

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 each 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 as 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



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## MEMORANDUM

Date: January 18, 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.

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

COP Construction continues making good progress on the project. The new basins are mostly poured, and the plate settlers are scheduled for installation beginning today. 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.



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



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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.
- Contractor is mobilizing on site.
- Dewatering sub-contractor has mobilized and planning to start dewatering operation on Friday the 18<sup>th</sup>.

**WWTP Digester Rehabilitation (concurrent with above Screw Press project)**

Project Manager: Travis Jones

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: (As needed)

- Will be concurrent with WWTP Screw Press

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**  
January 15, 2019



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

Project Manager: Travis Jones/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.

***WWTP Archimedes Screw Rehabilitation (KLJ #TBD)***

Project Manager: Travis Jones

Reason for Project: The grouting around the existing screw pumps is wearing down, which makes the pumps less efficient in the transfer of wastewater.

Project Scope: Complete the design and construction administration for the rehabilitation of the existing screw pumps.

Milestones: (As needed)

Current Status: (KLJ Contract Pending)

- No significant updates since previous status report.



**City of Laurel Project Status Update**  
January 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 and valve replacements in Wyoming intersection.

Milestones:

- Survey and preliminary design – complete
- Final design – Winter 2018/2019 (ongoing)
- Bidding – February/March 2019 (tentative)
- SID creation – April/May 2019
- Construction – completed before August 2019 start of school year

Current Status: Road design is underway. Water main will be looped by adding a new 8-inch line between Pennsylvania and Wyoming. Off-street parking (in Thompson Park) is pending City review of available funding; KLJ is not incorporating off-street parking in the current design.

**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**  
January 15, 2019



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***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. 1st Street generally bound between Washington Ave. and Alder Ave.

Project Scope: Preliminary engineering (survey, geotechnical and CCTV inspections), SID creation, design, bidding and construction.

Milestones:

- Survey & Geotechnical field work – complete
- Preliminary Engineering – February 1, 2019
- SID creation – Spring 2019
- Design & Bidding – pending results and completion of Preliminary Engineering
- Construction – will occur during 2019 construction season

Current Status: Preliminary engineering is nearly complete, after which time the scope of the 2019 project will be discussed with the City. It is possible the project will be built in phases (TBD).

***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:

- Field Inventory (pavement condition assessment) – November 1, 2018
- PASER analysis and draft PMP (report) – January 15, 2019
- Finalize PMP (report) based on City review and feedback – February 14, 2019
- Attend City Council meeting to discuss the plan after February 14<sup>th</sup>.



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



Current Status: A draft report review meeting was held Monday, January 14 and KLJ is in the process of making edits before resubmitting for final City comment.

***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: No services were provided last month.

***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 – minimal activity this month.

Subdivision Review – The primary efforts during the past month include Iron Horse Phase 2, Regal Park, Brester Minor, Russel Minor and Robertus Ag Exemption.

Zoning – Answered several questions on Zoning compliance. Prepared a staff report and attended the Planning and Zoning Commission meeting on the Annexation and Initial Zoning Request for Goldberg LLP prepared by Performance Engineering.

Planning – primary overall activity included meeting attendance and office work related to Planning and Zoning Commission consideration of the Goldberg LLP Annexation and Initial Zoning, along with bi-weekly meeting with City and KLJ staff.



## *City of Laurel Project Status Update*

*January 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. Booster station rehabilitation or replacement (task order forthcoming)
  - a. Anticipated as a spring 2019 project.
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. Annual Pavement Maintenance (crack/chip seal, other repairs TBD)
  - a. This will be annual; tentatively scheduled for bidding in spring 2019
5. Railroad Street coordination
  - a. A joint resolution between the City and County is pending.
6. 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.
7. 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. Examining engineer review of 3<sup>rd</sup> Party submittals to City
2. Lion's park grant application assistance
3. On-call government relations
4. Riverside Park improvements
5. West side groundwater remediation

October 15, 2018

## Public Works Emergency Call-outs since July 1, 2018

7-1 Elm Lift Station Alarm

7-11 110 Yellowstone Sewer Complaint

8-5 H2O Break North of Nutting Park

8-9 Replace manhole lid East Main Street

8-16 Water turn on 201 3<sup>rd</sup> Avenue

### August Meeting

8-18 Digester Sump Pump Fail

8-23 Water leak at 110 ½ 7<sup>th</sup> Avenue

### September Meeting

9-3 H2O problem 921 4<sup>th</sup> Avenue

9-6 H2O turn on 1055 Montana Ave

9-8 H2O leak South 8<sup>th</sup> Ave

9-15 Murry Heights Water Booster pump noise

### October Meeting

9-24 Elm Lift Station Failure

10-10 Elm Lift Station Failure- Alarm was set off by AT&T update. We changed the alarm to go to water treatment plant.

### November Meeting

10-16 Water turn on at 2509 Atchison Dr.

10-28 Village Lift Station backup floats activated

11-7 Sanding

11-11 Water Leak 8<sup>th</sup> Ave. and East 9<sup>th</sup> Street Townhomes

11-12 Clean Streets S.E. 4<sup>th</sup> Street Glass shattered across road

11-16 Sand Streets for Ice and Snow Storm

December Meeting

11-28 Sewer Plant Power Failure

12-6 PLC to the Blower Building failed- needs replaced

January 22, 2019 Meeting

12-25-2018 Sanding Streets

12-26-2018 Village Lift Station Floats activated

1-19-2019 Water Leaks at 1710 Duval and 714 2<sup>nd</sup> Ave. Service lines leaking at curb box shut off valves. Called in two people and closed container site.

1-21-19 Called in three people to deal with the snow storm. Plow, Sanding and Shoveling City buildings.