

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 07, 2023**

A regular Council Workshop was held in Council Chambers and called to order by Mayor Dave Waggoner at 6:27 p.m. on November 7, 2023.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Michelle Mize	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Casey Wheeler	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Jodi Mackay

OTHERS PRESENT:

Brittney Harakal, Administrative Assistant
Michele Braukmann, Civil City Attorney
Kurt Markegard, Planning Director

Public Input:

There were none.

General Items

1. LURA Presentation

Diane Lehm with Big Sky EDA, Jason Seyler with DEQ, Jacy Head with Beartooth RC&D, and Thom MacLean with Big Sky EDA presented the attached PowerPoint presentation.

It was questioned if lead remediation from a shooting range would be covered under brownfields. It was clarified that it depends on the final use of the property after the remediation.

Planning Director Markegard gave a brief overview of what LURA has been working on this year. They have been working on a work plan to address a few projects within the TIF District. That plan should be finalized and before Council in early 2024.

2. Arbor Day Proclamation 2024

It was questioned when Arbor 2024 is. It was clarified that it is May 7, 2024. It was further clarified that this proclamation is done so soon as it is needed to apply for a grant.

Executive Review

3. Resolution No. R23-46: A Resolution Of The City Council Authorizing The Mayor To Execute A Lease Agreement With The Laurel Lions Club For The Riverside Hall Located At Riverside Park.

The lease agreement is very similar in structure to the lease agreement with the American Legion lease.

Council noted that the lease stated that should the lease be terminated, the Lions would be able to remove their property. It was questioned if they replace a heater, would they be allowed to take the heater with them. It was clarified that any improvements done to the building become part of the building and cannot be removed. This clause directly refers to items such as tables and chairs, etc.

Council asked for clarification on the difference between renting out and subletting. It was clarified that subletting is when someone no longer wants to occupy the space. For example should the Lions not want to finish their lease they can have someone take over the lease in its entirety until the end of the lease with permission from the City. Renting out is saying the lessee has the ability to permit events such as a wedding, gathering, etc, in the space.

4. Motion to Reconsider Resolution No. R23-83: A Resolution Of The City Council Authorizing The Mayor To Approve A Change Order With Randall Contracting.

Civil Attorney Braukmann briefly reviewed what a motion to reconsider is and how Council goes about making a motion to reconsider. A motion to reconsider must be made at the next Council meeting. A Council Member from the prevailing side would need to make the motion to reconsider. If that motion is approved, then the matter is before Council again to discuss and vote on.

Civil Attorney Braukmann stated she had reached out and invited the Judge to attend this evening's meeting; however, she was unable to attend. She clarified that the City cannot default on obligations to pay its vendors. The City also cannot pay a vendor until approved by Council.

It was questioned if this was an unbudgeted project. It was clarified that the project was budgeted; this is a change order to the amount initially approved by Council.

It was questioned why door handles were still included in this resolution. It was clarified that in a motion to reconsider, a resolution comes back exactly how it was initially placed before Council.

A Council Member noted that they still feel that the person who ordered the door and went around the City to receive proper approval should be held accountable.

4. Motion to Reconsider Resolution No. R23-84: A Resolution Of The City Council Authorizing The Mayor To Approve An Independent Contractor Service Contract With Hardrives Construction, Inc.

If Council would like to, they may bring back the W. 12th Street overlay Resolution as well. There is money from the County available to assist in paying for this project. There is a time crunch to be able to get this overlay done before the asphalt plants close.

5. Resolution - A Resolution Of The City Council Approving And Authorizing The Disposal Of City Of Laurel Records.

Some boxes are ready to be disposed of. This resolution allows that disposal to take place.

6. Ordinance - An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits.

Civil Attorney Braukmann stated last year; we had significant changes to the special event permit ordinance. Most of those changes did not cause any issues. However, the issue of insurance requirements caused some significant barriers. The ordinance is written to still require additional insurance requirements for high-risk events.

It was questioned what the cost difference is between the 1/2 million and the 2/4 million requirements. It was clarified that the difference is approximately \$500 to \$700. However, some businesses increased their entire CGL coverage, which does have a significant cost increase.

A Council Member noted that when they tried to get the 2/4 million insurance for the American Legion, their insurance company did not offer that as an option.

Council Issues

It was questioned what the cones on E. Railroad and Barnhart Road are for. It was clarified that Northwest Energy is replacing wires in the area.

A Council Member noted a \$2.00 late fee on their bill and spoke to the Water Clerk regarding this fee. The fee is an annual DEQ assessment. It is not a late fee; it was placed on the wrong line.

Other Items

A resolution for the encroachment permit for Mr. Seder's bollards will be placed on next week's agenda. Mr. Seder would like to complete the work before winter.

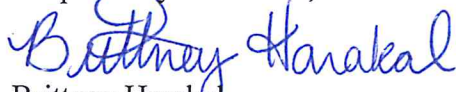
Attendance at Upcoming Council Meeting

All Council Members present will be at next week's meeting.

Announcements

The council workshop adjourned at 7:43 p.m.

Respectfully submitted,



Brittney Haraka

Administrative Assistant

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

Assistance for your Community's Development Goals

Jason Seyler, Colleen Owen & Wally Jemmings
MT DEQ Brownfields Coordinators

November 2023



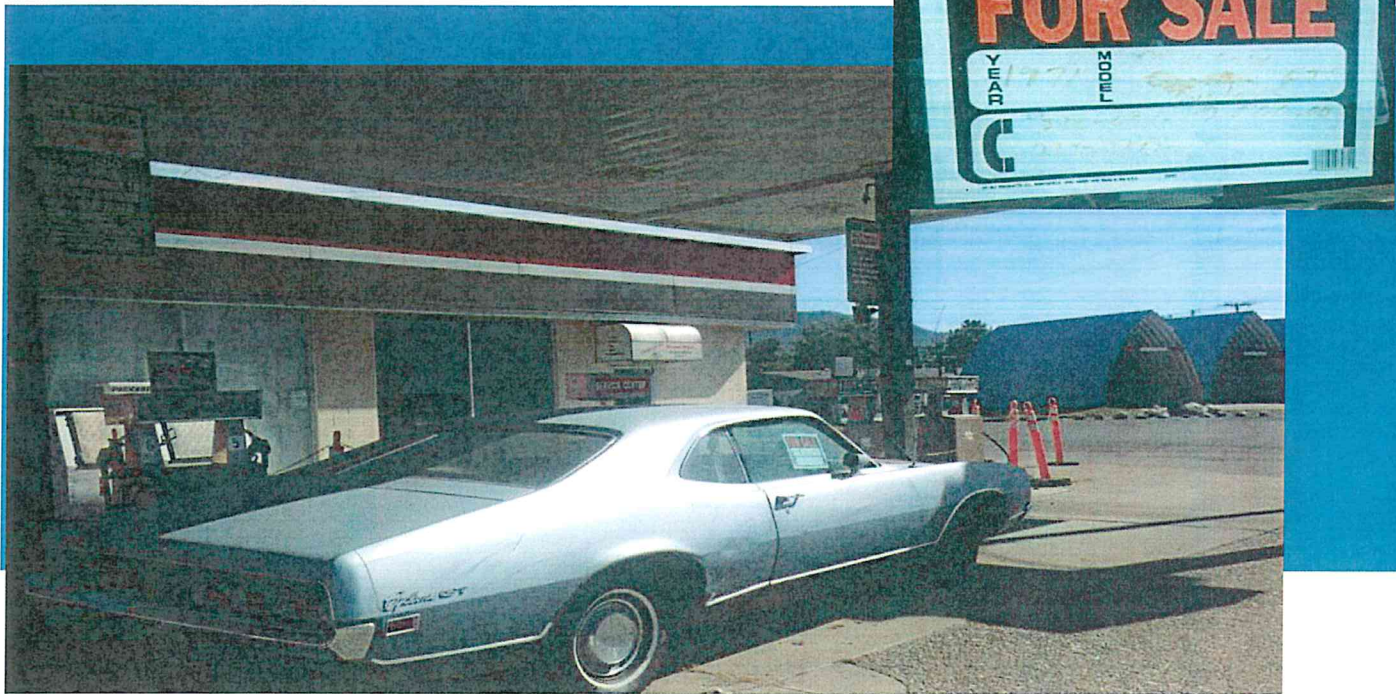
Assistance for your Community's Development Goals

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November 2023



Brownfields & Opportunities



Brownfields & Opportunities



Know What You're Getting Into!



Brownfields & Opportunities



Brownfields & Opportunities

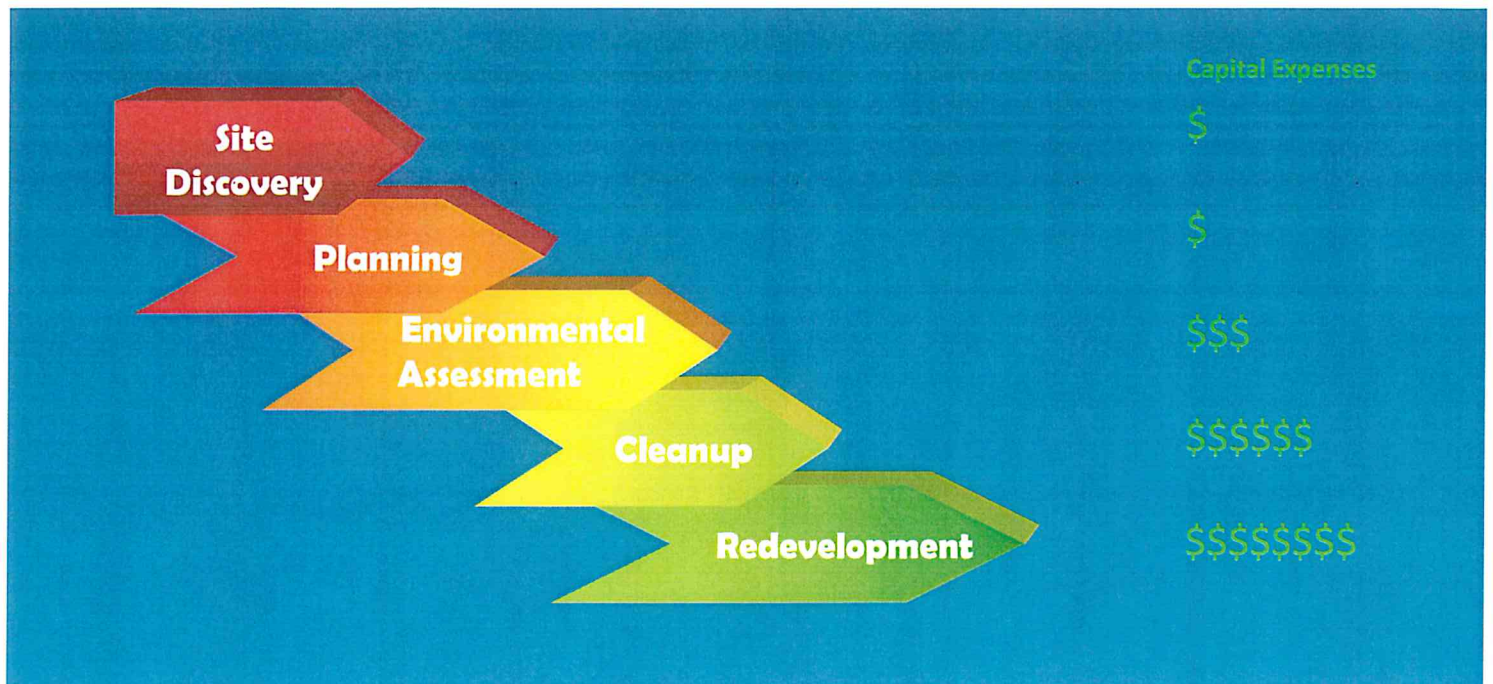


What are Brownfields?

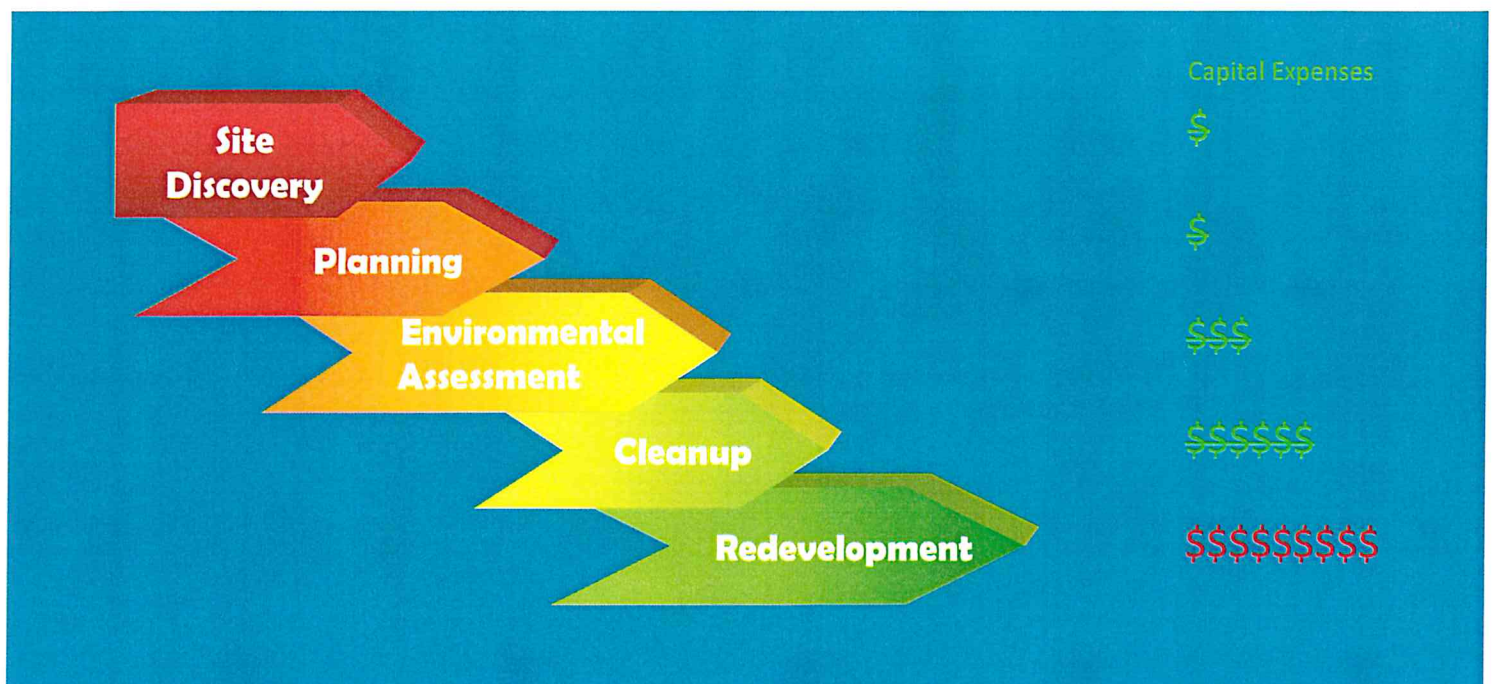
“real property, expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant or contaminant”



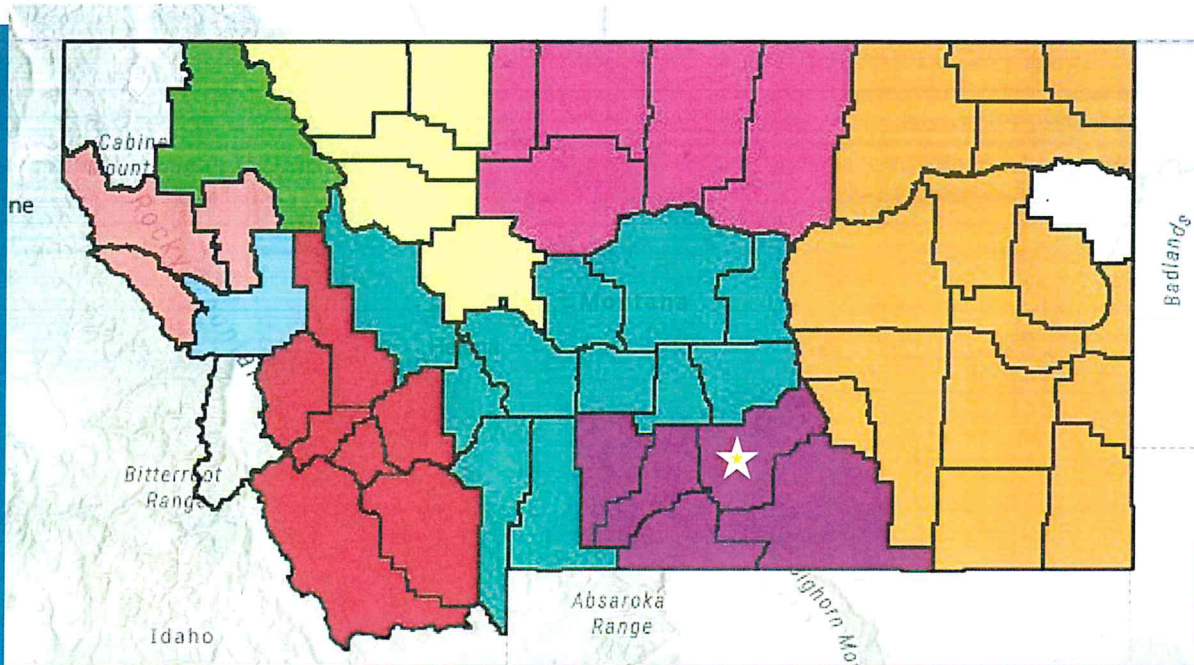
Common Steps to Traditional Redevelopment



Common Steps to Brownfields Redevelopment



Montana Brownfields Resources



Site Discovery



- Gateways to Communities

**Site
Discovery**

- Gateways to Communities



**Site
Discovery**

- Gateways to Communities



**Site
Discovery**

Common Examples of Brownfields/Real-estate Opportunities



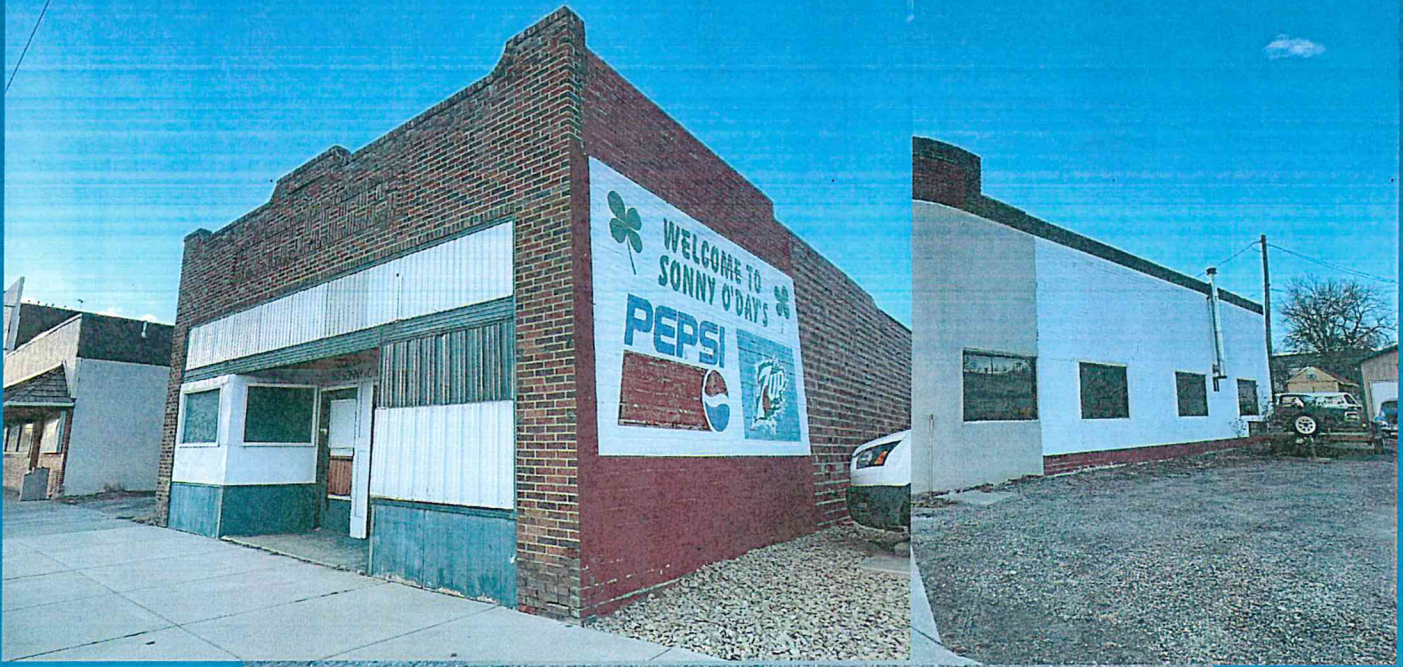
**Site
Discovery**

Common Examples of Brownfields/Real-estate Opportunities



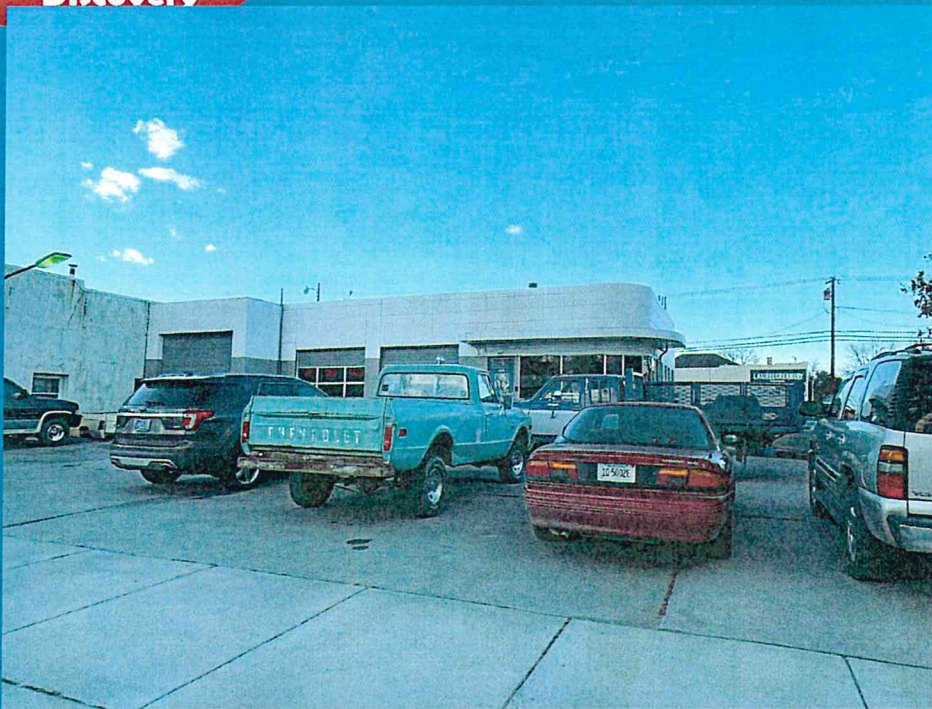
**Site
Discovery**

Common Examples of Brownfields/Real-estate Opportunities



**Site
Discovery**

Common Examples of Brownfields/Real-estate Opportunities



Site Discovery

Common Examples of Brownfields/Real-estate Opportunities



Planning

Pea Cannery – Red Lodge

1. Community Outreach
2. Concept Plans
3. Site Visioning
4. Feasibility Studies
5. Market Studies
6. Preliminary Architecture Reports



**RED LODGE CANNERY
FEASIBILITY STUDY**

LOCATED AT
904 Brower Avenue
Red Lodge, MT 59062

March 2022

The funding for the Red Lodge Cannery Feasibility Study was funded in part by an award by the Montana Department of Commerce, Big Sky Economic Development Trust Fund Program.



**Environmental
Assessment**

Laurel Depot – Laurel



**Environmental
Assessment**

Laurel Depot – Laurel



Environmental
Assessment

Laurel Depot – Laurel



Environmental
Assessment

BROWNFIELDS ASSESSMENTS



**Environmental
Assessment**

BROWNFIELDS ASSESSMENTS



DEQ
Michigan Department
of Environmental Quality

**Environmental
Assessment**

BROWNFIELDS ASSESSMENTS



DEQ
Michigan Department
of Environmental Quality

Cleanup



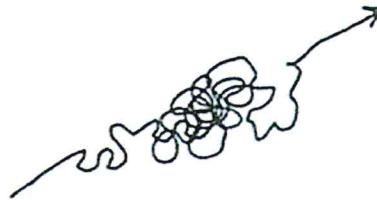
Cleanup



Redevelopment

Success

Success



what people think
it looks like

what it really
looks like



MT DEQ Brownfields Team

Jason Seyler

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mt.gov

406-444-6547

- Resources not Regulators
- Funding and Environmental Expertise



Getting the Job Done

We work with you to develop projects and move the regional economy forward. This happens as a result of local engagement and regional collaboration with knowledge of and access to local, state and federal programs designed to assist the people we serve. We have a proven track record of project development and strive to ensure positive results.

We work in partnership with Big Sky Economic Development to develop and support projects in your area.

How can we help you in the future?

- CEDS project goals
- Letters of Support
- Project identification and development
- Partner for training industry requests and trends

Beartooth RC&D Staff:

www.beartooth.org

Office: 406-406-962-3914

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* Myrna Lastusky, Office Support Staff
mlastusky@beartooth.org

Economic Development Program

Beartooth RC&D (Resource Conservation and Development) serves the cities, towns and counties of Big Horn, Carbon, Stillwater, Sweet Grass and Yellowstone as a state-designated Certified Regional Development Corporation (CRDC) and a federally-designated Economic Development District (EDD). We work closely with local economic development authorities and organizations in order to leverage the best possible options for communities, nonprofits, and private businesses in the region.

Food and AG Program

Beartooth is home to one of nine Food & Ag Development Centers located across the state. The Centers help Montanans innovate and grow value-added agricultural businesses - creating wealth and jobs in our communities and on our farms and ranches. The Centers support economic development by ensuring that more of the state's food, agricultural and energy dollars circulate in Montana. The program provides training, technical assistance, and access to funding through grants and loans.

Eligibility and Guidelines for BRCD Revolving Loan Funds:

- Loan funds can be used to finance acquisition of businesses, land, buildings and equipment; working capital;
and in some cases, construction/expansion projects.
- Business shall be in the five-county region of Big Horn, Carbon, Stillwater, Sweet Grass and Yellowstone.
- RLF funds must have a positive impact to the area, helping with job creation or retention.
- **Most importantly**, BRCD works with private lenders to fund project costs.
- Collateral must be available; we are unable to do uncollateralized loans.

- * BRCD will match lender interest rates / flexible term range
- * Maximum loan amount is \$250,000
- * Origination fees are 1% to 5% of the amount of the loan,

typically 2%

To be considered a complete loan application, the following items must be provided to the BRCD staff & RLF Committee:

1. A completed Business Plan
2. Financial statements for the past 3 years (for existing businesses)
3. Tax returns for the past 3 years - Business *and* Personal
4. Current appraisals on land or equipment being offered as
5. Personal financial statements
6. Completed Beartooth RLF application
7. Other items deemed necessary for underwriting
8. Partnership Agreement with financial institution, if approved

collateral

Beartooth's Brownfields Assessment Program

- Recently created this year
- \$460,000 is the amount that was awarded by EPA for three years
- The Brownfields Steering Committee will prioritize the project sites
- This funding can be used toward brownfields eligible properties to conduct Phase I & II ESAs and some cleanup planning



Previous Brownfields Site



- Old Pea Cannery and Brewery
- 904 Bonner Avenue, Red Lodge
- Phase I & II ESAs were conducted with DEQ and EPA
- Feasibility study conducted with Big Sky Trust Fund Planning Program
- The current owners are still in the process of redeveloping the property but hope to re-use it for art purposes and maybe a coffee shop

Current Brownfields Site

Helping Hands Food Bank

- 825 3rd Street West, Hardin
- Former gas station site
- Phase I & II ESAs have been conducted with DEQ and EPA
- The food bank hopes to develop garden spaces to grow food on the property



Big Sky Economic Development

• Brownfield Revolving Loan Fund

- \$1,000,000
- Loans
- Flexible Terms
- Low Rates
- Subgrants to Non-profits or Municipalities





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Big Sky Economic Development

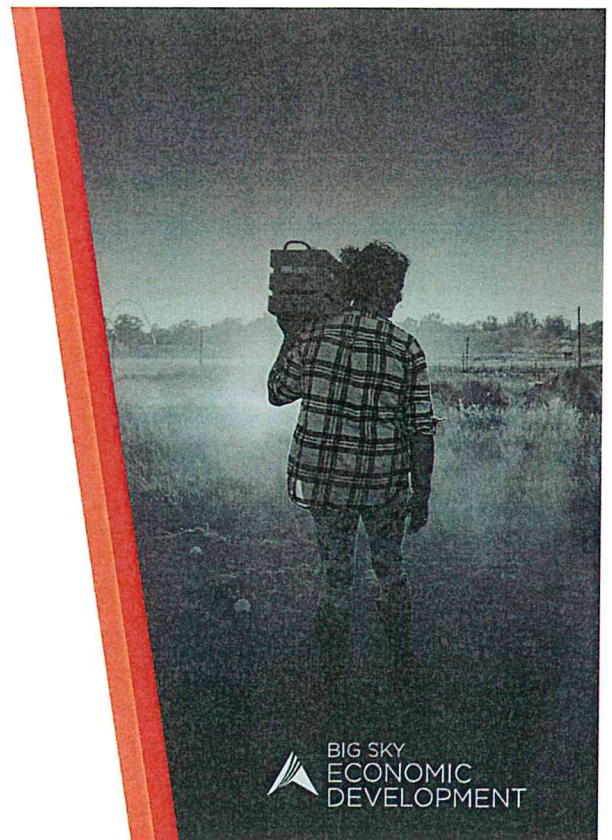
Building A Vibrant Healthy Economy

Business Advising and Lending

Community Development

New Business Recruitment

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Potential Grants Funding

Montana Department of Commerce: The Montana Department of Commerce offers several programs to support community and city development, including the Community Development Block Grant (CDBG) program, which provides funding for a wide range of community development projects.

Montana Department of Transportation (MDT): MDT provides funding and technical assistance for transportation-related development projects, such as road construction, maintenance, and improvements, which play a critical role in city development.

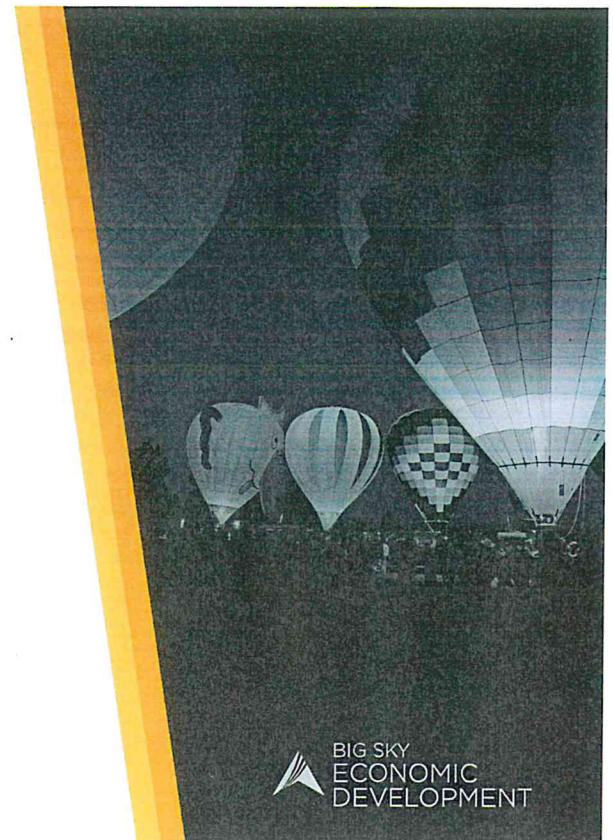
USDA Rural Development: The U.S. Department of Agriculture (USDA) Rural Development offers funding for rural city development initiatives, including housing, community facilities, and water and wastewater infrastructure.

US Economic Development Administration (EDA): is a federal agency, provides grants to support economic development projects that create jobs and promote growth in distressed areas. Montana cities can apply for EDA funding to spur development.

Historic Preservation Grants: If your city has historic buildings or districts, you can explore historic preservation grant programs. The Montana Historical Society and other organizations offer funding for the preservation and development of historic resources.

The Montana Main Street Program may offer grants and funding opportunities to support downtown revitalization projects. These grants can help with façade improvements, infrastructure enhancements, and other initiatives.

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DEVELOPMENT

Questions?

Thank You!

Contact Information

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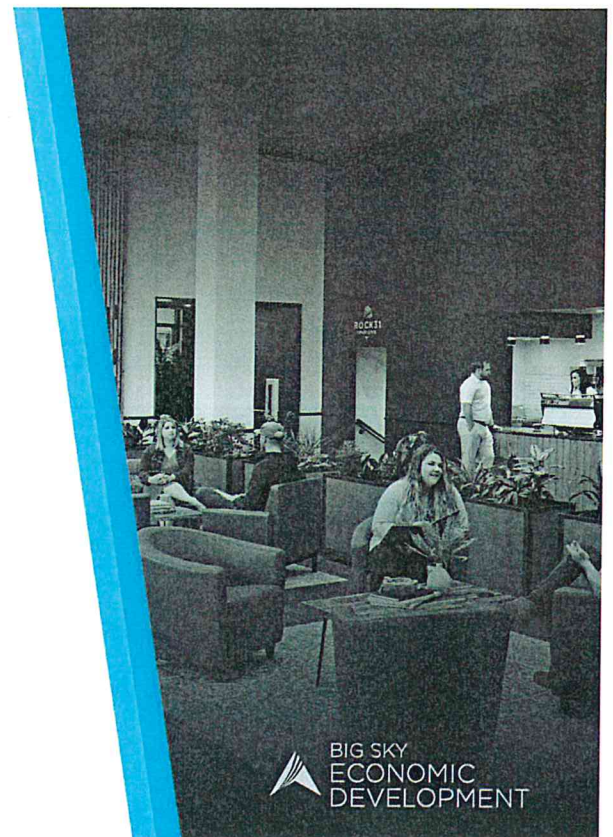
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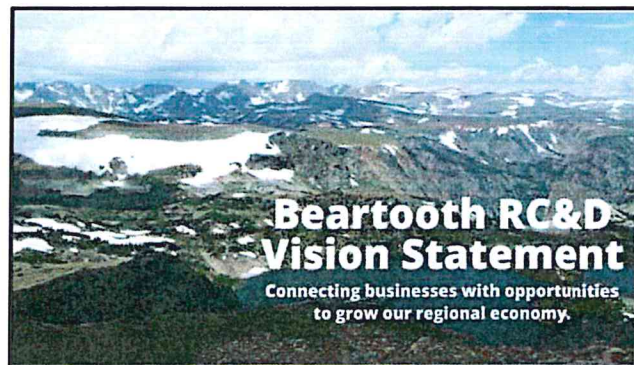
Beartooth Resource Conservation & Development

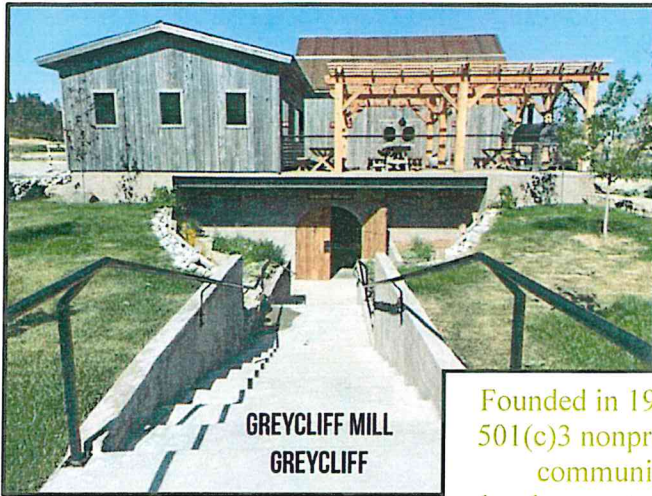
2023 Annual Impact Statement



Beartooth RC&D collaborates with more than 50 federal, state and local agencies and organizations. As an Economic Development District, a Certified Regional Development Corporation, a Food and Ag Development Center, and a Revolving Loan Fund (RLF), our local and regional impacts in 2023 (as of Nov.1, 2023) include:

- Provided technical assistance to 141 clients for business, strategic & financial planning.
- Assistance given with business planning, RLF, and grant applications resulted in almost \$9 million of investment. Nearly \$6 million was from private funds.
- 98 regional jobs retained.
- 156 new regional jobs created.
- \$400,000 Rural Microentrepreneur Assistance Program (RMAP) award to provide microloans (\$50,000 or less) to small businesses (10 employees or less).
- \$460,000 Brownfields Community-Wide Assessment Grant awarded to conduct environmental site assessments, develop cleanup plans, and advance the cleanup and revitalization of properties in Beartooth's rural communities.
- Community Technical Assistance Program's Lead Service Line program: Beartooth is a technical service provider to assist in inventories of water systems' service lines.



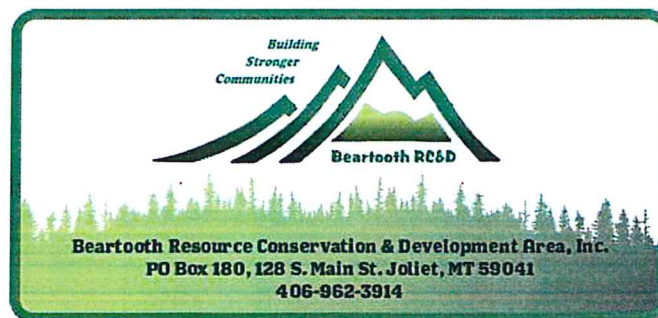
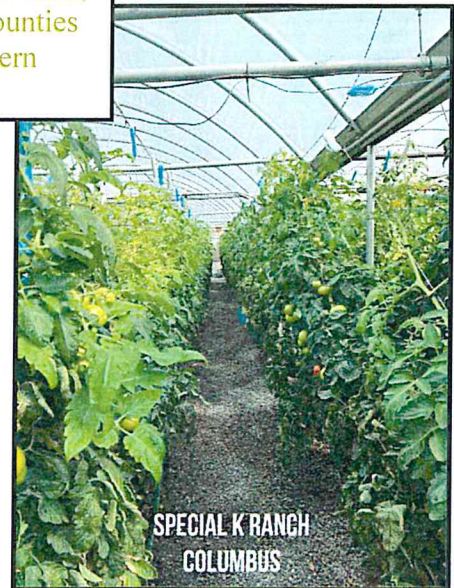


We work with each client on an individual basis to match their specific need to potential solutions. We can assist with planning, access to funding, and project development. Our primary focus is on economic development, community assistance, and value-added food & agriculture development.

Founded in 1969, Beartooth RC&D is a 501(c)3 nonprofit corporation providing community-focused economic development services to the underserved residents of Big Horn, Carbon, Stillwater, Sweet Grass, and Yellowstone Counties as well as the Crow and Northern Cheyenne Tribes.

Revolving Loan Fund

- In the past 5 years, Beartooth's Revolving Loan Fund has created 191 jobs and loaned out \$2.1 million (\$7 million in total project dollars)
- Over 25 years of successful lending experience
- Of 107 originated loans, over 90% are still in business today
- 21 loans managed in 2023



Visit our website at www.beartooth.org
 Follow us on Facebook and LinkedIn!

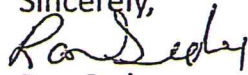
October 5, 2023

City Of Laurel
P. O. Box 10
Laurel, MT 59044

Attention: Jason Gonzales

I Ron Seder owner of the new office building at #9 2nd ave. I am asking for an easement in the alley of this property to install 4 bollards. 1 bollards would be placed on the corner as you turn into alley to protect building structure from traffic turning into alley. The 2nd bollard would be place next to new gas meters being installed and 3rd bollard would be to protect electrical panels. The 4th bollard would be installed next to gas meter for the king koin laundromat building. If you have any question feel free to contact me at 406-855-5050.

Thank You for your prompt attention to this matter.

Sincerely,

Ron Seder

The bollards would be 20 to 22in out from back of building.

