

A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON OCTOBER 17, 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, Hrubes, Scotten, Spika and Terry. Commissioner Hewitt participated virtually.

APPROVAL OF MINUTES

Chairman Doney stated that without objection the October 3, 2022 minutes were approved.

COURTESIES

There were none.

PROCLAMATIONS

There were none.

BOARD AND COMMISSION REPORTS

Commissioner Day reported that the Park and Recreation Board met on October 5th. There was no new business discussed there was an update on the care and maintenance at Brewery Flats and an update on the fence at the Labyrinth Garden. Commissioner Day further reported the staff will be winterizing sprinklers, there are two new picnic tables at East Fork and the soccer season was successful with over 200 kids participating. The Junior High volleyball just finished up and basketball is just beginning.

Commissioner Spika reported that there is a City County Planning Board meeting on Thursday, October 20th.

Commissioner Terry reported that the Central Montana Foundation will be meeting on October 25th at 2 pm.

Commissioner Hrubes reported that there is a City County Health Board meeting on Monday, October 24th.

Commissioner Scotten reported that Snowy Mountain Development Corporation (SMDC) will be meeting this Wednesday, October 19th. The First-Time Home buyers' classes are noticed on the SMDC website if anyone is interested.

Commissioner Doney reported the Library Board will meeting on Thursday, October 20th.

CITY MANAGER REPORT

City Manager Holly Phelps reported on the following topics:

This year the City Offices will be closed on November 8th for election day and November 11th, in observance of Veteran's Day.

The public hearing for the City's sewer rate increases on November 14th at the Council on Aging at 6 pm. This will be a special meeting. Staff is preparing to mail notices out next week and the first legal notice for the public hearing will be October 22nd.

Several department heads and the City Manager recently attended a meeting with Northrop Grumman regarding the upcoming Sentinel Project. The revised timelines were discussed along with the workforce hub. Until the project enters the production phase in late 2024, they cannot commit to anything even the location of the workforce hub. They encouraged us to talk with Kimball Nebraska, they have many of the same challenges and will be the first location to be upgraded.

Public Works has been busy wrapping up the work that was scheduled for the summer. The Water Department recently repaired a water leak on 6th Ave Sought. There have been many water and sewer improvements made this summer.

The Montana Department of Commerce was recently in Lewistown filming for a short promotional video showcasing the Lewistown community and several of the projects in the community that have been funded in part by the Montana Department of Commerce and their various programs.

The City Attorney and City Manager recently attended the Tourism Business Improvement District (TBID) meetings recently. The TBID board been discussion the future of the district as well as some possible amendments to their bylaws. The good news is that the TBID board would like to renew the district, so that will be coming before the Commission in the near future.

PUBLIC COMMENT – non-agenda items

Mr. Chris Wright addressed the Commission stated he is continuing to have parking issues at his business located at 109 Main Street. Mr. Wright commented that he has installed security cameras and can tell the Commission that the police are not coming down the street, not ticketing the cars and the last time the cars were parked in front of his business for three days. Mr. Wright stated that he called the police department and was informed that they are not longer enforcing the parking regulations or ticketing the vehicles. Mr. Wright further stated he doesn't understand why parking isn't being enforced on Main Street and if he has concerns, he needs to come to the Commission. Mr. Wright expressed his concerns and his lost revenue from customers not being able to park in front of this restaurant. Mr. Wright complained about some of the issues with the building located next to his restaurant. Commissioner Doney thanked Mr. Wright for coming to the Commission and stated that she has not talked to the Police Department nor is she allowed to in accordance with the City charter. Commissioner Terry verified that Mr. Wright called the Police Department and a Police Officer informed him about the enforcement. City Manager Phelps stated that she is not aware of any directive that the Police department can pick and choose what laws they enforce and will follow up on this issue. City Manager Phelps explained that the committee of the whole meeting this evening was all the proposed changes that the police department is evaluating parking issues and what can be done. The City Commission is looking at changes to the ordinance.

CONSENT AGENDA

Commissioner Hrubes made the motion to approve the consent agenda and Commissioner Terry seconded the motion and the motion passed unanimously. The consent agenda was the acknowledgement of the claims that have been paid from September 30, 2022 to October 14, 2022 for a total of \$153,300.02.

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

1. Discussion and action on appointing Donna Strouf to the Historic Resources Commission for an additional two-year term

City Manager Phelps explained that Donna Strouf is coming up on the end of her first term on the Historic Resources Commission (HRC). Ms. Strouf is very passionate about local history, serves on the Museum board and very active on the HRC and at the last meeting the HRC board recommended she be reappointed for another two year term. Commissioner Terry made the motion to reappoint Donna Strouf to the Historic Resources Commission for an additional two-year term and Commissioner Spika seconded the motion. Commissioner Doney 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 approving the amendments to the Tax Increment Finance investment plan

City Manager Phelps explained that the Tax Increment Finance (TIF) Board has been looking over their investment plan and looking at the possibility of loans and maybe a revolving loan fund using tax increment financing. The biggest change of the plan is the amount of grants to be awarded and continue to keep the 50% match. The limit to signage grants was changed to \$5,000 and continue to have the recapture clause. There was a brief discussion on the establishment of the TIF and the funding of TIF. Commissioner Day made the motion to approve the amendments to the Tax Increment Finance investment plan and Commissioner Scotten seconded the motion. Commissioner Doney 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. 4106, a resolution approving an application from Stokken Holdings, LLC for TIF funds made to the Lewistown Tax Increment Financing District Board

City Manager Phelps explained that this application is for TIF grant funds for three properties located at 511, 513 & 515 W Janeaux St. City Manager Phelps further explained that this company was awarded a TIF grant a few months ago but with the change in the TIF investment policy the applicants can come back for some additional funding. Their project is a very large project and this request is for painting, front doors, electrical works and signage. City Manager Phelps reported that this was approved by TIF board at their last meeting. Commissioner Hewitt made the motion to approve Resolution No 4106, a resolution approving an application from Stokken Holdings, LLC for TIF funds made to the Lewistown Tax Increment Financing District Board and Commission Spika seconded the motion. Commissioner Doney 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 authorizing the City Manager to sign the ARPA Water and Sewer infrastructure grant program document for the water system improvement project

City Manager Phelps explained that this was the first round of competitive ARPA grants for the City's water system. The City received \$2 million and it some time to getting the agreement, this will be used for the water project and help offset the loan funds. City Manager Phelps further explained that the City

did put in a competitive grant for the sewer system and have received notice that we were awarded some funding. Commissioner Spika made the motion to approve authorizing the City Manager to sign the ARPA Water and Sewer infrastructure grant program document for the water system improvement project and Commissioner Day seconded the motion. Commissioner Doney 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

Mr. Wright asked what he should do regarding the parking issues. Commissioner Doney suggested he talk with the City Manager. The City Manager suggested he talk with the Police Chief.

COMMISSIONER'S MINUTE

Commissioner Hrubes asked if he has property in the TIF area can he apply for a grant. City Manager Phelps explained that the TIF district funding is available to anyone residing in the TIF district.

Commissioner Scotten asked about the benches that were located on Main Street. Public Works Director Majerus answered that they are working to get them back on Main Street. Commissioner Scotten asked about the planting of the trees. City Manager Phelps answered that the Lewistown Downtown Associations has taken this project on and working on long term care of the trees. They have also received a lot of grant funding.

Commissioner Doney reported that a sighting of a mountain lion has been seen in the area of the high school and Brewery Flats.

ADJOURNMENT

Chairman Doney adjourned the meeting.

Dated this 17th day of October, 2022.

Gayle Doney, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk