



**MINUTES  
CITY OF LAUREL  
PUBLIC WORKS COMMITTEE  
MONDAY, NOVEMBER 21, 2022**

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

**Members Present:** Heidi Sparks- Chair, Emelie Eaton, Marv Carter, Aron Kostelecky, Jon Gotschall

**Others Present:** Kurt Markegard- Public Works Director

**Public Input:** None

**General Items**

1. Approval of Minutes from October 17, 2022- Emelie Eaton made a motion to approve the minutes of October 17, 2022. Motion was seconded by Marv Carter. Motion carried 5-0 to approve the minutes.

**New Business**

2. Emergency Call Out Report- Report attached
3. KLJ Report- Report attached
  - Items to note:
    - 4<sup>th</sup> Street Reconstruction has been delayed until April 2022. There was a community meeting on November 9, 2022, with approximately 12 residents in attendance
    - Water System PER- Kurt will see if KLJ can present draft to committee in December
    - Grant writing- Emelie mentioned a grant writing bootcamp opportunity through National League of Cities

**Old Business:** None

**Other Items**

4. Marc Carter asked about snow plowing. Kurt stated the plows were out on the major/primary roads. There are 5 plows set up
5. Review Schedule of Fees- Kurt provided the current schedule of fees for Laurel, calling attention to Water and Wastewater rates starting on page 4.
  - Raw (untreated) water has not increased since 2011, but the cost of electricity at the water plant has increased by 3% in the last 5 years. Emelie made a motion to recommend an increase to raw water rate to \$0.45/1000. Jon seconded. Motion carried 5-0
  - System Development Fees for Water also have not increased since 2011. Kurt provided Billings schedule of fees for comparison, which are significantly higher than Laurel's system development fees.

- i. Emelie made a motion to recommend increasing the Water System Development Fee to \$2,500 for a ¾ inch line and adjusting the rest of the line items appropriately. Aron seconded. Motion carried 5-0
  - Water Utility Hook-Up Fees Labor Operating Rate and Heavy Equipment Rate - Kurt suggested raising this as well based on employee pay and equipment cost. Marv moved to recommend increasing labor to \$60.00 and heavy equipment to \$100.00. Jon seconded. Motion carried 5-0
  - Septic dump fee- Aron moved to recommend increasing fee to \$60.00 plus \$0.06/gallon thereafter. Emelie seconded. Motion carried 5-0
  - System Development Fees for Wastewater also have not increased since 2011. Kurt provided Billings schedule of fees for comparison, which are significantly higher than Laurel's system development fees.
    - i. Emelie made a motion to recommend increasing the Wastewater System Development Fee to \$2,700 for a residential line, the commercial ¾ inch line and adjusting the rest of the line items appropriately. Aron seconded. Motion carried 5-0
  - Container Site- Kurt stated we are losing a substantial amount of money on a monthly basis due to Billings Landfill Fees and fuel costs. City Council is currently looking at raising the monthly garage fee for residents. Heidi stated that the Container Site should remain "free" to residents who already pay a monthly fee. However, an increase to the site fee for non-residents and city residents not on city service. Aron moved to recommend an increase to \$10 for the container site fee. Jon seconded. Motion carried 5-0.
    - i. Emelie moved to recommend changing verbiage to per additional cubic yard to \$10.00. Aron seconded. Motion carried 5-0
6. Jon brought up Alana subdivision issue with high water pressure. Kurt stated this has been resolved. The issue was caused by pump being turned on during irrigation season and was not shut off at the end of the season.

**Announcements**

Next Meeting will be Monday, December 19, 2022, at 6:00pm in Council Chambers

Meeting adjourned at 7:50pm

## **Emergency Call Out for November 21, 2022, Public Works Committee Meeting**

10-20-2022 Sewer back up E 6<sup>th</sup> street

11-8-2022 Sanding

11-11-2022 Sanding

11-16-2022 Water turn on

11-19-2022 Water turn on



## **2022 Pavement Maintenance Project (4<sup>th</sup> 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 Bid Opened on 5.5.22
- Contracts Executed 6.8.22
- Suspend Work Order issued 6.8.22 (Contractor to begin in Spring of 2023)
- DEQ Approved on 10.7.22
- Pre-Construction Meeting held on 11.10.22
- Final Public Meeting held 11.9.22
- Working with MDT & MRL on getting RR crossing approved.
- Contractor is scheduled to begin work in April

## **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:*

- Draft PER near complete; currently evaluating potential funding sources

## **Southside Stormwater Study (KLJ #2004-01470)**

Reason for Project: Analyze Laurels South side to determine needed improvements for stormwater.

Project Scope: : To complete a stormwater master plan for the areas south of the train tracks and west of Highway 212.

*Current Status:*

- Completed, need to discuss next steps in resolving outfall.



### **WTP Lift Well Replacement (KLJ #2004-01487)**

Reason for Project: To replace a lift well at the Laurel Water Treatment Plant.

Project Scope: Reconstruction and rehabilitation of the lift well at the City of Laurel Water Treatment Plant.

*Current Status:*

- 100% review with Nathan completed February 8<sup>th</sup>
- DEQ approval received March 14<sup>th</sup>
- Pre-Bid conference was held on May 12<sup>th</sup>
- Bid opening was held on May 19<sup>th</sup>
- Construction agreements executed
- Submittal reviews are ongoing
- Pre-Construction scheduled for 12.6.22
- Construction scheduled to start mid December

### **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. Task order sent to Kurt
- Subdivision Regulations Update. In house project
- Planning Jurisdiction Issues moving forward.
- West Interchange Plan. Local match not budgeted
- Planner/Project Transition. Ongoing
- Lazy KU Subdivision 2<sup>nd</sup> Filing. Element and Sufficiency Reviews. Waiting on additional information.

### **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:*



**City of Laurel Project Status Update**  
**November 15, 2022**



- *Task Order executed*
- *Kick-off meeting Department Heads*
- *Initial structure of CIP generated*
- *Department Heads contacted for additional projects.*
- *Document is being drafted.*
- *A meeting with City Department Heads needs to be scheduled in late November.*
- *The document will be presented to a City Council Work Session*
- *A Public Hearing before the City Council needs to be scheduled.*

***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 FY22 Projects

1. Water System Planning
  - a. Booster station rehabilitation or replacement (task order forthcoming)
  - b. Water storage tank Preliminary Engineering Report
2. 7<sup>th</sup> Street reconstruction
3. Waterline extension out to Golf Course Road
4. Downtown Parking Plan.
5. Updates to Zoning regulations
6. Updates to Subdivision Regulations
7. West Interchange Neighborhood Plan
8. Grant writing assistance for the city.

Other Potential Future Projects

1. West Side TIFF