

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON APRIL 3, 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 March 6, 2023 and March 20, 2023 minutes are approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Spika reported that she attended the recent City County Planning Board on March 31st. On the agenda was the conditional use for Deanna Stevenson which is item #1 on the agenda tonight. Commissioner Spika explained the request is to have a counseling practice located in a residential area. There were none concerns presented at the meeting.

Commissioner Doney reported that there will be a Library Board meeting on April 27th.

Commissioner Day reported the Park and Recreation Board meets this Wednesday, April 5th.

Commissioner Hewitt reported that the Airport Board meet this Wednesday, April 5th.

Commissioner Hrubes reported that there is Health Board meeting the last Monday in April.

Commissioner Scotten reported the next regular Snowy Mountain Board Corporation (SMDC) is April 19th. Commissioner Scotten explained that he attended a SMDC meeting on March 29th to accept and receive the audit for a two-year period ending June 30, 2022. Commissioner Scotten further explained that a committee was formed to review and accept the audit, because the full board could not be in attendance that day.

Commissioner Scotten reported that he attended the Shelter Solutions of Central Montana. Their logo is addressing the critical needs of the homeless neighbors in Central Montana for shelter in the winter months. Commissioner Scotten commented that there were a lot of community members in attendance and very appreciative having a City presence. The groups' main goal is to get some type of facility on hand, where people in dire need to shelter can go and get additional assistance. There was discussion on the different participants and groups in attendance. Commissioner Scotten stated that the group would like to come and talk with the City Commission at a Committee of the Whole in the near future. City Manager Phelps commented that she has heard that the community council has expressed their interest in addressing homelessness in the community.

Commissioner Terry reported that the Central Montana Foundation (CMF) Board met on March 21st. The annual meeting will be held on Tuesday, May 23, 2023 at noon at the Yogo Inn. This meeting is for large grant awards over \$4,999. Commissioner Terry explained that the CMF board has a rural endowment grant for eleven of the smaller communities. The CMF puts in so much money and then it allows the smaller communities to award grant money in their communities. The Pickleball group set up a pass-through account. The scholarship committee are reviewing applications. The grant requests approved were for the Business Professional Association to attend nationals in Santa Monica. The Lewistown Art Center was awarded \$1,000 to go towards a Shakespeare in the Parks exhibit of costumes. The next CMF meeting is April 25th.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following issues:

As a reminder beginning April 1st trailers can be parked on City streets. There are a couple of important items in the ordinance. First, camp trailers may be parked on City streets from April 1st to Nov 1st, as long as, vehicular traffic is no impeded. Second trailers till need to move every 5 days. There is a separate ordinance that allows short term camping on private property inside the City limits. This is only allowed by permit. Both of these ordinances were passed in 2021.

Spring is a very busy season for the City. Each summer we try and hire approximately 60 season employees. We have used these employees to help main our parks, trails, cemetery, streets and run the pool. Seasonal employees have also helped at the Library and in the water and sewer departments. All city openings are advertised with job service and on the City's website.

The agenda for the Municipal Elected Officials training that will be held May 2nd through the 4th in Bozeman. It is not too late to register so if you are interested in attending, please let Nikki know.

The City Manager has received a resignation letter from Mary Frieze, after 11 years serving as Library Board Trustee, she has decided to step down. Alissa has reached out to those who recently applied for the trustee to see if they are interested in this vacant position and finish the term. There is only one year left on her term.

The Arbor Day celebration this year will be April 28th at 11:00 am. There will be a tree planting in front of Lewistown insurance on 6th Ave and Main St. The GIS class from the Junior High will assist in tree planting and there will be a discussion on proper tree care and maintenance. The GIS class do a short presentation on how GIS is an important tool to manager urban forests.

PUBLIC COMMENT – non agenda items

There were none.

CONSENT AGENDA

Commissioner Doney made the motion to approve the consent agenda and Commissioner Hewitt seconded the motion. The motion passed unanimously. The consent agenda was the acknowledgment of the claims that have been paid from March 17, 2023 to March 31, 2023 for a total of \$145,516.20

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

1. Discussion and action on approving a conditional use for Deanna Stevenson at 712 W Water

City Manager Phelps explained that included in the Commissioner's packet is the staff report for Ms. Stevenson's request. Ms. Stevenson is not currently the property owner, but is pursuing a buy sell on the property located at 712 W Water. City Manager Phelps explained that as part of the conditional use process 19 property owners were notified and two comments were received. The comments were in support of the request, but wanted to make sure that the parking was looked at. The impact on the adjacent properties would be very minimal and it was approved by the City County Planning Board to forward to the City Commission for final approval. Commissioner Doney asked that this residence will be for the business going forward and no longer be a residence. Commissioner Day asked if that would change if the property was sold. City Manager Phelps answered that the conditional use permit is specific to Ms. Stevenson and if the property transfers the conditional use goes away. Commissioner Day commented that she thinks this is a great idea. Commissioner Day made the motion to approve the conditional use permit for Deanna Stevenson at 712 W Water 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.

2. Discussion and action on an appointment to the Fergus County City of Lewistown Health Board

City Manager Phelps explained that she is asking the Commission to reappoint Ms. Courtney Moline as the City representative on the Fergus County City of Lewistown Health Board. City Manager Phelps commented that she has been a valuable member, she was one of the appointees with a one-year term and be reappointed for a two-year term. Commissioner Doney made the motion to approve reappointing Courtney Moline to the Fergus County City of Lewistown Health 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.

CITIZENS' REQUESTS

There were none.

The City Manager took a few minutes to review a couple of the items she handed out at the beginning of the meeting. One was a letter from the Air Force regarding their environmental on the sentinel project and in the process of finalizing it. The document is on the website if anyone is interested in looking at the full document.

The second item was the City's current ordinance regarding community decay.

COMMISSIONER'S MINUTE

Commissioner Hewitt expressed her concern regarding the length of time that is allowed to clean up the property and it should be stricter. Commissioner Hewitt suggested it might be good to look at a shorter timeline.

Commissioner Terry commented that the second meeting in May is the awards night at the High School and she will be attending that and unable to attend the Commission meeting. Commissioner Day answered that she will look and she if she will be attending the awards night or be able to attend the Commission meeting.

ADJOURNMENT

Chairman Terry adjourned the meeting.

Dated this 3rd day of April, 2023.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk