



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, NOVEMBER 26, 2019
6:30 PM
COUNCIL CHAMBERS**

WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified times for citizen comments on its agenda -- once following the Consent Agenda, at which time citizens may address the Council concerning any brief community announcement not to exceed one minute in duration for any speaker; and again following Items Removed from the Consent Agenda, at which time citizens may address the Council on any matter of City business that is not on tonight's agenda. Each speaker will be limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. Citizens may also comment on any item removed from the consent agenda prior to council action, with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. If a citizen would like to comment on an agenda item, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor. Once again, each speaker is limited to three minutes.

Any person who has any question concerning any agenda item may call the City Clerk-Treasurer's office to make an inquiry concerning the nature of the item described on the agenda. Your City government welcomes your interest and hopes you will attend the Laurel City Council meetings often.

Pledge of Allegiance

Roll Call of the Council

Approval of Minutes

1. [Approval](#) of the Minutes from the November 12, 2019 City Council Meeting.

Correspondence

Council Disclosure of Ex Parte Communications

Public Hearing

Consent Items

NOTICE TO THE PUBLIC

*The Consent Calendar adopting the printed Recommended Council Action will be enacted with one vote. **The Mayor will first ask the Council members if any Council member wishes to remove any item from the Consent Calendar for discussion and consideration.** The matters removed from the Consent Calendar will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." (See Section 12.) The entire Consent Calendar, with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion.*

2. Claims for the Month of November 2019.
3. Clerk/Treasurer Financial Statements for the Month of October 2019.
4. Approval of Payroll Register for Pay Period Ending 11/03/2019 totaling \$192,474.58.

Ceremonial Calendar

5. [Arbor](#) Day Proclamation.

Reports of Boards and Commissions

6. [Review](#) the following Minutes:
 - Budget and Finance Minutes of November 12, 2019.
 - Public Works Minutes of October 21, 2019.
 - Emergency Services Minutes of October 28, 2019.
 - Park Board Minutes of November 07, 2019.
 - LURA Minutes of September 16, 2019.

- City-County Planning Board Minutes of October 30, 2019.

Audience Participation (Three-Minute Limit)

Citizens may address the Council regarding any item of City business that is not on tonight's agenda. Comments regarding tonight's agenda items will be accepted under Scheduled Matters. The duration for an individual speaking under Audience Participation is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda.

Scheduled Matters

7. [Ordinance](#) No. O19-03 An Ordinance Amending The Laurel Municipal Code For The Purpose Of Changing City Park Hours Pursuant To 12.28.060.

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

This portion of the meeting is to provide an opportunity for citizens to address the Council regarding community announcements. The duration for an individual speaking under Community Announcements is limited to one minute. While all comments are welcome, the Council will not take action on any item not on the agenda.

Council Discussion

Council members may give the City Council a brief report regarding committees or groups in which they are involved.

Mayor Updates

Unscheduled Matters

Adjournment

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

Item Attachment Documents:

Approval of the Minutes from the November 12, 2019 City Council Meeting.

MINUTES OF THE CITY COUNCIL OF LAUREL

NOVEMBER 12, 2019

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:30 p.m. on November 12, 2019.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Bruce McGee Richard Herr
 Scot Stokes

COUNCIL MEMBERS ABSENT: Irv Wilke Bill Mountsier
 Richard Klose

OTHER STAFF PRESENT: Bethany Langve, Clerk/Treasurer

Mayor Nelson led the Pledge of Allegiance to the American flag.

Mayor Nelson asked the council to observe a moment of silence.

MINUTES:

Motion by Council Member McGee to approve the minutes of the regular meeting of October 22, 2019, as presented, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

CORRESPONDENCE: None.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims for the month of November 2019 in the amount of \$631,656.47.**
 A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Approval of Payroll Register for PPE 10/20/2019 totaling \$188,989.05.**

The mayor asked if there was any separation of consent items. There was none.

Motion by Council Member Eaton to approve the consent items as presented, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Review the following Minutes:
 - Budget and Finance Committee Draft Minutes of October 22, 2019.
 - Park Board Minutes of October 3, 2019.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

Corey McIlvain, 903 6th Avenue, stated he wanted to voice his support for the Fire Department and the way it is currently structured and operated today. He is the first to admit that he does not know all the facts and is not privy to those facts, but what he has heard is troublesome. He stated like you [Council], he volunteered to be part of the Fire Department, not like you [Council], he volunteered to give back to my community through the mechanism of our Volunteer Fire Department. Similar, he

hopes, the same thing that motivated you [Council] to run for City Council and to run for Mayor. It is hard to explain to people why we put ourselves in this position. Whether it is on the Fire Department or the Council, but some of the things brought to his attention, he finds troubling. He does appreciate those Council Members who came to the Fire Station last week and engaged in conversation and listened to their concerns. He stated that he finds it a little bit concerning that the Council wasn't as well informed as he had expected them to be, especially considering the proposed changes are drastic. The Fire Department is over 100 years old and has been extremely successful and doesn't know anyone that would or could disagree with that. The level of service based off the ISO rating has been outstanding, and the department is very, very proud of that, and very proud of the service they provide to the community. The things that are troubling are the proposed changes going forward with a full-time chief, with the budget cuts to help facilitate that. He stated he finds those troubling. He questioned what's broke, that there is nothing broke with the Fire Department, its upheld its end of the bargain for over 100 years and is thriving. Yes, the EMS is broke and needs a solution. He asked that Council supports the Fire Department in its current state while moving forward to address the EMS issues. They work with the EMS hand in hand. They work with the Police Department hand in hand. All three function at the highest level. Let them keep doing what they are doing, let the PD do what they are doing and get the EMS up to the same level and keep serving the citizens of Laurel.

Jaime Swecker, 3 Vista Lane, stated he would like to speak about stats. The Fire Department is over 100 years old. Just going back a few years. In 2015 they had 408 calls; they made 408 of those calls. In 2016 they had 454; they made 454 of those calls. In 2017 they had 412; they made every single one. In 2018 they had 360, again 100%. And in 2019 to date they have had 300 calls, again 100% success. His question to you [Council] is why change something that is successful. Why take money from a successful department to fund something that is not needed in the Fire Department. It makes no sense to him as a taxpayer. Why spend \$75,000, \$80,000, whatever it's going to cost Laurel and taxpayers for something that is not broken. If the Fire Department is not broken, hire an EMS director to fix that problem. The Fire Department is not broken. He has stats that he can give to every one of you [Council] upon request. They have the stats to back up what they do for this community. This is just the fire calls and does not include the countless number of hours they donate for the 4th of July or Christmas to Remember or any other event that they hold within the City of Laurel. As a Council, as a Mayor, he would hope your number one priority to the taxpayer is to do the best job you can do with the least amount of tax dollars. This proposal is raising taxes on everyone in the community.

Zach Winchell, 2742 S. Ramshorn, stated he grew up here. He was born and raised in Laurel his whole life. For the last nine years he has been a member of the Fire Department, and for three and a half years prior to the nine years he served on the reserve force here in town. That is approximately 12.5 years serving this community. He stated he would like to address some concerns that he has with the City's plans to change the structure of the Fire Department. He feels that this path forward is irresponsible and premature and does a disservice to the citizens of Laurel. Since 1909 the department has not missed one fire call. That is taking time away from any extracurricular family activities, ball games, etc. Often times it's late at night, and they put themselves in danger to protect complete strangers, protect friends, and sometimes one of their own. He feels that the plan to hire a full-time chief is an expense to the taxpayers that they do not need at this time. He feels this could be a blow to the organization and cause financial hardship on businesses in town. Specifically, there are a lot of entities that come in for the 4th of July or Safety Day. They are all spending monies at the grocery stores, gas stations, and restaurants, and the list goes on. They take the Santa Clause to the park every Christmas and hand candy out. That is not the Fire Department deal, that is a Fire Association, which is outside of the Fire Department giving back to the community. Hiring a full-time chief could possibly jeopardize that because they could say no they are not able to use fire equipment to take Santa Clause around, or you cannot do this, or you cannot hold your meetings on City property. Where does that leave us and where does it leave the community. He stated he would like to point out a couple of things he noticed from the October 24th interview that the Outlook had with Mayor Nelson. He stated that he has two concerns, number one being street maintenance, and number two to improve ambulance service. He goes on to say that up until this summer the Laurel Ambulance was combined with the Laurel Fire Department, which he said was not an ideal situation. He also stated that the decision to merge the two was not approved by the City Council and this resulted in bad ambulance response times to calls. The ambulance calls were an issue prior to being combined with the Fire Department. He went on to say that since his time as Mayor the departments have been separated, and the call response times have improved. Those calls have improved because there are two Firefighters who decided to become EMT's who live in the City of Laurel and can respond to those missed calls when those outside of the City of Laurel are not staffing the ambulance hall. He then said the process has begun to create a full-time chief, and he will be looking at

communities around who have changed to this structure and communicate with them for what has and has not worked. In one sentence, he says that the combined departments did not work. In the next sentence, he states that he is hiring a full-time fire chief. Not once did he address the EMS. How is hiring a fire chief going to fix the EMS? If the Fire Department was not responsible or responding to their calls or dropping calls would you hire a full-time EMS Director to fix the Fire Department? He stated he is not against change but is against the irresponsible changes that can affect our Community. He stated he is also very disappointed in the lack of integrity of our Mayor; he has not once in all his talks come forward to speak to them as a group, to explain why a change was being made. He stated he would leave with one last thing if he takes the change being brought forward as a personal attack on those on the Department. He stated he feels this is a ploy to remove a department head from a position he has been very successful at for the last eight years. He feels that they want to hire someone who is a yes man if you will, who will follow their direction no questions asked. He stated the last question he has for you [Council] is what is the cost? What will it cost the community, what will it cost the taxpayers? Before anything is brought forward there should be clear and concise; the people deserve that. They need to know what it is going to cost them. That is not just a monetary cost.

SCHEDULED MATTERS:

- **Confirmation of Appointments.**
 - **Appointment of Victoria Wessel and Michael Cassou to the Laurel Volunteer Ambulance Department.**

Motion by Council Member Sparks to approve Victoria Wessel and Michael Cassou to the Laurel Volunteer Ambulance Department, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R19-83: A Resolution Of The City Council Authorizing The Laurel-Yellowstone City-County Planning Board To Work With Staff And The City's Engineers To Prepare Comprehensive Updates To The City's Growth Management Plan.**

Motion by Council Member Stokes to approve Resolution No. R19-83, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R19-84: Resolution Approving An Amendment To The Contract With High Point Networks For The City Of Laurel's Voice Over Internet Protocol (VOIP) Service And Support And Authorizing The Mayor To Sign All Change Order Documents On The City's Behalf.**

Motion by Council Member Herr to approve Resolution No. R19-84, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R19-85: A Resolution Of The City Council Adopting The Yellowstone County Emergency Operations Plan On Behalf Of The City Of Laurel, Montana.**

Motion by Council Member McGee to approve Resolution No. R19-85, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R19-86: A Resolution Approving An Amendment To The Task Order For The City Of Laurel's 2019 Pavement Maintenance Repairs Project And Authorizing The Mayor To Sign All Change Order Documents On The City's Behalf.**

Motion by Council Member Eaton to approve Resolution No. R19-86, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

DRAFT

COUNCIL DISCUSSION:

Council Member Stokes requested the park hours be on the next Workshop. Mayor Nelson asked for clarification if this was the changing of the park hours. It was replied, yes. Mayor Nelson asked for clarification if this was an ordinance. It was replied yes.

Council Member McGee stated the Emergency Services Committee meeting scheduled for November 25th was originally not going to take place. That meeting is going to take place, and he will get the agenda items to the Clerk/Treasurer this week. If there are any items that need to be on the agenda, he needs them this week.

Council Member Sparks requested an update on West Railroad as it was tabled at the last meeting. Mayor Nelson clarified that KLJ is still working on the task. He asked if Council would like to wait until that is completed to be presented to them. Council Member Sparks stated that would be fine. Mayor Nelson stated he would ask that KLJ break the numbers down on each task item to show Council.

Council Member Sparks stated given the meeting that Council had last week with the Fire Department and the concerns address tonight, and as a Council Member who does not sit on Emergency Services she does not have a lot of information on what's going on can there be discussion on the Fire Department situation at next weeks Workshop. Mayor Nelson stated he is elk hunting next week but will come out of the woods for Council Workshop. He stated it spoils his week but will be here anyway and will get three days in any way.

Council Member Eaton stated the Public Works Committee meeting will be next Monday. There are two items that are not on the regular agenda. One as added as a request for the 2019 income for the septic dump station. Will also be adding a review of the pavement maintenance plan and whether the Public Works Department has plans to advance their plans for street maintenance with the increase of income for 2020. The minutes will be provided this weekend for all members who have email. They will also be provided at that meeting.

Council Member Eaton requested the City Attorney attend the next meeting to answer the questions brought up at the last Council meeting regarding the Library Board minutes.


MAYOR UPDATES: None.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member McGee to adjourn the council meeting, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

There being no further business to come before the council at this time, the meeting was adjourned at 7:02 p.m.


Brittney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 26th day of November 2019.

Thomas C. Nelson, Mayor

Attest:

Bethany Langve, Clerk/Treasurer

Item Attachment Documents:

Arbor Day Proclamation.



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, _____, Mayor of the City of
_____, do hereby proclaim
_____ as

Arbor Day

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____
Mayor _____

Item Attachment Documents:

Review the following Minutes:

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, November 12, 2019**

Members Present: **Emelie Eaton**
 Scot Stokes

Bruce McGee

Others Present: **Mayor Nelson**

Bethany Langve

The Meeting was called to order by Chair Eaton at 5:38 pm.

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

- Review and approve the minutes of the October 22, 2019 meeting. Bruce McGee made a motion to approve the minutes of the October 22, 2019 Budget and Finance Committee meeting. Scot Stokes seconded the motion to approve the October 22, 2019 Budget and Finance Committee meeting minutes, all in favor, motion passed.
- Review and approve purchase requisitions – Purchase requisition from the Sewer Department for emergent repairs to the Elm Lift Station pump. The Committee reviewed the documents provided regarding the purchase requisition. The Mayor explained that the pump had to be repaired in order to prevent sewage from backing up at the Elm Lift Station. He had approved the repairs as they were an emergency due to the potential of sewage backing up into nearby homes. The Committee asked if there were any other vendors that could have provided the repairs to the pump. The Mayor did not know but would ask the Public Works Director. Bruce McGee made a motion to approve the purchase requisition for the emergent repairs to the Elm Lift Station pump. Scot Stokes seconded the motion to approve the purchase requisition for emergent repairs to the Elm Lift Station pump, all in favor, motion passed.
- Review and approve purchase requisitions – Purchase requisition from the Ambulance Department for portable radios. The Committee reviewed the documents provided regarding the purchase requisition. The committee asked if the bid was for 12 or 15 radios. The Clerk/Treasurer clarified that the request was in fact for 15 radios. The Committee commented that there were not three quotes attached nor was there documentation as to why. The Clerk/Treasurer stated that she would ask the Ambulance Director about this and get back to the Committee at the next meeting. Bruce McGee made a motion to approve the purchase requisition from the Ambulance Department for the purchase of portable radios. Scot Stokes seconded the motion to approve the purchase requisition from the Ambulance Department for the purchase of portable radios, all in favor, motion passed.
- Review and approve purchase requisitions – Purchase requisition from the Ambulance Department for a Ferno Stair Chair. The Committee reviewed the documents provided regarding the purchase requisition. The committee had no questions or comments. Bruce McGee made a motion to approve the purchase requisition from the Ambulance Department for the purchase of the Ferno Stair Chair. Scot Stokes seconded the motion to approve the purchase requisition from the Ambulance Department for the purchase of the Ferno Stair Chair, all in favor, motion passed.
- Review and approve the October 2019 Utility Billing Adjustments. The Committee reviewed the October 2019 Utility Billing Adjustments and had no questions or comments. Emelie Eaton made a motion to approve the October 2019 Utility Billing Adjustments, Scot Stokes seconded the motion, all in favor, motion passed.
- Review and approve the October 2019 Financial Statements. The Clerk/Treasurer explained that she put this on the agenda in error. This item is supposed to be on the November 26, 2019 agenda. The Committee agreed to move the item to the November 26, 2019 agenda.

- Review and approve the October 2019 Month End Close Report. The Clerk/Treasurer explained that she put this on the agenda in error as well. This item is supposed to be on the November 26, 2019 agenda. The Committee agreed to move the item to the November 26, 2019 agenda
- Review and recommend approval to Council Claims entered through 11/08/19. Emelie Eaton had previously reviewed the Claims Detail report and the Check Register for accuracy. There were no questions regarding the claims. Bruce McGee made a motion to recommend approval to Council the claims entered through 11/08/19, Scot Stokes seconded the motion, all in favor, motion passed.
- Review and approve Payroll Register for pay period ending 10/25/19 totaling \$188,989.05. The Clerk/Treasurer stated that she had made an error on the agenda regarding the pay period ending date. The correct pay period ending date is 10/20/2019, not 10/25/2019. The two-page summary was reviewed, signed and dated. Bruce McGee made a motion to approve the Payroll Register for the pay period ending 10/20/19 totaling \$188,989.05, Scot Stokes seconded the motion, all in favor, motion passed.

New Business – none

Old Business – none

Other Items

- Review the October 2019 Journal Vouchers. The Clerk/Treasurer explained that these were put on the agenda in error also and would need to be presented at the November 26, 2019 meeting. The Committee agreed to move the item to the November 26, 2019 meeting.
- Review the Comp/Overtime report for pay period ending 10/25/2019. The Clerk/Treasurer explained that there was an error on the agenda and the correct pay period ending date is 10/20/2019, not 10/25/2019. The Committee reviewed the comp/overtime report for pay period ending 10/20/2019 and asked if the City Police Department was participating in the DUI Task Force again this year. The Clerk/Treasurer stated that yes, they were. The Committee asked if the State of Montana did DUI checkpoints and the Mayor stated that would be a good question for the Chief of Police.
- The Clerk/Treasurer stated that she had nothing to report.
- The Mayor stated that he had received an email from a Park Board member regarding items not going to City Council. The Mayor stated that he forwarded that email to the board chair as that is the proper chain. The Mayor reported that since the EMS Director and EMTs were budgeted and after meeting with the current Volunteer Ambulance Director, it's been decided to hire five (5) full-time EMTs. He also stated that he is going to post for the full-time Fire Chief and this will not change the structure of the Fire Department. He stated that he wanted to prepare for the future now. He stated that we are currently a class two City and we've already petitioned to remain a class three City once.

Announcements –

- The next Budget and Finance Meeting will be held on November 26, 2019 at 5:30pm
- Scot Stokes will be reviewing claims for the next meeting

Respectfully submitted,

Bethany Langve
Clerk/Treasurer

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

Minutes
Public Works Committee
October 21, 2019 6:00 P.M.
Council Conference Room

Those present:

Kurt Markegard, Staff Advisor
Emelie Eaton, Committee Chair
Bill Mountsier, Committee VC
Karl Dan Koch
Marvin Carter
Richard Herr
Heidi Sparks

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

General items

1. Review and approve minutes of August 19, 2019 meeting. The minutes were reviewed. Bill Mountsier moved the minutes be approved as written. Richard Herr seconded this motion. The motion passed.

New Business

2. There was none.

Old Business

3. Engineering Report-KLJ

The October 15, 2019 Status Update was in all packets for committee members. It was reviewed as follows.

*WWTP Screw Press-this project is listed as closed out. The Public Works Director stated City crews are successfully hauling sludge.

*WWTP Screw Pump A Replacement-it was stated that a new screw press may come in this week.

*Sanitary Sewer H₂S Remediation-there is still an odor problem. The November report should show lower H₂S readings. It was stated that the reason there is a problem is that the source is a one mile long sewer line which serves 300 homes with no pressure to push it.

*2018 Pavement Maintenance-this project is also listed as complete. The question was raised by Chair Emelie Eaton why the street was paved to the curb by the church on the corner of Seventh Avenue and approximately 4th Street but not to the curb on the other side or the full length of that street. It was explained that there was a drainage problem that became an issue at that intersection, on the north side of 4th Street

only. It was felt that by paving the street on that side it would help repel water. It was further explained that there was only paving over two foot of gravel and the proper base did not exist curb to curb on most streets in that area.

*East 6th Street Improvements-this project is also done. The contractor was First Mark. The question was raised of whether there could be diagonal parking along East 8th Street. The reply was that more areas with diagonal parking were an item under discussion. K. Dan Koch stated that the buses park on one side and it would be helpful if everyone could park on the other side. It was stated that it is a close street when there are events, especially with buses trying to park there.

*East Downtown Infrastructure Improvements-There was a Public Meeting held where four people attended: a representative from Town and Country; a representative from High Plains Brewery; a resident who lived within the impacted area and a resident who lived outside the impacted area. All who attended were in favor of the project. The representative from Town and Country stated they regularly send out 2,800 invoices and figure approximately 3,800 people use their business on a monthly basis. It was stated this was important to know because this gave solid information regarding how many people would be impacted by this project. It was also stated that the Pelican Café has plans to expand their business to the fenced lot on the east. The business is adding a big room that could be used for community events and street, curb and gutter improvements would be a big asset to that expansion. It was stated that the Design and Bidding phase of this project is scheduled for January 2020 which will give time for requests on specific entrance needs. Construction is expected to begin in May 2020 and it was stated that the streets need to be somewhat accessible so the businesses can stay open.

*Pavement Management Plan-It is hoped that a map will be available in November showing which streets need improvement the most. The project was waiting on MDT comments. Urban Maintenance Funds will now be available to the City of Laurel. Completion of this project makes the City eligible to funds that are available every two years.

*2019 Pavement Maintenance-this project was completed in August.

*2019 Pavement Damage Repairs-this project, which included filling potholes and repairing frost heaves from the winter. The final quantities of needed materials show overages so extra work is being done in Village Subdivision where some streets have practically disintegrated.

*Riverside Park Campground-Marvin Carter stated that south of Bridger a wind farm with 174 towers is supposed to be constructed beginning in January. It would supply electricity for 70,000 people and it is expected that 1,500 people will be employed during the farm's construction. He

thought it was a shame that camping could not be available in Riverside Park for some of those workers. It was stated that KLJ would be available at the November Park Board meeting to discuss and help decide how and where the camping portion of Riverside Park would be developed. As of this date it was stated that camping on the north side of the park would be discontinued due to the many old Cottonwood trees that regularly loose branches. The liability of someone being hurt or property being damaged was too great for the City insurers to cover. Additionally, it was stated that the former "Caretaker's House" would be removed due to extensive mold and rot. Also, there was not a good use for the building.

*Design Standards & Rules Update-it was stated this project is in draft outline form. The Standards & Rules were last updated in 2003 so this project is very important for the City of Laurel. The outline will be provided at the November meeting.

*Data and Asset Management-Right now the City is relying on "As Builts" which are paper copies and are located in a variety of areas. It is hoped these can be scanned into one document.

*On-Call Professional Services-At this point Richard Herr inquired about the construction going on east of Wal Mart. It was explained that Midway Rentals was building a new store at that location. Richard Herr then inquired regarding Hardees and their lease expiring. It was explained that, yes, Hardees leased the property and that lease would be expiring in one year. Mr. Herr then stated that, according to what he had heard Hardees has the option of remodeling, moving into the former Burger King location or a building in the area of Wal Mart. Another committee member questioned Mr. Herr as to whether Hardees would build east of Wal Mart. His reply was that he had heard that Steve Solberg was going to build a motel on the property east of Wal Mart and west of what is now being developed. The committee was asked to move on to the next topic.

*Laurel Planning Services-Public Works Director Markegard stated this topic had already been discussed.

*Other Notes and Information-

Anticipated FY20 Projects

a. West Railroad Street Reconstruction-it was stated this project was going to come before the entire Council to discuss options.

b. Water Storage Tank Recoat-It was stated that within 5-7 years either more storage would be needed or a new tank would have to be installed.

c. 2020 pavement Maintenance-because of the new increase to the street assessment funds would be available in 2021 for larger projects.

Other Potential Future Projects

a. WWTP Archimedes Screw Rehabilitation-not working efficiently

- b. Examining engineer review of 3rd Party submittals to City-this involves subdivisions and water and sewer.
- c. Lion's Park grant application assistance-Richard Herr inquired as to what had happened to the DOJ money this location had received. It was stated that CHS had given \$20,000 to help rebuild the dock. The organization had been awarded \$62,000 for both the dock and walking path around the pond. Those funds were available contingent on the organization's fundraising to match the grant. The organization was hoping for a grant from their National leadership. The question was raised as to how long the DOJ grant was available. It was stated that the funds would be available for up to two years from accepting the grant. The organization was attempting to fundraise to complete those projects but they had submitted an incorrect cost estimate on the path portion of the project and it was uncertain whether the path portion could be completed.

Other Items

Marv Carter stated that there was a terrible amount of ground water and drainage water accumulating west of Schessler's. It was stated that the City is looking at options for how to mediate.

Marvin Carter stated that the "infamous" boat that had been parked on the south side for an exceptionally long time had been moved but was now replaced by a pickup that has been parked there for a few weeks. Richard Herr inquired as to whether Millennium Construction would be crushing the stockpiled materials. It was explained that the company had come in and reduced the stockpiled materials and they were being saved for use in 2020.

Richard Herr inquired as to whether the City was using the New Intake. He was questioned on who asked him about that. He stated his question came from one of the write-in candidates for Ward 4, Donny Nelson. It was stated that the new intake is being used; that the intake capacity of the new intake is so great that it is necessary to only "open the valve" about 8% open and this is enough for the City's needs. Further explanation followed regarding when the intake was erroneously opened all the way and it "blew out the sed basins" and into the river, this sudden suction was likely what caused the screens and filters to be overloaded and the intake unusable for a period of time this year. The crews now know it is not necessary to open the valves all the way and the intake is functional. Emelie Eaton inquired why there was no report on projects from Great West. She stated the City was still paying them for work on projects, so why weren't they reporting. It was stated that COP Construction was working on their Punch List at the WWTP.

Emelie Eaton inquired about the profits from the Septic Dump Station. It was reported that no information had been given to the Public Works Director since the July meeting.

Emelie Eaton inquired regarding the lack of a report on Emergency Call Outs. It was stated that there had been none since July 13th. Heidi Sparks commented that it was a shame that emergency call outs only seemed to happen during the winter months.

4. Announcements

The Public Works Director announced that “leaf pickup” or the Annual Street and Alley Clean Up, would be the week of November 4th. Everyone was encouraged to have their leaves bagged and in the alley by Monday, November 4th.

The next meeting will be on November 18th, 2019 at 6:00 p.m. in the Council Conference room.

The October 21, 2019 Public Works meeting was adjourned at 7:03 p.m.

Respectfully submitted,
Emelie Eaton
Public Works Chair

**MINUTES
CITY OF LAUREL
PARK BOARD
THURSDAY, NOVEMBER 7, 2019**

BOARD MEMBERS PRESENT:

Irv Wilke, Richard Herr
Evan Bruce, Jon Rutt,
Phyllis Bromgard, *Matt Wheeler

OTHERS PRESENT:

Haward Rickard

Public Input

The Jaycee wanted to know about their lease. they were told by Irv Wilke that nothing will happen to their lease until it ends. Then it will be open to the public. Howard was worried that the Jaycee won't get notified till the last minute but it was thought by the board that there was a requirement in the lease for a period of time for any notices.

General Items

1. Review and approve the minutes of the October 3, 2019 meeting.

Irv motioned and Phyllis seconded, 5-0 voted in approval

New Business

2. Final numbers from the City on the pool.

Previous costs to keep the pool open for the city for each year: 2017 was \$76,362. 2018 was \$56,362. 2019 was \$58,609 (The canopy was included.) Visitor numbers were not presented.

3. Kids Kingdom discussion.

Matt was worried that the Kids Kingdom is not up to code. The city staff has kept it up to their safety standards with maintenance. It will need to be looked at in the future and a financial source needs to be found. Jon Rutt thought that the board members should start talking to service organizations.

Old Business

4. Caretaker's House teardown discussion.

It did not appear in front of the City Council.

Other Items

5. Update on Riverside Park.

Surveying will be complete in the next couple of weeks. It should be by the next meeting.

Construction should start in spring. Richard asked if the trees are going down. Matt has heard there are trees marked for removal. Historical registration is ongoing.

6. Update from the Public Works Superintendent.

Matt stated that tree removal in Thomson Park is ongoing and will be finished soon. This is about dead trees and tree stumps. The grass will be planted in spring. And a new tree will replace every tree that is removed but not in the boulevard but in the park somewhere else. Different types of trees will be planted to test out what grows the best.

Announcements

7. The next Park Board meeting will be held on December 5, 2019, at 5:30 pm.

Respectfully submitted,
Evan Bruce
Secretary

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Park Board for the listed date.



**AGENDA
CITY OF LAUREL
LAUREL URBAN RENEWAL AGENCY
MONDAY, SEPTEMBER 16, 2019
11:00 AM
LAUREL 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. Roll Call

Meeting called to order at 11:06AM.

Mardie Spalinger

Don Smarsh

Michelle DeBoer (Prospective Advisory Member)

Janice Lehman

Judy Goldsby

Nick Altonaga (City of Laurel)

2. Approve Meeting Minutes: August 19, 2019

Board members reviewed the Meeting Minutes from August 19, 2019.

Discussion of the recent lack of attendance by Big Sky EDA Member.

Don motioned to accept minutes from August 19, 2019.

Mardie Seconded.

Motion Carried.

New Business

3. Grant Application: Nardella Facade Grant

Members review the Application and its supporting documents.

Don motioned to accept the Façade Grant Application at \$2,492.50

Mardie Seconded.

Motion Carried.

Old Business

4. Grant Application: Front Porch General Small Grant

Members discussed the two grants being applied for and their allowable costs and reimbursements.

Don motioned to approve the General Small Grant request at 50% at \$1,575.00

Mardie Seconded.

Motion Carried.

Don motioned to approve the maximum allowable amount of \$6,000 for the façade grant request.

Mardie Seconded.

Motion carried.

5. Grant Application: Mountain Land Rehab Facade Grant

Members discussed what is allowable and applicable for reimbursement. Members would like verification of which items go to which grant requests to ensure there is no duplication. The Planner will contact Brian at Mountain Land Rehab to provide clarification of requested amounts.

Other Items

6. LURA Budget

Planner presented the budget and the line items which have been added. Members discussed how it could be further itemized to include the amounts paid out per applicant.

What is the total amount of funds available for the Façade, Technical Assistance, and General Small Grants? Would it be possible to have a sit down meeting to discuss how much is appropriated for each program? (What is available, what has been paid out, and who has been paid out?)

Members would like to know what the estimated amount to be bonded is in the future and the proposed yearly debt service to determine what funding will be left for the LURA Board to fund the different grant programs.

Members had a general discussion of how to encourage Main Street properties to keep up their properties and sidewalks which included incentives, notifying them of the grant programs, and marketing and outreach attempts. Not many people know or even understand the TIF District and how it works.

Members further discussed the vacancy rate downtown and how to boost walk-in traffic. It is difficult to retain certain businesses such as restaurants. Members mentioned how it is important to highlight what property owners pay in, and what they can get out. Members asked if it is possible to get a list of what people have paid in to the TIF District.

The City Planner will work to enter all available applications into the spreadsheets to create an organized, centralized directory of information on the applicants.

Announcements

Don motioned to adjourn the meeting.

Mardie Seconded

Motion Carried.

Meeting Adjourned at 12:10PM.

7. Next Meeting: October 21, 2019

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, OCTOBER 30, 2019
5:35 PM
LAUREL 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. Roll Call

Chair called the meeting to order at 5:33PM

John Klasna
Ron Benner
Evan Bruce
Roger Giese
Judy Goldsby
Nick Altonaga (City of Laurel)

2. Approve Meeting Minutes: September 5, 2019

Members reviewed the meeting minutes from September 5, 2019.

Ron motioned to accept the minutes from September 5, 2019 as presented.

John seconded.

Motion carried.

New Business

3. Discussion: Growth Management Plan Update

Ron discussed the need for uniformity within the city – understanding the exclusions, exceptions, variances, grandfathered-in properties, etc. It is important to address this lack of knowledge.

Nick suggested that in the future Laurel could create an online planning map similar to what KLJ is preparing for public works: an online map which notes the different city sewer, water, and utility lines which can be updated.

General discussion regarding the sections of the templates provided in the agenda packet.

Judy noted that much of the information in the “community profile” section will be the similar and/or the same as the previous version.

The Plans prepared by Sanderson Stewart had many different ideas and concepts which could be used in further visioning.

Members noted that it will be vitally important to include the Ditches and Drain companies involved in conversations regarding growth and land use.

Need to have a conversation about subdivision developments and roads and right-of-ways.

- Road standards (State, County, local)
- Expansion

Ron mentioned that Livability will be an important aspect to discuss throughout the process.

Old Business

4. Discussion: Membership

Gavin Williams was appointed by the BOCC this past week. Nick is hoping to have Dan Koch region the board in the Springtime. We are still in need of a member from the Yellowstone County Conservation Board.

Richard noted that a lot of people have no idea that the seats are open, and that it would take a lot of effort to market/notify people about it.

Members had a general discussion of how to get information out to residents in the city and county jurisdiction.

- School letters
- Mayoral letters
- Send with the water bill

Roger commented that there is a lack of commitment by most people.

Template Chapter 3 - Community Goals

- Need to determine what are the objectives of the common citizen?
- Civic involvement is very low.

Hazel Klein is working to recruit someone to the board.

Other Items

Follow-Up on previous agenda items:

- Family Church Sign Variance – Approved by Council.
- Diefenderfer/Midway Rentals Overlay Variance – Approved by Council - Have had some subsequent discussions with Public Works regarding the site.
- Discussion of School Land Purchase – Nick reported that the School District would have to come to the Planning Board for Annexation and Zoning.
- Yard Office Road – Nick reported that they are currently working on a preliminary plat for a subdivision submittal.

Announcements

5. Next Meeting: TBD

Members discussed the timing and dates of meetings. Members decided to keep the monthly meetings on the third Wednesday at 5:35PM.

Wednesday, 11/20/19 - 5:35PM

Wednesday, 12/11/19 – 5:35PM

Wednesday, 1/8/20 – 5:35PM

Ron motioned to adjourn the meeting.

John seconded.

Meeting adjourned at 6:20PM.

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DATES TO REMEMBER

Item Attachment Documents:

Ordinance No. O19-03 An Ordinance Amending The Laurel Municipal Code For The Purpose Of Changing City Park Hours Pursuant To 12.28.060.

ORDINANCE NO. 019-03

**AN ORDINANCE AMENDING THE LAUREL MUNICIPAL CODE FOR THE PURPOSE OF
CHANGING CITY PARK HOURS PURSUANT TO 12.28.060.**

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating chapters, sections and subsections to address situations, improve services and resolve problems within the City and to remain in accordance with Montana law; and

WHEREAS, the Mayor and City Council members desire to change the designated hours of operation for City Parks within the City of Laurel upon recommendation by the City's Park Board; and

WHEREAS, the new times of operation appear in the City's best interest at this time, and as a consequence, the Mayor, Staff and Park Board hereby recommend the following amendments to the Laurel Municipal Code;

NOW, THEREFORE, BE IT ORDAINED, by the Laurel City Council that the Laurel Municipal Code is amended as follows:

12.28.060 Park hours.

A. Except as otherwise provided herein, all city parks shall be closed from ~~twelve a.m.~~ ten p.m. until six a.m. each night.

B. No person shall remain in or upon any city park during closed hours.

C. This section shall not apply to the overnight camping areas designated in Riverside Park.

D. The children's playground equipment commonly known as "Kids Kingdom" at Kiwanis Park shall close at ~~sunset~~ ten p.m. and reopen at ~~sunrise~~ six a.m.

E. Any person violating the terms of this section shall, upon conviction, be punished as set forth in Section ~~12.28.050~~ 12.28.100 of this code. (~~Ord. 06-08 (part), 2006~~)

F. Applicants may seek an exemption to this Section when applying for an event permit at City Hall.

This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on November 26, 2019, by Council Member _____.

PASSED and ADOPTED by the Laurel City Council on second reading this ____ day of _____, upon motion of Council Member _____.

APPROVED BY THE MAYOR this ____ day of _____, 2019.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

Ordinance No. 019-03 Amending LMC, Section 12.28.060