



**MINUTES  
CITY OF LAUREL  
PUBLIC WORKS COMMITTEE  
MONDAY, NOVEMBER 17, 2025**

The Public Works Committee meeting was called to order at 6:00pm on Monday, October 20, 2025, by Chair Heidi Sparks.

**Members Present:** Heidi Sparks- Chair, Jodi Mackay - Vice Chair, Irv Wilke, Jessica Banks, Richard Herr

**Others Present:** Matt Wheeler- Public Works Director

**Public Input:** None

**General Items:**

1. Approval of Minutes from October 20, 2025. Irv made a motion to approve the minutes of October 20, 2025. Motion was seconded by Jodi. Motion carried 5-0 to approve the minutes.
2. Emergency Call Out Report- Report attached
  - i. Elm lift station- the pump was plugged up
3. KLJ Report
  - i. Work has been completed on the existing tank and it is looking good for a period of time.
  - ii. Love's Travel Station is coming along. They are now talking about adding an RV park, but need to evaluate the utilities
  - iii. Cherry Hills 4<sup>th</sup> filing is also moving along. Almost all lots in the 3<sup>rd</sup> filing have been sold. Anticipate a conversation regarding the need for a bridge will need to take place to connect into Maryland

**New Business:**

**Old Business:**

4. Committee Bylaws- Not ready yet, so this will be moved to December meeting

**Other Items:**

5. There will be an item coming before the council to discuss a group that would like to rent out all of Riverside Park for a music festival event this summer. It has gone before Park/Tree Board. This would be a 3-day event at the end of July.

**Announcements**

Next Meeting will be Monday, December 15, 2025, at 6:00 pm in Council Chambers.

Meeting adjourned at 6:21pm.

# 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															
<b>Shop Callout</b>		9-24	9-24	10-6												
Kevin Budge		NA1	NA1	NA1												
Jay Hatton		NA2	NA2	NA2												
Keith Guy		Y8	Y10	9												
Wade Spalinger		NA3	NA3	NA3												
Brandon Gonzales		NA4	NA4	Y10												
Aaron Fox		Y9	7	6												
Joel Barnhardt		NA5	N5	4												
Bridger Fornier		Y10	8	7												
krista gauslow		6	NA6	5												
Anthony Woodard		7	Y9	8												
Distribution		7-4	7-13	7-25	8-19	9-7	9-10	9-24	9-24	9-26	10-2	10-12	10-13	10-25	11-8	11-16
Justin Baker		y3	2	Y3	y3	2	NA2	NA1	NA1	y3	2	1	2	1	1	
Kevin Hoffman		1	na1	1	na1	Y3	Y3	Y3	2	1	y3	2	1	Y3	y3	
Daniel Nauman		2	y3	2	na2	1	NA1	Y2	Y3	2	1	y3	3	2	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	7-20	7-28	9-10	9-24											
Thomas Henry		y4	3	2	Y4											
Cindy Caswell		1	Y4	3	2											
Corey Nicholson		3	1	Y4	3											
Norman Stamper		3	2	1	NA1											

## Water Treatment Plant 628-4410

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

<b>Matt Wheeler</b>	Cell# 208-1885 8	One Call Locate - 1-800-424-5555 (City Job # 25663)
<b>Kurt Markegard</b>	Cell# 860-5785 Hm 208-2356	SCHLESSER 628-4221 HESTON 281-0811
<b>Mayor 406 633 3809</b>		<b>Dwight Ace Electric 406 697 2037</b>
		Travis Ace Electric 406 850 0612
		Pace Construction 252-5559 (sewer backups)
MDU 1-800-638-3278 / MDT 252-4138		<b>SanitarySystemOverflows call DEQ withing 24 hours at406-444-3080</b>

## Call Out - Date and Incident Location

11-8 H2O SHUTOFF	7-20 alarms sewer plant	9-24 SEWER BACKUP
11-16 H2O shutoff	7-25 h2o shutoff	9-24 UNLOCK SEWER PLANT
	7-28 STORM DAMAGE SEWER PLANT	9-26 EMERGENCY LOCATE
	8-19 LEAK FIRE DEPT	10-2 village lift fail
	9-7 emergency locate	10-6 CLEAN UP CAR WRECK
	9-25 SEWER PLANT POWER OUT	10-12 h2o leak
	9-25 LIFT STATION POWER OUT	10-13 h2o shutoff
	9-24 WATER BREAK	10-25 elm lift



## **City of Laurel Project Status Update** November 17<sup>th</sup>, 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.
- Tank Inspection found tank to be in operational order.

### **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.



## City of Laurel Project Status Update November 17<sup>th</sup>, 2025



### Current Status:

- Zoning Regulations Update.
  - Draft regulations sent to City April 11<sup>th</sup>, 2023
  - Zoning Map approved by Commission on August 16<sup>th</sup>, 2023
  - Staff Recommendation to Zoning Commission to occur on December 20<sup>th</sup>, 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
  - 2<sup>nd</sup> 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
  - Love'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 2<sup>nd</sup> package received 2.10.25 (still awaiting updated reports)
  - Love's 2<sup>nd</sup> 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
  - In process of installing water and sewer extension
- Cherry Hills 4<sup>th</sup> Filing
  - City has received notice that Cherry Hills 4<sup>th</sup> Filing is requesting a Pre-Application Meeting
  - Pre-Application meeting was held on April 16<sup>th</sup> at City Hall.
  - Package submitted to City on 9/5/25
  - Review comments sent on 10/8/2025



***City of Laurel Project Status Update***  
***November 17<sup>th</sup>, 2025***



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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 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 FY26 Projects**

- KLJ's MSA with City of Laurel ends on 12/5/2025.