

**MINUTES
CITY OF LAUREL
PUBLIC WORKS COMMITTEE
MONDAY, AUGUST 19, 2019**

A Public Works Committee meeting was held in the Council Chambers and called to order by Committee Chair Mountsier at 6:00 p.m. on August 19, 2019.

COMMITTEE MEMBERS PRESENT:

<input type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Bill Mountsier	<input type="checkbox"/> Marvin Carter
<input checked="" type="checkbox"/> Dan Koch	
<input checked="" type="checkbox"/> Richard Herr	

OTHERS PRESENT:

Kurt Markegard, Public Works Director

Public Input: None.

General Items

1. Approve Minutes of July 15, 2019, Public Works Committee meeting. Heidi made the motion to approve the minutes and Richard seconded the motion. Roll call was taken and all voted in favor of the minutes.

New Business

Kurt explained that there was no emergency call out to report on so there is was no new business to discuss.

Old Business

2. Set date for Open House. Kurt gave the committee an update on the water treatment plant progress and he feels that the area is safe enough to hold the open house. Kurt asked if everyone wanted to try to hold it the same night as a City Council Workshop at 5:30pm. Heidi informed the committee that the dates for the City Council Workshops in September are changing. The only workshop in September will be on the 17th. Bill asked Kurt how long it would take to tour the water plant improvements and Kurt stated that it would only take about 45 minutes. Kurt thought that would give the Council members the time to get back to City Hall and attend the workshop meeting. Dan indicated that he could make it on the 17th as well. The committee recommended that the open house take place on the 17th of September at 5:30pm.
3. Engineering Reports- Kurt informed the committee about the work Great West Engineering has completed recently. The wetland monitoring for the new intake lines were recently completed. Kurt explained that in some areas you cannot even tell that a water line has been installed. This report has been delivered to the Mayor and forwarded to Robert Cole at the Army Corps. Great West Engineering is also working with Cop Construction to take care of some of the punch list items for the new sedimentation basins. Kurt informed the committee that the new sedimentation basins

are operational and the new intake is providing the water to the basins. Kurt explained that the water is being feed into the new process by gravity from the new intake. Bill asked if CHS Refinery is also being feed by the new intake and Kurt explained that they are on raw water from the 2003 intake. CHS Refinery quit taking settled water a few months ago because the river cleaned up. The Water Plant Chief Operator told Kurt that they are having to feed a third of the chemical that they normally had to compared to the old sedimentation basins. Kurt was glad that the process is going well but there are still a few things that need to be completed with the software that run the valves and pumps. Kurt said the fencing is also about completed.

KLJ Engineering has been working of a few projects and Kurt went through the attached report on the progress of those projects. The sludge dewatering and digester cleaning is complete. The City can now dry sludge coming out of the digesters and haul it directly to the landfill. The drying beds may have to be used in the winter if the temperatures are too cold though. Kurt informed the committee that a screw pump replacement was needed due to a bent shaft. The cost for the pump is expensive. KLJ Engineering will seek out quotes or bids from contractors to replace the pumps as the City does not have the equipment to do the work. The screw pump will not be delivered until the end of October. Kurt showed a small video of the bottom of the screw pump and how the connections bolts are coming loose. The H2S remediation project has a meeting with a chemical supply company the first week in September. Kurt explained that this company is claiming to be able to help prevent H2S from forming in the pressurized sewer main coming from the Village Lift Station on East Main Street. Kurt should have more information after that meeting. Kurt informed the committee that the East 6th Street Project is almost complete. Dan asked if the paint stripping was going to be complete before school started. Kurt said that the painting will need to wait for the asphalt to cure so the paint will stick. Heidi said that the street looked great and she wished that we could do a project like that on the South Side streets. Kurt stated it would be nice to rebuild S.W. 4th Street from the Railroad Tracks to S. 8th Avenue. The East Downtown Infrastructure Improvements are in design and Kurt would like to get the business owners and the lot owners in the area to discuss the proposed improvements. The chip seal project is completed and Kurt explained that he was informed that a fog seal had been put over the rock chips in order to keep the chips in place. It also cuts down on the dust typical with a regular chip seal application. Heidi thought it was a good idea as people's car windshields will be spared rock chips. Kurt stated that this process is starting to be used by the State DOT and the City of Billings as well. Riverside Campground task orders have been received by the City from the Department of Justice. The task order for designing the campground will be going to the next Park Board meeting for discussion. Kurt is hopeful that the new campground could be open by next Memorial Day Weekend. Richard said that camping should be allowed now that there are bathrooms in Riverside Park. Kurt said that the task orders for the design from KLJ and the DOJ will be taken to the City Council in September.

Other Items

No items

Announcements

4. The next meeting on September 16, 2019 was discussed. Kurt asked the committee if they wanted to have the open house and the next meeting two days in a row. Bill asked if there was going to be any items to discuss and Kurt indicated that right now there was not much going to be taking place except for pavement repairs. Bill asked the rest of the committee members if there was any reason to meet in September. The committee discussed not having the meeting but left it open that if they really need to meet that they would hold one. Dan said that he was ok will going to the open house and canceling the meeting. Heidi and Richard also agreed to not hold a meeting in September unless one was needed.

The meeting was adjourned at 6:45pm

Submitted by Kurt Markegard

Attached; Engineering Reports from KLJ and Great West Engineering



MEMORANDUM

Date: August 19, 2019

To: Kurt Markegard, Public Works Director – City of Laurel

From: Chad E. Hanson, PE

Subject: Project Progress Update

The following sections summarize the current status and recent progress on active task orders under our "on-call" engineering contract with the City. Please let me know if you have any questions and/or would like more information.

Task Order No. 26 – New Water Intake

Amy Chadwick completed the third and final wetland monitoring included in our scope of work, and the report was forwarded to Robert Cole at the Army Corps of Engineers on the City's behalf. This completes our work under this task order.

Task Order No. 29 – Phase 3 Water System Improvements

The project is substantially complete, and the contractor, COP Construction, is working on the miscellaneous punch list items for final completion. The new sedimentation basins are fully operational and performing well within the design parameters. The NTU of the water coming off the plate settlers is below 1.0, and chemical usage is a quarter to a third of historical usage based upon discussions with the plant operators.



*City of Laurel Project Status Update
August 15, 2019*



WWTP Screw Press (KLJ #1804-00120)

Project Manager: Travis Jones/Doug Whitney

Reason for Project: The City's WWTP does not currently have adequate sludge handling equipment, which has led to overfilling and backup of the drying beds, digesters, and various other WWTP components. Completion of this project will allow for improved operations and allow for maintenance of the digesters, which cannot be taken offline until this project is completed.

Project Scope: Design and construction of a new screw press to process WWTP sludge.

Milestones:

- Preconstruction meeting was held December 13, 2018
- Notice to Proceed will be January 7, 2019 (150-day contract)
- Start-up of the sludge press and cake pump June 13, 2019

Current Status:

- Submittal process is underway
 - Submittals are up to date
 - PWTech submittal received February 11, 2019
- RFIs are up to date.
- Sludge dewatering is completed, and dewatering subcontractor has moved off site.
- Digester B has been drained and cleaned.
 - Repair work on digester B have been completed.
 - Change Order No. 2, for these repairs, has been presented to the Council.
 - Digester B has been returned to service.
 - Contractor has made a claim for additional pumping.
 - Change Order No. 1 for the undisputed amount has been presented to the Council. The disputed amount will be negotiated at a later date.
- Digester A has been drained and cleaned.
 - Contractor is preparing to sand blast interior.
 - Inspection and repairs will take place after sand blasting.
 - Recoating of the interior will take place after the repairs are completed.
 - Contractor has made a claim for additional pumping. This is currently under review.
- One sludge transfer pump has been removed.
 - Both transfer pumps are on site.
 - Installation of one of the pumps is underway.
 - A Work Directive for a replacement pressure sensor has been prepared.
- The blasting and repairs inside digester A have been completed.
- The sludge press and cake pump are operational.
- Operator training has been conducted.
- Substantial Completion has been issued and the Contractor is working on the punch list items and project close out.



WWTP Screw Pump "A" Replacement (KLJ #1804-0347, Task 6)

Project Manager: Doug Whitney

Reason for Project: This key component of the WWTP has failed and needs to be replaced asap

Project Scope: Replace screw press "A".

Milestones:

- The City has order the Screw pump from the manufacture.
- KLJ has drafted a Quote package for the installation of the screw pump.

Sanitary Sewer H₂S Remediation (KLJ #1804-00122)

Project Manager: Doug Whitney

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

Project Scope: Complete the design and construction administration for the proposed air injection/diffuser system to address H₂S build-up within the system.

Milestones:

- Sewer sampling plan submitted to the City
- Sewer samples collected on July 19, 2018
- Results of sewer sampling received on July 30, 2018
- Analyses of sampling and recommendations for a second round submitted on August 3, 2018
- Second round of samples collected on August 14, 2018
- Second round of sampling results received on August 27, 2018
- Results of second round of sewer sampling received on September 25, 2018
- H₂S monitoring: April 2-19, 2019 - Completed
- Recommendation from Manufacturer: week of June 3, 2019
- Draft Updated TM with cost estimate: June 10, 2019
- 60% Plans and Specs: June 28, 2019
- 100% Plans and Specs: July 12, 2019
- Advertise for Bid: July 16, 2019
- Bid Opening: August 6, 2019

Current Status:

- City has requested that KLJ proceeds with improvement design independent of future sampling.



*City of Laurel Project Status Update
August 15, 2019*



2018 Pavement Maintenance (KLJ #1804-00123)

Project Manager: Carl Jackson

Reason for Project: This continues the City's annual pavement maintenance. As a result of significant freeze-thaw during the 2017-18 winter, several City streets have significant pavement damage.

Project Scope: The 2018 scope is hot mix asphalt for repaving West 4th Street (6th Ave. - 8th Ave.) and pothole repairs on West Railroad Street.

Milestones: Construction is complete. Striping was completed May 9-10.

Current Status: Final close out has been submitted for City signature as well as the final payment application and reconciling change order.

East 6th Street Improvements (KLJ #1804-00121)

Project Manager: Carl Jackson

Reason for Project: Street reconstruction between 1st Ave. and Wyoming Ave. to address failed pavement, saturated subgrade conditions and surface runoff improvements. UPDATE: the scope recently changed to include new water main from Pennsylvania to Wyoming.

Project Scope:

- Grading, paving, parking, and drainage enhancements (minor water main in Wyoming)
- Special Improvement District (sidewalks, driveways), pending approval
- Safety improvements
- Water main from Pennsylvania to Wyoming, including the Wyoming intersection valves.

Milestones:

- Bidding – April/May 2019
- SID creation – May/June 2019
- Construction – Substantial Completion walkthrough on August 15, 2019

Current Status: Construction is substantially complete. Final completion to be done before school begins.



East Downtown Infrastructure Improvements (KLJ #1804-01309)

Project Manager: Matt Corcoran

Reason for Project: Reconstruction and rehabilitation of streets, utilities and various other infrastructure improvements including Washington Ave., Idaho Ave. and Ohio Ave. generally bound between E. Main Street and E. 1st Street, as well as E. 1st Street generally bound between Washington Ave. and Alder Ave.

Project Scope: Preliminary engineering, SID creation, design, bidding and construction.

Milestones:

- Survey & Geotechnical field work – complete
- SID creation – Summer/Fall 2019 (tentative)
- Design & Bidding – Full bid package ready in January 2020
- Construction – May 2020

Current Status: Design is in-process and KLJ is expediting plans and specifications to start the bidding/construction sequence as soon as possible. Bidding schedule may be delayed if decisions by the City on out-of-scope work and funding are delayed.

Pavement Management Plan Update (KLJ #1804-01970)

Project Manager: Bryan Vanderloos

Reason for Project: Develop an updated pavement management plan (PMP) including MDT and City streets within the Laurel corporate limits. This will be used for prioritizing the City's annual pavement maintenance projects, along with satisfying MDT's requirement that the City update its PMP on a regular basis to be eligible for certain future State funding.

Project Scope: Conduct a field inventory by assessing paved streets utilizing the Pavement Surface Evaluation and Rating (PASER) methodology. A rating of 1-10 will be given to each road segment based on distresses such as cracks, ruts, potholes, etc. Known roads that have failed pavement sections and are in disrepair will not be evaluated, and simply given a poor rating.

Milestones:

- Final edits are complete, and the final draft was given to Kurt and Matt.
- Final comments from the City are pending City's and MDT's review of the updated recommendations.

Current Status: Once we have received final comments from the City and MDT, we will finalize the report.



2019 Pavement Maintenance (KLJ #1904-00230)

Project Manager: Bryan Vanderloos

Reason for Project: This continues the City's annual pavement maintenance.

Project Scope: This year's project entails crack seal, chip seal, pavement markings, and other miscellaneous items on the following streets: South Washington Avenue; 5th Avenue from West Main Street to West 2nd Street; Cottonwood Avenue from East Main Street to the Ditch Crossing; East 8th Street from 1st Avenue to Pennsylvania Avenue; and Pennsylvania Avenue from East 8th Street to East Maryland Lane.

Milestones:

- Bidding – complete
- Construction – April-June 2019

Current Status: Substantial competition walkthrough was done the week of August 12th, punch list for final completion is forthcoming.

2019 Pavement Damage Repairs (KLJ # 1904-00230)

Project Manager: Matt Corcoran

Reason for Project: Repairing pot holes and other pavement damage caused by previous winter freeze/thaw

Project Scope: Work consists of pothole and pavement restoration work in various locations throughout town. Location will be flexible and determined in cooperation with Public Works staff. The contract bid documents will be written in such a way so that quantities can be increased or decreased depending on the City's budget.

Milestones:

- Design and Bid Document Preparation – Complete
- Bidding – Complete
- Pre-Construction Meeting – August 21st
- Construction Notice to Proceed – August 26th (35 day contract)

Current Status: Bids were received, and the project was awarded to FirstMark Construction. Bids were under the initial budget, KLJ will work with City to increase quantities and cover more areas within the budget.



Riverside Park Campground (KLJ # 1904-00634)

Project Manager: Matt Corcoran

Reason for Project: New campground in Riverside Park

Project Scope: Work consists of surveying and designing a new campground within Riverside Park.

Milestones:

- Design and Bid Document Preparation – ASAP
- Bidding – ASAP
- Construction – ASAP (goal is to be ready for next season)

Current Status: The task order was forwarded to Alicia Stickney with the State on 7/23 and have not heard back on any comments.

On-Call Professional Services (KLJ #1804-00347)

Project Manager: Carl Jackson

Reason for Project: This contract would enable KLJ to provide consulting services that are not part of an approved task order. Generally, this would apply to situations where KLJ's fees are small enough that a separate task order is not necessary, or for time-sensitive matters.

Project Scope: Services may include engineering, surveying, planning or government relations.

Milestones: (as needed)

Current Status:

- During the 5/14 bi-weekly meeting KLJ was asked to evaluate funding options for the future West Railroad Street reconstruction project. We'll work with City leadership to agree on the planned approach to this, before proceeding.



*City of Laurel Project Status Update
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Laurel Planning Services (KLJ #1804-00554)

Project Manager: Forrest Sanderson

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.

Milestones: (as needed)

Current Status:

Floodplain Management – Joint Application for improvements at Riverside Park will need to be completed and a Floodplain Development Permit issued.

Subdivision Review – KLJ Staff are available to assist as necessary.

Zoning – KLJ Staff are available to assist as necessary.

Riverside Park Campground (KLJ#1904-00634) – The project will be transferred to Mike Bender for design and management where Forrest has a regulatory role as City Floodplain Administrator. Forrest will remain as project liaison between City and Project Manager.



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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 bi-weekly to discuss current and future projects. As these are tentative, the timing and extent of KLJ's services are TBD, unless noted otherwise.

Anticipated FY19 Projects

1. West Railroad Street coordination
2. Water System Planning
 - a. Master Plan Update (potentially update PER concurrently)
 - b. Booster station rehabilitation or replacement (task order forthcoming)
 - c. Water storage tank
3. Review of development rules and regulations (related to public works and planning)
 - a. Task order planned for FY20 (on hold)
4. Updating City utility maps and GIS
 - a. Task order planned for FY20 (on hold)
5. Capital Improvement Plan (CIP) assistance – pending further direction from the City.

Other Potential Future Projects

1. WWTP Archimedes Screw Rehabilitation
2. Examining engineer review of 3rd Party submittals to City
3. Lion's park grant application assistance
4. On-call government relations
5. West side groundwater remediation