

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON APRIL 18, 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, Hewitt, Hrubes, Scotten, Spika and Terry.

APPROVAL OF MINUTES

Chairman Doney stated that without objection and based on the corrections the April 4, 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 April 6th. Ms. Nadine Robertson was in attendance to ask the board if the Labyrinth Garden could be fenced. Ms. Robertson presented quotes for the fencing and pictures explaining the project. The fence will help protect and beautify the garden. Commissioner Day stated that the board did approve the request. The board discussed the status of East Fork with regards to repairs, maintenance and clean up. Park and Recreation Director Jim Daniels reported that the National Guard is doing a service project clean up April 26th and 27th as their community service project. They plan to help with Frank Day Park and East Fork recreation area. April 23rd is the day for the clean up of Brewery Flats. Commissioner Day reported that there was a presentation and discussion on the plans to build a multi-purpose facility at Frank Day Park. This would be remodeling the snack shack, add locker rooms, storage space and expand and upgrade the public bathrooms. The next step is presenting the concept to the Fergus County Recreation District Board for funding options. Commissioner Day commented that some of the old business included a report on Creekside that the benches has been delivered, and plans for stage enhancements are still being reviewed. Soccer season is starting soon, along with softball and baseball season. The Civic Center had its largest participation of 180 youth participating in the kindergarten through fourth grade basketball program. This was contributed to the Fergus High School team success. All adult programs at the Civic Center are finished.

Commissioner Terry reported that the Central Montana Foundation will meet on April 26th.

Commissioner Hewitt reported that the Airport Board met on April 6th. Commissioner Hewitt stated there was not a lot of business done. It was reported that the Bureau of Land Management (BLM) will not be providing facilities for their seasonal staff. Commissioner Hewitt further reported that it is up to the Airport to build two buildings that would hold 20 people each and then BLM will rent them from the Airport Board. This was only discussed.

Commissioner Scotten reported that Snowy Mountain Development Corporation will be meeting on April 20th.

Commissioner Doney reported that the Library Board will be meeting on April 21st.

CITY MANAGER REPORT

City Manager Holly Phelps stated that she was on vacation and there is no report.

PUBLIC COMMENT – non agenda items

Mr. Chris Wright addressed the Commission regarding Main Street. Mr. Wright stated that he has worked hard to build the 406 Café and improve the area. Mr. Wright talked to the Commission about the parking in front of his building. Mr. Wright commented that some of the vehicles he is referencing are abandoned. Mr. Wright commented that one time he reported the parked car to the Police Department and they called the owner of the car and it was moved and then it was back the next day. Mr. Wright asked if the Police Department could enforce the law at least for abandoned vehicles and vehicles parked overnight. Commissioner Doney asked if a subcommittee could be formed with the Chamber of Commerce, business owners, Commissioners and the Police Department. Mr. Wright commented that some of the enforcement is already in the City's codes. City Manager Phelps reviewed a couple of the ordinances that are already in place. Commissioner Doney thanked those in attendance and asked the Commission to let the City Manager know if they would like to serve on the parking committee. Ms. Anita Gossack, owner of the Spice is Right, addressed the Commission of her concern of the parking on Main Street and the comments she receives from customers of not being able to park in front or near the building to shop.

CONSENT AGENDA

Commissioner Hewitt made the 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 April 1, 2022 to April 14, 2022 for a total of \$99,529.00.

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

1. Discussion and action on approving the City of Lewistown's Social Media Use Policy

City Manager Phelps explained that this document would be a supplement to the City's Employee Policy Manual. City Manager Phelps stated that she did make some changes, one of them being changing the Council to Commission. The City does not have an Communication Manager so it has been changed to human resources. City Manager Phelps reviewed the rest of the policy and addressed any changes she made with respect to the main social media site for the City of Lewistown. City Manager Phelps explained that the Civility and Acceptable Use Policy will be attached to all social media pages that are association with the City of Lewistown. Commissioner Terry made the comment that in different sections of the policy it lists City Clerk and then it also references Human Resources and those duties should be clarified. City Manager Phelps answered that currently it is the same position but that may not

always be the case. Commissioner Doney referenced page 2 regarding the City Manager being made an additional administrator of every social media site, does that include Park and Recreation and the Library. City Manager Phelps answered yes, the main reason is for continuity purposes so that someone leaves and there are no other administrators to keep the site going. Commissioner Doney asked if the Commissioners needed more time for this item. Commissioner Spika made the motion to approve the revised City of Lewistown's Social Media Use Policy and Commissioner Day seconded the motion. Mr. Robert Snyder stated that he knows the Commissioner's have emails associated with the City of Lewistown will they have a Facebook account associated to each Commission so the public can communicate with them through Facebook. City Clerk Nikki Brummond answered no, the Commissioners each have their own email that is listed on the City's website for any citizens wanting to make contact with them. The Facebook page is only for general announcements of the City of Lewistown. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for, a roll call vote was taken and the motion passed unanimously.

2. Discussion and action on approving the City of Lewistown's Civility and Acceptable Use policy

City Manager Phelps explained this is the Civility and Acceptable Use Policy that is included in the Social Media Use Policy. This is the statement that will be linked to all social media pages for the City of Lewistown. City Manager Phelps reviewed the policy reviewing how the post will be monitored, notifying citizens of the policies, rules and regulations of the social media site for the City. The following is not allowed is the use of foul language, advertising for personal business, harassment, personal attacks, illegal activity and a few other issues. Commissioner Day commented that it is her understanding this is a work in process and if something isn't working changes can be made. City Manager Phelps answered, yes we are following the City of Kalispell on how this is done. Commissioner Day made the motion to approve the City of Lewistown's Civility and Acceptable Use Policy and Commissioner Spika seconded the motion. Commissioner Doney asked for comments from the audience and Commission. There being none, the question was called for, a roll call vote was taken and the motion passed unanimously.

CITIZENS REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Hrubes commented that there are many ordinances in the City that are not enforced and would like to serve on the parking committee. Commissioner Hrubes has pictures of shrubs and hedges and will bring them for the Commission to see. Commissioner Hrubes stated that he ran to help with the ordinances and enforcement.

Commissioner Terry commented that she is concerned about going into spring without a Public Works Director. Commissioner Terry also commented that the Planner needs to be advertised and maybe the planner position could be contracted. Commissioner Terry asked if there was an option to appoint an employee in the interim for the Public Works Department. City Manager Phelps answered that is always an option however, there is not a lot of experience in the department at this time. City Manager Phelps reported that there is a person interested in the planning position but is currently a snowbird. City Manager Phelps will reach out to them and see what can be done. City Manager Phelps explained that there is a structure in the department and she relies on the help of the employees in a 3 capacity to help with the department.

Commissioner Day commented that she is willing to serve on the parking committee.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dated this 18th day of April, 2022.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk