

MINUTES OF THE CITY COUNCIL OF LAUREL

MARCH 24, 2020

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 Tom Nelson at 6:32 p.m. on March 24, 2020.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks

Richard Herr

Richard Klose Irv Wilke

Don Nelson

COUNCIL MEMBERS ABSENT: Bruce McGee Scot Stokes

OTHER STAFF PRESENT: Stan Langve, Police Chief

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

Mayor Nelson asked the Council to observe a moment of silence.

MINUTES:

Motion by Council Member Eaton to approve the minutes of the regular meeting of March 10, 2020, as presented, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

CORRESPONDENCE:

- Laurel Chamber of Commerce Agenda for March 12, 2020; Laurel Chamber of Commerce Minutes of February 13, 2020.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims for the month of March 2020 in the amount of \$39,648.42.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Clerk/Treasurer Financial Statements for the month of February 2020.**
- **Approval of Payroll Register for PPE 3/8/2020 totaling \$197,988.08.**

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

Motion by Council Member Eaton to approve the consent items as presented, seconded by Council Member Klose. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee minutes of March 10, 2020, were presented.
- REVISED Library Board Minutes of January 14, 2020, were presented.
- Library Board Minutes of February 11, 2020, were presented.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

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SCHEDULED MATTERS:

- **Appointment of Rick Musson to the Cemetery Commission for the remainder of a term ending June 30, 2020.**

Motion by Council Member Klose to approve the Mayor's appointment of Rick Musson to the Cemetery Commission for the remainder of a term ending June 30, 2020, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Appointment of Haley Swan to the Laurel Police Department**

Motion by Council Member Nelson to approve the appointment of Haley Swan to the Laurel Police Department, seconded by Council Member Sparks.

Stan Langve, Police Chief, introduced Ms. Swan to Council, and read the attached letter. He thanked the Council for their timeliness on this appointment. There was a last-minute opening at the Law Enforcement Academy on April 7th.

There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R20-15: Resolution Relating To \$3,055,000 Tax Increment Urban Renewal Revenue Bond (Laurel Urban Renewal District), Series 2020; Authorizing The Sale And Prescribing The Forms And Terms Thereof And The Security Therefor**

Motion by Council Member Sparks to approve Resolution No. R20-15, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R20-16: A Resolution Of The City Council To Vacate An Alley Located Between Lots 14-18 Of Block 4 Of Hageman Subdivision And Lots 1-5 Of Block 5 Of Hageman Subdivision 1st Filing Within The City Of Laurel.**

Motion by Council Member Herr to approve Resolution No. R20-16, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R20-17: Resolution Awarding Hardrives Construction, Inc. The Contract For The City Of Laurel's 2020 Pavement Maintenance Project And To Authorize The Mayor To Sign Contract Documents On The City's Behalf.**

Motion by Council Member Wilke to approve Resolution No. R20-17, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R20-18: Purchasing Policy Amendment.**

Motion by Council Member Eaton to approve Resolution No. R20-18, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

COUNCIL DISCUSSION:

The Senior Center remains closed for dining. They are still doing meals on wheels. Anyone who needs a meal can call in the day before, and they will have their meal ready for pick up between 11:00 a.m. and 12:30 p.m.

A Council Member stated that with the bid for Hardrives coming in under bid, they would like additional streets to be looked at with the remaining funds. Mayor Nelson stated there would be a change order coming.

Council thanked the School District Teachers, First Responders, Healthcare Workers, Sanitation Workers, Grocery Store Employees, and Truck Drivers for making our world move forward right now. Budget/Finance Committee has moved their meeting start time to 5:00 p.m. until the COVID situation is resolved. This will give more time to discuss matters coming up.

MAYOR UPDATES:

Mayor Nelson stated that there was an Executive Order from the Governor today. That Executive Order was handed out to Council, see attached.

Mayor Nelson also stated that he met with Yellowstone County Emergency Command. The County is proactive and organized. They will be listing a Public Information Officer.

Mayor Nelson reminded residents to stay healthy and do their part to keep this from spreading.

It was questioned if the hours will be changing for the City. Mayor Nelson clarified that they would look at what changed will need to be made. Ambulance is already working overtime and coding it to COVID-19. Anything above normal expenses resulting from COVID-19 will be coded appropriately.

It was further questioned if City Hall will be changing its hours of operation. It was clarified not yet, the Clerk/Treasurer has not received any complaints, and traffic has been light.

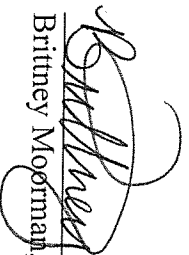
It was noted that the DMV office is not allowing more than four people in the office at a given time.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Sparks to adjourn the council meeting, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

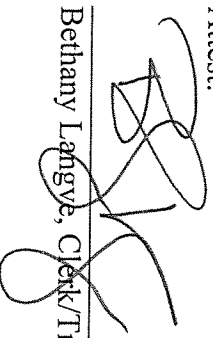
There being no further business to come before the Council at this time, the meeting was adjourned at 7:02 p.m.


Britney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 14th day of March 2020.


Thomas C. Nelson, Mayor

Attest:


Bethany Langye, Clerk/Treasurer



Laurel Police Department
215 W. 1st Street Laurel, Mt. 59044 • Phone 406-628-8737 • Fax 406-628-4641

Chief of Police Stanley J Langve

March 19, 2020

TO: Mayor Tom Nelson

Re: Conditional job offer / Patrolman

On January 17th, 2020 a vacancy was created at the Laurel Police Department with the resignation of an Officer. On January the 21st, 2020 I posted the vacant position internally. I received no bids for the position. I sent invitations to apply for individuals listed on the Montana Law Enforcement testing Consortium who had expressed interest in working for the Laurel Police Department. I then advertised the position to Montana law enforcement agencies, inviting P.O.S.T. certified officers to apply. I received 14 completed applications.

On March 17th the Laurel Police Commission and members of the Laurel Police Department conducted 11 interviews and Bpad exercises. Based upon the cumulative interview and Bpad scores, Haley Swan was the top candidate. Haley has been interested in a law enforcement career from an early age. She received her Bachelor of Science, Criminal Justice degree from MSU Billings in December of 2017. As part of that degree program, Haley interned with the Laurel Police Department from May to August of 2017. Haley has been employed with the Montana Women's Prison as a Correctional Officer since March of 2018. Haley is not only excited to begin her law enforcement career but is excited that it is with the Laurel Police Department. It is my recommendation that Haley Swan be offered a conditional offer of employment and appointed to the Laurel Police Department



Chief Stanley J Langve
Laurel Montana Police Department
215 West 1st Street
Laurel, MT 59044
Office (406) 628-8737

OFFICE OF THE GOVERNOR
STATE OF MONTANA

STEVE BULLOCK
GOVERNOR



MIKE COONEY
L.T. GOVERNOR

TO: Montanans; all officers and agencies of the State of Montana
FROM: Governor Steve Bullock
DATE: March 24, 2020
RE: Directive Implementing Executive Orders 2-2020 and 3-2020 providing measures for the operation of local government

Executive Orders 2-2020 and 3-2020 declare that a state of emergency exists in Montana due to the global outbreak of COVID-19 Novel Coronavirus. Cities, towns, and counties in Montana have followed suit and declared various states of emergency under the provisions of Title 10, Chapter 3, Part 4 of the Montana Code Annotated.

In consultation with local public health authorities, local governments are pursuing mitigation strategies to reduce the risk of new infections. These strategies include modifications to work hours, office access, and work practices. Because these decisions are local, the impacts to local service delivery are varied and based on local government decisions and local risk factors.

To address the emergency, local governments have requested additional flexibility under state law (1) to modify certain required business hours during the emergency, particularly where local government offices cannot operate under routine procedures while observing safe social distancing practices, (2) to modify aspects of local government sick and vacation leave policies developed under state law for health-affected workers during the emergency, and (3) to toll and hold in abeyance certain statutory deadlines during the emergency.

In consultation with representatives for these local governments, as well as emergency management professionals and state public health authorities, I have determined that the requested flexibility to local governments is necessary to respond to the emergency and to protect public health and human safety.

In accordance with the authority vested in me under the Constitution, Article VI, Sections 4 and 13, and the laws of the State of Montana, Title 10, Chapter 3 and Title 50, Chapter 1, MCA, and other applicable provisions of the Constitution and Montana Law, I hereby direct the following measures be in place in the State of Montana effective immediately:

- Local governments may modify the hours that their offices are open for the transaction of business. Strict compliance with § 7-4-2211, MCA, § 3-6-106, MCA, §7-4-102, MCA, and other related statutes governing the business hours of local governments in Montana are suspended during the emergency, but only to the extent necessary to respond to the emergency and to protect public health and safety.
 - Local governments modifying office hours under this Directive must first obtain approval from their political subdivision or its delegates, and should endeavor to maintain compliance with state laws for office hours wherever it can be accomplished safely.

- Local governments are not relieved of state law requirements to maintain office hours for those offices and functions that are necessary for the maintenance of public health and human safety.
 - Local governments must, whenever practicable, continue providing services via phone or other electronic means to limit the disruption in outward facing government services as much as possible and practicable.
- Local governments may modify their vacation and sick leave policies in response to the emergency to minimize the economic impact on their employees. Such policies may include permitting impacted employees who have exhausted their leave to accrue negative balances of sick or vacation time for the duration of the emergency. Local governments will bear all legal and financial responsibility related to any such policy modifications. Strict compliance with the local government portions of § 2-18-601 *et seq.*, MCA, and related statutes is suspended for this limited purpose only, and only to the extent necessary for responding to the emergency.
- Local governments may modify their employment policies, including modifications to the minimum work-week hours requirements. Strict compliance with the § 7-5-411, MCA, and related statutes is suspended but only to the extent necessary for responding to the emergency.
- Local governments may toll and hold in abeyance certain deadlines provided in state law and regulation including the deadlines provided at:
 - Title 7 – Local Government
 - Chapter 2, Part 43-48
 - Chapter 5, Parts 1 and 42
 - Chapter 5, Part 2123(2)
 - Chapter 15, Parts 42-43
 - Chapter 21, Part 10
 - Title 76 – Land Resources and Use
 - Chapters 1-8
 - Local Government actions relating to ARM 17.36 Subdivision/On-Site Wastewater Treatment (Chapters 1,3,6,8,9)
- Strict compliance by local governments with deadlines provided in the above rules and statutes is suspended only to the extent necessary to respond to the emergency, and only for the duration of the emergency. Deadlines may be reinstated by further Directive.
 - Deadlines already running when the statewide state of emergency was declared on March 12, 2020, are tolled as of March 12, 2020.
 - Deadlines that began running after that date are tolled on the date they began.
 - Tolling ceases with the end of the declared emergency, or an earlier date if specified in a future Directive.
- A local government may not toll a statutory deadline with an effect on public safety or human health.
- All other portions of the above rules and statutes remain in effect, including all other procedural requirements.
 - Local governments are encouraged to find ways to provide for the right of public participation consistent with social distancing practices, including virtual participation where legal and practicable.

Authorities: Section 10-3-104, MCA; Executive Orders 2-2020 and 3-2020; Montana Constitution, Art. VI, Sections 4 and 13; §§ 10-3-103, -302, and -305, MCA; §§ 50-1-202, -203, and -204, MCA; and all other applicable provisions of state and federal law.

Limitations

- This Directive is effective immediately and expires at the end of the declared state of emergency in Executive Orders 2-2020 and 3-2020.
- This Directive shall be implemented consistent with applicable law and subject to the availability of appropriations.
- This Directive is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the State of Montana, its departments, agencies, or entities, its officers, employees, or agents, or any other person.