

Minutes  
Public Works Committee  
March 18, 2019 6:00 P.M.  
Council Conference Room

Those present:

Kurt Markegard, Staff Advisor

Emelie Eaton, Chair

Karl Dan Koch

Marvin Carter

Richard Herr

The meeting started at 6:03. There was no public in attendance.

General items

1. Review and approve minutes of January 22, 2019 meeting. The minutes were reviewed. Richard Herr moved the minutes be approved as written. K. Dan Koch seconded.

New Business

2. Boulevard Code

This item was on the agenda because a councilman not on this committee wanted to know the status of an issue the Council had tabled many weeks earlier. Public Works Director Markegard stated nothing was being done by the Public Works Department, Code Enforcement or the Police because the matter had been tabled by the Council. Committee Chair Eaton asked whether Code Enforcement was at least acknowledging and/or addressing the public safety issue created by storage of pallets of over two foot square rocks stored all winter on the boulevard. Public Works Director Markegard stated that the City Attorney had advised staff that the entire matter must sit in limbo because the Council did not address a resident's request to put rock on the boulevard. The Director further stated that "Code states that individuals can ask Council for a variance from what is specified in Code". A copy of Billings Code of Ordinances Section 22-404 through 22-409 had been provided. He also pointed out that it is the Mayor's decision to put the matter in front of Council. The Public Works Director then continued on with a video of xeriscaping and a statement that he had contacted the Bozeman and Billings Public Works Departments and neither of those communities had specific wording allowing or denying xeriscaping. Both K. Dan Koch and Richard Herr inquired as to whether residents who already have a form of xeriscaping on their boulevards would be grandfathered in. Richard Herr also stated

that the specific resident who was responsible for the large rocks stored on pallets on the boulevard had many more of them in his back yard and as Councilman Herr understood the resident's intentions, he planned to place them throughout his back yard and boulevard eliminating any vegetation from growing in those areas. It was further stated that doing so would not provide the proper % of drainage area on that residential lot. Richard Herr inquired how this matter should proceed. Public Works Director Markegard stated the Mayor had asked the Committee to research options and directed attention to the Billings Codes provided. Since it was obvious that what was occurring at the residence in question was clearly in violation of several existing Laurel safety and drainage codes, and did not come close to what the average resident would consider xeriscaping; Committee Chair Eaton said she would bring the matter up with the Mayor and request it be put on the first available workshop for discussion.

### 3. Iron Horse Station Stormwater

This item was on the agenda because a councilman not on this committee was concerned that what had been presented at the Council workshop was not a full discussion of the issue. He had further been concerned because what was a Planning Board issue was presented at a Parks Board meeting and passed off as being approved by the proper decision making body. Public Works Director Markegard showed both over head views and street level views of a Google map of the area in question. It is a three acre undeveloped piece of land which contains many trees and has deer migrating through it. The developer is proposing this be park land and wants to have a pond fed with stormwater. Public Works Committee Chair Eaton stated the Park Board Chair had stated after the workshop when this was presented that the idea had been to put fish in the pond and have another fishing pond similar to South Pond already in existence in Laurel. Councilmember Herr said that was ridiculous because the pond that was proposed was only going to be a few feet deep and any fish would freeze in the winter. There was an inquiry as to whether there wasn't a spring that could feed a pond. Public Works Director Markegard said there was a ditch that ran through the property. Councilmember Herr relayed a story about his experience trying to drain non-ditch water into a ditch and stated the ditch companies do not want anything but ditch water in their ditches. K. Dan Koch inquired about the need to mitigate mosquitoes mating and breeding in the pond water. Councilmember Herr stated the expectation is that the pond will dry out in warm and or dry weather. The Public Works Director stated this was a proposal similar to the drainage pit Wal Mart has. Marvin Carter inquired as to whether it shouldn't be fenced off then. The Public Works Director stated that "stormwater in the area needs to be controlled".

#### 4. Emergency Call-outs

Kurt had supplied all attendees with a list of all Emergency Call-outs since January 22, 2019. On January 22, 2019 crews were called out to plow snow and sand streets. On February 5, 2019 crews were sent to shut off water at 2506 Atchison because of frozen lines. On February 12, 2019 water was shut off at 1030 -13<sup>th</sup> Avenue because of freezing lines. That same day there was a reported water break at the Best Western Hotel. This turned out to be a ruptured water line going to the ice machine inside the building. On February 19<sup>th</sup> there was a power outage at the Sewer Plant. On February 28 two employees were called out to plow snow and sand streets. On March 5, 2019 water was shut off at 2414 Lackawanna because of frozen lines. On Tuesday, March 12, 2019 two employees were called out to address flooding issues in culverts and a drainage ditch. Marvin Carter stated that "the South Side is still a wet mess". He stated "every street is a mess". The Public Works Director stated everything is supposed to drain to Russel Park where there is an irrigation ditch that goes under the Interstate, through the refinery and dumps into an open ditch that flows to the Sewer Plant. Chair Eaton stated it would help if the city plowed the streets. The Public Works Director stated the streets are too narrow to plow. It was noted that the streets were plowed when an emergency situation was declared by the Senior Center. The Public Works Director stated that the problem with plowing is that the plows compact the snow into ice. The ice becomes water and the melting ice floods the culverts or the ice clogs the culverts. Marvin Carter stated there are too many abandoned vehicles on the South Side. The Public Works Director stated that Code Enforcement does not do anything about abandoned vehicles. Richard Herr stated that in Bismarck, North Dakota in the 1960's all residents were notified in advance when City crews were going to plow or clean streets. It was stated that advance planning and communication would be helpful for all concerned.

#### Old Business

##### 5. Riverside Park Bathrooms

This item was on the agenda because a councilman on this committee was concerned that because of EPA regulations the bathrooms may never be installed. The Public Works Director stated that at the flood plain hearing there were no comments. The deadline for comments was 5:00 that day. The prebuilt building that will house the bathrooms is supposed to be delivered at the same time as one that will be installed in Billings. The top of the floor has to be above the flood plain. There is no Task Order written regarding installation of the bathrooms and nothing has been presented to the Council. The Public Works Director stated he had never heard anyone

state they were concerned about EPA regulations and he didn't even know what that comment was in reference to. Richard Herr spoke up stating it was at his request this item appear on the agenda. He stated that he was concerned because the project is moving so slowly and he fears that if the bathroom is not installed quickly someone will find an environmental reason to stop the project. The Public Works Director replied that the delivery date is uncertain because it has been paired with another project but that they plan to call in locates and thinks a mid-April date would be possible for delivery of the building. The only restrictions that are being dealt with at this time are regarding fill material.

#### 6. West Railroad Update

Public Works Director Markegard stated that the state had met with the City and there was a shortfall in reserves in the amount of \$7 million. He stated that presently the City is looking at doing the project by itself. When Chair Eaton inquired how that would be allowed when this is an Urban Route the Director replied that it is acceptable as long as the City notifies the state of its plans. He stated that the City may ask the county for help. He further stated that communities can ask to borrow up to five years' funds from the Urban Route reserves. This would amount to \$1 million in Laurel's situation. The State had said they do not advise asking for all the money up front because then there is no contingency plan. K. Dan Koch inquired whether this plan was to repair from First Avenue to Eighth Avenue and how much was needed. The response was yes, that was the planned area to be improved and \$7 million was the shortfall. Marvin Carter stated that the more Schessler builds up their land they use the more the water just drains out onto West Railroad Street.

#### 7. Engineering Reports

Kurt had supplied copies of KLJ's March 15, 2019 City of Laurel Project Status Update

##### WWTP Screw Press/Digester Rehabilitation

The primary digester has been cleaned out. One sludge transfer pump has been removed and the committee was told they are waiting until spring to install the new one.

##### H2S Remediation

Crews will be forcing O<sub>2</sub> into the system at the point where the sewer line is flat. This is roughly in the area of Locust Lane. When questioned about the high H<sub>2</sub>S readings coming from the BNSF lines the Public Works Director stated that if this continues to be a problem BNSF will be asked to install a bubbler in their line.

Richard Herr asked if the building of Iron Horse Subdivision would put more material in the lines and therefore reduce the buildup of H<sub>2</sub>S. The Public Works Director stated Iron Horse will not help this problem area.

### 2018 Pavement Maintenance Project.

This matter is scheduled to be voted on at the March 19 Council meeting. Richard Herr asked when the company will begin work. The answer was the conditions need to be dry but relatively cold so the cracks are still open.

### East 6<sup>th</sup> Street

There will be a final meeting and the project is scheduled to go to bid in April.

K. Dan Koch inquired as to whether there would be a parking lot in Thompson Park. The answer is that there will be a driveway approach but no parking lot will be built.

### LURA Infrastructure

KLJ is looking at designs.

### Pavement Management Plan

KLJ is working on Internal Quality Assurance before submitting the report.

### 2019 Pavement Maintenance

The bid opening was March 8<sup>th</sup> and the Council will vote on accepting the bid March 19, 2019. Work is expected to run from April through June, 2019.

### On-Call Professional Services

"KLJ was asked to evaluate costs of the potential future West Railroad Street reconstruction project. This will be ready by April 1, 2019".

### Laurel Planning Services

Nick Altonga, from New Hampshire, has been hired as the City Planner. Nick has a degree in Planning. He is currently familiarizing himself with the 32 acre subdivision that was pulled from Council consideration a few weeks back due to boundary questions and incorrect records involving access to the area. K. Dan Koch was familiar with this development proposal from his time on the City County Planning Board and inquired about the status of the project. The answer was that annexation would require bringing the involved streets up to code and they would need curb and gutter. The issue is being worked on with the County. It was also mentioned that Brett from Red Rock LLC, who presently owns the old Rapid Mart and associated houses and cabins; has expressed an interest in annexing.

The last page of KLJ's report was expressly not reviewed by the committee. Kurt had supplied copies of the March 17, 2018 Project Progress Update from Great West.

### Task Order No 26. New Water Intake

This issue now continues with wetlands restoration. The Public Works Director stated that it takes three years for the growth on the lands to be considered restored. Specifically, cattails have grown back in the area.

K. Dan Koch asked whether there would be any re-seeding. The Public Works Director stated that there has been mention that monitoring would continue in perpetuity. No work has been done on the area other than to return the top soil and if any work is done it will be bid out.

**Task Order No. 29 Water System Improvements**

Crews are taking down scaffolding at the new sed basins. It was clarified that the new water tank would be used for backwashing the filters. The tank itself is in pieces at the site and will be assembled then lettering will be applied.

**Task Order 38 Phase 4 Water System Improvements**

It was stated that no work is being done on this and work will likely not be done by Great West.

**Other Items**

**8. Announcements**

Kurt will be at a Public Works convention on April 15, 2019, when the next PW Committee meeting is scheduled. His preference would be to meet on the Thursday before the regularly scheduled meeting. The committee asked Marvin Carter if his second Monday of the month was now free and he stated it was. Since the assembled committee members were unaware of prior commitments of the two missing members, Heidi Sparks and Bill Mounstier, the group agreed to meet on Thursday, April 11, 2019 at 6 p.m.

The March 18, 2019 Public Works meeting was adjourned at 7:33 p.m.

Respectfully submitted,  
Emelie Eaton  
Public Works Chair

Minutes  
Public Works Committee  
January 22, 2019 6:00 P.M.  
Council Conference Room

Those present:

Kurt Markegard, Staff Advisor

Emelie Eaton, Chair

Karl Dan Koch

Marvin Carter

Richard Herr

Heidi Sparks

Bill Mountsier at 6:18

1. The meeting started at 6:00. There was no public in attendance.

2. General items

Review and approve minutes of November 19, 2018 meeting.

The minutes were reviewed. Richard Herr moved the minutes be approved as written. Heidi Sparks seconded. The motion was approved. Heidi Sparks questioned whether the minutes be corrected to state that Bill Mountsier was in attendance.

Everyone agree Bill was not in attendance at the December, 2018 meeting.

3. New Business

a. Emergency Call-outs

Kurt had supplied all attendees with a list of all Emergency Call-outs since July 1, 2018. The July items had been reviewed at the July Public Works meeting. The August items had been reviewed at the August Public Works meeting. The September items had been reviewed at the September 17<sup>th</sup> meeting. The October items had been reviewed at the October 15<sup>th</sup> meeting. The November items had been reviewed at the November 19 meeting. The December items had been reviewed at the December Public Works meeting. Kurt asked the committee if he should provide only the callouts since the last meeting. It was unanimously agreed that the committee only wished to see call outs since the last meeting. For the January 22, 2019 meeting the following

call outs were listed. December 25, 2018 Crews were sent out to sand the streets due to a winter storm. December 26, 2018 the Village Lift Station floats were activated due to grease buildup. On January 19, 2019 there were water leaks at 1710 Duval in Elena Subdivision and 714 Second Avenue. Both leaks were service lines leaking at the curb box shut off valves. It became necessary to call in two City employees and the container site was closed for this reason. The Second Avenue leak became involved because of unusually thick cement in the sidewalk around the shut off valve. A sprinkler head next to the sidewalk was also damaged when crews attempted to cut the sidewalk to access the shut off. On January 21, 2019 three City employees were called in to do plowing, sanding and shoveling at City buildings due to a winter storm.

b. February, 2019 Meeting Time

Emelie Eaton stated that because the Public Works Committee is scheduled to meet on February 18, 2019; and because the Public Works Director had stated at last month's meeting that he no longer wished to meet on holidays; and because he had further stated to Chairwoman Eaton that he had plans to be gone for a large portion of the week of February 18, 2019; she was making a motion to cancel the February 18, 2019 Public Works meeting. That motion was seconded by Richard Herr. Discussion followed regarding whether there would be anything new to report to the committee that could not wait until the March 18<sup>th</sup> meeting. It was unanimously agreed that the February 18, 2019 meeting was cancelled and the committee would next meet March 18, 2019. Bill Mountsier joined the meeting and was brought up on what had been discussed.

4. Old Business

a. KLJ and Great West Engineering Reports

Kurt had supplied copies of the January 18, 2018 Project Progress Update from Great West.

Task Order No 26. New Water Intake

As was stated previously, the leak was fixed. The report states Great West is covering costs for this repair.

Task Order No. 29 Water System Improvements

Regarding putting lettering on the new water storage tank by Riverside Park south of Laurel, Kurt stated that the Mayor had agreed to add the cost of putting "Laurel" in 4' white lettering on the cobalt blue tank.



Kurt confirmed that the final cost on this addition will be an additional \$2,300 and was well within the budget.

Great West's plans for the covered sedimentation buildings called for the gas pipes running parallel to Highway 212 be rerouted to heat the new buildings. MDU had surveyed the situation and stated they did not wish to dig their lines out of what is apparently a collection of pipelines in that area. They informed the City that if the City wished to reroute the line it would be their responsibility. The City is now assessing who would be willing to do this work and what the cost would be.

KLJ's January 15, 2019 City of Laurel Project Status Update was next reviewed. The Screw Press/Digester Rehabilitation project is underway. Crews are pumping down the water so the area can be cleaned and repairs made. They are leaving solids in the sedimentation beds to dry. Kurt showed pictures of the beds filled 3"-4" full of the materials taken out to dry. It is presently too cold to haul the materials, since the moisture has only frozen and not evaporated or run off. This is creating something of a backup in the process as the beds are filling and there is still more to be taken away. K. Dan Koch inquired if the material couldn't be used as fertilizer. Kurt explained that while *Glacier Gold*, a gardening fertilizer that can be found in a local hard ware store, does come from the Kalispell sedimentation basins, there are extensive DEQ requirements that have to be met to make the product safe to be distributed to the public. Currently Laurel has pumped out roughly 300,000 gallons and Billings uses the dried product as cover over the trash at the County landfill.

Kurt did state that he felt there would be a problem when crews start to drain the digesters. He stated that millions of dead snails from a build up elsewhere were likely collected at the bottom of the first digester. He also stated that the second digester leaks. No one would know the extent of the damage or be able to estimate the cost until it was drained. He stated that crews expected to need 7 to 10 days to finish this part of the project. They had started on Saturday, January 19<sup>th</sup> so it was expected there would be answers soon.

The H2S Remediation issue. Nothing discussed  
Archimedes Screw Rehabilitation. Nothing discussed.

East 6<sup>th</sup> Street improvements.

The scope of this project changed with the City requesting off-street parking within Thompson Park; and installing a new water main within East 6<sup>th</sup> Street to provide looping for side street connections. KLJ had completed looking at the water main on December 3<sup>rd</sup> and had determined that the water pressure was sufficient and there was no need to loop. This was paid for out of Water Enterprise Funds.

The issue of off street parking had been reviewed and KLJ had provided some estimates for cost. The issue of putting a parking lot where the tennis courts now sit was eliminated because of fear of foul balls hitting cars. If the City were to put in parking east of the shelter, where the ice skating rink was many years ago, it would cost approximately \$150,000 or \$7,500 for the roughly 20 parking spots that could be built. This money would have to come out of the General Fund because creating a parking lot in the park does not fall into the guidelines of uses for street improvement monies or Gas Tax dollars. KLJ has stated that changing to diagonal parking along East 6<sup>th</sup> Street would provide 16 parking spots and save the City a considerable amount. Kurt stated that the consensus now is to change East 6<sup>th</sup> Street to diagonal parking.

Pavement Maintenance. Nothing discussed.

LURA Infrastructure Improvements

Kurt explained that the mayor had proposed LURA fund improvements to Washington Avenue; Idaho Avenue and Ohio Avenue between East Main Street and East First Street. The Mayor is now considering delaying this issue for three years. Emelie Eaton inquired what reaction the Railside Diner had to this change of direction. Kurt responded that the Railside Diner wishes to expand their building and the plan is to build to the sidewalk so they are anxious to have improved streets and possibly diagonal parking for their patrons. Emelie Eaton inquired whether the brewery was still going to pay for their own curb, gutter and sidewalk improvements. Kurt stated that once the brewery's owners heard that the City was planning to make improvements to the sidewalks, street, curb and gutters, they withdrew their plans to finance the project for their business and the area will remain with the gravel scraped away.

Pavement Management Plan

It is expected that a draft form of this report will be available in February and the committee can review it in March. Public Works Director Markegard stated that all streets on the south side are earmarked for complete rebuild. KLJ is still gathering information as it learned that those streets designated as Urban Routes have to have information gathered beyond the City limits. Kurt stated that the report that KLJ provides will give cost estimates which are expected to be between \$60 and \$70 million to complete all improvements. Heidi asked where the money comes from to make these improvements. Kurt stated that it comes from the Gas Tax Fund and Pavement Maintenance Fund. He stated that TIGER grants are available but he felt that it was impossible to get any federal grant money when Laurel was so close to Billings and we would be competing with them for funding because the grants were based on how much traffic used any given street. Heidi disagreed with his, stating that if the City applied for a TIGER grant for SW 4<sup>th</sup> Street and included the 2,000 additional employees every three years during a turn around the numbers would look good. Kurt brought the web site up on his computer and showed the committee two small Montana towns that had received TIGER grants. The web site <https://www.transportation.gov/BUILDgrants> gives the specs needed to apply for the BUILD-TIGER Discretionary Grants.

Marvin Carter left the meeting at 6:55 stating he had another meeting to attend in five minutes.

On-Call Professional Services-Nothing was discussed

Laurel Planning Services

Kurt stated that on January 19<sup>th</sup> the Laurel Planner job had been offered to a planner by the name of Nick now located in New Hampshire.

Other Notes and Information-nothing was discussed

b. Update on West Railroad Street

Kurt stated that the state had reviewed the joint County/City of Laurel request to place West Railroad Street on the list of state projects.

Consequently, the state reviewed the materials submitted to it and had met with City staff earlier in the day. The state had said it could not proceed with the project until the City proved it had the match funding for the project as it was submitted. The City stated it had reserved approximately \$4 million and that \$200,000 was added to it annually which would bring the total to roughly \$4.7 million in five years when construction is expected to begin. The state said the match needed to

be between \$4-\$7 million in today's dollars and costs would go up and time passed. The state recommended changing the scope of the project and either replacing Railroad Street from 1<sup>st</sup> Avenue to 5<sup>th</sup> Avenue or from 5<sup>th</sup> Avenue to 8<sup>th</sup> Avenue. In the earlier meeting the CAO and Treasurer had urged the Mayor to hold off on the project. Committee members were hugely disappointed in this report and will be inquiring at the next workshop what steps the City plans to take to proceed and re-evaluate and not let this project die once again. Kurt stated that the state was looking at improving West Railroad to "Urban Standards" which meant dealing with underground utilities, which were more extensive than the Public Works Director was aware of, and making it a three lane road.

#### 5. Other Items

No one had any other items.

#### 6. Announcements

There were no announcements.

The January 22, 2019 Public Works meeting was adjourned at 7:07 p.m.

Respectfully submitted,  
Emelie Eaton  
Public Works Chair

## Sec. 22-404. - Obstructions on boulevards.

- (a) Any and all poles, shafts of wood, iron or other material, billboards, signs, buildings, structures, fences, wires or any other things now in place or hereafter set, placed, built or erected on any of the boulevards of the city are hereby declared to be nuisances.
- (b) The planting, growing and cultivation of trees and grass or the building of walks and driveways over the boulevards in the city under the provisions of this Code and other ordinances of the city, or the placing or maintaining of encroachments by the permission of the city council and for which an encroachment fee is paid or the erecting or maintaining of poles by telephone, telegraph or electric light companies are excepted from the provisions of this section and shall not constitute a nuisance and there is also excepted herefrom light poles and bus benches placed by the authority of the city.

(Code 1967, §§ 13.16.120, 13.16.130)

## Sec. 22-407. - Encroachment permit required.

- (a) No encroachment on any public right-of-way or public property shall be allowed except by authority of an encroachment permit issued by the city administrator or his designee. Application for an encroachment permit shall be made on the forms and in accordance with the procedure prescribed by the city administrator. A fee for the permit application shall be charged to cover the administrative costs of processing as prescribed by council resolution. If the issuance of the permit is approved, the city administrator or his designee shall issue the permit. If the permit is denied, the applicant shall be provided with a statement of the reasons therefore, which reasons shall be entered in writing on the application. The applicant shall be entitled to appeal the denial of the permit to the city council as provided in subsection (b) below.
- (b) From the date of denial of the permit, the applicant shall have ten (10) days in which to submit a written notice appealing such denial to the city council. The notice of appeal shall be filed with the city clerk and shall state reasons supporting the grant of the encroachment permit, the applicant's correct mailing address and telephone number, shall be signed by the applicant and shall be accompanied by the processing fee as prescribed by council resolution. The appeal shall be placed on a city council agenda not more than twenty-one (21) days after receipt of notice. The applicant shall be notified in writing by certified mail, return receipt requested, of the date and time the

matter will be considered on the agenda. In addition, notice of the hearing shall be published once in the official city legal newspaper prior to the hearing. The notice shall include the proposed encroachment encroaches, the extent of the encroachment and the duration. The applicant and all other interested persons may appear at the time and place and be heard either for or against.

(Code 1967, §§ 3.20.001, 3.20.050; Ord. No. 85-4671, § 3, 10-21-85)

Sec. 22-408. - Failure to remove obstructions.

Any person who shall willfully and unnecessarily obstruct any sidewalk, street or alley without first obtaining permission of the city or who shall fail to remove any obstruction placed in or upon any street, sidewalk or alley whenever any permission previously granted shall have been withdrawn, or when notified to do so by the city, shall be subject to civil penalties as specified in section 18-1304.

(Code 1967, § 13.16.110; Ord. No. 10-5501, § 1, 1-11-10)

Sec. 22-409. - Penalties.

Violations of this article, division 1 are designated as municipal infractions, and punishable by civil penalties as specified in section 18-1304.

(Ord. No. 10-5501, § 1, 1-11-10)

March 18, 2019

## Public Works Emergency Call-outs since last meeting in January

- 1-22-19 Snow Plow and sanding
- 2-5-19 Water shutoff 2506 Atchison
- 2-12-19 water shutoff 1030 13<sup>th</sup> Ave
- 2-12-19 water break Best Western Hotel
- 2-19-19 Power outage Sewer Plant
- 2-28-19 Plow and sand two employees
- 3-5-19 Water shutoff 2414 Lackawanna
- 3-12-19 Flooding issues south side culverts and drain ditch. 4<sup>th</sup> Avenue and West 5<sup>th</sup> street. Two employees.



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### ***WWTP Screw Press (KLJ #1804-00120)***

Project Manager: Travis Jones/Doug Whitney

Reason for Project: The City's WWTP does not currently have adequate sludge handling equipment, which has led to overfilling and backup of the drying beds, digesters, and various other WWTP components. Completion of this project will allow for improved operations and allow for maintenance of the digesters, which cannot be taken offline until this project is completed.

Project Scope: Design and construction of a new screw press to process WWTP sludge.

Milestones:

- Preconstruction meeting was held December 13<sup>th</sup>
- Notice to Proceed will be January 7, 2019 (150-day contract)

Current Status:

- Submittal process is underway.
  - Submittals are up to date
  - PWTech submittal received 2/11/19
- RFIs are up to date.
- Sludge dewatering is completed, and dewatering subcontractor has moved off site.
- Primary digester (A) has been drawn down to the "seed" level needed for the project.
- Secondary digester (B) is down to top of cone and thick sludge removal continues.
  - Contractor has requested a 4-day delay
  - Contractor has indicated his intent to make a claim for changed conditions.
- February 21<sup>st</sup> is the existing deadline to complete the dewatering/digester cleaning phase.
- One sludge transfer pump has been removed.

### ***WWTP Digester Rehabilitation (included in the Screw Press project)***

Project Manager: Travis Jones/Doug Whitney

Reason for Project: The City has not taken down the digesters for routine cleaning, inspection, and repairs for several years. This is due to inadequacy in the sludge handling equipment.

Project Scope: Complete the design and construction administration for the cleaning, inspection, and repairs of the existing digesters.

Milestones: (see WWTP Screw Press project)

Current Status:

- Once the interior of the digester is cleaned and can be evaluated for needed restoration, a construction change order and engineering amendment may be required.





*City of Laurel Project Status Update*  
*March 15, 2019*



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***Sanitary Sewer H<sub>2</sub>S Remediation (KLJ #1804-00122)***

Project Manager: Doug Whitney

Reason for Project: Buildup of H<sub>2</sub>S within the WW collection system has led to deterioration of manholes and other system components.

Project Scope: Complete the design and construction administration for the proposed air injection/diffuser system to address H<sub>2</sub>S build-up within the system.

Milestones:

- Sewer sampling plan submitted to the City.
- Sewer samples collected on July 19<sup>th</sup>.
- Results of sewer sampling received on July 30<sup>th</sup>.
- Analyses of sampling and recommendations for a second round of sewer sampling submitted to the City on August 3<sup>rd</sup>.
- Second round of samples collected on August 14<sup>th</sup>.
- Second round of sampling results received on August 27<sup>th</sup>.
- Results of second round of sewer sampling received on Sept 25<sup>th</sup>.
- Design of recommended improvements is anticipated for May 2019.

Current Status:

- City has requested that KLJ proceeds with improvement design independent of future sampling.

***2018 Pavement Maintenance (KLJ #1804-00123)***

Project Manager: Carl Jackson

Reason for Project: This continues the City's annual pavement maintenance. As a result of significant freeze-thaw during the 2017-18 winter, several City streets have significant pavement damage.

Project Scope: The 2018 scope is hot mix asphalt for repaving West 4<sup>th</sup> Street (6<sup>th</sup> Ave. - 8<sup>th</sup> Ave.) and pothole repairs on West Railroad Street.

Milestones: Construction is substantially complete. Striping will need to wait until Spring 2019.

Current Status: (no progress to report until spring re-start)



**City of Laurel Project Status Update**  
March 15, 2019



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***East 6th Street Improvements (KLJ #1804-00121)***

Project Manager: Carl Jackson

Reason for Project: Street reconstruction between 1st Ave. and Wyoming Ave. to address failed pavement, saturated subgrade conditions and surface runoff improvements. UPDATE: the scope recently changed to include new water main from Pennsylvania to Wyoming.

Project Scope:

- Grading, paving, parking, and drainage enhancements (minor water main in Wyoming)
- Special Improvement District (sidewalks, driveways), pending approval
- Safety improvements
- Water main from Pennsylvania to Wyoming, including the Wyoming intersection valves.

Milestones:

- Bidding – April/May 2019
- SID creation – April/May 2019
- Construction – completed before August 2019 start of school year

Current Status: Design in full-swing. Off-street parking (Thompson Park) is no longer in the scope.

***LURA Infrastructure Improvements (KLJ #1804-01309)***

Project Manager: Carl Jackson

Reason for Project: Reconstruction and rehabilitation of streets, utilities and various other infrastructure improvements including Washington Ave., Idaho Ave. and Ohio Ave. generally bound between E. Main Street and E. 1st Street, as well as E. 1<sup>st</sup> Street generally bound between Washington Ave. and Alder Ave.

Project Scope: Preliminary engineering, SID creation, design, bidding and construction.

Milestones:

- Survey & Geotechnical field work – complete
- SID creation – Spring 2019
- Design & Bidding – pending results and completion of Preliminary Engineering
- Construction – will occur during 2019 construction season

Current Status: Preliminary engineering report was submitted February 28<sup>th</sup> for City review and comment, and then reviewed on March 4<sup>th</sup>. The scope and available budget need to be confirmed by the City, and KLJ will provide a schedule update to assist with these decisions. It is possible the project will be built in phases (TBD).



*City of Laurel Project Status Update  
March 15, 2019*



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***Pavement Management Plan Update (KLJ #1804-01970)***

Project Manager: Bryan Vanderloos

Reason for Project: Develop an updated pavement management plan (PMP) including MDT and City streets within the Laurel corporate limits. This will be used for prioritizing the City's annual pavement maintenance projects, along with satisfying MDT's requirement that the City update its PMP on a regular basis to be eligible for certain future State funding.

Project Scope: Conduct a field inventory by assessing paved streets utilizing the Pavement Surface Evaluation and Rating (PASER) methodology. A rating of 1-10 will be given to each road segment based on distresses such as cracks, ruts, potholes, etc. Known roads that have failed pavement sections and are in disrepair will not be evaluated, and simply given a poor rating.

Milestones:

- Final edits are complete.
- We are working through internal Quality Assurance review before submitting the report to the City.

Current Status: KLJ is in the process of providing the final deliverable to Kurt and then closing out the project.

***2019 Pavement Maintenance (KLJ #1904-00230)***

Project Manager: Bryan Vanderloos

Reason for Project: This continues the City's annual pavement maintenance.

Project Scope: This year's project entails crack seal, chip seal, pavement markings, and other miscellaneous items on the following streets: South Washington Avenue; 5th Avenue from West Main Street to West 2nd Street; Cottonwood Avenue from East Main Street to the Ditch Crossing; East 8th Street from 1st Avenue to Pennsylvania Avenue; and Pennsylvania Avenue from East 8th Street to East Maryland Lane.

Milestones:

- Bidding – complete
- Construction – April-June 2019

Current Status: The bid opening was March 8<sup>th</sup> and Council Award is anticipated on March 12<sup>th</sup>.



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***On-Call Professional Services (KLJ #1804-00347)***

Project Manager: Carl Jackson

Reason for Project: This contract would enable KLJ to provide consulting services that are not part of an approved task order. Generally, this would apply to situations where KLJ's fees are small enough that a separate task order is not necessary, or for time-sensitive matters.

Project Scope: Services may include engineering, surveying, planning or government relations.

Milestones: (as needed)

Current Status:

- KLJ was asked to evaluate costs of the potential future West Railroad Street reconstruction project, which will be provided to Kurt by April 1.

***Laurel Planning Services (KLJ #1804-00554)***

Project Manager: Forrest Sanderson

Reason for Project: KLJ has been retained to provide City of Laurel planning services during the interim period, while the search for the new City Planner is ongoing.

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.

Milestones: (as needed)

Current Status:

Floodplain Management – Completed the Joint Application for the Riverside Park Latrine Project. Legal notice for floodplain permit as required by regulations. Project Engineer review of proposed latrine fill and permitting.

Subdivision Review – The primary efforts during the past month include; Regal Park, Russel Minor and Pre-Application meetings on the subdivision of the Yard Office property. These meetings are an attempt to accelerate the public review process should the annexation be approved.

Zoning – Answered several questions on Zoning compliance. Prepared a staff report and attended the City Council Work Session meeting on the Annexation and Initial Zoning Request



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for Goldberg LLP prepared by Performance Engineering. Day to day zoning issues have been transitioned to the new City Planner

Planning – primary overall activity included meeting attendance and office work related to consideration of the Goldberg LLP Annexation and Initial Zoning, along with bi-weekly meeting with City and KLJ staff. Attended Planning Board meeting as part of Transition. Once the Yard Office (Goldberg) matter is completed future long term planning will be fully transitioned to the new planner.

### ***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 FY19 Projects

1. Booster station rehabilitation or replacement (task order forthcoming)
2. Capital Improvement Plan (CIP) assistance – pending further direction from the City.
3. Planning (task order amendments forthcoming)
  - a. Review of development rules and regulations (related to public works and planning)
  - b. Growth Policy update
4. West Railroad Street coordination
5. Water storage tank evaluation
  - a. Tim is coordinating inspections of the tanks in Spring 2019, which will help determine the scope of work, which may include external and internal coating.
6. Updating City utility maps and GIS
  - a. City would like updated maps and to explore better uses of GIS information. The task order is pending clearer understanding of the scope by both KLJ and the City, which will come from future discussions.

#### Other Potential Future Projects

1. WWTP Archimedes Screw Rehabilitation
2. Examining engineer review of 3<sup>rd</sup> Party submittals to City
3. Lion's park grant application assistance
4. On-call government relations
5. Riverside Park improvements
6. West side groundwater remediation



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## MEMORANDUM

Date: March 17, 2019

To: Kurt Markegard, Public Works Director – City of Laurel

From: Chad E. Hanson, PE

Subject: Project Progress Update

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The following sections summarize the current status and recent progress on active task orders under our "on-call" engineering contract with the City. Please let me know if you have any questions and/or would like more information.

### **Task Order No. 26 – New Water Intake**

We submitted the additional documentation for the wetland restoration along the transmission main route requested by Robert Cole with the Army Corps of Engineers on the City's behalf. We have reviewed the Corps' response to the additional documentation but are waiting on direction from the City before preparing a response. We scheduled a meeting with the Corps in our Helena office on March 28<sup>th</sup> to discuss their concerns at the City's request.

### **Task Order No. 29 – Phase 3 Water System Improvements**

COP Construction continues making progress on the project, and we have been providing on-site observation as applicable, holding weekly update meetings with the City, and conducting weekly construction progress meetings with the City and COP Construction. We have also continued to respond to requests for information (RFIs) from the Contractor and to review submittals as they are received.

### **Task Order No. 38 – Phase 4 Water System Improvements**

*No work has been performed since the Progress Update Memo dated July 10, 2018, which stated:*

The Phase 4 Improvements include lowering the 2003 intake, adding an additional raw water





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pump at the WTP, and installing VFDs on all of the large raw water pumps. TSEP and DNRC grant applications for the project were submitted in the spring of 2016 but fell below the funding line. The City needs to complete the lowering of the 2003 intake to comply with the Army Corps permit for the new intake but is undecided on a schedule for the work.

We have done no work on the project and will not until so directed by the City.



