

**A SPECIAL COMMISSION MEETING OF APRIL 30, 2018 WHICH WAS HELD AT THE CENTRAL MONTANA COMMUNITY CENTER AND STARTED AT 5:30 P.M.**

**CALL TO ORDER**

Chairman Turk called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Turk asked everyone to stand and say the Pledge to the Flag.

**ROLL CALL**

Present were Commissioners: Dunnington, Doney, Hewitt, Loomis, Oldenburg and Turk. Commissioner Byerly was absent.

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

1. Public hearing to hear comments on Resolution No. 3961, a resolution authorizing the submission of a Community Development Block Grant (CDBG) application to assist in skill development for new employees of the future Central Feed Grilling Company

Chairman Turk opened the public hearing to hear comments on Resolution No. 3961, a resolution authorizing the submission of a Community Development Block Grant (CDBG) application to assist in skill development for new employees of the future Central Feed Grilling Company. City Manager Holly Phelps explained that the City was approached by Snowy Mountain Development Corporation (SMDC) on behalf of Central Feed Grilling Company to apply for CDBG funds to train future employees of the Company. As a requirement of the application a public hearing must be held. Commissioner Oldenburg asked if we knew the amount of the grant we are apply for. Ms. Carly Wheatley, Community Coordinator for SMDC explained that the application will be for \$125,000 which is \$5,000 per employee. Commissioner Hewitt asked where or how the employees will be trained. Ms. Wheatley explained that Ms. Julie Walsh has some employees that will do the training but will be bringing in some consultants also. Ms. Julie Walsh commented that they have some industry people that will be coming to help with the training and a consultant on retainer that will also be helping with the training. Commissioner Loomis asked if they had employees already in mind for hiring. Ms. Walsh commented that they have just started advertising and City Manager Phelps stated that this application must be submitted prior to any hiring as a requirement of the grant. Commissioner Oldenburg asked how many they intend to employ. Ms. Walsh said that will be a little complicated because they want to give employees some flexibility in if they want to work 20 hour or 40 hours but estimate having between 25 to 35 employees. Chairman Turk asked for any more comments from the audience or Commission. There being none, the public hearing was closed.

2. Discussion and action on approving Resolution No. 3961, a resolution authorizing the submission of a Community Development Block Grant (CDBG) application to assist in skill development for new employees of the future Central Feed Grilling Company

City Manager Phelps explained that this resolution authorizes the submission of a CDBG application where the City would be the applicant, SMDC would be the administrator and Central Feed Grilling Company would be the recipient. This will basically be a pass through grant for the City of Lewistown. Commissioner Doney made the motion to approve Resolution No. 3961, a resolution authorizing the submission of a Community Development Block Grant (CDBG) application to assist in skill development for new employees of the future Central Feed Grilling Company and Commissioner Oldenburg seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

3. Discussion and action on approving Resolution No. 3962, a resolution designating an environmental certifying official for the City of Lewistown's Community Development Block Grant (CDBG) application to assist in skill development for new employees for the future Central Feed Grilling Company

City Manager Phelps explained that the Commission did this same type of resolution for a CDBG application and Ms. Wheatley was designated as the environmental certifying official. Typically the planner is designated, but for this particular grant City Manager Phelps will be designated as the environmental certifying official for the 2018 CDBG Economic Development grant. City Manager Phelps further explained that if the City is awarded the grant the funds will be used for training employees for the Central Feed Grilling Company. City Manager Phelps stated that it is rather unusual to have an environmental assessment on a training grant, but it is a requirement of the CDBG application. Commissioner Loomis asked for more explanation. City Manager Phelps explained that there is a checklist that she will have to review and go through the different criteria and it was determined there was no significant impact. Commissioner Doney made the motion to approve Resolution No. 3962, a resolution designating an environmental certifying official for the City of Lewistown's Community Development Block Grant (CDBG) application to assist in skill development for new employees for the future Central Feed Grilling Company and Commissioner Oldenburg seconded the motion. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

4. Discussion and action on approving the environmental check list for the Community Development Block Grant application and recognizing there are no significant impacts

City Manager Phelps explained that the checklist was included in the Commission packet and it has been completed and if approve will be submitted as part of the grant. It was determined that this project had a finding of no significant impacts. Commissioner Oldenburg made the motion to approve the environmental check list for the Community Development Block Grant application and recognizing there are no significant impacts and Commissioner Doney seconded the motion. Commissioner Turk asked if the building had to be inspected as part of the environmental checklist. City Manager Phelps explained that the environmental checklist is for training the employees not the building. City Manager Phelps stated that these activities are in compliance with the environmental requirements of related federal authorities. Commissioner Turk asked for comments from the audience and Commission. There being none, the question was called for and the motion passed unanimously.

#### **CITIZENS' REQUESTS**

There were none.

#### **COMMISSIONER'S MINUTE**

There were none,

#### **ADJOURNMENT**

Chairman Turk adjourned the meeting.

Dated the 30<sup>th</sup> day of April, 2018.

---

Patty Turk, Commission Chairman

ATTEST:

---

Nikki Brummond, City Clerk