

# ***FAIRGROUNDS SEWER/WATER COMMITTEE***

## **Meeting Minutes**

December 5, 2013

### **I. Call to Order**

Kevin Myhre called the meeting to order

### **II. Roll Call**

Attendees:

Vivian Shammel, Commissioner Assistant

Sandy Youngbauer, Commissioner

Kevin Myhre, City Manager

Faith Robertson, Office & Grounds Administrator

### **III. Approval of Minutes from last meeting:**

Sandy Youngbauer made a motion to accept the November 20, 2013 meeting minutes as submitted. Faith Robertson seconded the motion. Motion passed.

### **IV. Open Issues:**

- a. Update on Solicitation for Engineering Services: The top 3 Engineering firms were Robert Peccia and Associates, Morrison Meirele, and Great West. The engineering interview committee recommended that the Fairgrounds Sewer and Water Committee to use Robert Peccia and Associates. Kevin Myhre explained that he had spoken to a representative from Robert Peccia and Associates would indicated that they could do the Engineering and the Grant Writing work for the \$35,000.00 that the Fairgrounds Sewer and Water Committee currently have available for this work. Sandy Youngbauer made a motion that the Fairgrounds Sewer and Water Committee make the recommendation to the City Commissioners to hire Robert Peccia and Associates for \$35,000.00 to complete the Engineering and write the Grants (TSEP, CBDG, and DNRC/RRGL) for monies to help assist in paying for this project. Faith Robertson seconded the motion. Motion passed.
- b. TSEP Infrastructure Planning Grant Application Update: Kevin Myhre reported that the City Commissioners did approve the TSEP Infrastructure Planning Grant Application. Kevin Myhre also reported that he would work out the details with Kathie Bailey on the monies.
- c. Update on Fairgrounds previous Mill Levy Expenditures: Vivian Shammel reported that she had obtained the detailed financials to start on this, but has not started on it as of yet. Vivian Shammel also indicated that she could probably have most of this put together in January 2014.

### **V. Old Business:**

a). Public Awareness Copies of current display at the Fairgrounds for other locations: Faith Robertson brought in the poster that is currently on display at the Fairgrounds office and indicated that Holly had put this together for the Fairgrounds.

b). Engineering Services selected and completion date established: Start date for this will be on or around December 6, 2013.

**VI. New Business**

- a. Fairgrounds Campground: Not included in the original diagrams and was not brought up by anyone yet. Kevin Myhre believes that this would also be the time to add the Campgrounds into this project and get this added to the project since there is already electricity to this area. Faith was going to check on some previous materials that dealt with the installation of water and sewer at the Fairgrounds and report back on this at the next meeting.
- b. Easement Agreement with Machler's: Kevin Myhre indicated that the City of Lewistown does have a signed Easement Agreement with Machler's and that Mr. Machler was compensated for 5 years of no annexation into the City of Lewistown. Kevin Myhre believes that all the Engineers will need to do with that part of the Easement is to give Mr. Machler the location of the easement and have Mr. Machler sign off on that easement.
- c. Easement Agreement with Weeden's: There is no current Easement Agreement with Mr. Weeden and the Engineers will work this out with Mr. Weeden.

**VII. Public Participation:**

**VIII. Summary:**

**IX. Adjournment:** Kevin Myhre adjourned the meeting.

**IX. Next Meeting Date"**

January 22, 2014 at 10:00am at the County Attorney's Board Room.