



**AGENDA
CITY OF LAUREL
PUBLIC WORKS COMMITTEE
MONDAY, MARCH 21, 2022**

The Public Works Committee meeting was called to order at 6:00pm on Monday, March 21, 2022 by Committee Chair, Heidi Sparks.

Members Present: Heidi Sparks- Chair, Irv Wilke- Vice Chair, Emelie Eaton, Marv Carter, Dan Koch

Others Present: Kurt Markegard- Public Works Director, Dave Waggoner- Mayor

Public Input: None

General Items

1. Approval of Minutes from February 23, 2022- Irv Wilke made a motion to approve the minutes of February 23, 2022. Motion was seconded by Dan Koch. Motion carried 5-0 to approve the minutes.

New Business

2. Emergency Call Out Report- Report attached
3. KLJ Report- Report attached
 - S 4th Reconstruction- Scope listed in the report is incorrect. Will be corrected for the April meeting
 - Sanitary Sewer H₂S Remediation- Only 1 bid received which came in significantly above engineering estimate and was not itemized. Will come before Council in April

Old Business

4. Discussion on Community Meeting follow up for S 4th
 - This has been postponed. KLJ needs to have the design completed for this meeting, will be scheduled once that has been completed

Other Items

Emelie asked about city property annexation and new businesses in Laurel

- Kurt stated the Resolution for annexation given to the planner to file prior to his departure, but was not filed and has not been located. The resolution was not filed. Was missing adjacent right of way as part of the resolution, so will either need to amend the original or redo resolution.
- Chen's Express and City Brew will be going in where the former Burger King was located, Your Pie will be going into the former Taco Johns

Marv Carter asked about the aeration pump at South Pond and asked about the cost of septic dump service compared to Billings rate

- Kurt stated Biologist in Billings looking into having pump replaced and will go out to bid

- Kurt stated septic dump rates are lower than Billings and will bring revenue report to April meeting

Announcements

Next Meeting will be Monday, April 18, 2022 at 6:00pm

Meeting adjourned at 6:50pm.

Emergency Call Out for March 21, 2022, Public Works Committee Meeting

2-24-2022 Turn Off water 220 6th Ave

2-26-2022 Turn off water 2622 Topeka Dr

2-27-2022 Turn off water 2414 Lackawanna Ln

3-18-2022 Turn off water 311 Yellowstone for service line leak



2022 Pavement Maintenance Project (4th Street Reconstruction)

(KLJ #2104-00862)

Reason for Project: To provide yearly maintenance and improvements to the City of Laurel Roads Network.

Project Scope: Miscellaneous annual pavement maintenance design, bidding and construction in locations throughout the City of laurel

Current Status:

- Project is in Design

Lindy Lane Sewer Replacement (KLJ #2014-00018)

Reason for Project: To replace a large capacity sewer main that is cracked and has a high potential for failure.

Project Scope: To remove and replace a 115 lineal foot section of 30" sanitary sewer pipe that is just south of Interstate 90 to a manhole within Lindy Lane.

Current Status:

- Final pay application paid.

Water System PER (KLJ #2104-00147)

Reason for Project: To update the Preliminary Engineering Report that was completed in April 2014 with the most current information.

Project Scope: To Update the existing computer model for the water distribution system; Review pressure zone, tank and booster station alternatives; Analyze up to 3 different sites for a new water tank and explore funding alternative for all potential projects.

Current Status:

- Waiting on information from City

5th Ave. Water Re-Route (KLJ #2104-00118)

Reason for Project: To abandon the existing waterline between W. 11th and W. 12th Streets that crosses existing properties without an easement.

Project Scope: Abandonment of a 12" waterline that connects 11th St. to 12th St north of 5th Ave. in Laurel. A new 12" waterline will connect at the intersection of 5th Ave. and 11th St, route east to 4th Ave.



City of Laurel Project Status Update March 15, 2022



Sanitary Sewer H₂S Remediation (KLJ #1804-00122)

Reason for Project: Buildup of H₂S within the WW collection system has led to deterioration of manholes and other system components.

Project Scope: Complete design and construction administration to address H₂S build-up in the system.

Current Status:

- Survey completed
- Design underway
- DEQ Submittal Approved
- MDT Submittal Approved
- Bid Opening February 24th
- Recommendation of Award February 28th.
- Waiting on City's decision to award.

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. To be scheduled
- Subdivision Regulations Update. In house project
- Annexation of Golf Course. At Planning Board 3/16/2022 (Original Request Withdrawn)
- West Interchange Plan. Local match not budgeted
- Planner/Project Transition. Written interview questions sent to Mr. Coppock
- Lazy KU Subdivision 2nd Filing. Element and Sufficiency Reviews due 2/18 and 3/14

Laurel Capital Improvement Plan (KLJ # 2104-00649)

Reason for Project: KLJ has been retained by the City of Laurel to develop a 5-year Capital Improvement Plan (CIP).

Project Scope: The CIP is primarily a planning tool for annual budgeting to assist Departments and the Governing Body establish project priorities and funding.

Current Status:

RESOLUTION 21-10953

A RESOLUTION SPECIFYING WATER AND WASTEWATER RATE AND FEE SCHEDULE ADJUSTMENTS ENACTED PURSUANT TO TITLE 69, CHAPTER 7, MONTANA CODE ANNOTATED.

WHEREAS, water and wastewater cost of service studies have been completed and water and wastewater rate and fee schedules have been prepared for the municipal water and wastewater utility that would generate adequate funds to operate the utilities, as well as require each customer class of the utilities to pay its fair share of the cost of operating the water and wastewater systems; and

WHEREAS, the cost of service studies anticipate a need for extension, repair, improvement, and continued operation and maintenance of existing and proposed water and wastewater system facilities for the providing of water and wastewater services to inhabitants of the City of Billings, Montana; and

WHEREAS, under Title 69, Chapter 7 of the Montana Code Annotated, and under the terms of City Resolution Number 13585, the City of Billings is authorized to regulate the City's municipal water and wastewater utility and to change water and wastewater rates, fees, and charges as may be deemed by the City Council to be reasonable and just, and

WHEREAS, it is essential to the public health, welfare, and safety of the inhabitants of the City of Billings and its environs to provide an adequate public water and wastewater system and to provide adequate funding to meet the cost of constructing, maintaining, and operating the same;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA:

1. That the following schedule of rates, fees, and charges are found to be just, reasonable, and necessary for the continued sound operation of the water and wastewater utilities and that the proposed rates, fees, and charges are approved, adopted, and published as the rates, fees, and charges of the City of Billings, Montana water and wastewater utilities, effective July 1, 2021 and July 1, 2022.

WATER RATE AND FEE SCHEDULES

Schedule I METERED WATER MONTHLY VOLUME CHARGES

Customers within the City

<u>Customer Class</u>	<u>Effective 7/1/21</u> <u>\$ per kGal</u>	<u>Effective 7/1/22</u> <u>\$ per kGal</u>
Residential		
Tier 1 (0-10,000 Gallons)	\$ 3.72	\$ 3.88
Tier 2 (11,000-32,000 Gallons)	\$ 4.45	\$ 4.64
Tier 3 (33,000-75,000 Gallons)	\$ 5.79	\$ 6.04
Tier 4 (> 75,000 Gallons)	\$ 8.69	\$ 9.06
Non-Residential	\$ 3.20	\$ 3.29
Bulk Water Resellers	\$ 3.86	\$ 4.06
Seasonal	\$ 5.37	\$ 5.48
Multi-Family	\$ 3.70	\$ 3.81

Customers outside the City

<u>Customer Class</u>	<u>Effective 7/1/21</u> <u>\$ per kGal</u>	<u>Effective 7/1/22</u> <u>\$ per kGal</u>
Residential		
Tier 1 (0-10,000 Gallons)	\$ 3.85	\$ 4.01
Tier 2 (11,000-32,000 Gallons)	\$ 4.61	\$ 4.81
Tier 3 (33,000-75,000 Gallons)	\$ 6.02	\$ 6.28
Tier 4 (> 75,000 Gallons)	\$ 9.01	\$ 9.40
Non-Residential	\$ 3.38	\$ 3.49
Resale	\$ 2.81	\$ 3.68

Schedule II MINIMUM MONTHLY WATER CHARGES

Customers within the City

<u>Meter Size</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
3/4"	\$ 8.30	\$ 8.45
1"	\$ 9.35	\$ 9.55
1-1/2"	\$ 11.30	\$ 11.55
2"	\$ 16.20	\$ 16.50
3"	\$ 50.50	\$ 51.50
4"	\$ 65.80	\$ 67.10
6"	\$ 98.70	\$ 100.65
8"	\$ 134.85	\$ 137.55
10"	\$ 200.41	\$ 200.41

Customers outside the City

<u>Meter Size</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
3/4"	\$ 8.95	\$ 9.15
1"	\$ 10.20	\$ 10.40
1-1/2"	\$ 12.30	\$ 12.55
2"	\$ 17.70	\$ 18.05
3"	\$ 54.90	\$ 56.00
4"	\$ 71.50	\$ 72.95
6"	\$ 107.25	\$ 109.40
8"	\$ 146.55	\$ 149.50
10"	\$ 222.20	\$ 222.20

Schedule III PRIVATE FIRE PROTECTION CHARGES

<u>Connection Size</u>	<u>Inside City</u>	
	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
1-1/4"	\$ 29.30	\$ 30.75
1-1/2"	\$ 39.10	\$ 41.05
2"	\$ 62.60	\$ 65.75
3"	\$ 156.35	\$ 164.15
4"	\$ 273.60	\$ 287.30
6"	\$ 625.25	\$ 656.50
8"	\$ 1,094.20	\$ 1,148.90
10"	\$ 1,719.35	\$ 1,805.30
12"	\$ 2,475.95	\$ 2,599.75
14"	\$ 3,370.00	\$ 3,538.50
	<u>Outside City</u>	
	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
1-1/4"	\$ 29.75	\$ 31.25
1-1/2"	\$ 39.60	\$ 41.60
2"	\$ 63.40	\$ 66.55
3"	\$ 158.50	\$ 166.45
4"	\$ 277.35	\$ 291.20
6"	\$ 633.95	\$ 665.65
8"	\$ 1,109.40	\$ 1,164.85
10"	\$ 1,743.35	\$ 1,830.50
12"	\$ 2,510.35	\$ 2,635.85
14"	\$ 3,416.90	\$ 3,587.75

Schedule IV**WATER SPECIAL FEES AND CHARGES**

	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
1.) Application for extension of the water distribution system of the City	\$ 190.00	\$ 190.00
2.) Application for water service line installation permits	\$ 125.00	\$ 125.00
3.) Special agreements	\$ 130.00	\$ 130.00
4.) Water meter accuracy test fee		
(a) Small meter (in shop)	\$ 65.00	\$ 65.00
(b) Large meter (in field)	\$ 200.00	\$ 200.00
(c) Hydrant meter rental (\$/day)	\$ 5.50	\$ 5.50
5.) Construction meter setting and removal fee (\$/meter)	\$ 65.00	\$ 65.00
6.) Fireflow fee (\$/hydrant)	\$ 112.00	\$ 112.00
7.) Turn-on/Turn-off charge		
(a) Normal working hours	\$ 36.00	\$ 36.00
(b) Outside normal working hours	\$ 100.00	\$ 100.00
8.) Water main tapping fee		
(a) Two-inch diameter tap or smaller (\$/tap each visit)	\$ 155.00	\$ 155.00
(b) Over two-inch diameter tap (\$/tap each visit)	\$ 355.00	\$ 355.00
9.) Flushing, testing, and chlorinating fee (\$ each visit)	\$ 155.00	\$ 155.00
<i>--Water for flushing, testing, and chlorinating charged at current seasonal rate per kGal</i>		
10.) Delinquent service charge		
(a) Normal working hours	\$ 80.00	\$ 80.00
(b) After 5:00 p.m. weekdays	\$ 120.00	\$ 120.00
(c) Weekends/Holidays	\$ 260.00	\$ 260.00
11.) NSF fee	\$ 25.00	\$ 25.00
12.) Late payment interest charge (%/month)	1.5%	1.5%
13.) Water service line/fireline repair program fee (\$/month)	\$ 1.30	\$ 1.30

Schedule V**WATER SYSTEM DEVELOPMENT FEES**

Meter or Service Line Size	<u>Effective 7/1/21</u>		
	<u>Residential</u>	<u>Non-Residential</u>	<u>Irrigation</u>
3/4" or less (1 EDU)	\$ 2,950	\$ 8,925	\$ 11,030
1"	\$ 2,950	\$ 15,140	\$ 18,705
1-1/2"	\$ 2,950	\$ 30,270	\$ 37,415
2"	\$ 2,950	\$ 48,435	\$ 59,875

3"	\$ 2,950	\$ 96,875	\$ 119,720
4"	\$ 2,950	\$ 151,370	\$ 187,075

For connections to the water system with meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will forecast the demands on an average day basis. The System Development Fee (SDF) will be calculated as follows: $SDF = (ADD * 8.49) * 1.04$

Where:

ADD is the projected average day demand of the new user in gallons per day,

8.49 equals the unit cost of the existing system buy-in component plus the unit cost of the development related new facility component and .04 equals the administrative fee.

WASTEWATER RATE AND FEE SCHEDULES

Schedule I

WASTEWATER MONTHLY VOLUME CHARGES

Customer Class	Effective 7/1/21	Effective 7/1/22
	\$ per kGal	\$ per kGal
<u>Customers within the City</u>		
Residential	\$ 4.95	\$ 5.08
Large Residential	\$ 4.95	\$ 5.08
Commercial-Domestic Strength	\$ 4.95	\$ 5.08
<u>Customers outside the City</u>	\$ 4.95	\$ 5.08

Schedule IA

MINIMUM MONTHLY WASTEWATER CHARGES

Customers within the City

<u>Meter Size</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
3/4"	\$ 6.95	\$ 7.05
1"	\$ 8.80	\$ 9.00
1-1/2"	\$ 10.80	\$ 11.05
2"	\$ 11.35	\$ 11.55
3"	\$ 18.25	\$ 18.65
4"	\$ 69.25	\$ 70.65
6"	\$ 88.15	\$ 89.95
8"	\$ 132.20	\$ 134.90
10"	\$ 182.60	\$ 186.30

Customers outside the City

<u>Meter Size</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
3/4"	\$ 7.65	\$ 7.75
1"	\$ 9.65	\$ 9.90
1-1/2"	\$ 11.85	\$ 12.15
2"	\$ 12.45	\$ 12.70
3"	\$ 20.00	\$ 20.50

4"	\$ 76.20	\$ 77.70
6"	\$ 96.95	\$ 98.95
8"	\$ 145.40	\$ 148.40
10"	\$ 200.85	\$ 204.95

Schedule IB

LOCKWOOD WASTEWATER MONTHLY CHARGES

<u>Lockwood Sewer District</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
Volume Charge	\$1.466/kGal	\$1.513/kGal
Fixed Monthly Fee	\$ 23,582	\$ 25,239
Surcharge Fee	6%	6%

Schedule IC

PHILLIPS 66 WASTEWATER MONTHLY CHARGES

<u>Phillips 66 Billings Refinery</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
Volume Charge	\$0.604/kGal	\$0.625/kGal
Fixed Monthly Fee	\$ 13,106	\$ 14,032
Surcharge Fee	6%	6%

Schedule ID

EXXONMOBIL WASTEWATER MONTHLY CHARGES

<u>ExxonMobil Refinery</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
Volume Charge	\$0.578/kGal	\$0.597/kGal
Fixed Monthly Fee	\$ 27,775	\$ 29,741
Surcharge Fee	6%	6%

Schedule II

WASTEWATER EXTRA STRENGTH SURCHARGE

<u>Unit Charges</u>	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
X = BOD (\$/lb)	\$ 0.9019	\$ 0.9019
Y = TSS (\$/lb)	\$ 0.5811	\$ 0.5811
Z = TKN (\$/lb)	\$ 1.7217	\$ 1.7217

WASTEWATER SPECIAL FEES AND CHARGES

Schedule III

	<u>Effective 7/1/21</u>	<u>Effective 7/1/22</u>
1.) Application for extension of the wastewater collection system of the City	\$ 190.00	\$ 190.00
2.) Application for sanitary sewer service permits:		
(a) Domestic users service line installation permit	\$ 125.00	\$ 125.00

(b) Industrial users permit	\$ 2,250.00	\$ 2,250.00
3.) Special agreements	\$ 130.00	\$ 130.00
4.) Septage disposal permit fee (\$/1,000 gallons)	\$ 61.12	\$ 61.12
5.) Delinquent service charge		
(a) Normal working hours	\$ 80.00	\$ 80.00
(b) After 5:00 p.m. weekdays	\$ 120.00	\$ 120.00
(c) Weekends/Holidays	\$ 260.00	\$ 260.00
6.) NSF fee	\$ 25.00	\$ 25.00
7.) Late payment interest charge (%/month)	1.5%	1.5%

Schedule IV

WASTEWATER SYSTEM DEVELOPMENT FEES

<u>Meter or Service Line Size</u>	<u>Effective 7/1/21</u>	
	<u>City Service Area</u>	<u>Lockwood Service Area</u>
3/4" or less (*1EDU)	\$ 3,120	\$ 1,430
1"	\$ 9,575	\$ 4,385
1-1/2"	\$ 27,795	\$ 12,740
2"	\$ 47,985	\$ 21,990
3"	\$ 124,485	\$ 57,050
4"	\$ 291,435	\$ 133,570

For connections to the wastewater system with meters larger than 4 inches or when the unique usage characteristics of a large wastewater user may require, the City will forecast the requirements for the flow, Biochemical Oxygen Demand (BOD), and Total Suspended Solids (TSS) to determine the number of Equivalent Dwelling Units (EDUs). The System Development Fee (SDF) will be calculated as follows:

$$(\$7.40 * \text{Flow} * (0.5234 + (\text{BOD} * 0.1782 / 200) + (\text{TSS} * 0.1847 / 200) + (\text{TKN} * 0.1136 / 55))) * 1.04$$

Where:

BOD is the projected BOD loading of the new user's effluent in milligrams per liter, and
TSS is the projected TSS loading of the new user's effluent in milligrams per liter, and
TKN is the projected TKN loading of the new user's effluent in milligrams per liter.

The constants used in the above formula are:

\$ 7.40 equals the unit cost of the existing system buy-in component plus the unit cost of the development related new facility component.

0.5234 equals the proportion of the City's wastewater facilities allocated to the flow parameter in its cost-of service analysis.

0.1782 equals the proportion of the City's wastewater facilities allocated to the BOD parameter in its cost-of service analysis.

0.1847 equals the proportion of the City's wastewater facilities allocated to the TSS parameter in its cost-of service analysis.

0.1136 equals the proportion of the City's wastewater facilities allocated to the TKN parameter in its cost-of service analysis.

1.04 represents the administrative charge.

2. That this Resolution is to be immediately filed in the City Clerk's Office and that the decision adopting the adjusted rates shall be final ten days after such are so filed.

PASSED AND ADOPTED by the City Council of the City of Billings, Montana, on the 24th day of May 2021.



CITY OF BILLINGS

By: William A. Cole
William A. Cole, Mayor

ATTEST:

By: Denise R. Bohlman
Denise R. Bohlman, City Clerk