

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON JUNE 20, 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 the June 6, 2022 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Scotten reported that the Snowy Mountain Development Corporation (SMDC) had their regular board meeting on Wednesday, June 15th. Commissioner Scotten explained that a draft resolution for a regional port authority was presented and the City of Lewistown will not be a member as a separate entity. There will be a board of seven commissioners, one from each County and the seventh member will be a member from each county starting with Fergus County. The next SMDC meeting will be August 17th. Commissioner Doney asked if the resolution that was sent to the county attorneys, does that mean Lewistown is no longer a part? City Manager Phelps answered that in statute port authorities are a county board, so the City of Lewistown would not be recognized individually but as part of Fergus County. City Manager Phelps explained that SMDC is working with Dan Clark from the Local Government Center, who has helped several counties to a regional rail authority.

Commissioner Terry reported that the Central Montana Foundation will meet on June 28th at 2 pm.

Commissioner Day reported that the Park and Recreation Board will meet the first Wednesday in July.

Commissioner Doney reported that the Library Board met on June 16th. The main item is the memorandum of understanding between the City of Lewistown and the Library Board. The summer reading program is underway and has had a great turn out and the Library is very busy.

CITY MANAGER REPORT

City Manager Phelps reported on the following issues:

Fireworks are allowed inside the City limits on July 4th from 8 am to midnight. Fireworks can only be done on private property and must be a safe distance from any structures. Fireworks are not allowed in city parks or on streets and sidewalks.

This year the 4th of July celebration organized by the Chamber of Commerce include the Independence Day parade at 11 am and a concert in the park. In addition, this year's festivities will include a community BBQ, ice cream social and car show. Due to pricing and supply chain issues, there will not be a community fireworks display.

We will be having a Community Development presentation by Tara Mastel, the MSU extension Community Development Program Leader. This presentation will be held at the Council on Aging on June 21st beginning at 5 pm. For those people that may want to participate virtually. There will be zoom access to this meeting utilizing the same link as our regular commission meetings.

The state recently finished setting up the 800 MHz test site in Lewistown. Both the Police and Fire Departments are testing out this technology. During the Committee of the Whole meeting there were a few opportunities for the Commission to see the difference first hand.

With the warmer summer weather, there is no shortage of outdoor activities. The City takes this opportunity to do some maintenance inside of several buildings. Each July we do painting and maintenance of the gym floor at the Civic Center and this year maintenance will be done on the floors in the Police and Fire departments.

As you know, both the Police and Fire department have been waiting for the arrival of the vehicles approved last year. The departments have been told that their vehicles should be ready in the next month.

PUBLIC COMMENT – non agenda items

There was none.

CONSENT AGENDA

Commissioner Hewitt made the motion to approve the consent agenda and Commissioner Hrubes seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from June 1, 2022 to June 16, 2022 for a total of \$272,051.04

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

1. Discussion and action on authorizing the City Manager to sign and enter into the service agreement and memorandum of understanding between the City of Lewistown and the Lewistown Library Board of Trustees

City Manager Phelps explained that this is the same memorandum of understanding that was presented to the Commission earlier this month. The Library Board approved it at their last board meeting on June 16th. Commissioner Terry made the motion to approve authorizing the City Manager to sign and enter into the service agreement and memorandum of understanding between the City of Lewistown and the Lewistown Library Board of Trustees and Commissioner Hewitt seconded the motion. Ms. Mary Frieze, former chairman of the Library Board, commented she hasn't seen the Library work on a project so hard

before and is very proud of what the board has accomplished. Commissioner Doney asked for comments from the audience and Library. There being none, the question was called for and the motion passed unanimously.

2. Discussion and action on approving a business license for Milk River Plumbing

City Manager Phelps explained that included in the Commissioner packets is the City Code that outlines why this type of business license is required to come before the Commission for approval. City Manager Phelps reported that this is the plumber that is working on the bus barn for the Council on Aging. All the necessary paperwork is included in the packet. Commissioner Spika made the motion to approve the business license for Milk River Plumbing and Commissioner Hewitt seconded the motion. Commissioner Doney asked for comments from the audience and Library. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on authorizing the City Manager to sign a memorandum of understanding between the Montana Department of Transportation and the City of Lewistown to receive the funding for the maintenance of the Kiwanis Park public rest area

City Manager Phelps explained that the Montana Department of Transportation does have some funding available for state funded rest areas. This agreement allows the City to serve as the administrator for the grant funds for Kiwanis. This grant agreement is for the rest area located west of town and the expenses are no to exceed \$6,575. Commissioner Hrubes made the motion to approve authorizing the City Manager to sign a memorandum of understanding between the Montana Department of Transportation and the City of Lewistown to receive the funding for the maintenance of the Kiwanis Park public rest area and Commissioner Hewitt seconded the motion. Commissioner Doney asked for comments from the audience and Library. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on authorizing the City Manager to sign and enter into a FAA Airport Improvement Program grant agreement

City Manager Phelps explained that included in the Commissioners packet was the information for an FAA Airport Improvement Program grant agreement. City Manager Phelps explained that this is for improvements for the taxi way and since the City of Lewistown is a joint owner of the airport the City Manager, City Attorney and the County Commissioners and Attorney need to sign the agreement. Commissioner Hrubes asked if this work is schedule to happen soon. City Manager Phelps answered yes. Commissioner Hrubes asked the City Manager in fifty words or less to explain the project. City Manager Phelps it is a pavement rehab with ARPA funding that the FAA has and is working to distribute to airports across the country. Commissioner Terry made the motion to approve authorizing the City Manager to sign and enter into a FAA Airport Improvement Program grant agreement and Commissioner Hewitt seconded the motion. Commissioner Doney asked for comments from the audience and Library. There being none, the question was called for and the motion passed unanimously.

5. Discussion and action on upcoming training options for the City Commission and the budget to pay for them

City Manager Phelps stated that there has been some discussion on training for the City Commission. What training is available and options. City Manager Phelps explained that included in the packets was information regarding trainings. The information is from the Local Government Center and if anyone wants more information can look on the website. City Manager Phelps further explained how much has been paid in the past for trainings with the Local Government Center. City Manager Phelps explained that when scheduling trainings we need to take into consideration the associated costs. City Manager

Phelps further explained that she had reached out to Tara Mastel, the presenter for tomorrow's meeting to ask if there were any costs and there is no cost for the presentation but she did ask if the City would consider paying the mileage expense. City Manager Phelps stated there are a ton of trainings, even virtually. Commissioner Doney would like to have some time to look at these training options. City Manager Phelps stated that department heads can participate in the trainings also. City Manager Phelps commented that we need to determine what trainings, how much time and the expense related to include in the budget. Commissioner Terry made the motion to reimburse Tara Mastel for mileage and Commissioner Day seconded the motion. Commissioner Doney asked for comments from the audience and Library. There being none, the question was called for and the motion passed unanimously.

CITIZEN'S REQUESTS

City Manager Phelps introduced Mr. and Mrs. Harrell and they just purchased property in the newly annexed area and were under the impression they could have horses on the property and were notified last week that is not the case. Last week they were notified by the code enforcement officer regarding fencing and ability to have livestock. City Manager Phelps explained that the City looked at zoning the area but did not move forward with the zoning because what was being proposed was spot zoning. City Manager Phelps stated there are covenants in some of the areas that would allow livestock. Commissioner Terry asked what the address was of the property. Mrs. Harrell answered 134 Southland Road. Commissioner Doney stated she was on the Commission at the time of the annexation and feels the Commission should take some time research the issue and see where we are and don't make a decision without all the information. Mrs. Harrell stated that the horses are 27 and 28 years old and they would never bought the property if they had been told horses were not allowed. Mrs. Harrell explained that the realtor and person that sold the house said in the covenants allow horses. Commissioner Hewitt asked who is not honoring the covenants. City Manager Phelps answered the City does not allow livestock in the City limits. There was some discussion on doing a moratorium to give time to do research and work on the process.

COMMISSIONER'S MINUTE

Commissioner Spika reported that she has been asked about the dead trees on main. City Manager Phelps answered that the project has not been closed out yet. There is typically some allowance for winter kill and the vandalized trees will be the responsibility of the City.

Commissioner Terry asked about the sewer rates. City Manager Phelps answered that we are continuing to work on the EDUs and the engineers have run some preliminary numbers.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dated this 20th day of June, 2022.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk