

**MINUTES
CITY OF LAUREL
PUBLIC WORKS COMMITTEE
MONDAY, JUNE 17, 2019**

Attendance Richard Herr, Dan Koch, Bill Mountsier, Marvin Carter, staff Kurt Markegard

Public Input:

General Items:

1. Approve Public Works Committee Minutes of May 20, 2019. It was moved and seconded that the minutes be approve for the May 20th, 2019 meeting. All in favor.

New Business

2. Stadium Parking Lot Update. Kurt gave an update on the Mayor's direction to proceed with a design and cost estimate that can be present to the City Council. Kurt stated that he has been directed to proceed with coming up with a design.
3. Public Works Vacancy. Bill wanted the committee to be informed that committee member Ken Gomer had turned in his resignation to serve on this committee. The group discussed who might want to sit on this committee. Members will think of people that may be interested in sitting on this committee.
4. Twine Recycling North of Laurel. Kurt informed the committee that a new twine recycling building was recently built across from the City's container site on state school trust land. The Yellowstone Valley Audubon Society is trying to keep plastic twine from ending up in bird nests. They will be collection 90% clean twine at this building and then sending it to a recycler in the mid-west. The committee discussed allowing twine to be dropped off at the container site and then taken over to their site for recycling.

Old Business

5. KLJ and Great West Reports. Kurt went over the reports attached to these minutes. The Water and Sewer Plants are coming to completion soon. The East 6th Street reconstruction was discussed and the 4th of July events.
6. Open House for the Water Treatment Plant and Waste Water Treatment Plant - Mayor requested to move to July 22, 2019. The Mayor indicated that he was going to have a conflict on the 23rd of July and requested an open house to take place on Monday the 22nd. The committee did not see why this date would be a problem.

Other Items

7. Emergency Call-outs. Kurt stated there was only one after hour call-out for Public Works since the last meeting. Storm Drains had to be cleared on the 27th of May due to the previous day's hailstorm.

Announcements

Next Meeting with be on the 15th of July.

Meeting was motioned to adjourn at 6:45 pm. This motion was seconded and all in favor.

Respectfully submitted Kurt Markegard

Baling Twine Recycling

NOW Available In The Billings Area

(No Mesh Please)

Yellowstone Valley Audubon Society's Twine Collection & Recycling Site (TCRS) will be **opening Friday, June 14, & Saturday, June 15, (2019), from 8AM to 2PM.**

The TCRS' hours are 8AM to 2PM the 2nd and 4th Friday/Saturday of each month from May through October - weather permitting. It will be staffed with volunteers.

The TCRS is located 2½ miles north of Laurel on Buffalo Trail Road (¾ mile north of the intersection of Laurel Airport Road on Buffalo Trail Road). It is across the highway from the Laurel Container Site.

Like all plastics that are recycled, the twine needs to be dry and at least 90% clean.

We are not accepting net or mesh wrap since not all is recyclable. It is one of the most difficult plastics to clean and recycle due to the hay fibers, soil, and rocks that become embedded in the plastic.

For further information including a map, visit yvaudubon.org or email yvas.twine.recycle@gmail.com. You can also call and leave a message at: 406-591-8606.

Additional Info:

While we are aware that most baling twine is collected during wintertime feeding, we are unable to keep the recycling center open all year.

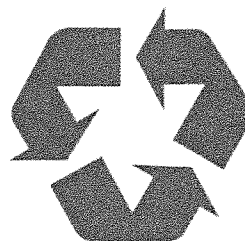
We rely on our volunteer workers to operate and maintain the TCRS. We do not have paid staff.

No money is made from this project. A full semi-load of dry, 90% clean polypropylene twine will bring a refund payment adequate to cover the cost of loading and shipping to a recycling facility in Minnesota. If contamination of the twine is more than 10%, the payment will not be sufficient to cover these costs.

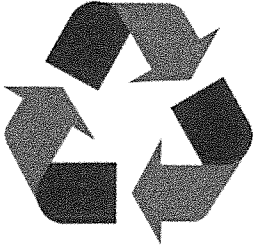
We want this project to succeed and be a model opportunity for other communities. After the first year, we hope to have a much better idea of what to expect, how to expand, and how to revise or adapt.

For now, we are focusing our marketing efforts locally within 90 miles of Billings, however, we will not turn away any 90% to 100% clean, dry twine that is delivered to the collection site.

Most users of baling twine in Montana do not have access to an environmentally safe method for disposing of unwanted loose twine. Recycling is the only environmentally safe and legal way to dispose of twine and plastics.



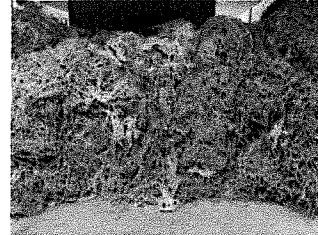
WHY RECYCLE POLYPROPYLENE TWINE (BALER TWINE)



Baler twine is made of polypropylene (PP) and it is recyclable. Twine is extremely strong and can remain in the environment for many, many decades. It is a nonrenewable product that should be recycled.

Users of baler twine in Montana have had few options for its disposal including, burning (toxic and illegal), burying, hauling to dump sites or leaving on the ground. None of these options are environmentally sound or reasonable.

There are recycling facilities in the United States that recycle baler twine. Like all plastics that are recycled, the twine needs to be dry and at least 90% clean. A full semi-load of dry, 90% clean twine will bring a refund payment adequate to cover the cost of loading and shipping. If the twine is dirty or wet, the payment will not cover these costs.



Please note: We are not accepting net wrap. It is one of the most difficult plastics to clean and recycle due to the hay fibers, soil and rocks that become embedded in the plastic.

Studies have shown that recycling 1 ton of plastic will save up to the equivalent of 1,500 gallons of gasoline.

OSPREYS, WILDLIFE, LIVESTOCK, HUMAN ACTIVITY AND LOOSE TWINE DON'T MIX

If twine is left loose in the environment, it can entangle wildlife and livestock causing constriction, infection, debilitation and in some cases, death.

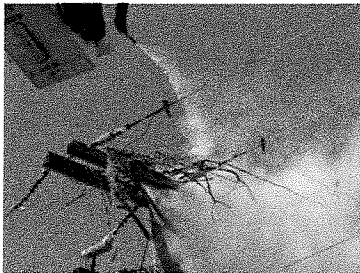


Ospreys, ravens and other birds can become entangled in twine that they place in their nests. The birds suffer long and painful deaths due to starvation, constriction and infection.

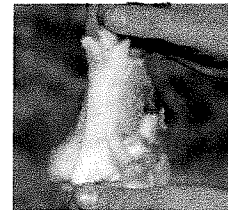
Twine can become dangerously entangled in deer, elk and pronghorn antlers.



Livestock ingest twine causing internal blockages. Canada Geese have been known to eat twine.



Pieces of twine can get embedded in sheep's wool rendering it useless.



Twine hanging off Osprey nests on utility poles causes power outages and fires.

Loose twine can ensnarl highway equipment causing costly break-downs and expenses for tax payers.



POLYPROPYLENE BALER TWINE SHOULD BE RECYCLED





City of Laurel Project Status Update June 15, 2019



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 13th
- Notice to Proceed will be January 7, 2019 (150-day contract)
- Start-up of the sludge press and cake pump June 13, 2019

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.
- Digester B has been drained and cleaned.
 - Repair work on digester B have been completed.
 - Change Order No. 2, for these repairs, has been presented to the Council.
 - Digester B has been returned to service.
 - Contractor has made a claim for additional pumping.
 - Change Order No. 1 for the undisputed amount has been presented to the Council. The disputed amount will be negotiated at a later date.
- Digester A has been drained and cleaned.
 - Contractor is preparing to sand blast interior.
 - Inspection and repairs will take place after sand blasting.
 - Recoating of the interior will take place after the repairs are completed.
 - Contractor has made a claim for additional pumping. This is currently under review.
- One sludge transfer pump has been removed.
 - Both transfer pumps are on site.
 - Installation of one of the pumps is underway.
 - A Work Directive for a replacement pressure sensor has been prepared.
- The blasting and repairs inside digester A have been completed.
- The sludge press and cake pump are operational.
- Operator training has been conducted.
- Outstanding claims have been discussed and agreed to.



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)

Sanitary Sewer H₂S Remediation (KLJ #1804-00122)

Project Manager: Doug Whitney

Reason for Project: Buildup of H₂S 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 H₂S build-up within the system.

Milestones:

- Sewer sampling plan submitted to the City
- Sewer samples collected on July 19, 2018
- Results of sewer sampling received on July 30, 2018
- Analyses of sampling and recommendations for a second round submitted on August 3, 2018
- Second round of samples collected on August 14, 2018
- Second round of sampling results received on August 27, 2018
- Results of second round of sewer sampling received on Sept 25, 2018
- H₂S monitoring: April 2-19, 2019 - Completed
- Recommendation from Manufacturer: week of June 3, 2019
- Draft Updated TM with cost estimate: June 10, 2019
- 60% Plans and Specs: June 28, 2019
- 100% Plans and Specs: July 12, 2019
- Advertise for Bid: July 16, 2019
- Bid Opening: August 6, 2019

Current Status:

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



City of Laurel Project Status Update
June 15, 2019



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 4th Street (6th Ave. - 8th Ave.) and pothole repairs on West Railroad Street.

Milestones: Construction is complete. Striping was completed May 9-10.

Current Status: The project will be close-out soon.

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 – May/June 2019
- Construction – completed before August 2019 start of school year

Current Status: Construction phase is about to begin, starting with the preconstruction meeting on May 21, 2019.



East Downtown 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. 1st 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 – Summer/Fall 2019 (tentative)
- Design & Bidding – ongoing (Phase 1)
- Construction – Phase 1 will be a late-summer/early-fall construction project

Current Status: after meeting with the City leadership on May 3rd it was determined to phase the project. KLJ recommended a phasing plan to start with alley sanitary sewers and the north-south streets for phase 1.

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, and the final draft was given to Kurt and Matt.
- Any final comments from the City are requested by May 28th.

Current Status: Once we have received final comments from the City, we will finalize the report.



City of Laurel Project Status Update
June 15, 2019



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: Crack sealing was completed April 17th. Contractor Application for Payment No.1 was submitted to the City. The Contractor is working on their schedule to chip seal in July.

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:

- During the 5/14 bi-weekly meeting KLJ was asked to evaluate funding options for the future West Railroad Street reconstruction project. We'll work with City leadership to agree on the planned approach to this, before proceeding.



City of Laurel Project Status Update June 15, 2019



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 new City Planner takes on all of the roles associated with the position.

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 – Joint Application for improvements at Riverside Park will need to be completed and a Floodplain Development Permit issued. Post issuance routine inspections and certifications will need to be performed.

Subdivision Review – KLJ Staff are available to assist as necessary.

Zoning – KLJ Staff are available to assist as necessary.

Riverside Park Campground (KLJ#1904-00634) – The project will be transferred to Mike Bender for design and management where Forrest has a regulatory role as City Floodplain Administrator. Forrest will remain as project liaison between City and Project Manager.

Planning – The Planning Documents of the City of Laurel either need to be updated to comply with statutory mandates or have been discussed for updates by Staff or appointed Boards. The Planning Documents include, but are not limited to:

- Growth Policy (Statutory)
- Subdivision Regulations (Statutory)
- Zoning Regulations (Optional)
- Capital Improvements Plan (Optional)



City of Laurel Project Status Update

June 15, 2019



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. Repairing 2019 pavement damage
 - a. Task order planned for June 4th approval
2. Review of development rules and regulations (related to public works and planning)
 - a. Task order planned for June 4th approval
3. Updating City utility maps and GIS
 - a. Task order planned for June 4th approval
 - b. City would like updated maps and to explore better uses of GIS information.
4. Booster station rehabilitation or replacement (task order forthcoming)
5. Capital Improvement Plan (CIP) assistance – pending further direction from the City.
6. West Railroad Street coordination
7. Water storage tank

Other Potential Future Projects

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

MEMORANDUM

Date: June 14, 2019

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

From: Chad E. Hanson, PE

Subject: Project Progress Update

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 prepared a draft response to comments on the final mitigation provided by Robert Cole with the Army Corps of Engineers on the City's behalf. Once the City approved and signed the response, we forwarded it to the Corps.

Task Order No. 29 – Phase 3 Water System Improvements

COP Construction continues making progress on the project. Start up of the major pieces of equipment began the week of June 3rd. Currently, Train A is fully operational. The Contractor is still cleaning sand and mud out of Train B, but everything is ready to start up and test in Train B as soon as it is cleaned. The Contractor will continue working on miscellaneous items and the site work to complete the project into July.

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 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.

June 17th, 2019

Public Works Emergency Call-outs since last meeting in May

5-27-2019 Open storm drains plugged by the hail storm the day before.