

Minutes of Fergus Co. Commissioners Business Meeting
January 17, 2018 – 5:15 p.m.
Fergus County Commissioners
712 W. Main St., Suite 210
Lewistown, MT 59457

Present: Commissioner Ross Butcher, Commissioner Carl Seilstad, Commissioner Sandra Youngbauer and Clerk & Recorder Rana Wichman. Public present: See attached sheet.

CALL TO ORDER:

Presiding Officer Butcher called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES:

Presiding Officer Butcher asked if there were any alterations or corrections to the January 10, 2018 minutes. Hearing none the minutes will stand approved as distributed and they will be on file with the Clerk and Recorder and on the Fergus County Website.

PUBLIC COMMENT ON AGENDA ITEMS: None

PUBLIC HEARING: None

BID OPENINGS: None

PERSONNEL ANNOUNCEMENTS:

- 1) Fairgrounds
- 2) HR Administrative Assistant
- 3) Temporary Maintenance
- 4) Nurse's Office – Part time

ANNOUNCEMENTS / REPORTS:

Dave Byerly did a short presentation on the activities and goals of the Port Authority. Their goals are:

- 1) Marketing and Community;
- 2) Collaboration and Partnerships;
- 3) Workforce; and
- 4) Business Recruitment/Retention

A copy of the notes from their planning session is attached to these minutes.

DISCUSSION / ACTION ITEMS:

- 1) Floodplain Permit #01-2018-FC – Foreman Bank Stabilization: County Planner Pam Vosen presented the information on this project. Commissioner Seilstad moved to approve Floodplain Permit #01-2018-FC as presented. Commissioner Youngbauer seconded. Passed unanimously.
- 2) Heller Building Budget Resolution: Commissioner Youngbauer moved to approve the Heller Building Budget Resolution. Commissioner Seilstad seconded. This is to anticipate the rent paid by the FWP. Passed unanimously.

APPOINTMENTS:

- 1) Insurance Committee: A total of seven applications were received. The three that were received by the deadline were Ryan Peterson, Pam Vosen, and Reid Evans. Sandy Youngbauer moved to appoint these three applicants to the insurance Committee. Commissioner Seilstad seconded. Passed unanimously.
- 2) The four applications that were received after the deadline were from John Anderson, Shandy Songer, Kathy Anderson, and Rick Vaughn. Commissioner Youngbauer moved to appoint John Anderson to the insurance Committee. Commissioner Seilstad seconded. Passed unanimously.
- 3) Commissioner Youngbauer moved to appoint Shandy Songer to the insurance committee. Commissioner Seilstad seconded. Shandy is active with the wellness clinic and other activities and would be a good addition. Passed unanimously.

PUBLIC INPUT: None

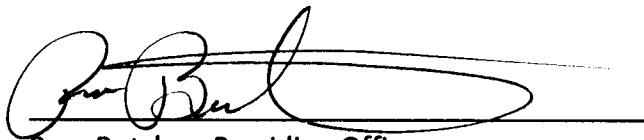
OTHER BUSINESS: None

NEXT MEETING DATES:

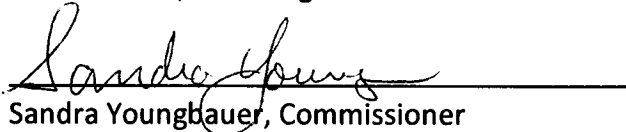
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|---|--------------------------|--|
| January 25, 2018 Thursday, 2:00 p.m. | Regular Business Meeting | Fergus Co. Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457 |
| February 9, 2018 Friday, 2:00 p.m. | Regular Business Meeting | Fergus Co. Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457 |
| February 21, 2018 Wednesday, 5:15 p.m. | Regular Business Meeting | Fergus Co. Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457 |

Reminder: Agenda items are due to the Commissioners 5 days prior to the meeting.

FERGUS COUNTY COMMISSIONERS:




Ross Butcher, Presiding Officer

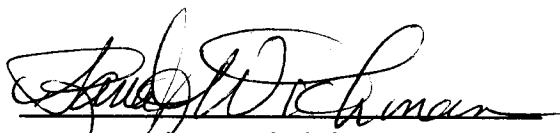


Sandra Youngbauer, Commissioner

Attest:



Carl Seilstad, Commissioner



Rana J. Wichman, Clerk & Recorder

**Fergus County Port Authority Planning Session
January 10, 2018**

GOAL #1: Marketing

Post-It Notes by Group:

- Website
- Web page and Facebook Active
- Continuing outreach to community through News Argus notices and articles
- Figure out how to tell the story nationally
- Port Authority marketing: Business Development packet or “What is our mission?” and “What can we do for you?”
- Live here, work there.
- Establish Port Authority as First Stop for economic enhancement endeavors

Initial Small Group Work: Karen Kuhlmann and Robin Fleming

Goal Statement: To share the FCPA’s story about Central Montana and its willingness to promote the development of new business ventures and its commitment to provide support for the retention of existing businesses.

Action Steps –

- Develop a webpage and social media – outreach presence
- Communicate through News-Argus and KXLO Live
- Create a business development packet
- Revisit establishment of First Responder Group to actively respond to business inquires
- Develop “Live Here-Work There” marketing campaign

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GOAL #2: Collaboration and Partnerships

Post-It Notes by Group:

- Continue to enhance contacts with other agencies – City, County, Billings Economic Group, Etc.
- Reconnect, where necessary, with local partners – Chamber, Venture Network, etc.
- Continue collaboration with other community entities – ^{MSU}~~SMB~~ Extension, Airport Board, Brewery, Creekside Park
- Work with other groups to come together to grow community together
- Continue to explore formal partnership with BSEDC *Big Sky Economic Development*

Initial Small Group Work: Dave Byerly and Chris Cooler

Goal Statement: Continue efforts to collaborate and partner with other organizations to facilitate smart community growth and achieve Port Authority goals.

- Annual report to Fergus County Commissioners – Focus on Goals
- Report to City Commission
- Report to Chamber Board
- Report to Cultural Alliance (LDA, A&E, Art Center) *Lewistown Downtown Assoc*
- Report to Airport Board *Arts & Entertainment*
- Mid-month report to Port Authority Board and Friends
- Update Port Authority Board and Friends e-mail List
- Explore possibility of quarterly Economic Development Newsletter involving local organizations – inform, involve, engage
- Visit BSED again. Report, connect, solicit feedback on our efforts.
- Explore stronger and/or more formal partnership with BSED

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GOAL #3: Workforce

Post-It Notes by Group:

- Determine education venue for skills needed in the community
- Workforce program
- Childcare
- Create a program for the training and development of employees for area businesses
- Skilled workforce – apprenticeship. Discussions move forward with high school, community, etc.
- Lewistown “Works” after BlgsWrX meeting, develop local effort, take to state
-

Initial Small Group Work: Mike Dowdy, KellyAnne Terry and Tony Brown

Goal Statement: Develop and maintain a strong and sustainable Lewistown workforce.

- Evaluate other workforce programs statewide, in particular Billings Works.
- Determine skills and education needs/demands for this community.
- Create an avenue/system for training and apprenticeships
- Support this workforce to facilitate success
 - Childcare, promote flexibility, encourage employee retention

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GOAL #4: Business Recruitment/Retention

Post-It Notes by Group:

- Town and Country
- Make T&C Foods reality
- Get Town and Country here!
- Contest for Business Plan - Business Incubator – Young Entrepreneurs
- Secure 2 new businesses to start/move to Lewistown
- Identify one other out-of-area employer and go after them
- Business retention

Initial Small Group Work: Bret Carpenter and Pete Peterson

Goal Statement: Business Recruitment

- Two new out-of-area businesses
 - Town and Country – Continue communications and support if needed (help with barriers)
 - Brewery – done – no further action but continued support
- Recruitment
 - Establish state connections to be top of mind
 - Marketing campaign with follow-up on any interest shown
- Business Park
 - Continue to push forward
- Retention
 - Continue to learn from others on the specifics

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Dave Phillips Notes via Discussions

- State Government
 - Department of Labor & Industry
 - Department of Commerce
 - One central theme/message
- Billings – Partner with “Incubator”
- Sponsor one public meeting a year
 - Symposium? Business update?
- Concept of Work
 - Update? Upgrade?
- Childcare shortage in Lewistown
- CMMC

2018 Goals – Post-It Notes, Not Ranked

- Push, move ball on Berg property
- Assist in the coordination of local housing groups to produce tangible results
- As new board member – learn institutional knowledge/successes
- *Designated airport business park*
- Business Park
- Formal business park resolution by airport board that can be advertised

Long Term Goals – Post-It Notes

- Education Center Expansion
- Internships and apprentice programs
- One-stop economic development shop
- *Partnerships: working together to overcome or “reframe” the obstacles of development*
- 3-5 years – make Business Park shovel ready
- Get Business Park going
- Continue working with Airport Board to develop Business Park
- Work with State, go to the State, start seeking businesses
- Add one business each year and help establish
- Lure a business here
- Explore Venture Capital Partnerships to help grow region
- Follow-up on Billings meetings, invite, work with Billings on business expansion
- Meet with Billings group in 2019
- Housing
- Be “missile renovation” ready
- Part-time resource person, possibly with City, County, SMDC, CMMC others

