



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2023
6:30 PM
COUNCIL CHAMBERS**

WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified times for citizen comments on its agenda -- once following the Consent Agenda, at which time citizens may address the Council concerning any brief community announcement not to exceed one minute in duration for any speaker; and again following Items Removed from the Consent Agenda, at which time citizens may address the Council on any matter of City business that is not on tonight's agenda. Each speaker will be limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. Citizens may also comment on any item removed from the consent agenda prior to council action, with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. If a citizen would like to comment on an agenda item, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor.

Any person who has any question concerning any agenda item may call the City Clerk-Treasurer's office to make an inquiry concerning the nature of the item described on the agenda. Your City government welcomes your interest and hopes you will attend the Laurel City Council meetings often.

Pledge of Allegiance

Roll Call of the Council

Approval of Minutes

1. Approval of Minutes of November 14, 2023.

Correspondence

2. Beartooth RC&D November Correspondence.

Council Disclosure of Ex Parte Communications

Public Hearing

3. Public Hearing For Ordinance No. O23-04: An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits.

Consent Items

NOTICE TO THE PUBLIC

*The Consent Calendar adopting the printed Recommended Council Action will be enacted with one vote. **The Mayor will first ask the Council members if any Council member wishes to remove any item from the Consent Calendar for discussion and consideration.** The matters removed from the Consent Calendar will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." (See Section 12.) The entire Consent Calendar, with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion.*

4. Claims entered through November 24, 2023.
5. Clerk/Treasurer Financial Statements for the month of October 2023.
6. Approval of Payroll Register for PPE 11/12/2023 totaling \$243,344.31.
7. Claims entered through December 8, 2023.
8. Council Workshop Minutes of November 21, 2023.

Ceremonial Calendar

Reports of Boards and Commissions

9. Budget/Finance Committee Minutes of November 14, 2023.

Audience Participation (Three-Minute Limit)

Citizens may address the Council regarding any item of City business that is not on tonight's agenda. Comments regarding tonight's agenda items will be accepted under Scheduled Matters. The duration for an individual speaking under Audience Participation is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda.

Scheduled Matters

- [10.](#) Appointment of James Wise to the Laurel Airport Authority for the Remainder of a five-year term ending June 30, 2024.
- [11.](#) Resolution No. R23-87: A Resolution Of The City Council Approving A Memorandum Of Understanding For The 2023-2026 Collective Bargaining Agreement Between The City Of Laurel And Local Union 316, American Federation Of State, County, And Municipal Employees, AFSCME Regarding Timecard Procedures And Boot Allowance.
- [12.](#) Ordinance No. O23-04: An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits.
- [13.](#) Ordinance O23-05: An Ordinance Amending Title 12, Chapter 12.32.050 Of The Laurel Municipal Code Related To The City Tree Board.

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

This portion of the meeting is to provide an opportunity for citizens to address the Council regarding community announcements. The duration for an individual speaking under Community Announcements is limited to one minute. While all comments are welcome, the Council will not take action on any item not on the agenda.

Council Discussion

Council members may give the City Council a brief report regarding committees or groups in which they are involved.

Mayor Updates

Unscheduled Matters

Adjournment

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

1. Approval of Minutes of November 14, 2023.

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MINUTES OF THE CITY COUNCIL OF LAUREL

November 14, 2023

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on November 14, 2023.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Michelle Mize Richard Herr
 Casey Wheeler Irv Wilke
 Richard Klose Jodi Mackay

COUNCIL MEMBERS ABSENT: None

OTHER STAFF PRESENT: Michele, Braukmann, Civil City Attorney (via phone)
 Brittney Harakal, Administrative Assistant
 Jean Kerr, City Judge

Mayor Waggoner led the Pledge of Allegiance to the American flag.

MINUTES:

- Approval of Minutes of October 24, 2023.

Motion by Council Member Wilke to approve the minutes of the regular meeting of October 24, 2023, as presented, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

- Correct the September 12, 2023 Minutes to include the following sentence under Audience Participation: "Patty Smith, 409 Maple Avenue, spoke on her continued frustrations with the S. 4th Street Reconstruction Project."

Motion by Council Member Sparks to correct the September 12, 2023 Minutes to include the following sentence under Audience Participation: "Patty Smith, 409 Maple Avenue, spoke on her continued frustrations with the S. 4th Street Reconstruction Project," seconded by Council Member Mize. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

CORRESPONDENCE:

- Tree Board Memo
- Ex-officio Re-appointment to Big Sky Economic Development Authority Board - Kurt Markegard
- Police Monthly Report - October 2023.
- Laurel Airport Authority Minutes of September 26, 2023.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- Claims entered through October 20, 2023.
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- Claims entered through November 9, 2023.
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- Approval of Payroll Register for PPE 10/29/2023 totaling \$238,631.12.
- Council Workshop Minutes of November 7, 2023.

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The Mayor asked if there was any separation of consent items. There was none.

Motion by Council Member Klose to approve the consent items as presented, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

CEREMONIAL CALENDAR:

- Arbor Day Proclamation 2024.

Mayor Waggoner read the Arbor Day Proclamation and proclaimed May 7, 2024, as Arbor Day.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of October 23, 2023.
- Emergency Services Committee Minutes of October 23, 2023.
- Tree Board Minutes of June 15, 2023.
- Tree Board Minutes of October 5, 2023.
- Public Works Committee Minutes of October 16, 2023.
- Library Board Minutes of July 11, 2023.
- Library Board Minutes of August 8, 2023.
- Library Board Minutes of September 12, 2023.
- Park Board Minutes of November 2, 2023.
- Laurel Urban Renewal Agency Minutes of November 6, 2023.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

SCHEDULED MATTERS:

- **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.**

Motion by Council Member Herr to approve Resolution No. R23-46, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

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

Motion by Council Member Klose to reconsider Resolution No. R23-83, seconded by Council Member Mize. There was no public comment or council discussion. A roll call vote was taken on the motion. Council Members Sparks, Mackay, Wheeler, Mize, and Eaton voted aye. Council Members Herr, Wilke, and Klose voted no. Motion carried 5-3.

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

Motion by Council Member Sparks to approve Resolution No. R23-83, seconded by Council Member Mize. There was no public comment or council discussion. A roll call vote was taken on the motion. Council Members Sparks, Mackay, Wheeler, Mize, and Eaton voted aye. Council Members Herr, Wilke, and Klose voted no. Motion carried 5-3.

- **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.**

Motion by Council Member Mize to reconsider Resolution No. R23-84, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

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Council Minutes of November 14, 2023

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

Motion by Council Member Mackay to approve Resolution No. R23-84, seconded by Council Member Wilke. There was no public comment.

A Council Member noted that they still felt the funds should be used on the southside.

A roll call vote was taken on the motion. Council Members Sparks, Herr, Wilke, Mackay, Klose, Wheeler, and Eaton voted aye. Council Member Mize voted no. Motion carried 7-1.

- **Resolution No. R23-85: A Resolution Of The City Council Approving And Authorizing The Disposal Of City Of Laurel Records.**

Motion by Council Member Mackay to approve Resolution No. R23-85, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

- **Resolution No. R23-86: A Resolution Of The City Council Approving An Encroachment Permit For A Portion Of The Alleyway Off Second Avenue Near #9 Second Avenue.**

Motion by Council Member Wheeler to approve Resolution No. R23-86, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

- **Ordinance No. O23-04: An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits. (First Reading)**

Motion by Council Member Mize to adopt Ordinance No. O23-04, seconded by Council Member Wilke. There was no public comment or council discussion. A roll call vote was taken on the motion. Council Members Sparks, Herr, Wilke, Mackay, Klose, Wheeler, Mize, and Eaton voted aye. Motion carried 8-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

COUNCIL DISCUSSION:

Council was reminded that November 25th is Small Business Saturday. Various small businesses in the area will have events going on.

On December 30th there will be an adult 80's themed prom upstairs at the Palace. This year's fundraiser is for the Library.

MAYOR UPDATES:

Mayor Waggoner welcomed Council-Elect, Ms. Jessica Banks, as she was present observing the Council meeting. She recently won her election and will begin sitting on Council come the first of the year.

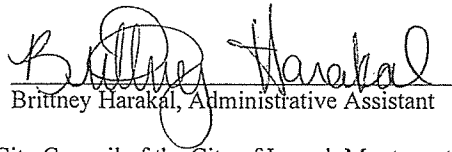
UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Eaton to adjourn the council meeting, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All eight council members present voted aye. Motion carried 8-0.

There being no further business to come before the Council at this time, the meeting was adjourned at 6:46 p.m.

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Brittney Harakal, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 28th day of November 2023.

Dave Waggoner, Mayor

Attest:

Kelly Strecker, Clerk/Treasurer

File Attachments for Item:

2. Beartooth RC&D November Correspondence.

**Beartooth RC&D
Board Meeting Minutes
September 21, 2023 – 1:00 pm
Roberts Fire Hall**

Members Present:

Joel Bertolino, BRCD
Nan Knight, BRCD
Myrna Lastusky, BRCD
Dan Lowe, Big Horn Conservation District
Commissioner Scott Miller, Carbon County
Ryan VanBallegooyen, Billings Job Service
Commissioner Melanie Roe, Sweet Grass County
Stephanie Ray, Stillwater County
Lorene Hintz, BSED
Danny Choriki, Billings City Council
Tory Kolkhorst, Sen. Daines' Office
Joey Grewell, on behalf of Emily Schneller, Rep. Rosendale's Office
Kerri Crowe, Workforce Services Development
Commissioner Don Jones, Yellowstone County

Present on Zoom: Thank you, Sibanye-Stillwater Mine, for the grant to help us purchase our Meeting Owls!
Josiah Porcel
Brent Moore

Meeting Called to Order: Chair VanBallegooyen called the meeting to order.

Pledge of Allegiance, Introduction of Members and Guests

Review March Board Minutes (Action): Melanie Roe motioned to approve. Scott Miller seconded. Motion carried.

Congressional Updates:

- **Tory Kolkhorst (Sen. Daines)**
 - Continue to see service issues with USPS throughout state. Lost packages are a huge issue. Sen. Daines wrote a letter to Postmaster DeJoy about this.
 - Possible government shutdown – Every year the Senator joins on the “no budget, no pay” act to prevent members of Congress from getting paid if they can’t pass a budget.
 - Biden admin came after MT way of life by delaying/halting funding to schools to teach gun safety/hunter safety – Senator is pushing back.
 - Safer Banking Act – will be considered for Senate Banking Committee next week to protect MT businesses from liberal initiatives in the ESG movement.
 - Introduced bipartisan bill to help promote cloud computing. Sen. was in private sector for 30 years with Gov. Gianforte.
 - Introduced a bill to unlock public access and improve forest management on over 100,000 acres of public land.

- **Josiah Porcel (Sen. Tester)**
 - Sen. Tester’s bipartisan defending hunters’ education act – would require Dept. of Ed. to restore school dollars for school archery, gun safety, and hunter education programs. Biden admin blocked funding for gun safety programs. Growing up in MT, hunters’ safety is a critical issue – we’re all proud of our heritage. Pushing back on that.
 - Top of mind is avoiding a government shutdown. Lot of action right now on House side. Over 1 million federal employees and troops overseas wouldn’t get paid.
 - Sen. Tester and Sen. Daines both sent letters to Postmaster General Louis DeJoy on delays with post office, which is hitting Bozeman and rural areas hard. Trying to see improvement with staffing and other issues.

- **Joey Grewell – here on behalf of Emily Schneller (Rep. Rosendale)**
 - Great to be here!
 - Emily is sad to be absent – she is out on medical leave.
 - Rep. Rosendale did 28 stops in a couple weeks – very busy.
 - Did Energy Tour with Rep. Andy Biggs & Eli Crane of Arizona. They went to Sibanye-Stillwater Mine, Yellowtail Dam, Colstrip, the CHS refinery, ate at Greycliff Mill, attended Billings Air Show, and many businesses.
 - Continuing resolution to fund government. The DOD rule bill – voted on again today and didn’t pass again. Planned to do CR right after and now will need to renegotiate. Rep. Rosendale is a strong no on both bills due to spending concerns.
 - Farm Bill – expires on Sept. 30th. Looks like new one won’t be passed, so there will likely be some sort of continuing funding mechanism. Rosendale will support it.
 - Joel: What kind of timing? Joey said it could be a ways down the road – probably 6-8 months.

Treasurer/Financial Reports: Nan Knight (RC&D Financials / RLF Financials / RMAP) (Action)

- RLF funds: right now we have 21 loans, over 1.7 million loaned out.
- \$352,000 available
- Seeking more funding
- We have \$300,000 we can drawdown for microloan funds but need to deplete the \$150,000 first.
- 2 SSBCI loans are out there; one has started paying back and the other has first payment next month.
- The RLF side of Beartooth has been extremely busy even with the higher interest rates.
- Newest loan is for a garbage can cleaning business. Nan described the truck that cleans and sanitizes garbage cans.
 - Ryan commented on how much money is out there for RLF – and yet we are looking for more to help more businesses.
 - Nan will be closing her 9th loan since starting at Beartooth.
 - Melanie – who is the new loan? A garbage can cleaning business.

Beartooth books: p. 15

- Where our books stand right now. Joel has been very active with Food and Ag.

ACTION: Scott Miller moved to approve financials as presented. Melanie Roe seconded. Motion carried.

RMAP: We were awarded \$12,500 for TA to do trainings and provide TA to small businesses. There will be more coming in the next year. Nice feature of RMAP in addition to the \$400,000 loan.

IRP (Intermediary Relending Program) Resolution:

- Revolving loan funds are getting depleted.
- Last year the Board approved RMAP funding to loan out microloans of \$50,000. But we need more money to fund larger loans.
- This will allow us to re-loan out money at a 1% interest to us. We are requesting \$750,000 and need board approval.
- The previous IRP was for \$1 million (\$750K of USDA and \$250K from MT Board of Investments). Since we are reapplying, we don't need to provide match money this time.
- Dan Lowe said it sounds like we are in a good place for it.
 - Nan said yes, we really don't have much money left to loan out – technically less than \$100K at the moment.
 - If we submit our application on Sept. 30th, we will have money to loan out in January.
- Nan: currently can only loan up to \$250K and this will allow us to loan \$400K.
- Nan asks businesses what works best for them since each fund is a little different. RMAP equipment loan (typically can only go out 7 years but we can go 10 years).
- How do we establish interest rate? If we come in 2nd position with a bank, we match the bank's interest rate. We are paying 1%, so that helps us. We don't compete with banks, so we must have a denial letter from a bank to fund. Closing costs are 1-2%.
- Fixed 20-year rates vs. renegotiating in five years is a benefit, too.

Melanie Roe moved to adopt the resolution allowing Beartooth to apply for a \$750,000 IRP loan. Scott Miller seconded. Motion passed.

EPA Policy Updates:

- Jacy is out. Joel explained that we need to update policies very specifically to comply with EPA's recommendations.
- Nan: We do need to update our policies and procedures. We are meeting next week as a staff to do that and then turn it in to the executive committee.
- Joel: We get program audits from state and federal agencies all the time. There is a lot of lawyer-speak that we normally sign to. But EPA wants us to implement those into our actual policies and procedures. Jacy has spoken with others who have been through this process.
 - Mel: How will they check that we are in compliance? There's a lot of disadvantaged language, etc – very heavy lifting for rural communities.
 - Nan: A lot of the policies are financial. There will be cross-checks in different areas.

Tory: With all the different businesses in here, I'd like to set up tours with some of them. When Beartooth applies for federal grant funding, reach out to Sen. Daines' office and ask for a letter of support.

ACTION: Danny Choriki motioned for the policy updates to be approved by Executive Committee. Melanie Roe seconded. Motion carried.

Staff Reports – Program/Project Updates

Joel Bertolino, Food & Ag Director

- In Helena on Sept. 6th – twice a year face-to-face meeting on Food & Ag and Specialty Crop Block Grant to discuss what's working, what's not, what's new. They have some federal funds they want FADCs to get on the ground. Dealing with the middle of the food supply chain and wanting to expand infrastructure for that in MT. Not sure what the application process is going to look like, but we'll make that available to our clients.

- Danny: What is food supply chain? Adding value – cleaning or milling of grain/lentils, further processing.
- Tory asked if we ever get solicited by cannabis or hemp producers. Joel said he’s been approached by hemp ones.
- We stay away from cannabis because part of our funding is federal. Joel has helped a couple of hemp clients since hemp is legal federally.

S-Ranch Meats: applied for \$250K VAPG grant. So far not approved.

Oswald Farms: 2nd year they applied for \$250K VAPG grant, and this year they were awarded. Provide beef for Edgar Bar and many other clients online. Built small business front at their operation on Hwy 310 and are starting to sell local produce as well.

Speedy and Flo’s Sweet Corn: sell their corn all over the region and counties around us. Based in Hardin. Tina Toyne asked us to help with a small marketing grant and they received those funds. They plan to apply for a 2nd grant coming up. Speedy and Flo own a lot in Hardin and hope to build a greenhouse and business front.

J&D Meats: interested in RMAP funding. Joel and Nan will go to visit them next month to discuss further. Meat plant who also has a lunch counter.

Yellowstone Pasta: hope to work with them on a GTA grant, which opens Oct. 2nd. Will be contacting all GTA clients next week to alert them to this opportunity. Will probably start with wholesale and may do retail, also. Looking for bigger equipment and grow. He doesn’t have a current storefront.

- Danny spoke with owner of Yellowstone Pasta at recent farmers’ market – it’s his 2nd job, so that makes it tough. He may want a bigger pasta mill, & they discussed locally sourcing some of his materials and trying to keep it organic. Some other people are making their own pasta now, too.

Undammed Distilling – potential GTA grant for expansion.

Greycliff Mill: Nan has had more contact with them than Joel. They are always looking for potential funding sources.

Ongoing Projects:

Montana Prime Meats: Lamont Hermann: Possible RMAP microloan coming.

Yellowstone Valley Farms: talking with Reuben Stahl about REAP grant/loan to cut down on monthly energy bills; also looking at GTA and other grants to help get additional greenhouse space.

Primitive Meats: Still hoping to start on development of small meat plant; not started yet.

Becky’s Berries: developing process for packaging for new line of mustards. Working with MMEC to connect her with resources.

FADC Outreach:

Helping Hands Food Bank & Community Garden: Hardin, MT – State Dept of Ag visited and Joel joined them. Trying to use a lot of local foods in their food bank.

Special K Ranch: visited with school district recently; tremendous operation in terms of greenhouses, cattle, sheep.

- Scott Miller mentioned that Carbon County Meats has contacted two commissioners. Joel said that they went back and forth on Beartooth loans, and they found a private lender to fund them.
- Thanks to Myrna for putting in for the funding to get these Owls. Hopefully will improve our meetings.

Dept. of Ag applied for a grant to offer TA for the REAP applications.

- Nan: Joel will be 1 of 3 for the State (train the trainer)

We got some funding through one of the other FADCs collaboratively to do more on Farm to School initiative. May have Myrna assist with those efforts.

Jacy Head, Economic Development: Traveling back from her panel presentation at the IEDC Conference in Dallas, TX. See her submitted report in the board materials.

Myrna Lastusky, Operations Support

- Attended Leadership 32 yesterday in Stillwater County. Great event (1st of 5 monthly workshops) with 10 women from Stillwater County. Discussed leadership, values, emotional intelligence, and visited Tippet Rise.
- Bozeman Trail mapping work – field work at end of August – checking mileage markers for driving tour, taking photos, working through edits on the narrative and driving tour. Have begun discussions on next step of having a phone app.
- Marketing promo materials – have a couple items coming before our Expert Week booth at BSED on Sept. 29th.
- WAS involved in many meetings with our two RCDI grants, but am pulling back from those due to time constraints.
- IRP application – working with Nan to get this submitted next week in hopes of receiving \$750,000 more in loan funds to help area businesses.

Regional Roundup:

Lorene Hintz, Small Business Administration

- New housing projects in downtown Billings; one multi-family project in Laurel; Jackson Court LMI housing is almost complete.
- Billings bypass, inter-belt loop, and Skyline Trail work are all in progress.
- Anticipated conversations with Sun Country, Delta, and American airlines for expanded coverage to Billings.
- Rio Sabina's is closing. Not sure why.
- LURA plans to upgrade within the TIF District.
- A group visited the new First Federal Bank and Trust.
- New City Brew going up on 17th and Grand. Going up all over.
- BSED is having annual meeting on Oct. 11th.
- Check out *The Vault* – Kayla and Marcell are interviewing some great people on this podcast.
- Healthcare Summit for students on Oct. 27th
- Manufacturing Day to get students interested in these jobs.
- Expert Week is next week – one day for attorneys, one for accountants, and one for marketing. Can book a slot to ask questions of these experts. Then Friday is a trade show with booths with 16 different resource partners, including Beartooth RC&D. 70 slots for experts, and 75% are filled so far. We got great feedback last year from the attendees. Last year the experts really enjoyed it and the attendees loved it.

Commissioner Don Jones, Yellowstone County:

- Lorene covered most of it.
- Interim Marijuana zoning laws have been working on; there are some in places they aren't supposed to be.
 - City of Billings banned them, but there are pockets of County property within City that haven't been annexed in.
 - Lot of misinformation out there . . .
 - Danny said revenue from marijuana tax went down last year.
- *Yellowstone County News* says Metra made \$3.7 million. Not sure about the math since we actually lost \$2.6 million.
- HB-819 bill for vertical, high-density housing – 2 bills in one
 - 1st part is COR
 - Go to Section 9 and there is funding for water/sewer/etc for high-density housing. Dan Villa or Don can answer questions. MBOI will administer it.

Stephanie Ray, Stillwater County:

- EDA road project on Fiddler Creek & West Rosebud is just about complete – slip roads are about done.
- Leadership 32 class. Steph participated in Leadership 49 in Park County and would love to get it going in other counties including Carbon County.
- City of Columbus: huge sewer main project happening and will be done second week of Oct.
- Beaver Creek Wind Farm with 88 turbines will be breaking ground in late fall/early spring.
- BSTF project will be wrapping up soon on the Industrial/Business Park and excited to compete for some new business opportunities in Stillwater.
- Very active leadership group in Stillwater – lots going on!
- Old fairgrounds will become the new law and justice center. It is shovel-ready and just need some funding.

Danny Choriki, City of Billings:

- New airport director is amazing. Doing a lot of outreach. (side note: Kerri went to college with him in Fairbanks, AK – crazy!). Cape Air got the contract.
- Family Justice Center is coming together great. Core idea is to have one location where family violence survivors could get all the services available. This has been a trend for about 20 years around U.S., and we'll be the first in Montana. Huge opportunity for all providers to use the same data systems and be more connected. Will help to see where the gaps are and set better goals. YWCA has room for us to start it there and City set aside \$200K to get it started. There should be serious traction on it this winter. www.AllianceForHope.org is where you can get more info.
- Rumors of dark fiber around MT. Dark fiber is fiber laid underground but not connected. History of companies who came in, laid fiber, then folded or sold. Trying to figure out how to map it. If it's in our right-of-way or abandoned, the City owns it. If you know anyone or know of the names of people involved, let Danny know. Important for Billings to find that fiber and start using it, especially in Downtown. Banks and other businesses can't get enough bandwidth.
 - Steph said the new Civic Center has to use Starlink because they have no internet – it's a big issue in MT. Starlink is working great for them.
 - Danny: there is money floating around, but it's a complicated issue.
- Today's technology can put a network out across the downtown area. You can connect to your internet from other locations.

Dan Lowe, Big Horn County Conservation

- On four boards including City/County Planning Board and Weed District.

- Managing aquatic check stations. Enlightening and challenging.
- Our budget is about \$30,000/month. Challenging to find workers who are willing to show up to work for the paycheck.
- 310 permits – not too many this year.
- Love coming to our board meetings and seeing all the energy.

Commissioner Scott Miller, Carbon County:

- 3 bridges being completed from flood and will be done in December.
- West Rosebud Road (\$20 million) should get done plus a boat dock. The lake will get used by everyone, not just the people who live up there.
- Some county bridges are 100 years old and want to convert them to culverts. Working with engineers. Will be cheaper and will last longer.
- Bridge getting put in at Chance across the Clarks Fork.
- Amtrak is coming through in next 3-5 years. Big Sky Passenger Rail is likely going to happen through Bridger and down through Wyoming. Line will extend to Denver and south.
- Spent \$1 million to buy Cedar Wood Villa Nursing Home. Carbon County has lived in 6 different buildings for all offices. Will put all current offices in Red Lodge into one location. Residents can park nearby and visit all offices and not walk all over town. 2- to 4-year project.
- Health Dept. is doing great with schools and providing service to seniors and the county. Need to hire nurses and are having issues getting that done.
- Also looking for sheriff's deputies. Good wage and healthcare, but not a lot of available housing.
- Passed our county budget and stayed at average growth over the last 5 years (3%) – only went up a bit due to flood. Trying to get FEMA to repay still.
- Engineers and commissioners are fighting with Forest Service and others to get stuff done.
- Increased budget for employee growth and road equipment. Need to make improvements.
- Harvest time – farmers seem to be happy; trying to keep roads open to them.
- Mill levy that Red Lodge Ambulance went for failed miserably, so their services will be impacted. Won't be able to support nearly as far or as fast.
- Fromberg – City Council vote coming with no people on the ballot. Nobody signed up; just have 2 write-ins.
- Fromberg – American Legion building has to be torn down and start over. Need some grants or loans to help them. Send any ideas to Scott.
- County sold Joliet property for \$425,000. Signed paperwork today. Made money off of it.

Meeting adjourned at 2:33 pm.

Next Beartooth RC&D Board Meeting: November 16th in Stillwater County.

Beartooth RC&D Area, Inc.

Board of Director’s Meeting Agenda

Meeting 1:00 P.M. Thursday, November 16, 2023

Sibanye Stillwater Conference Room

517 West 1st Ave Big Timber, MT



1:00 pm	<p><u>Meeting Called to Order</u></p> <p>Pledge of Allegiance, Introduction of Members and Guests</p> <p>Review Board Minutes</p> <p><u>Congressional Updates</u> Josiah Porcel (Sen. Tester) Tory Kolkhorst (Sen. Daines) Emily Schneller (Rep. Rosendale)</p> <p><u>Treasurer/Financial Reports</u></p> <ol style="list-style-type: none"> 1. Treasurer Update 2. RC&D Financials 3. RLF Financials 4. Audit <p>MOU’s</p> <p><u>Staff Reports – Program/Project updates</u></p> <ol style="list-style-type: none"> 1. Food/Ag Program – Joel Bertolino 2. Revolving Loan Fund – Nan Knight 3. Economic Development/ CRDC – Jacy Head 4. Operations Support- Myrna Lastusky <p><u>Regional Roundup</u> – <i>News and updates from regional members on projects and activities in key CEDS categories.... (see topics on next page)</i></p> <p><u>Next Beartooth RC&D Area, Inc. Board of Directors Meeting</u></p> <p><i>January 18, 2023- Yellowstone County, MT</i></p>	<p>Chair</p> <p>Chair, All</p> <p>Chair, All</p> <p>Hauge/Knight</p> <p>Bertolino</p> <p>Bertolino Knight Head Lastusky</p> <p>Roe et al</p>	<p>Action</p> <p>Information</p> <p>Information Action Action Action</p> <p>Information</p> <p>Information Information Information Information</p> <p>Information</p> <p>Information</p>
2:30 PM	<p>Adjourn</p>		<p>Information</p>

Regional Roundup

CEDS SWOT

Our goals for the Roundup are to find out what’s happening in the area, keep the conversations focused, inform the others attending the meeting, and to tie it all back to and reinforce the importance of the CEDS. Please help us identify the projects in their area that fit into our CEDS categories:

- Infrastructure
 - Housing
 - Transportation
 - Broadband
- Economy
 - Upturns or downturns in industry sectors
 - New business openings (or closures)
- Communication
 - Marketing and outreach
- Services
 - Health care
- Natural Resources
 - Agriculture
 - Energy
- Human Capital
 - Workforce
 - Education

NOTES:

Beartooth RC&D Area, Inc. Board of Director's Meeting MINUTES September 21, 2023

<p>1:00 pm</p>	<p><u>Meeting Called to Order</u></p> <p>Pledge of Allegiance, Introduction of Members and Guests</p> <p>Review Board Minutes</p> <p><u>Congressional Updates</u> Josiah Porcel (Sen. Tester) Tory Kolkhorst (Sen. Daines) Emily Schneller (Rep. Rosendale)</p> <p><u>Treasurer/Financial Reports</u> 5. Treasurer Update 6. RC&D Financials 7. RLF Financials 8. RMAP</p> <p>Resolution for USDA-IRP EPA Policy Updates</p> <p><u>Staff Reports – Program/Project updates</u> 5. Food/Ag Program – Joel Bertolino 6. Revolving Loan Fund – Nan Knight 7. Economic Development/ CRDC – Jacy Head 8. Operations Support- Myrna Lastusky</p> <p><u>Regional Roundup</u> – <i>News and updates from regional members on projects and activities in key CEDS categories.... (see topics on next page)</i></p> <p><u>Next Beartooth RC&D Area, Inc. Board of Directors Meeting</u> <i>November 23rd, 2023- Big Timber/ Columbus, MT</i></p>	<p>Chair</p> <p>Chair, All</p> <p>Chair, All</p> <p>Hauge/Knight</p> <p>Knight Head</p> <p>Bertolino Knight Head Lastusky</p> <p>Roe et al</p>	<p>Action</p> <p>Information</p> <p>Information Action Action Information</p> <p>Action Action</p> <p>Information Information Information Information</p> <p>Information</p> <p>Information</p>
<p>2:30 PM</p>	<p>Adjourn</p>		<p>Information</p>

**Beartooth RC&D
Board Meeting Minutes
September 21, 2023 – 1:00 pm
Roberts Fire Hall**

Members Present:

Joel Bertolino, BRCD
Nan Knight, BRCD
Myrna Lastusky, BRCD
Dan Lowe, Big Horn Conservation District
Commissioner Scott Miller, Carbon County
Ryan VanBallegooyen, Billings Job Service
Commissioner Melanie Roe, Sweet Grass County
Stephanie Ray, Stillwater County
Lorene Hintz, BSED
Danny Choriki, Billings City Council
Tory Kolkhorst, Sen. Daines' Office
Joey Grewell, on behalf of Emily Schneller, Rep. Rosendale's Office
Kerri Crowe, Workforce Services Development
Commissioner Don Jones, Yellowstone County

Present on Zoom: Thank you, Sibanye-Stillwater Mine, for the grant to help us purchase our Meeting Owls!
Josiah Porcel
Brent Moore

Meeting Called to Order: Chair VanBallegooyen called the meeting to order.

Pledge of Allegiance, Introduction of Members and Guests

Review March Board Minutes (Action): Melanie Roe motioned to approve. Scott Miller seconded.
Motion carried.

Congressional Updates:

- **Tory Kolkhorst (Sen. Daines)**
 - Continue to see service issues with USPS throughout state. Lost packages are a huge issue. Sen. Daines wrote a letter to Postmaster DeJoy about this.
 - Possible government shutdown – Every year the Senator joins on the “no budget, no pay” act to prevent members of Congress from getting paid if they can't pass a budget.
 - Biden admin came after MT way of life by delaying/halting funding to schools to teach gun safety/hunter safety – Senator is pushing back.
 - Safer Banking Act – will be considered for Senate Banking Committee next week to protect MT businesses from liberal initiatives in the ESG movement.
 - Introduced bipartisan bill to help promote cloud computing. Sen. was in private sector for 30 years with Gov. Gianforte.
 - Introduced a bill to unlock public access and improve forest management on over 100,000 acres of public land.

- **Josiah Porcel (Sen. Tester)**
 - Sen. Tester’s bipartisan defending hunters’ education act – would require Dept. of Ed. to restore school dollars for school archery, gun safety, and hunter education programs. Biden admin blocked funding for gun safety programs. Growing up in MT, hunters’ safety is a critical issue – we’re all proud of our heritage. Pushing back on that.
 - Top of mind is avoiding a government shutdown. Lot of action right now on House side. Over 1 million federal employees and troops overseas wouldn’t get paid.
 - Sen. Tester and Sen. Daines both sent letters to Postmaster General Louis DeJoy on delays with post office, which is hitting Bozeman and rural areas hard. Trying to see improvement with staffing and other issues.

- **Joey Grewell – here on behalf of Emily Schneller (Rep. Rosendale)**
 - Great to be here!
 - Emily is sad to be absent – she is out on medical leave.
 - Rep. Rosendale did 28 stops in a couple weeks – very busy.
 - Did Energy Tour with Rep. Andy Biggs & Eli Crane of Arizona. They went to Sibanye-Stillwater Mine, Yellowtail Dam, Colstrip, the CHS refinery, ate at Greycliff Mill, attended Billings Air Show, and many businesses.
 - Continuing resolution to fund government. The DOD rule bill – voted on again today and didn’t pass again. Planned to do CR right after and now will need to renegotiate. Rep. Rosendale is a strong no on both bills due to spending concerns.
 - Farm Bill – expires on Sept. 30th. Looks like new one won’t be passed, so there will likely be some sort of continuing funding mechanism. Rosendale will support it.
 - Joel: What kind of timing? Joey said it could be a ways down the road – probably 6-8 months.

Treasurer/Financial Reports: Nan Knight (RC&D Financials / RLF Financials / RMAP) (Action)

- RLF funds: right now we have 21 loans, over 1.7 million loaned out.
- \$352,000 available
- Seeking more funding
- We have \$300,000 we can drawdown for microloan funds but need to deplete the \$150,000 first.
- 2 SSBCI loans are out there; one has started paying back and the other has first payment next month.
- The RLF side of Beartooth has been extremely busy even with the higher interest rates.
- Newest loan is for a garbage can cleaning business. Nan described the truck that cleans and sanitizes garbage cans.
 - Ryan commented on how much money is out there for RLF – and yet we are looking for more to help more businesses.

Revolving Loan Fund Books- August 2023

Loan Client Review

<u>County</u>	<u># of loans</u>	<u>\$ Loaned out</u>	
Big Horn	2	\$176,832.99	
Stillwater	1	\$144,938.45	
Yellowstone	12	\$891,049.76	
Carbon	3	\$370,629.62	
<u>Sweet Grass</u>	<u>2</u>	<u>\$148,235.77</u>	Total:
	20	\$1,731,686.59	

- One Yellowstone county loan paid off.
- One new SSBCI loan in Yellowstone county for a start-up business.
- loan in Hardin moved to October for closing.
- Looking to applying for another IRP in September with board approval.

Bank Balances as of August 31, 2023 Total available for lending

Bank of Joliet- RMAP to be drawn down)	\$ 150,728.49	\$ 150,728.49	\$300,000 (still waiting
Bank of Joliet – RMAP LOAN LOSS	\$ 2,500.00	\$ 0.00	
Bank of Joliet EDA	\$ 8,627.73	\$ 8,627.73	
Bank of Joliet-CDBG	\$ 69,232.95	\$ 69,232.95	
Bank of Joliet- IRP	\$ 198,388.94	\$ 92,888.94	
Bank of Joliet-Fromberg	\$ 31,406.21	\$ 31,406.21	
		Available: \$ 352,884.32	

Restricted Accounts		Principal amounts paid back	
FIB – SSBCI 2.0	\$ 148,621.00	\$ 508.23	BOJ-
	SSBCI 2.0	\$ 79,651.50	

Beartooth 2023 Budget

<i>2023 Income</i>	<i>2023</i>	
	Budget	Actual
AG-FOOD AND AG CENTER	45,000	33,706
Specialty Crop Block	35,000	25,116
BOARD - EDA SPONSOR DUES	56,979	43,382
BOARD-INTEREST INCOME	400	419
BOARD-FOUNDATION MONEY	3,300	3,641
RLF-STAFF REIMBURSE	15,000	
RLF-ORIG FEES	5,000	2,093
CRDC	71,000	67,466
EDA - GRANT	70,000	55,000
BSTF ADMIN \$	4,000	
RCDI (Big Horn)	2,500	3,810
RCDI (Red Lodge)	4,000	1,125
Pass- Through		71,078
	312,179	306,836
Expenses for 2023		
TOTAL STAFF EXPENSE	244,441	160,807
COMMUNICATIONS	7,000	4,829
EQUIPMENT & VEHICLE	6,000	3,326
CONTRACTUAL	25,000	108,924
SUPPLIES	7,000	1,862
TRAVEL	7,500	3,243
OTHER	11,500	7,951
EXPENSE TOTAL	308,441	290,942
		15,893

Statement Ending: 08/31/2023

Checking Account: \$95,505.51
Savings Account: \$65,073.30
Building Account: \$4,488.53

Revolving Loan Fund Books- October 2023

Loan Client Review

<u>County</u>	<u># of loans</u>	<u>\$ Loaned out</u>	
Big Horn	2	\$201,096.56	
Stillwater	1	\$144,466.74	
Yellowstone	12	\$889,437.20	
Carbon	3	\$367,769.38	
<u>Sweet Grass</u>	<u>2</u>	<u>\$148,235.77</u>	Total:
	20	\$1,751,005.65	

- One Yellowstone county loan will be paid off this month.
- One loan in Hardin closed last month.
- 1st RMAP TA drawdown
- 2022 Daft Audit completed for review and approval.

Bank Balances as of October 31, 2023 Total available for lending

Bank of Joliet- RMAP waiting to be drawn down)	\$ 152,198.53	\$ 152,198.53	\$300,000 (still
Bank of Joliet – RMAP LOAN LOSS	\$ 2,500.94	\$ 0.00	
Bank of Joliet EDA	\$ 8,877.47	\$ 8,877.47	
Bank of Joliet-CDBG	\$ 80,846.40	\$ 80,846.40	
Bank of Joliet- IRP	\$ 137,766.10	\$ 92,766.00	
Bank of Joliet-Fromberg	\$ 31,441.83	\$ 31,441.83	
		Available: \$ 352.884.32	

Restricted Accounts		Principal amounts paid back	
FIB – SSBCI 2.0	\$ 148,621.00	\$ 1,257.91	BOJ-
SSBCI 2.0	\$ 79,651.50	\$ 499.81	

**Beartooth 2023
Budget**

<i>2023 Income</i>	2023	
	Budget	Actual
AG-FOOD AND AG CENTER	45,000	33,706
Specialty Crop Block	35,000	25,116
BOARD - EDA SPONSOR DUES	56,979	43,382
BOARD-INTEREST INCOME	400	419
BOARD-FOUNDATION MONEY	3,300	3,641
RLF-STAFF REIMBURSE	15,000	
RLF-ORIG FEES	5,000	2,093
CRDC	71,000	67,466
EDA - GRANT/ EIG	70,000	72,500
BSTF ADMIN \$	4,000	
RCDI (Big Horn)	2,500	4,398
RCDI (Red Lodge)	4,000	1,591
Pass- Through		97,503
	312,179	351,815
Expenses for 2023		
TOTAL STAFF EXPENSE	244,441	199,865
COMMUNICATIONS	7,000	5,793
EQUIPMENT & VEHICLE	6,000	3,991
CONTRACTUAL	25,000	118,131
SUPPLIES	7,000	8,521
TRAVEL	7,500	7,605
OTHER	11,500	8,765
EXPENSE TOTAL	308,441	352,671
		-856

Statement Ending: 10/30/2023

Checking Account: \$91,156.70

Savings Account: \$65,261.56

Building Account: \$4,488.53

Beartooth RC&D Staff Project Updates

November 2023

FOOD AND AG DEVELOPMENT CENTER PROJECTS

Beartooth FADC

Beartooth FADC activities include a November 9th meeting with Department of all Food and Ag Development Centers for a farm to school training as part of the federal funding received by the network to increase the amount of local montana foods purchased for schools and institutions. Beartooth FADC staff assisted businesses with the GTA grant pre applications in October. Beartooth FADC staff has been on regular meetings and trainings on becoming a technical assistance provider for USDA Rural Energy for America grant applications the funding was applied for and received through the Montana Dept. of Ag for funding technical assistance for the USDA Rural Energy for America program.

Growth Through Ag Projects and USDA Projects

Beartooth FADC has worked with several businesses on Growth Through Ag and USDA VAPG grants some of these will have an opportunity to be granted funding and we will continue to assist them in completing their business expansion projects. –

S Ranch Meats

Location- Custer, MT

Contact- Hannah Knutson

S ranch meats is a family owned and operated beef business. The ranch operates a 6000 head ranch and developed a USDA meat processing plant in Hardin, MT. They have developed their own line of packaged meats sold at local restaurants and through Facebook and word of mouth marketing. Beartooth FADC has been worked with USDA VAPG specialists to assist the business in applying for \$250,000.00 in operating funds to expand their direct to consumer branded beef business. They have not been selected for the funding this round.

Oswald Farms

Location- Joliet, MT

Contact- Melissa Oswald

Oswald Farms operates a generational ag operation that raises cattle feeds them, has them processed at a local USDA plant and sells their own branded beef products to local restaurants and locally through Facebook. They have developed their own retail location to sell their meat products and other local foods and it is located near the intersection of highway 310 and 312 both heavily traveled roads. Beartooth FADC has been working with USDA personnel with the business to apply for a Value Added Producer Grant for \$250,000.00 to expand their direct to consumer beef business. Oswald Farms application has been selected for funding these operating funds will help them grow their direct beef sales business and their new retail store.

Speedy and Flo's Sweet Corn

Location- Hardin, MT

Contact-Flo Ramirez

Beartooth FADC worked with Tina Toyne of Big Horn County Economic Development to assist Flo Ramirez and his wife. They started growing fresh produce and sweet corn for local sales over ten years ago on a one-and-a-half-acre garden plot. Their business has grown and they now raise 25 acres of sweet corn and have a 4-acre garden, they sell all of their fresh produce at locations in Hardin, several in Billings, Joliet, Miles City and Absarokee as well as in northern Wyoming. Beartooth FADC and Tina Toyne assisted them on developing a GTA Marketing Development Assistance Grant for custom made bags for their fresh produce that will have their logo and Facebook information for their customers. The application for GTA marketing assistance was successful and we assisted them in applying for the GTA program for the development of their greenhouse.

J&D Meats

Contact- Jon Schneider

Location- Hardin, MT

Beartooth FADC was invited by Tina Toyne of Big Horn County Economic Development to visit with J&D Meats a small meat processing operation that has a retail front selling fresh meats and lunches in Hardin. The business was purchased in 2021 after years of operating as Buds Catering and has been refurbished. The business is looking to continue to grow and is interested in the USDA RMAP micro entrepreneur funding through our revolving loan funding. Beartooth will work with Tina Toyne to set up a time to visit further about the RMAP funding.

Yellowstone Pasta

Location- Billings, MT

Contact-Henry Kennah

Henry is a former chef for Jakes in Billings that started making fresh pasta using Montana hard red durum wheat. He was referred to us by our partners Kayla and Lorene at SBDC who are assisting him with business planning. Beartooth FADC met with Henry and discussed his equipment needs for expanding his business and the Growth Through Ag grant and loan program. Beartooth FADC assisted Henry in developing a GTA application for equipment that would help him grow the business.

Undammed Distilling

Location-Billings, MT

Contact- Allen Hodges

Allen Hodges started Undammed Distilling in Billings approximately two years ago and utilizes Montana ingredients in his spirits, he is looking to expand his business. Beartooth FADC met with him to discuss the Growth Through Ag funding opportunity for equipment. Beartooth worked with Allen to develop a pre application for the GTA grant.

Greycliff Mill

Contact- Daniel Seylor

Location- Greycliff, MT

Beartooth staff has been in communication with Greycliff mill in Big Timber to discuss funding sources for their value added ag operation. The value added business mills local grains used in the breads that are served at their restaurant and coffee shop, they plan to use local milk to make a line of cheeses and grow sweet corn, beans, apples and berries which will be utilized to be sold fresh and in jams.



On Going Projects

Montana Prime Meats

Contact- Lamont Herman

Location- Big Horn County and Billings, MT

Beartooth FADC assisted Montana Prime Meats with the development of a GTA grant in 2021 and have continued to follow up with the business, they opened a retail outlet to sell their beef and lamb products raised on the Herman Ranch in Big Horn County and it has developed a following. They are now looking for funding to expand their offerings to include fresh cuts of Beef and Lamb. Beartooth Staff visited their business to discuss the potential use of the RMAP funding for their expansion project. Beartooth FADC continues to work with Lamont on his business expansion.

Yellowstone Valley Farm

Contact-Reuben Stahl

Location-Laurel

Reuben Stahl has a family greenhouse business growing basil and selling to FSA and Sysco, he would like to add another greenhouse to keep up with increased demand this last year. Beartooth staff visited Yellowstone Valley Farms and discussed the Rural Energy for America Program for funding to improve the energy efficiency of his greenhouse operations to lower the businesses energy bills. Beartooth RC&D assisted Reuben with developing a GTA grant and will assist when he is interested in a USDA REAP application for his greenhouse expansion.

Primitive Meats

Contact- Kelsey Grice

Location- Worden, MT

Kelsey Grice and her husband are looking for funding assistance through the GTA grant to help them with construction costs and equipment for their start up meat processing business. This Business also applied for an ARPA Value Added Ag Grant, Beartooth FADC put the business in contact with a local engineering firm to discuss the plans for their plant. Their application was approved for \$150,000.00, Beartooth FADC has been in contact with the owners now plan to start construction of their plant this summer or fall.

Becky's Berries- Absarokee, MT

Contact- Becky Stahl

Location-Absarokee

Beartooth FADC has been assisting Becky with locating specialized assistance in recipe development for a new line of products she is currently working on. They have now completed their recipes for a line of mustards and we are now helping them on developing a process for filling and packaging the products. Beartooth FADC has worked with MMEC to get resources to visit Becky to talk about the equipment and design for implementing this new process. Beartooth met Becky and Tim at the business with Nan Knight and Lane Gobbs to discuss their new line products and what equipment they will need to develop an efficient process.

Beartooth FADC initiated contact with the following businesses

Beartooth FADC Outreach

- **Beckies Berries- Absarokee, MT**
- **Fishtail General Store – Fishtail, MT**

- Economic Development/ CRDC / EDA PPG / EPA Brownfields
 - BSTF- this will be changed to the Montana Growth Fund; program guidelines should be announced in November
 - Stillwater County Industrial/Business Park Feasibility Study – another project extension has been requested to MT DOC, this project must be completed by 12/30/2023
 - USDA BHC RCIDI Grant – training continues with Tina Toyne
 - USDA RLACF RCIDI Grant- training and communication continues with Angela Getchell
 - Next reporting period will include:
 - USDA RCIDI Quarter reports (2)- Jan 2023
 - CRDC Quarter report- the end of Jan2023
 - EDA Partnership Planning Grant report- Jan 2023
 - BSTF Quarter report- one final report at the end of the project
 - Helping Hands Food Bank in Hardin- Phase II assessment is complete, waiting on next steps
 - Former Rocky Fork Inn site in Red Lodge- Structural assessment occurred on August 30th; the inspection occurred on the 31st; the Phase I assessment was conducted on September 8th. Once the closing date is announced, the Phase I ESA will be conducted then the demolition and disposal
 - Community-Wide Brownfield Assessment Grant- awaiting approval on pre-award compliance review; then the RFP will be released for the QEP(s)
 - MCF-MT Disaster Recovery Fund grant- all funds have been distributed; Myrna can give a better update on recipients and amounts awarded
 - DOC-Business Attraction – attending monthly check-in meetings & quarterly site selector calls
 - Additional Clients that were worked with:
 - One Health
 - Sandstone School
 - Little Big Horn Camp
 - Town of Lodge Grass
 - Sports Hut
 - Carl Hamming

Frequently Used Acronyms

BIA – Bureau of Indian Affairs
BLM – Bureau of Land Management
BRCD – Beartooth RC&D
BSEDA – Big Sky Economic Development Association
BSTF – Big Sky Trust Fund
CDBG – Community Development Block Grant
CRDC – Certified Regional Development Corporation
CEDS – Comprehensive Economic Development Strategy
CTEP – Community Transportation Endowment Program
EDA – Economic Development Administration
EDD – Economic Development District
FADC- Food and Ag Development Center
GIS – Geographic Information Systems
GPS – Global Positioning System
GTA- Growth Through Ag Grant and Loan
HOME – Montana Home Investment Partnerships Program
HUD – US Department of Housing and Urban Development
IRP – Intermediary Relending Program
LESA – Land Evaluation Site Assessment
MBOI – Montana Board of Investments
MDOA- Montana Department of Agriculture
MDOC – Montana Department of Commerce
MDOL – Montana Dept. of Labor
MDOT – Montana Dept. of Transportation
MDFWP – Montana Dept. of Fish, Wildlife and Parks
MEDA – Montana Economic Developers Association
MMEC- Montana Manufacturing Extension Center
NADO – National Association of Development Organizations
NHS – Neighborhood Housing Services
NRCS – Natural Resource Conservation Service
RBDG – Rural Business Development Grant
RC&D – Resource Conservation & Development
RCDI – Rural Community Development Initiative
RD – Rural Development (a division of USDA)
RCPP- Regional Conservation Partnership Program
REAP- Rural Energy for America Program
RLF – Revolving Loan Fund
RMAP- Rural Micro entrepreneur Assistance Program
SBA – Small Business Administration
SBDC – Small business Development Center
SSBCI- State Small Business Credit Initiative
TIFD – Tax Increment Finance District
TSEP - Treasure State Endowment Program
USDA – United States Department of Agriculture
USFS – United States Forest Service

File Attachments for Item:

8. Council Workshop Minutes of November 21, 2023.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 21, 2023**

A regular Council Workshop was held in Council Chambers and called to order by Council President Sparks at 6:30 p.m. on November 21, 2023.

COUNCIL MEMBERS PRESENT:

<input 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
Matt Wheeler, Public Works Director

Public Input:

There were none.

General Items

1. Appointment to the Laurel Airport Authority for the Remainder of a five-year term ending June 30, 2024.

Council noted that Mr. Wise lives in Billings. They questioned if Mr. Wise was eligible to sit on this Board. It was clarified that the residency requirement for the Laurel Airport Authority is that they reside within Yellowstone County. The Civil Attorney is looking into how the two entities work together. Once she has gathered information, she will disperse it to the Council.

A Council Member noted that many people throughout the County have hangers located at the Laurel Airport.

Executive Review

2. Resolution - A Resolution Of The City Council Approving A Memorandum Of Understanding For The 2023-2026 Collective Bargaining Agreement Between The City Of Laurel And Local Union 316, American Federation Of State, County, And Municipal Employees, AFSCME Regarding Timecard Procedures And Boot Allowance.

The Public Works Director stated this MOU is to rectify errors in the CBA. This MOU is to change the language to match the practices we have already been doing. The last CBA had an MOU correcting the boot allowance to \$250. The \$200 typo remained in the contract. This MOU

rectifies that error. It was also noticed that the CBA states sick must be used in one-hour increments. Currently, the practice has been to use half-hour increments. This MOU aligns the contract language to reflect the practice that is being done.

It was questioned how many pairs of boots they receive each year. It was clarified that it is one pair of boots per employee per fiscal year. It was further clarified that these boots are their primary footwear to do their job.

It was questioned if the Union agreed to this MOU. It was clarified that the Union has already executed this MOU.

3. Ordinance No. O23-04: An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits.

There will be a public hearing at next week's meeting.

4. Ordinance - An Ordinance Amending Title 12, Chapter 12.32.050 Of The Laurel Municipal Code Related To The City Tree Board.

There is more interest in serving on the Tree Board. We try to keep our Boards/Committees/Commissions at odd numbers as there is no tie-break mechanism within the Boards/Committees/Commissions structure. Currently, this Board has six members. They would be adding one member. There are also changes to add consistent language within our LMC.

Council Issues

The Civil Attorney, Clerk/Treasurer, and the Court Clerk will be meeting with various agencies to collect the Court receivable. They hope to be able to put together a recommendation to come before Council in the near future.

Emergency Services Committee will meet on Monday, November 27, 2023, at 6:00 p.m. in Council Chambers.

Council wished everyone a Happy Thanksgiving.

Reminder: this weekend is Small Business Saturday. Various local businesses will be participating this year.

Other Items

Attendance at Upcoming Council Meeting

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

Announcements

The council workshop adjourned at 6:47 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Brittney Harakal". The signature is written in a cursive style with a large, looping initial "B".

Brittney Harakal
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.

File Attachments for Item:

9. Budget/Finance Committee Minutes of November 14, 2023.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, November 14, 2023**

Members Present: Richard Klose, Michelle Mize, Emelie Eaton, Heidi Sparks

Others Present: Kelly Strecker, Mayor David Waggoner

The meeting was called to order by the Committee Chair at 5:40 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve October 23, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of October 23, 2023. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. Chief Langve presented a purchase requisition for a new patrol car for his department. The department will be purchasing a 2024 Dodge Durango. On the purchase requisition chief stated that Ford is not taking any special orders until 2025. This item was budgeted in the FY 23-24 budget. The cost of the new patrol car is estimated to cost about \$63,000. Matt Wheeler also presented a purchase order for a new transmission for one of the garbage trucks. He felt as if we needed to fix the transmission as he was quoted \$479,000 for a new truck. The cost of the repair is \$25,063.92. Michelle Mize moved to approve purchase requisitions for the new vehicle and the transmission. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
3. Review and recommend approval to Council; claims entered through November 9, 2023. Heidi Sparks moved to approve the claims and check the register for claims entered through November 9, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the 2023 October Utility Billing Adjustments, Emelie Eaton moved to approve the 2023 October Utility Billing Adjustments. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending October 29, 2023, totaling \$238,631.12. Heidi Sparks motioned to approve the payroll register for the pay period ending October 29, 2023, totaling \$238,631.12. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business –Kelly spoke about HB 355, which is a grant for existing infrastructure, or for repairs and upgrades. She stated that this grant is only for cities and that counties were excluded this time. She stated that the city is in the process of getting a list of projects together. Kelly explained that this grant is a 25% total project match. The city is entitled to about \$488,000.

Emelie Eaton asked, since the motor vehicle department has full access of the old court sparce could the rent be raised? The mayor stated that he has brought that to the attention of county commissioner Ostlund, and Ostlund stated that if the city raised the rent, they would discontinue motor vehicle service in the City of Laurel.

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending October 29, 2023.
2. Mayor Update – The Mayor stated that the South Fourth Street project is completed, and that the training session that was held on Monday November 13th was very good.

3. Clerk/Treasurer Financial Update-Kelly stated that she is beginning to work on a list with Matt regarding the HB 355 grant funding. She explained that several of the radio licenses are due this year and has been in communication with the FCC trying to get these updated. These licenses renew every ten years, so it has been a challenge to renew them as most of the contact information is incorrect. Kelly stated that she is busy balancing October cash as well.

Announcements –

4. The next Budget and Finance Committee meeting will be held on November 28, 2023, at 5:30 pm.
5. Richard Klose is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:23 p.m.

Respectfully submitted,



Kelly Strecker
Clerk Treasurer

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

File Attachments for Item:

10. Appointment of James Wise to the Laurel Airport Authority for the Remainder of a five-year term ending June 30, 2024.

October 30, 2023

Mayor Dave Waggoner

Members Laurel City Council

Mayor and Council Members,

My name is James (Jim) Wise, residing at 2202 Avalon Rd, Billings, Mt.

I would like you to consider this as my request for appointment to the open position on the Laurel Airport Board.

I have a Cessna airplane that I have had hangered at the Laurel Airport for the past five years.

I have had a pilot's license for 63 years with more than 5000 hours logged flight time.

In addition, I have had over 50 years of experience in different positions in the business world.

Thank you for your consideration.

James Wise

406-855-0327

File Attachments for Item:

11. Resolution No. R23-87: A Resolution Of The City Council Approving A Memorandum Of Understanding For The 2023-2026 Collective Bargaining Agreement Between The City Of Laurel And Local Union 316, American Federation Of State, County, And Municipal Employees, AFSCME Regarding Timecard Procedures And Boot Allowance.

RESOLUTION NO. R23-87

A RESOLUTION OF THE CITY COUNCIL APPROVING A MEMORANDUM OF UNDERSTANDING FOR THE 2023-2026 COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF LAUREL AND LOCAL UNION 316, AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, AFSCME REGARDING TIMECARD PROCEDURES AND BOOT ALLOWANCE.

WHEREAS, the City of Laurel and Local Union 316, American Federation of State, County, and Municipal Employees, AFSCME (hereinafter “the Union”) have negotiated a Collective Bargaining Agreement for Years 2023-2026 (hereinafter “the CBA”), which has already been approved by the City and the Union;

WHEREAS, the City and the Union have agreed to memorialize certain additional provisions of the Union employees’ employment by way of a Memorandum of Understanding, attached hereto and fully incorporated herein (hereinafter “the Timecard Procedure and Boot Allowance MOU”), and formalize them in the MOU;

WHEREAS, these terms specifically apply to Timecard Procedures and a Boot Allowance for Union Members and do not modify any other terms and conditions of the CBA or other MOUs entered into between the City and the Union; and

WHEREAS, City personnel and Union personnel have agreed that the MOU is in the best interests of both parties.

NOW THEREFORE LET IT BE RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Timecard Procedure and Boot Allowance MOU between the Union and the City is hereby approved and effective upon the date written herein.

Section 2: Execution. The Mayor is hereby given authority to execute the MOU on behalf of the City.

Introduced at a regular meeting of the City Council on the 28th day of November, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 28th day of November, 2023.

APPROVED by the Mayor the 28th day of November, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

MEMORANDUM OF UNDERSTANDING
BETWEEN City of Laurel, Laurel Library Board of Trustees, American Federation of State, County and
Municipal Employees (AFSCME) Local 316
VACATION/SICK/COMP TIMECARD PROCEDURE & BOOT ALLOWANCE

Date: November 9, 2023

Regards: Contract Adjustments Acknowledging Past and Current Practice

Items:

Article XI - Annual Vacation Leave, Section 10.

“Vacation charges and credits shall be charged to the nearest ~~full~~ half hour.”

Article XII - Sick Leave, Section 8.

“Sick leave charges and credits shall be charged to the nearest ~~full~~ half hour.”

Article XV – Health, Safety and Welfare, Section 4, subsection a.

“ ... The City shall only be responsible to pay ~~\$200~~ \$250 toward the purchase of safety footwear. Any amount above the ~~\$200~~ \$250 shall be paid by the Employee.”

Explanation:

Annual/Sick/Comp: Past Practice and current practice for years has been employees rounding to the nearest half hour, not full hour. This mistake was noticed in the contract in October and both the City and Union have a desire for the contract language and practice to be the same and clear.

Boot Allowance: The Boot Allowance was increased to \$250 during the 2021 fiscal package of the 2020-2023 Collective Bargaining Agreement during the session concluded on July 26, 2021 at 3:55pm. MOU attached. This update fully clarifies the language that should have been updated back in 2021.

This MOU is tied to the Collective Bargaining Agreement dated 2023-2026 as it modifies specific language present in that document. This MOU will dissolve when the language is either left static or re-negotiated in 2026.

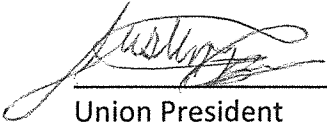
This MOU does not modify any portions of the CBA unless specifically noted above; and all provisions remain in effect as negotiated.

ATTEST:

Dated this _____ day of _____, 2023

City Mayor

Dated this 16 day of November, 2023



Union President

File Attachments for Item:

12. Ordinance No. O23-04: An Ordinance Amending Title 12, Chapters 12.18.010 And 12.18.060 Of The Laurel Municipal Code Related To Special Events Permits.

ORDINANCE NO. 023-04

AN ORDINANCE AMENDING TITLE 12, CHAPTERS 12.18.010 AND 12.18.060 OF THE LAUREL MUNICIPAL CODE RELATED TO SPECIAL EVENTS PERMITS.

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating Chapters, Sections, and Subsections to address situations and problems within the City and to remain in accordance with Montana law;

WHEREAS, City Staff prepared, reviewed, and approved the following amendments to the existing LMC § 12.18 *et al*, as noted herein, and hereby recommends the same to the City Council for their full approval; and

WHEREAS, the proposed changes to the existing LMC § 12.18.010 and 12.18.060 are attached hereto and hereby fully incorporated herein. *See* attached revised Chapters and proposed Ordinance changes.

This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on the 14th day of November 2023, upon Motion by Council Member Mize.

PASSED and ADOPTED by the Laurel City Council on second reading on the 28th day of November 2023, upon Motion by Council Member _____.

APPROVED BY THE MAYOR on the 28th day of November 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

Chapter 12.18 SPECIAL EVENT PERMITS

12.18.010 Requirement to obtain special event permit.

- A. It is unlawful for any person to conduct any event in or upon any public street, highway, sidewalk, alley, or other public way owned, controlled, or maintained by or within the city, or knowingly participate in any such event, unless and until a special event permit to conduct such event has been obtained from the city.
- B. It is unlawful for any person to conduct any event in or upon property owned, controlled, or maintained by the city, or knowingly participate in any such event, unless and until a special event permit to conduct such event has been obtained from the city if:
 - 1. The event involves more than ~~fifty~~~~twenty-five~~ people;
 - 2. The event involves the consumption of alcoholic beverages;
 - 3. The event involves the physical alteration to city property;
 - 4. The event involves vending/solicitation; or
 - 5. If fees are to be collected by the permittee for the event.
- C. The following activities are exempt from the special event permit requirement: funeral processions, lawful picketing on sidewalks when the number of participants does not substantially impede, obstruct, impair, or interfere with the free use of the sidewalk or the conduct of business, and activities conducted by a governmental agency acting within its scope of authority.

(Ord. 07-03 (part), 2007)

(Ord. No. O22-06, 11-8-2022)

12.18.060 Insurance and indemnity.

Sponsoring persons, organizations, companies, corporations, or other entities applying for a special event permit shall hold the city harmless and indemnify from any and all claims, damages, loses and expenses arising from the special event. Applicants for a special event permit shall agree in writing to hold harmless and indemnify the city for any and all claims, lawsuits, or liability, including attorney's fees and costs allegedly arising out of the loss, damage, or injury to persons or personal or public property occurring during the course of or pertaining to the special event caused by the events sponsoring organizations, companies, corporations, or other entities, their officers, employees, or agents.

The sponsoring organization shall carry appropriate insurance as required by the city, including comprehensive general liability, automobile liability and/or designated premises liability in the minimum amount of ~~one~~~~two~~ million dollars per occurrence and ~~two~~~~four~~ million dollars aggregate per event or location, and when deemed necessary, the City can require more insurance coverage for higher-exposure events. The city must be named as an additional named insured.

The mayor has the authority to waive the requirements contained in this section. Additionally, the mayor may require insurance coverage in a higher or lower amount based upon the type of special event, the number of persons anticipated to attend the special event, or the anticipated number of persons participating in the special event.

(Supp. No. 20)

Created: 2023-10-23 14:37:20 [EST]

Each applicant shall execute a hold harmless agreement in a form approved by the city agreeing to defend, indemnify, and hold harmless the city against losses and liabilities incurred from the conduct of the applicant or its officers, employees, and agents. The agreement must be submitted to the mayor with the application for a special event permit.

(Ord. 07-03 (part), 2007)

(Ord. No. O14-02, 7-15-2014; Ord. No. O22-06, 11-8-2022)

File Attachments for Item:

13. Ordinance O23-05: An Ordinance Amending Title 12, Chapter 12.32.050 Of The Laurel Municipal Code Related To The City Tree Board.

ORDINANCE NO. 023-05

AN ORDINANCE AMENDING TITLE 12, CHAPTER 12.32.050 OF THE LAUREL MUNICIPAL CODE RELATED TO THE CITY TREE BOARD.

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating Chapters, Sections, and Subsections to address situations and problems within the City and to remain in accordance with Montana law;

WHEREAS, City Staff prepared, reviewed, and approved the following amendments to the existing LMC § 12.32.050, as noted herein and on the attached, and hereby recommends the same to the City Council for its full approval; and

WHEREAS, the proposed changes to the existing LMC § 12.32.050 are attached hereto and hereby fully incorporated herein. *See* attached revised LMC § 12.32.050 changes.

This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on the 28th day of November 2023, upon Motion by Council Member _____.

PASSED and ADOPTED by the Laurel City Council on second reading on the 12th day of December 2023, upon Motion by Council Member _____.

APPROVED BY THE MAYOR on the 12th day of December 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

12.32.050 Creation and ~~E~~establishment of a ~~C~~city ~~T~~ree ~~B~~board.

There is hereby created and established an ~~A~~advisory ~~B~~board to the ~~C~~city ~~C~~ouncil which will be known as the ~~C~~city ~~T~~ree ~~B~~board for the ~~C~~city of Laurel ("~~B~~board") which shall consist of ~~seven (7) five~~ members who are residents of ~~the~~s ~~C~~city or who live within two miles thereof, ~~and~~ who shall be appointed by the ~~M~~mayor with ~~the~~ approval of the ~~C~~ity ~~C~~ouncil. The members shall come from different interest groups including homeowners, tree professionals, street department, and city government.

(Ord. 05-1 (part), 2005)

(Ord. No. O11-04, 3-15-2011)