



**MINUTES
CITY OF LAUREL
PUBLIC WORKS
MONDAY, MAY 19, 2025**

The Public Works Committee meeting was called to order at 6:00pm on Monday, May 19, 2025, by Vice Chair Jodi Mackay.

Members Present: Jodi Mackay - Vice Chair, Irv Wilke, Jessica Banks, Shawn Mullaney, Richard Herr

Others Present: Matt Wheeler- Public Works Director

Public Input: None

General Items

1. Approval of the Minutes from April 21, 2025
Irv Wilke made a motion to approve the minutes of 4/21/25. Richard Herr seconded the motion. The motion passed 4-0.
2. Emergency Call Out Report – report attached
Overall a quiet month: 2 water shut offs and a lift station fail
3. KLJ Report – report attached
No new news with KLJ and grant process.
5Th - 7th Sewer Line Replacement – project complete. Recent post from homeowner on Facebook regarding basement and yard flooding from all the rain we've received due to the work in the alley. This property was known for flooding before the alley work. City has worked on past occasions since the alley work to mitigate issues at this property. Ryan, Jason and Matt recently visited the property. In their assessment, a majority of water is running off the house and garage roofs into the yard and has nowhere to go from there. Matt said the City will again attempt to help the situation.
Love's project is ongoing. They are currently in talks with City Attorney regarding recouping costs if someone connects to the end of the City water / sewer line being installed this summer. There is not precedence for this, however, the attorney is looking into it. Love's hopes begin digging in June.
Cherry Hills project is going through. There will be a bridge over the ditch. Cherry Hills contracting would like the City to assist financially with this cost.

New Business

4. Discussion on Committee Guidelines creation
The committee discussed what the function and make up the committee is and should be. These are the ideas the committee discussed:
 - Prefer to keep membership at 7 - odd number creates less potential for tie votes. Also, committee has a seat open and it has been vacant for a while. Don't want to increase number of members if we're having trouble filling existing seats. No more than 4 of the members should be council members.

- Every 2 years, Council Members will be reappointed to their committees. Elections within the committee will be held for a Chair and Vice Chair.
- Committee should consider recommendations from Public Works Director and / or other members. If a committee member feels the item should be further discussed by the full council or presented to the mayor, a motion will be made, require a second and be voted on. If passed with a majority vote, Chair or Acting Chair of the committee will submit an email to the Mayor requesting the item be placed on the agenda. It is understood that this motion is not a directive to city staff, but a request that a topic / project be presented to the council and / or mayor for further consideration and discussion.
- Members of the committee should be City of Laurel residents or an active owner of a business within Laurel city limits.

Old Business

Other Items

Matt reported that the State has a plan for the runoff on West Railroad – thinking boulder pits on railroad property with excessive runoff going into South Pond. Will need to get permission from rail road. The State and RR are in talks.

Shawn asked about a contact with rail road to discuss maintenance of their properties. Matt will supply contact info.

Matt will be posting open full time positions in the Public Works department. Positions do require a CDL. Send anyone interested to Matt.

Announcements

5. Next Meeting will be Monday, June 16, 2025 at 6:00pm in Council Chambers

Meeting adjourned at 6:24 pm.

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.



City of Laurel Project Status Update **May 19th, 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.
- WWC has submitted this project for a BRIC grant
- KLJ has submitted an Application for consideration of Congressionally Directed Spending on behalf of the City on 3/26/25
- Public Disclosure Form completed and sent onto Senator Sheehy's office on 5/5/25.
Awaiting response.

5th to 7th Sewer Line Replacement

(KLJ # 2304-01231)

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



City of Laurel Project Status Update May 19th, 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 16th, 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 10th 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
- Responded to a call from resident at 15 6th Ave. about storm water in their yard. Review and interview with property owner revealed that storm water is a historic issue at this location 10+ years of documented issues. A small amount of runoff is entering their yard from the alley way but majority is coming from the house and garage. City will install an asphalt berm adjacent to where the water appears to be running off the asphalt into their property.

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 11th, 2023
 - Zoning Map approved by Commission on August 16th, 2023
 - Staff Recommendation to Zoning Commission to occur on December 20th, 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



City of Laurel Project Status Update **May 19th, 2025**



- Adoption occurred at Council on 5/14/24
- 2nd 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
- 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 2nd package received 2.10.25 (still awaiting updated reports)
 - Love's 2nd package reviewed and sent back on 2/21/25
 - Love's has been approved by the City on 3/20/25
 - Love's Water & Sewer Extensions were approved by DEQ on 4/10/25
- Cherry Hills 4th Filing
 - City has received notice that Cherry Hills 4th Filing is requesting a Pre-Application Meeting
 - Pre-Application meeting was held on April 16th at City Hall.

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 7th Street Water and Valve Replacement
 - Pushed back until Town Pump renovations are completed.

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	3-2	3-31							
Kevin Budge	406-████████	NA1	Y7	Y10	9	Y10	9	8							
Jay Hatton	406-████████	NA2	NA1	NA1	NA1	NA1	NA1	NA1							
Keith Guy	406-████████	NA3	NA2	NA2	Y10	6	5	4							
Wade Spalinger	406-████████	NA4	NA3	NA3	2	Y7	6	5							
Brandon Gonzales	406-████████	NA5	Y8	7	6	NA4	Y10	9							
Aaron Fox	406-████████	NA6	NA4	NA4	3	Y8	7	6							
Troy Clifton	406-████████	NA7	NA5	NA5	4	NA2	NA2	NA2							
Joel Barnhardt	406-████████	Y10	Y9	8	7	Y9	8	7							
KENT KUNTZ	406-████████	8	Y10	9	8	NA5	4	3							
Water and Sewer Callout		5-12	5-16												
Justin Baker	406-████████	na1	y3												
Kevin Hoffman	406-████████	na2	1												
Daniel Nauman	406-████████	y3	2												

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-████████														
Cindy Caswell	406-████████														
Corey Nicholson	406-████████														
Norman Stamper	406-████████														

Water Treatment Plant 628-4410

Response Code	NO= In 1st Column Not accepting Overtime / NA = Not Available / Y = Responding														
Employee	Telephone														
HP Nuernberger	406-████████														
Dylan Ceaser	406-████████														
Josh Sawyer	406-████████														
Sam Waggoner	406-████████														
Joe Waggoner	406-████████														
TJ Worbel	406-████████														
Daniel Waggoner	406-████████														

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	3-20 h20 break
1-12-25 H2O LEAK Topeka under trailer	2-6 EMERGENCY LOCATE	4-6 ELM LIFT FAIL
1-18 Sanding streets	2-15 SANDING	4-22 H2O SHUTOFF E MARYLAND
1-20 Sewer Call out	2-16 SANDING	5-12 h20 shutoff forrest
1-20 Frozen Service Line	2-17 PLOWING	5-16 village lift fail
1-22 Leak Atchison under trailer	2-20 H2O SHUTOFF EMERGENCY	
2-1-25 H2O SHUTOFF	3-2 RUN CONTAINER SITE SICK	
2-2 SANDING	3-9 H2O TURN ON	