



**MINUTES  
CITY OF LAUREL  
PUBLIC WORKS COMMITTEE  
MONDAY, AUGUST 18, 2025**

The Public Works Committee meeting was called to order at 6:00pm on Monday, August 18, 2025, by Chair Heidi Sparks.

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

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

**Public Input:** None

**General Items:**

1. Approval of Minutes from July 21, 2025. Irv made a motion to approve the minutes of July 21, 2025, 2025. Motion was seconded by Richard. Motion carried 4-0 to approve the minutes.
2. Emergency Call Out Report- Report attached
  - i. The only item to note is the 7/28 call out which was storm related- a tree fell across the road
3. KLJ Report- Report attached
  - i. The West 7<sup>th</sup> St project is being held until spring 2026
  - ii. Knife River will be paving S 5<sup>th</sup> on the southside along with 1<sup>st</sup>, Maple and Woodland
  - iii. The city has a 50,000 mile truck (5 years old) that the motor went out on. Laurel Chevrolet is stating the warranty is no longer valid since the truck is just over 5 years.
  - iv. 4-way stop is put in by the new school

**New Business:**

4. Discussion of committee bylaws- postponed until September

**Old Business:**

**Other Items:**

**Announcements**

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

Meeting adjourned at 6:24 pm



**AGENDA  
CITY OF LAUREL  
PUBLIC WORKS  
MONDAY, AUGUST 18, 2025  
6:00 PM  
CITY COUNCIL CHAMBERS**

**Public Input:** *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

**General Items**

1. Approval of the Minutes of July 21, 2025
2. Emergency Call Out Report
3. KLJ Report

**New Business**

4. Discussion of Committee Bylaws and Guidelines

**Old Business**

**Other Items**

**Announcements**

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

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.



## **City of Laurel Project Status Update** **August 15<sup>th</sup>, 2025**



### **Laurel Water Tank Funding Project**

**(KLJ # 2304-01608)**

Reason for Project: Existing City water Tank needs to be recoated on the inside and can't happen until City has a backup storage supply. They also have needs for upgrades to their upper pressure zones. See previously approved Water System PER and City of Laurel CIP. This project looks at funding opportunities and provides grant writing services from multiple sources

Project Scope: To research funding alternatives, create packages for submittal, and assist City in finding monies for completing the future water tank and upper pressure zone improvements for the City of Laurel

#### **Current Status:**

- Task Order Signed by City on 12/13/23
- Met with EDA to discuss Funding on 1/9/24
- Letter of Support from CHS Received
- Letter of Support from Wood's Powergrip
- Submittal uploaded to EDA on 7.11.24.
- Multiple calls back/forth with EDA to clarify information including need for the project, priority for the city, provision of procurement documents, and verification of budget.
- EDA reviewed mid October and are waiting for notice of award - All grants must be awarded (or declined) and contracted/obligated by 12/31/2024.
- As of 12/13/24, EDA is still telling us they don't have an update.
- Notified of EDA denial of funding on 1/7/2025
- KLJ reviewing other opportunities for funding
- Meeting between City and KLJ reviewing denial and other funding sources on 1/16/2025
- As of January 2025 City has spent \$16,917.76 of the \$56,000 budget for funding applications.
- WWC has submitted this project for a BRIC grant
- KLJ has submitted an Application for consideration of Congressionally Directed Spending on behalf of the City on 3/26/25
- Public Disclosure Form completed and sent onto Senator Sheehy's office on 5/5/25. Awaiting response.
- Tank Inspection being performed in September

### **5<sup>th</sup> to 7<sup>th</sup> Sewer Line Replacement**

**(KLJ # 2304-01231)**

Reason for Project: Refurbishment of an 8" sewer line between 7<sup>th</sup> Avenue and 6<sup>th</sup> Avenue and a 10" sewer line between 6<sup>th</sup> Avenue and 5<sup>th</sup> Avenue in the alley way between 1<sup>st</sup> Street and Main Street in Laurel, Montana. The existing sewer line experienced several collapses



## ***City of Laurel Project Status Update*** ***August 15<sup>th</sup>, 2025***



last year.

**Project Scope:** To replace approximately 363 lineal feet of 8" and 383 lineal feet of 10" and will include the update of 3 manholes and associated surface replacement.

### ***Current Status:***

- Work Order Signed by City in September 2023
- Survey scheduled for week of October 16<sup>th</sup>, 2023
- Base Drawing created and Working on preliminary design
- Preliminary Plans and EEOC sent to City on 12.14.23
- DEQ Approval received on 2.20.24
- Project began advertising on 3/14/24 and bid open will be 3.28.24
- Project awarded to Western Municipal Construction
- Construction started on June 10<sup>th</sup> 2024
- Sewer Line fully installed and accepted on 7/10/24
- Change Order Requested by City personal put together with cost estimate and submitted to City on 7/10/24
- City reviewed CO#1 cost and elected not to pursue
- Contractor achieved Substantial Completion on 8/1/24
- Contractor achieved Final Completion on 8/20/24
- Release of Retainage request submitted along with reconciliation Change Order
- Warranty walkthrough to occur in August of 2025
- Responded to a call from resident at 15 6<sup>th</sup> Ave. about storm water in their yard. Review and interview with property owner revealed that storm water is a historic issue at this location 10+ years of documented issues. A small amount of runoff is entering their yard from the alley way but majority is coming from the house and garage. City will install an asphalt berm adjacent to where the water appears to be running off the asphalt into their property.

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

**Reason for Project:** KLJ has been retained to provide City of Laurel planning services as needed.

**Project Scope:** Planning services may include; subdivision, zoning, development, floodplain hazard management, miscellaneous reviews and other related work. KLJ will prepare staff reports, recommendations, and attend meetings upon request.

### ***Current Status:***

- **Zoning Regulations Update.**
  - Draft regulations sent to City April 11<sup>th</sup>, 2023
  - Zoning Map approved by Commission on August 16<sup>th</sup>, 2023
  - Staff Recommendation to Zoning Commission to occur on December 20<sup>th</sup>, 2023
  - Back to Planning Board Meeting on 1/17/23
  - City to publish advertisement for Public Hearing



## City of Laurel Project Status Update August 15<sup>th</sup>, 2025



- To be presented at Workshop on 5/7/24
- Adoption occurred at Council on 5/14/24
- 2<sup>nd</sup> Reading and Public Hearing on 5/28/24.
- Regulations adopted by Council. Minor wording and numbering corrections needed.
- Wording and numbering corrections made and submitted to Kurt 7/3/24
- Waiting on final comments from Kurt
- Love's Annexation
  - Annexation Application received 3/25/24
  - Revised Package received by City on 5/2/24
  - City requested KLJ to review on 7/12/24
  - KLJ's review sent back to City on 7/18/24
  - Love's submitted design for review on 12.10.2024
  - Engineering review and comments sent back on 1.10.25
  - Love's addressing comments
  - Love's 2<sup>nd</sup> package received 2.10.25 (still awaiting updated reports)
  - Love's 2<sup>nd</sup> package reviewed and sent back on 2/21/25
  - Love's has been approved by the City on 3/20/25
  - Love's Water & Sewer Extensions were approved by DEQ on 4/10/25
- Cherry Hills 4<sup>th</sup> Filing
  - City has received notice that Cherry Hills 4<sup>th</sup> Filing is requesting a Pre-Application Meeting
  - Pre-Application meeting was held on April 16<sup>th</sup> at City Hall.

### ***Other Notes and Information***

Other potential projects have been identified during recent conversations between City staff and KLJ. City Public Works staff and KLJ task leaders meet monthly to discuss current and future projects. As these are tentative, the timing and extent of KLJ's services are TBD, unless noted otherwise.

#### **Anticipated FY25 Projects**

- Bulk Water Sales Station
  - Project task order to be started in early 2025
- West 7<sup>th</sup> Street Water and Valve Replacement
  - Updated Task Order and Budget sent to City on 6/27/2025

# Emergency Overtime Callout List

1-1-25

TO

7-1-25

Maintenance Shop 406-628-4773

City Dispatch 406-628-8737

Response Code	X In Column Not accepting Overtime / NA = Not Available / Y = Responding / B=Phone Busy									
Employee Name	Telephone									
<b>Shop Callout</b>										
Kevin Budge										
Jay Hatton										
Keith Guy										
Wade Spalinger										
Brandon Gonzales										
Aaron Fox										
Joel Barnhardt										
Bridger Fornier										
krista gauslow										
Anthony Woodard										
Distribution										
Justin Baker		7-4	7-13	7-25						
Kevin Hoffman			y3	2						
Daniel Nauman			1	na1						
			2	y3						

Im Lift Station 628-7773 Village Lift Station 628-5918 Dial 9 after tone to acknowledge alarm

## Wastewater Treatment Plant-628-6474

Autodailer- 628-4866

Response Code	NO= In 1st Column Not accepting Overtime / NA = Not Available / Y = Responding									
Employee	Telephone	7-20	7-28							
Thomas Henry		y4	3							
Idy Caswell		1	Y4							
Rey Nicholson		2	1							
Man Stamper		3	2							

## Water Treatment Plant 628-4410

Response Code	NO= In 1st Column Not accepting Overtime / NA = Not Available / Y = Responding									
Employee	Telephone									
Luernberger										
Peaser										
Sawyer										
Waggoner										
Waggoner										
Waggoner										

Heeler Cell# 208-1885 E One Call Locate - 1-800-424-5555 (City Job # 25663)

Arkegard Cell# 860-5785 Hm 208-2356 SCHESSLER 628-4221 HESTON 281-0811

406 633 3809 Dwight Ace Electric 406 697 2037

Travis Ace Electric 406 850 0612

300-638-3278 / MDT 252-4138

Pace Construction 252-5559 (sewer backups)

SanitarySystemOverflows call DEQ withing 24 hours at406-444-3080

## - Date and Incident Location

BREAK S 8TH ALL NIGHT	7-20 alarms sewer plant	
art lift	7-25 h20 shutoff	
irt lift	7-28 STORM DAMAGE SEWER PLANT	
DDING		
TURN ON		
plant problems		
e		
lift problems		