

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, FEBRUARY 07, 2023**

A Council Workshop was held in Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on February 7, 2023.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Michelle Mize	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Casey Wheeler	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Jodi Mackay

OTHERS PRESENT:

Michele Braukmann, Civil City Attorney
Brittney Moorman, Administrative Assistant
Kurt Markegard, Public Works, and Planning Director
Stan Langve, Police Chief
Kelly Strecker, Clerk/Treasurer, at 6:54 p.m.

Public Input:

Brennen Corey, 703 W. 5th Street, stated he is working to identify an Eagle Scout service project. He wants to construct a flag retirement pit at the City Cemetery; see the attached example picture. It would take up approximately 10 to 12 square feet. He would also like a flag receptacle where people can place their flags waiting to be retired.

It was questioned what the timeframe would be for this project. It was clarified that he still has merit badges to complete. However, the troupe will help build this project.

It was questioned if they would need anything from the City to complete this project. It was clarified that he would seek donations of materials to build this project.

It was questioned if there would be any ongoing maintenance. It was clarified that this project would be dedicated to the City so that the City would maintain. However, maintenance is expected to be minimal. It was further clarified that anyone could use the pit to retire their flags.

It was requested that Mr. Corey take this proposal to Cemetery Commission, who will bring forward a formal recommendation to Council.

General Items

1. Appointment of Dylan Figg and Collin White to the Laurel Emergency Medical Service.

There was no discussion on this item.

Executive Review

2. Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign A Memorandum Of Understanding For Operation And Cost Sharing For Public Transportation Services With The Adult Resource Alliance Of Yellowstone County.

This is the annual resolution to help run the transit program. It provides bus drivers.

It was questioned what this costs the City, and clarified that it costs the City 54% of the bus.

3. Resolution - A Resolution Of The City Council Authorizing The Mayor To Accept The Service Order From ClearGov, Inc. And Execute All Related Documents.

This software is to help the budgeting process. It simplifies budgeting, allows for easier communication on budget items, collaborates in real-time, gives long-term forecasts for all budgets, and automated workflows.

It was questioned whether this software would replace Black Mountain, and it was clarified that it works with Black Mountain to help make the budgeting process more streamlined.

It was questioned how the budget process currently works. The process starts on May 1st when the memo goes out to Department Heads.

This software has a 60 to 90-day implementation period, so we may not be able to use it until the 24-25 budget cycle. The City will pay for the software as of July 1, which will be in the next fiscal year.

4. Resolution - A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement Between The City Of Laurel And The Yellowstone Valley Animal Shelter, For The Provision Of Animal Shelter Services.

This resolution formalizes an agreement between the City and the Yellowstone Valley Animal Shelter. There is a \$5,000 yearly fee. The Police Department takes approximately 15 to 20 dogs into YVAS each year. It will cost an additional \$2,000 yearly if the City chooses to add cats. YVAS is a great resource when an animal needs to be euthanized. They are also very helpful in the event of a hoarder case, and those cases can be very expensive.

It was questioned if the City had contacted Laurel Vets to see if they would be willing to partner with us. And could the City list no surgeries over x number of dollars? It was clarified that the YVAS is the best option available to the City.

It was questioned if they could drop off animals after hours, and it was clarified that yes, they could drop off animals outside of regular business hours.

5. Resolution - A Resolution Of The City Council Authorizing The Mayor To Accept The Proposal From In Control, Inc. For City Of Laurel Wastewater Treatment Plant Upgrades And Execute All Related Documents.

This resolution is to upgrade the plc's at the Wastewater Treatment Plant. The plc's are the technology that keeps the sewer plant running. In Control is currently upgrading the Water Treatment Plant and will then begin work at the Wastewater Treatment Plant. The City will save \$63,500 by doing both plants simultaneously. The plc's are obsolete and need to be replaced. This project is budgeted for and will be paid for out of the sewer fund.

6. Resolution - A Resolution Of The City Council Authorizing The Mayor To Execute An Independent Contractor Service Contract With Advanced Pump And Equipment, Inc.

Approximately six weeks ago, the computer and alarm system at the Elm lift station went down, and it needs to be replaced. The lift station is working on the back-up pumps and doing daily manual checks. The control panel will be located outside so the H₂S will no longer damage it.

It was questioned what this small service contract would cover. It was clarified that APE would install the computer wiring. The City may also need Ace Electric to come in and do some wiring. It will be approximately 10 to 12 weeks before this can be installed.

7. Resolution - A Resolution Of The City Council Authorizing The Mayor To Execute An Amendment To Task Order For The Water System Preliminary Engineering Report With KLJ Engineering, LLC.

The draft PER was presented at the Public Works Committee in January. KLJ is working on finalizing the document. They are \$15k over budget, and there was a delay in getting financial data for approximately 7 to 9 months. This resolution is to approve half the cost of the overage, and KLJ will cover the other half of the overage.

The Steel tank is from 1968 and was recoated in 1998. There are paint chips that need to be dealt with, and the City needs to have another reservoir before it can do the needed maintenance on the current tank.

It was questioned what the timeframe would be to build a new reservoir, and it was clarified that we hope to build within the next year or two. It will take approximately a year or two to design. The City also needs to purchase land, which should help remove the need to use booster stations.

It was questioned if this would be a bond issue, and it was clarified that it would be an SRF loan. The City is also looking at the TESP grants, which are due next April. There are also Federal Infrastructure grants that the City can look at applying for.

8. Resolution - A Resolution Of The City Council Authorizing The Mayor To Consent To Assignment Of Agreement By And Between Exxon Mobil Pipeline Company LLC And Par Pacific Holdings, Inc.

Exxon has sold all of its assets associated with the Billings plant. One of those assets is a pipeline that runs through Riverside Park. This resolution is to give consent to the easement to continue the same agreement with the new company.

Council Issues

CHS has planned very well for the upcoming turnaround, and the traffic impacts this turnaround will have. They are planning on bussing contractors in and using the East Laurel exit. April will be the peak of this turnaround. They will also be staggering the start and end of shifts to keep the traffic flows down as much as possible. There will be a formalized agreement for the OT provided by the Police Department.

It was questioned if there would be a four-way stop at 5th Avenue, and it was clarified that is not in the works. The City has requested it, but there is no update. A speed sign in the area will remind people to go the speed limit.

Other Items

There were none.

Attendance at Upcoming Council Meeting

Council Member Mackay will be absent.

Announcements

There were none.



The council workshop adjourned at 7:40 p.m.

Respectfully submitted,

Brittney Moorman
Administrative Assistant

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

