

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON MARCH 6, 2023 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.

CALL TO ORDER

Chairman Terry called the meeting to order.

PLEDGE OF ALLEGIANCE

Chairman Terry 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

Commissioner Terry stated that without objection and based on the corrections the February 21, 2023 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

Chairman Terry read the following proclamation:

Arbor Day Proclamation

WHEREAS, natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits; and

WHEREAS, trees provide many benefits to the community, including air purification, windbreaks, noise reduction, shade and energy savings; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, our efforts to improve the environmental benefit present and future generations; and

WHEREAS, Arbor Day in Montana is officially the last Friday in April;

BE IT THEREFORE RESOLVED, I, KellyAnne Terry, Commission Chairman of Lewistown, Montana, do hereby proclaim May 18, 2023, as Arbor Day in Lewistown, and encourage citizens to participate in appropriate activities and to take advantage of the benefits of the parks and other natural areas in our community.

Commissioner Terry asked if there were anything planned for Arbor Day? City Manager Phelps answered that there is a grow working on planting trees in different locations across town.

BOARD AND COMMISSION REPORTS

Commissioner Doney reported that the Library Board will meet on March 16th.

Commissioner Day reported that the Park and Recreation Board met on March 1st. The pickleball group was continue to present information to the board. The pickleball group have received a quote from Rocky Mountain Courts out of Billings for six courts. It appears that this is the best option as it included nets, surfacing and concrete repairs. The board took action to allow the Pickleball group to move forward with fundraising and donations, which includes setting up a pass-through account with Central Montana Foundation. A request for a Christian revival to be held at Library Park July 2nd through 7th was approved. The ice rink will remain open through March due to the lower temps. The Civic Center has been very busy with junior rifle club, youth archery, K-4 basketball program and pickleball. The Jan Duncan memorial volleyball tournament is coming up. The advertisement for pool/summer help will be out soon. A recommendation for the pool fees was handed out for review and will be discussed at the next meeting. There was discussion regarding park signage and the board took action to go forward with purchasing coherent and consistent signage throughout the City parks. There was discussion regarding the weather and the difficulty to maintain and keep clear the trails. The next Park and Recreation Board meeting will be April 5th. Commissioner Terry commented that she appreciated the tour of the Civic Center for the Committee of the Whole.

Commissioner Hewitt reported that the Airport board meeting will be March 8th.

Commissioner Scotten reported that the next Snowy Mountain Development Corporation board meeting will be April 19th. There will be a meeting held for the annual audit and Commissioner Scotten will be in attendance.

Commissioner Terry reported that she was unable to attended the February Central Montana Foundation board meeting. Commissioner Terry added the board has a lot going on and the following grants were awarded: \$4,608 to the Central Montana Community Concert to help with promotional materials to try and increase membership; \$2,500 to FHS Junior Class Parents for the after prom party expenses; \$2,500 to Fergus/Petroleum County 4-H Horse Committee for ranch horse clinic expenses; \$1,150 to Friendship Lodge #37 to help with the Bikes for Books program area students; \$4,999 to Lewistown Junior High towards the purchase of a new piano and \$1,128 to Winnett Pool for powder coating posts surrounding the pool and an overhead door for the pump house at the pool. Commissioner Terry commented that the piano at the Junior High has been used for 70 years and can no longer keep it in took so they were using an electric keyboard. Commissioner Terry reported that permanent endowments were also approved for Central MT Community Concert and the Gian Fitzgerald Music Fund for the Jordan High School as Gina was the music teacher who died unexpectedly last month and the fund is being set up with memorials. The next Central Montana Foundation meeting will be March 28th at 2 pm.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

The Civic Center is very busy finishing up the winter activities. The Civic Center is gearing up for Little Eagle Basketball Program. Sign ups for spring soccer, baseball and softball are happening. We are also gearing up for the pool season.

Public Works has been very busy with the changing weather. Since the warmer weather can drive roadway frost further into the ground and cause freezing pipes, crews will be continuing to watch for

developing problems. It is also important to remember that even with the warmer temperatures a water line can still freeze.

The city office has been working on a way for utility customers to pay their bills online. This can be a one-time payment or a monthly recurring bill. We are currently training on the system and will have it available in April. Interested citizen can find more information on the City's website.

The City Manager will be out of the office the rest of the week and will return next Monday. She will be available by phone or email if necessary.

The Historic Office has received notice from the Montana State Preservation Office that the City was award \$8,000 for this years certified local government grant.

The City has received an offer to purchase Berg Lumber. The City Manager and Attorney are currently reviewing statutes on how to dispose of municipal property.

Commissioner Doney asked where the City was at with the deer population. City Manager Phelps answered that the Police Department has everything in place, however the challenge is the ability to process wild game.

PUBLIC COMMENT – non agenda items

There were none.

CONSENT AGENDA

Commissioner Hrubes made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent Acknowledgment of the claims that have been paid from February 17, 2023 to February 28, 2023 for a total of \$827.16

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

1. Public hearing to obtain comments regarding the City of Lewistown's overall community development needs for economic development, housing and neighborhood revitalization and public facilities, including the needs of low- and moderate-income persons and the possibility of applying for a Montana Community Development Block Grant (CDBG)

Chairman Terry opened the public hearing to hear comments regarding the City of Lewistown's overall community development needs for economic development, housing and neighborhood revitalization and public facilities, including the needs of low- and moderate-income persons and the possibility of applying for a Montana Community Development Block Grant (CDBG). Library Director Alissa Wolentz commented that the Library board is looking at the Library's architecture and underlying systems. Library Director Wolentz stated that the Library's building committee is looking to apply for a CDBG grant for help with the upkeep of the Library. Commissioner Terry read the following statement: at the February 6, 2023 Commission Committee of the Whole meeting the Department of Commerce was in attendance to discuss the community technical assistance program. All Commissioners were in attendance and at the meeting the Chairman made a statement and asked for the consensus of the Commission. Commissioner Terry stated that the statement was to apply for the July 1st CDBG funding for a growth policy. As part of the statement Commissioner Terry asked the team at the community technical assistance program at the Department of Commerce to put together a scope of work for the project the City is partnering with them. At this time all Commissioners were in favor of the statement

and moving forward with apply for a grant for the growth policy. Commissioner Terry asked for more comments from the audience and Commission. There being none the public hearing was closed.

2. Discussion and action on approving a petition for annexation from John & Bonnie Blazicevich to fully incorporate Tract 1A of COS 1179 into the City of Lewistown,

City Manager Phelps explained that the certificate of survey (COS) was included in the Commissioner's packet. The area referred to is off of Cottonwood Street and the rectangle portion of the property had been annexed 20+ plus years ago and does have City services. The property was recently purchased by Mr. & Mrs. Blazicevich and there was just an easement for the access point. When the property was purchased, they discussion with the adjacent property owner the possibility of obtaining the parcel. A boundary lot relocation was done and in order to get it in one jurisdiction they have petitioned the City to annex the parcel, which would incorporate 100% of the property in the city limits. Commissioner Terry explained that the petition must be approved and then a resolution will be approved to finalize the annexation. Commissioner Day made the motion to approve the petition for annexation from John & Bonnie Blazicevich to fully incorporate Tract 1A of COS 1179 into the City of Lewistown, and Commissioner Hewitt 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 with all being in favor of the motion.

3. Discussion and action on approving Resolution No. 4116, a resolution providing for the annexation by petition of property belonging to John and Bonnie Blazicevich

City Manager Phelps explained that there were questions regarding the zoning. The current lot is already zoned and the newly created lot would have the same zoning which is R1 zoning. Commissioner Day made the motion to approve Resolution No. 4116, a resolution providing for the annexation by petition of property belonging to John and Bonnie Blazicevich 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 with all being in favor of the motion.

4. Discussion and action on approving Resolution No. 4117, a resolution authorizing the sale of a 2004 GMC Yukon XL in the Lewistown Fire Department

City Manager Phelps explained there is a State law that requires Cities to sell surplus property to the highest responsible bidder after advertising for sealed bids. The Fire Department replaced this vehicle recently with a truck. City Manager Phelps further explained that the emergency responding agencies. Commissioner Terry asked that by selling this the Fire Department will still have a full fleet. City Manager Phelps answered yes, it has just outlived it usable life for the City of Lewistown. Commissioner Spika made the motion to approve Resolution No. 4117, a resolution authorizing the sale of a 2004 GMC Yukon XL in the Lewistown Fire Department 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 with all being in favor of the motion.

5. Discussion and action on approving Resolution No. 4118, a resolution awarding TIF district funds to Polson Theatres approved by the Lewistown Tax Increment Financing District Board

City Manager Phelps explained that the work is to replace the door at Rising Trout, however, the owner of the building is Polson Theatres, LLC, which the applicant of the TIF grant. Commissioner Terry stated that this has been approved by the TIF board and is for final approval by the Commission. Commissioner Scotten asked if the new door will openly properly according to code. City Manager Phelps explained

that currently it does not open correctly and the new door will be installed in accordance with code. Commissioner Hewitt made the motion to approve Resolution No. 4118, a resolution awarding TIF district funds to Polson Theatres approved by the Lewistown Tax Increment Financing District Board and Commissioner Day 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 with all being in favor of the motion.

6. Discussion and action on approving a business license for Pride Plumbing

Commissioner Terry explained that all electrical, plumbing and HVAC City licenses must be approved by the City Commission. This is in accordance with City code. Commissioner Hrubes asked why some of the parts of the license application is not completed. City Manager Phelps answered that currently this business does not have a physical location. However, when a physical location is obtained the application will be completed and reviewed by the appropriate City departments. Commissioner Doney made the motion to approve the business license for Pride Plumbing and Commissioner Hewitt 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 with all being in favor of the motion.

CITIZENS' REQUESTS

There were none.

COMMISSIONER'S MINUTE

Commissioner Scotten asked some questions regarding the minutes from the prior meeting.

Commissioner Hrubes commented that he is very appreciative of the recreation options in the city.

Commissioner Day asked about some upcoming meetings.

Commissioner Terry reported that she recently talked with First Lady Gianforte regarding the Dolly Parton Imagination Library and very impressed with the work here in Lewistown.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 6th day of March, 2023.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk