

**A REGULAR COMMISSION MEETING OF THE LEWISTOWN CITY COMMISSION ON MAY 5, 2025 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 7:00 P.M.**

**CALL TO ORDER**

Vice Chairman Day called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Day asked everyone to stand and say the Pledge to the Flag.

**ROLL CALL**

Present were Commissioners: Buehler, Day, Hewitt, Hrubes, and Spika. Commissioners Robertson and Terry was absent.

**APPROVAL OF MINUTES**

Commissioner Day stated without objection and based on the corrections the minutes for April 7, 2025 and April 21, 2025 are approved.

**COURTESIES**

There were none.

**PROCLAMATIONS**

Vice Chairman Day read the following proclamation:

**Proclamation for National Historic Preservation Month 2025 City of Lewistown, Montana**

**Whereas**, historic preservation is a vital tool for managing growth, revitalizing neighborhoods, fostering pride in local history, and maintaining the unique character of Lewistown while enhancing its livability; and

**Whereas**, Lewistown’s rich heritage—from its early settlement and railroad history to its distinctive architecture—reflects the diverse stories and enduring spirit of Central Montana; and

**Whereas**, historic preservation is relevant for communities both urban and rural, and for residents of all ages, backgrounds, and walks of life; and

**Whereas**, it is important to celebrate the role of history in our lives and honor the dedicated individuals who work to preserve the historic places that shape our identity as a community; and

**Whereas**, the theme of National Historic Preservation Month 2025, “**Preserving History, Building Community,**” reminds us that protecting our past helps build a stronger, more resilient future for Lewistown; and

**Whereas**, May 2025 has been designated as **National Historic Preservation Month** by the National Trust for Historic Preservation, offering an opportunity to recognize and promote the preservation of Lewistown’s historic resources, landmarks, and cultural heritage;

**Now, Therefore, be it Resolved**, that the City of Lewistown, does recognized **May 2025 as Historic Preservation Month** in Lewistown, and call upon all residents to join in celebrating and supporting efforts to preserve our shared history for generations to come.

### **BOARD AND COMMISSION REPORTS**

Commissioner Hewitt reported the Airport Board will meet on Wednesday, May 7<sup>th</sup>.

Commissioner Hrubes reported that the City County Health Board met on April 28<sup>th</sup>. The meeting was very well attended. The main topic of discussion was the variance for the CMR septic replacement. There was some discussion on a piece of property very close to the creek located in Lewistown Heights that has a holding tank and put in a drain field. Commissioner Hrubes reported on the vaccinations done through the nurse’s office. City Manager Phelps explained the appeals process for the variances goes to DEQ.

Commissioner Buehler reported the Library Board will meet on May 20<sup>th</sup> at 1:00 pm at the Library.

Commissioner Day reported the Park and Recreation Board will meet on Wednesday, May 7<sup>th</sup>.

Commissioner Day reported that the Lewistown Downtown Association (LDA) are waiting on feedback on the memorandum of understanding for trees, banners and the parklet. City Manager Phelps answered that she does have all of the MOUs and they are being reviewed.

### **CITY MANAGER REPORT**

City Manager Holly Phelps reported on the following issues:

The Historic Preservation awards ceremony is this Thursday, May 8<sup>th</sup> at 6 pm at the MOB studio.

It is time for Municipal Summits. This year there will not be one held in Lewistown, but there are several around our area. A copy was included in the Commissioner’s packets. If you are interested in attending this training let the City Office know so we can get your registered.

We are in the process of lining up some training opportunities for the Commissioners. The training is both online and in person. When would the Commission like to schedule the training.

The Air Force is once again holding a Town Hall meeting on the Sentinel Project in Lewistown. The meeting will be held May 13<sup>th</sup> at 6 pm in Lewistown at the Trade Center. The flyer was included in the Commissioner’s packet.

This year the contract for the Fire Department’s bargaining unit is being negotiated. The City Manager has met with the bargaining team and are working on a draft agreement. It is hoped to have the agreement before the Commission in June for approval.

This year there are four commission seats up for election. The candidate filing window is open now and closes June 16<sup>th</sup>. For information on filing to be a City Commissioner visit the Secretary of State's website or visit with Janel Tucek, Fergus County's elections administrator.

Pool pass/swimming lesson sign up will be held at the Civic Center on May 21<sup>st</sup> and 22<sup>nd</sup> from 4 to 7 pm.

The Civic Center is transitioning to summer hours, as the weather warms up the Civic Center slows down. Beginning this month the Civic Center will not be open on Sundays and then only part of the day on Saturday. The Civic Center calendar can be found in the newspaper, on Facebook or posted at the Civic Center.

Last week, Century paved the portion of the walking trail from the Cemetery to H Street. A huge thanks to the Friends to the Trails and Century Construction for improving this section of the trail.

**PUBLIC COMMENT** – non agenda items

There were none.

**CONSENT AGENDA**

Commissioner Buehler 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 April 18, 2025 to April 30, 2025 for a total of \$159,394.55

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

1. Discussion and action on reappointing Dana Goodan to serve an additional three-year term on the City of Lewistown Police Commission

City Manager Phelps explained that Lewistown Police Department does have a Police Commission. The Police Commission is made up of three citizens that are appointed by the City Commission annually each May. The members are appointed to each serve three-year terms. City Manager Phelps reported that the current members are Tyler Thomas, Dana Goodan and Faith See. The Police Commission sits on all interviews of police officers. Commissioner Buehler asked if Mr. Dana Goodan was interested in serving another term. City Manager Phelps answered that he was willing to serve another term. Commissioner Day asked how often they meet. City Manager Phelps answered they only meet as needed. Commissioner Hrubes made the motion to reappoint Dana Goodan to serve an additional three-year term on the City of Lewistown Police Commission and Commissioner Hewitt second the motion. Commissioner Day asked for comments from the audience and Commission. There being none, the question was called for and the City Clerk took a roll call vote and the motion passed unanimously.

2. Discussion and action on approving a bid for the City Hall concrete project

City Manager Phelps explained that the bid documents were included in the Commission packets. The City had state grant funding and there were two projects. The first project was the emergency generator and battery backup for dispatch. This project was approved by the Commission last fall. The second project is the concrete for the City complex and the bid is before the Commission tonight for approval. Century Construction was the only bidder and their bid is \$260,511, which is lower than estimate. Commissioner Hrubes made the motion to approve the bid for the City Hall concrete project to Century Construction in the amount of \$260,511 and Commissioner Spika seconded the motion. Commissioner Buehler asked if the state funding covered the whole project. City Manager Phelps answered no there is a 25% cash match. Commissioner Day asked for comments from the audience and Commission. There being none, the question was called for and the City Clerk took a roll call vote and the motion passed unanimously.

**CITIZENS' REQUESTS**

There were none.

**COMMISSIONER'S MINUTE**

Commissioner Day wished everyone Happy Cinco de Mayo Day.

Commissioner Hewitt also wished everyone Happy Cinco de Mayo Day

**ADJOURNMENT**

Vice Chairman Day adjourned the meeting.

Dated this 5<sup>th</sup> day of May, 2025.

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Loraine Day, Commission Vice Chairman

ATTEST:

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Nikki Brummond, City Clerk