

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 05, 2019**

A Council Workshop was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:30 p.m. on November 5, 2019.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Bruce McGee	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Scot Stokes	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Bill Mountsier

OTHERS PRESENT:

Bethany Langve, Clerk/Treasurer
Nick Altonaga, Planning Director
Kurt Markegard, Public Works Director

Public Input:

There were none.

General Items

1. Appointment of Victoria Wessel and Michael Cassou to the Laurel Volunteer Ambulance Department.

Mayor Nelson read the attached letter from Ambulance Director Hutchens.

Executive Review

2. Resolution - A Resolution Authorizing The City-County Planning Board To Begin The Update To The Growth Management Plan And Expending The Budgeted Funds.

Nick Altonaga, Planning Director, stated this resolution is officially giving the Planning Board and Planning Director the order to begin work on the Growth Management Plan. At the last Planning board meeting, discussed pre-planning steps. The goal is to focus on the current state and what the Laurel community's future will look like. To establish growth and development priorities. To develop long-term strategic visioning for what we want to see the Community become. To Create comprehensive goals and objectives. To set the groundwork for City Staff to follow.

It was questioned when the last Growth Management Plan was passed. It was clarified that the Growth Management Plan was adopted in late 2013. It is set to be reviewed every five years as required by the State. It should just need to be reviewed and tweaked each time accordingly. Staff weighs in during this process as well. The goal is to use the Growth Management Plan to springboard into various other plans.

3. Resolution - Approving An Amendment To The Contract With High Point Networks For The City's Voice Over Internet Protocol (VOIP) Service And Support Services.

This change order is a small change to the contract. When bidding the contract, High Point Networks thought they had counted all appropriate switches. When going through with our IT provider, they found two additional switches that were not easily visible. These switches allowed for data transfer but did not allow for voice transfer as well. The additional cost is \$2900 over the original price. Redundancy has been addressed; hard lines have been addressed. So there will be no disruption in the 911 service. Our system has not seen an update since the 60s or 70s.

4. Resolution - A Resolution Of The City Council Adopting The Yellowstone County Emergency Operations Plan On Behalf Of The City Of Laurel, Montana.

KC Williams, Director for Yellowstone County Disaster & Emergency Services, stated most of Yellowstone Counties' critical infrastructure is located in Billings and Laurel. The last time the plan was updated was 2011. The plan is supposed to be reviewed every two years. The local emergency planning commission worked on revising the plan. This plan meets current FEMA, Federal, and State requirements.

Mayor Nelson stated he and spoken with the Public Works Director is identifying a secondary location to run City business should something happen to City Hall.

It was questioned where Council could access the plan. It was clarified that the document was 104 pages in length. To let the Clerk/Treasurer know, and she would send one out. The City will receive a hard copy once all resolutions are signed.

It was questioned if it could be placed on the Cities website. It was clarified upon adoption; the document will be located on the County's website. The City can link to their website.

5. Resolution - Approving An Amendment To The 2019 Pavement Maintenance Contract For The City Of Laurel And Authorizing The Mayor To Sign All Change Order Documents On The City's behalf.

Kurt Markegard, Public Works Director, stated that City Staff requested a change in the project's scope. The bid came in lower than expected. The goal is to get as many repairs done as possible. City Staff will work with KLJ to identify the areas that need to be addressed. This task order will cover the additional time needed. All work was completed in October before all the snow. Crews worked hard to get the work done.

Council Issues

6. Discussion with KLJ regarding the West Railroad project.

Mayor Nelson stated that KLJ representatives would not be present at tonight's meeting. The Public Works Director, Utilities Plant Superintendent, and the Mayor met with KLJ earlier today discussing the meeting City Staff had with the State. There are a few questions that need to be answered before proceeding. Ensuring that spending money on a task order will offer value and

what that value will be. One question was, would work be duplicated by the State, and if so, how much of the work would be duplicated. Once the State starts the project, they will finish the project. If the costs are greater than what is in the Urban Route fund, the City will pay the difference. This task order would give the City an idea of what the real cost will be. When the State estimated the cost, they did not give hard figures; it was a rough estimate. The task order should list out what items would be done and the value of each item.

Kurt Markegard, Public Works Director, stated this is a hybrid project and therefore uncharted territory. There is no template to follow. Stormwater needs to be addressed before moving forward with this project. Dumping stormwater into the Southside is not an option as it will further deteriorate the roads. There is a stormwater drain by Fox lumber but would need to get the water there. It is not clear if the grade would be sufficient. KLJ can do a drone survey to be able to identify options for dealing with stormwater. There is a water line that goes under the 5th Avenue crossing that was placed in the 1990s that is still good, so that is not an issue with this project.

It was questioned if Council can expect to see something within the next month. It was clarified that as long as all questions have been answered, they would bring forward at the next Workshop.

It was questioned if CHS has been approached to assist with this project since its truck traffic deteriorates this road the most. It was clarified that there would be discussions with the County on this matter.

The Public Works Director shared videos and photos from various projects over the summer.

Other Items

Review of Draft Council Agendas

7. Review Draft Council Agenda of November 12, 2019.

Attendance at Upcoming Council Meeting

Council Members Wilke and Klose will be absent from next week's meeting.

Announcements

Monday is Veterans Day. There will be a celebration at 10:00 a.m. at MSUB.

Park Board will have a meeting Thursday, November 7, 2019, at 5:30 p.m.

Council was reminded they are invited to the Fire Department meeting tomorrow evening.

Public Works will have a meeting on November 18, 2019, at 6:00 p.m.

Council was reminded they are invited to the Annual KLJ Breakfast next Friday from 7:30 a.m. to 9:30 a.m.

The council workshop adjourned at 7:51 p.m.

Respectfully submitted,

Brittney Moorman
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.



LAUREL

EMERGENCY MEDICAL SERVICES

215 W 1ST St, Laurel, MT 59044 | Phone: (406) 628 - 1611 | Fax: (406) 628 - 7351

10/11/2019

Dear Mayor:

I would like to recommend two individuals for appointment to the ambulance service.

The first is Victoria Wessel, a Nationally Registered EMT. Victoria comes to us from Central Valley Fire in Belgrade. Additionally, she is a full-time 911 dispatcher for the City of Billings. Victoria has a passion for emergency medical services. She is very sharp and would make an excellent addition to the team.

The next is Michael Cassou. Ironically, Michael also worked at Central Valley Fire in Belgrade for some time as well. Michael is now a full-time firefighter with the Billings Fire Department. Michael is tremendously intelligent, and is excited to begin working with our service in a patient care provider role.

Both of these individuals are highly proficient at what they do. They would make great assets to the City.

Thanks,

Riley Hutchens, NREMT
EMS Director