are a one to one match and the TIF board awarded up to \$6,517.97. Commissioner Hewitt made the motion to approve Resolution No. 4084, a resolution approving an application from One Health for signage on the Crowley building for TIF Funds made to the Lewistown Tax Increment Financing District Board and Commissioner Spika seconded the motion. Commissioner Terry asked for comments from the audience and Commission. There being none, the question was called for and a roll call vote was taken and the motion passed unanimously.

3. Discussion and action on appointing Patty Turk to serve a three-year term on the Board of Adjustments

City Manager Phelps explained that recently a citizen moved leaving a vacancy on the Board of Adjustment. Ms. Patty Turk has submitted an application and is willing to serve on the board. Commissioner Hewitt made the motion to appoint Patty Turk to serve a three year term on the Board of Adjustments and Commissioner Scotten seconded the motion. Commissioner Terry asked for comments from the audience and Commission. There being none, the question was called for and a roll call vote was taken and the motion passed unanimously.

CITIZENS' REQUEST

There were none.

COMMISSIONER'S MINUTE

Commissioner Hrubes stated he would have some time to sit in on the Library issue if needed.

Commissioner Day commented that she is willing to help with the Library issue. Commissioner Day asked where the City is at on the completion of Creekside. City Manager Phelps answered there are some weather dependent items and should be completed this spring.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dates this 7th day of March, 2022.

KellyAnne Terry, Vice Chairman

ATTEST:

Nikki Brummond, City Clerk