



MINUTES
CITY OF LAUREL
PUBLIC WORKS COMMITTEE
MONDAY, MARCH 17, 2024

The Public Works Committee meeting was called to order at 6:00pm on Monday, March 17, 2025 by Vice Chair Jodi Mackay.

Members Present: Jodi Mackay - Vice Chair, Irv Wilke, Jessica Banks – Council Member, Richard Herr

Others Present: Matt Wheeler- Public Works Director

Public Input:

General Items:

1. Approval of Minutes from February 18, 2025. Irv made a motion to approve the minutes of February 18, 2025. Motion was seconded by Richard Herr. Motion carried 4-0 to approve the minutes.
2. Emergency Call Out Report- Report attached
 - i. Pretty quiet over the reporting period. A few water issues and a staff calling in sick at the Container Site.
3. KLJ Report- Report attached
 - i. Laurel Water Tank Funding – Council passed the resolution Authorizing The Adoption Of The 2024 Eastern Montana Region Hazard Mitigation Plan And Annex K For Yellowstone County which will allow KLJ to pursue FEMA grants for the Water Tank project.
 - ii. Love's Annexation – Love's continues to push ahead with water and sewer installation.
 - iii. KLJ continues to monitor progress / issues at new school site.

New Business:

4. Matt reported that the West Railroad project has been pushed to 2028. Richard Herr asked if we could move away from State and County support and just take care of it as a City. Matt said they've talked about this but because of the type of route it is, State involvement is required.
5. There will be a volunteer at Riverside Park again this summer. He has been given a list of responsibilities to include maintaining the bathrooms. The old concrete block bath house has been torn down and the caretaker house has been removed. There are plans to do some dirt work in the area and plant some flowers, hopefully.
6. Matt reported that the most recent garbage truck was purchased 3 years ago on a loan. He's hoping it will be paid off in the next 2 years. He recently learned that a new truck

is taking 3 years to receive from the time of order. PW is seeing the need for a new garbage truck in the near future. He is wanting to present that the City go out to and accept a bid for a new garbage truck in the near future to ensure we have it when needed. By the time payment is required the other truck should be paid off and those funds can go to the newly arrived truck. He said a garbage truck is running in the high \$300K's.

7. Public Works will have a full time opening soon. A newer employee has gotten a position with Billings Fire. Matt will also be hiring summer help. An ad will go on the City's Facebook page soon. He's asked for help sharing it.

Old Business:

Other Items:

Announcements

Next Meeting will be Monday, April 21, 2025 at 6:00 pm in Council Chambers.

Meeting adjourned at 6:19 pm

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						
Kevin Budge	406-850-5224	NA1	Y7	Y10	9	Y10	9						
Jay Hatton	406 860 7525	NA2	NA1	NA1	NA1	NA1	NA1						
Keith Guy	406-850-5464	NA3	NA2	NA2	Y10	6	5						
Wade Spalinger	406-530-4084	NA4	NA3	NA3	2	Y7	6						
Brandon Gonzales	406-679-0334	NA5	Y8	7	6	NA4	Y10						
Aaron Fox	406-694-7456	NA6	NA4	NA4	3	Y8	7						
Troy Clifton	406-794-7689	NA7	NA5	NA5	4	NA2	NA2						
Joel Barnhardt	406-861-6408	Y10	Y9	8	7	Y9	8						
Bridger Fornier	406-850-8134	8	Y10	9	8	NA5	4						
Kent Kuntz	406-672-7570	9	NA6	NA6	5	NA3	NA3						
Water and Sewer Callout		1-7	1-12	1-20	1-20	1-22	1-23	2-1	2-3	2-6	2-20	3-9	
Justin Baker	406-321-0208	y1	Y4	3	2	1	Y4	3	1	NA1	NA1	NA1	
Kevin Hoffman	406-861-7460	y2	1	Y4	3	2	1	Y4	2	NA2	Y4	3	
Daniel Nauman	406-530-4643	y3	2	1	NA1	y4	3	2	Y3	Y4	3	2	
Tom Burwell	406-850-5294	y4	3	2	Y4	3	2	1	Y4	3	2	Y4	

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

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Thomas Henry	406-855-0831												
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Norman Stamper	406-633-3291												

Water Treatment Plant 628-4410

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TJ Worbel	406-861-7948												
Daniel Waggoner	406-697-7526												

CABLE TV down Tim Johnson 698-6254

Matt Wheeler	Cell# 208-1885	£	One Call Locate - 1-800-424-5555 (City Job # 25663)
Kurt Markegard	Cell# 860-5785	Hm 208-2356	SCHESSLER 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 h2o 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	2-20 H2O SHUTOFF EMERGENCY	
2-1-25 H2O SHUTOFF	3-2 RUN CONTAINER SITE SICK	
2-2 SANDING	3-9 H2O TURN ON	



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 15th. 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.
- City has signed on to FEMA Go website and approved a resolution to accept the County Hazard Mitigation Plan and provided the letter on 3/12/25
- WWC is preparing the application to be submitted on 3/21/25

5th to 7th Sewer Line Replacement

(KLJ # 2304-01231)

Reason for Project: Refurbishment of an 8" sewer line between 7th Avenue and 6th Avenue



City of Laurel Project Status Update
March 14th, 2025



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.

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

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
 - Adoption occurred at Council on 5/14/24
 - 2nd Reading and Public Hearing on 5/28/24.



City of Laurel Project Status Update March 14th, 2025



- 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
 - Updated reports received 3/10/25 in review process

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.

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