



**MINUTES  
CITY OF LAUREL  
PUBLIC WORKS COMMITTEE  
TUESDAY, FEBRUARY 18, 2025**

The Public Works Committee meeting was called to order at 6:00pm on Tuesday, February 18, 2025, by Committee Chair, Heidi Sparks.

**Members Present:** Heidi Sparks- Chair, Jodi Mackay- Vice Chair, Irv Wilke, Shawn Mullaney, Richard Herr

**Others Present:** Matt Wheeler- Public Works Director

**Public Input:**

**General Items:**

1. Approval of Minutes from January 21, 2025. Irv made a motion to approve the minutes of January 21, 2025. Motion was seconded by Jodi. Motion carried 5-0 to approve the minutes.
2. Emergency Call Out Report- Report attached
  - i. Busy month. All callouts have been related to water leaks, sanding or plowing due to the extreme weather conditions.
3. KLJ Report- Report attached
  - i. Laurel Water Tank Funding- Denied for the grant we previously applied for. We are applying for additional grants, including through the MT DES. MT DES has assigned a grant writer to The City and will be working with KLJ on the grant requirements.
  - ii. Love's Annexation- Love's is looking at installing an 8-inch sewer line. The City has asked for the cost difference to install a larger line, to potentially pay the difference. Love's is looking to install utility this summer.

**New Business:**

4. Shawn mentioned snow removal. There is snow piled in the curb area on 1<sup>st</sup> Ave. Concern over the snow melting- the street is higher, so the runoff won't go down the street, but could run into property. Matt stated they will be removing the snow piles.
5. Richard asked about street maintenance and if there will be any projects this summer. Matt stated just patching and chip sealing scheduled for right now in order to save funds for the West Railroad Street project.
6. Shawn brought up East Railroad out to Walmart needs lighting as well as a sidewalk or asphalt pathway for people walking, especially in the morning and evenings when it is dark. Matt is not sure about the right of way and what the city would be able to put in along that street.

**Old Business:**

7. Update on Stop Signs – Jodi mentioned the flashing stop signs that had previously been talked about. She talked with Chief Langve who stated that there has not been an increase in accidents or complaints for the intersection by the post office as well as East Maryland and 1<sup>st</sup> Ave. With that in mind, may not be in the best interest to spend the money on flashing stop signs. Recommendation is to sit on this for a season and see if there is a need.
8. Update on Fire Hydrant – The fire hydrant by the middle school will need to be dug up and parts replaced once the weather allows. There is an operable fire hydrant over there that can be used, if the need arises.

**Other Items:**

**Announcements**

Next Meeting will be Monday, March 17, 2025, at 6:00pm in Council Chambers

Meeting adjourned at 6:25pm

# Emergency Overtime Callout List

1-1-25

TO

7-1-25

Maintenance Shop 406-628-4773

City Dispatch 406-628-8737

Response Code	X In Column Not accepting Overtime / NA = Not Available / Y = Responding / B=Phone Busy												
Employee Name	Telephone												
Shop Callout		1-18	2-2	2-15	2-16	2-17							
Kevin Budge	406-850-5224	NA1	Y7	Y10	9	Y10							
Jay Hatton	406 860 7525	NA2	NA1	NA1	NA1	NA1							
Keith Guy	406-850-5464	NA3	NA2	NA2	Y10	6							
Wade Spalinger	406-530-4084	NA4	NA3	NA3	2	Y7							
Brandon Gonzales	406-679-0334	NA5	Y8	7	6	NA4							
Aaron Fox	406-694-7456	NA6	NA4	NA4	3	Y8							
Troy Clifton	406-794-7689	NA7	NA5	NA5	4	NA2							
Joel Barnhardt	406-861-6408	Y10	Y9	8	7	Y9							
Bridger Fornier	406-850-8134	8	Y10	9	8	NA5							
Kent Kuntz	406-672-7570	9	NA6	NA6	5	NA3							
Water and Sewer Callout		1-7	1-12	1-20	1-20	1-22	1-23	2-1	2-3	2-6			
Justin Baker	406-321-0208	y1	Y4	3	2	1	Y4	3	1	NA1			
Kevin Hoffman	406-861-7460	y2	1	Y4	3	2	1	Y4	2	NA2			
Daniel Nauman	406-530-4643	y3	2	1	NA1	y4	3	2	Y3	Y4			
Tom Burwell	406-850-5294	y4	3	2	Y4	3	2	1	Y4	3			

Elm Lift Station 628-7773 Village Lift Station 628-5918 Dial 9 after tone to acknowledge alarm

## Wastewater Treatment Plant-628-6474

Autodailer- 628-4866

Response Code	NO= In 1st Column Not accepting Overtime / NA = Not Available / Y = Responding												
Employee	Telephone												
Thomas Henry	406-855-0831												
Cindy Caswell	406-591-9013												
Corey Nicholson	406-351-1876												
Norman Stamper	406-633-3291												

## Water Treatment Plant 628-4410

Response Code	NO= In 1st Column Not accepting Overtime / NA = Not Available / Y = Responding												
Employee	Telephone												
HP Nuernberger	406-696-1008												
Dylan Ceaser	406-861-6620												
Josh Sawyer	406-591-3959												
Sam Waggoner	406-696-0249												
Joe Waggoner	406-633-1879												
TJ Worbel	406-861-7948												
Daniel Waggoner	406-697-7526												

CABLE TV down Tim Johnson 698-6254

Matt Wheeler	Cell# 208-1885	8	One Call Locate - 1-800-424-5555 (City Job # 25663)
Kurt Markegard	Cell# 860-5785	Hm 208-2356	SCHLESSER 628-4221 HESTON 281-0811
			NW ENERGY 1-800-896-7862 LUMPY 406-860-7890
Advanced Pump	406-586-1700		Century Link 1-800-573-1311 Shop 628-7707 Jeff 694-9097
GORDAN ACE ELECTRIC	406-860-5464		NorthwestPipe 252-0142 - Larry E. 656-2856
MDU 1-800-638-3278 / MDT 252-4138			Pace Construction 252-5559 (sewer backups)
MDT Supervisor Tom 655-7903/Kyle 446-2622			SanitarySystemOverflows call DEQ withing 24 hours at406-444-3080

## Call Out - Date and Incident Location

1-7-25 h20 leak Washington ave	2-3 PLOWING SANDING	
1-12-25 H2O LEAK Topeka under trailer	2-6 EMERGENCY LOCATE	
1-18 Sanding streets	2-15 SANDING	
1-20 Sewer Call out	2-16 SANDING	
1-20 Frozen Service Line	2-17 PLOWING	
1-22 Leak Atchison under trailer		
2-1-25 H2O SHUTOFF		
2-2 SANDING		



*City of Laurel Project Status Update*  
*February 14<sup>th</sup>, 2025*



***Laurel Water Tank Funding Project***

***(KLJ # 2304-01608)***

Reason for Project: Existing City water Tank needs to be recoated on the inside and can't happen until City has a backup storage supply. They also have needs for upgrades to their upper pressure zones. See previously approved Water System PER and City of Laurel CIP. This project looks at funding opportunities and provides grant writing services from multiple sources

Project Scope: To research funding alternatives, create packages for submittal, and assist City in finding monies for completing the future water tank and upper pressure zone improvements for the City of Laurel

*Current Status:*

- Task Order Signed by City on 12/13/23
- Met with EDA to discuss Funding on 1/9/24
- Letter of Support from CHS Received
- Letter of Support from Wood's Powergrip
- Submittal uploaded to EDA on 7.11.24.
- Multiple calls back/forth with EDA to clarify information including need for the project, priority for the city, provision of procurement documents, and verification of budget.
- EDA reviewed mid October and are waiting for notice of award - All grants must be awarded (or declined) and contracted/obligated by 12/31/2024.
- As of 12/13/24, EDA is still telling us they don't have an update.
- Notified of EDA denial of funding on 1/7/2025
- KLJ reviewing other opportunities for funding
- Meeting between City and KLJ reviewing denial and other funding sources on 1/16/2025
- As of January 2025 City has spent \$16,917.76 of the \$56,000 budget for funding applications.
- City proceeding with applying for a FEMA for a BRIC grant.
- MT DES has assigned them a grant writer and KLJ is coordinating with them for the information they need.
- Deadline is March 15<sup>th</sup>. By that time City needs a resolution to accept the County Hazard Mitigation Plan and provide FEMA a letter stating they can provide the 25% match.

***5<sup>th</sup> to 7<sup>th</sup> Sewer Line Replacement***

***(KLJ # 2304-01231)***

Reason for Project: Refurbishment of an 8" sewer line between 7<sup>th</sup> Avenue and 6<sup>th</sup> Avenue and a 10" sewer line between 6<sup>th</sup> Avenue and 5<sup>th</sup> Avenue in the alley way between 1<sup>st</sup> Street and Main Street in Laurel, Montana. The existing sewer line experienced several collapses last year.



## City of Laurel Project Status Update February 14<sup>th</sup>, 2025



Project Scope: To replace approximately 363 lineal feet of 8" and 383 lineal feet of 10" and will include the update of 3 manholes and associated surface replacement.

*Current Status:*

- Work Order Signed by City in September 2023
- Survey scheduled for week of October 16<sup>th</sup>, 2023
- Base Drawing created and Working on preliminary design
- Preliminary Plans and EEOC sent to City on 12.14.23
- DEQ Approval received on 2.20.24
- Project began advertising on 3/14/24 and bid open will be 3.28.24
- Project awarded to Western Municipal Construction
- Construction started on June 10<sup>th</sup> 2024
- Sewer Line fully installed and accepted on 7/10/24
- Change Order Requested by City personal put together with cost estimate and submitted to City on 7/10/24
- City reviewed CO#1 cost and elected not to pursue
- Contractor achieved Substantial Completion on 8/1/24
- Contractor achieved Final Completion on 8/20/24
- Release of Retainage request submitted along with reconciliation Change Order
- Warranty walkthrough to occur in August of 2025

### ***Laurel Planning Services (KLJ #1804-00554)***

Reason for Project: KLJ has been retained to provide City of Laurel planning services as needed.

Project Scope: Planning services may include; subdivision, zoning, development, floodplain hazard management, miscellaneous reviews and other related work. KLJ will prepare staff reports, recommendations, and attend meetings upon request.

*Current Status:*

- Zoning Regulations Update.
  - Draft regulations sent to City April 11<sup>th</sup>, 2023
  - Zoning Map approved by Commission on August 16<sup>th</sup>, 2023
  - Staff Recommendation to Zoning Commission to occur on December 20<sup>th</sup>, 2023
  - Back to Planning Board Meeting on 1/17/23
  - City to publish advertisement for Public Hearing
  - To be presented at Workshop on 5/7/24
  - Adoption occurred at Council on 5/14/24
  - 2<sup>nd</sup> Reading and Public Hearing on 5/28/24.
  - Regulations adopted by Council. Minor wording and numbering corrections needed.
  - Wording and numbering corrections made and submitted to Kurt 7/3/24
  - Waiting on final comments from Kurt



## City of Laurel Project Status Update February 14<sup>th</sup>, 2025



- Love's Annexation
  - Annexation Application received 3/25/24
  - Revised Package received by City on 5/2/24
  - City requested KLJ to review on 7/12/24
  - KLJ's review sent back to City on 7/18/24
  - Loves's submitted design for review on 12.10.2024
  - Engineering review and comments sent back on 1.10.25
  - Love's addressing comments
  - Love's 2<sup>nd</sup> package received 2.10.25 (still awaiting updated reports)

### ***Other Notes and Information***

Other potential projects have been identified during recent conversations between City staff and KLJ. City Public Works staff and KLJ task leaders meet monthly to discuss current and future projects. As these are tentative, the timing and extent of KLJ's services are TBD, unless noted otherwise.

#### Anticipated FY24 Projects

- Bulk Water Sales Station
  - Project task order to be started in early 2025
- West 7<sup>th</sup> Street Water and Valve Replacement
  - Pushed back until Town Pump renovations are completed.