



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, JUNE 27, 2023
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R23-43

NEXT ORD. NO.
O23-03

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 Minutes of June 13, 2023.

Correspondence

2. Esther Graesser Correspondence
3. Jon Klasna Reappointment to City/County Planning Board.

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.*

4. Claims entered through June 23, 2023.
5. Approval of Payroll Register for PPE 6/11/2023 totaling \$236,564.23.
6. Council Workshop Minutes of June 20, 2023.

Ceremonial Calendar

Reports of Boards and Commissions

7. Budget/Finance Committee Minutes of June 13, 2023.
8. Public Works Committee Minutes of May 15, 2023.
9. Tree Board Minutes of April 20, 2023.
10. City/Council Planning Board Minutes of May 17, 2023.
11. Emergency Services Committee Minutes of May 22, 2023.

- [12.](#) Library Board Minutes of March 14, 2023.
- [13.](#) Library Board Minutes of April 11, 2023.
- [14.](#) Library Board Minutes of May 9, 2023.

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

- 15. Motion to allow Council Member Sparks to be absent from the City of Laurel for more than ten days. (LMC 2.12.060)
- [16.](#) Resolution No. R23-43: A Resolution Of The City Council Authorizing Adopting The City Of Laurel Capital Improvement Plan.

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.

DATES TO REMEMBER

File Attachments for Item:

1. Approval of Minutes of June 13, 2023.

DRAFT

MINUTES OF THE CITY COUNCIL OF LAUREL

June 13, 2023

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 Dave Waggoner at 6:30 p.m. on June 13, 2023.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Michelle Mize Richard Herr
 Casey Wheeler Irv Wilke
 Richard Klose Jodi Mackay

COUNCIL MEMBERS ABSENT: None

OTHER STAFF PRESENT: Michele, Braukmann, Civil City Attorney
 Brittney Moorman, Council Administrative Assistant
 Kelly Strecker, Clerk/Treasurer

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

MINUTES:

Motion by Council Member Wilke to approve the minutes of the regular meeting of May 23, 2023, as presented, seconded by Council Member Eaton. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

CORRESPONDENCE:

- Police Monthly Report – May 2023

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS:

Council Member Mackay stated she had received messages from Savage Cat Rescue. Additional information will be coming before Council.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims entered through**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Approval of Payroll Register for PPE 5/28/2023 totaling \$236,482.94.**
- **Council Workshop Minutes of June 6, 2023.**

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

Motion by Council Member Klose to approve the consent items as presented, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of May 23, 2023.
- Emergency Services Committee Minutes of April 24, 2023.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT):

Barb Emineth, 501 Alder Avenue, read the attached statement into the record.

Steve Krum, 249 24th Avenue W, spoke regarding air pollution and the DEQ classification as a hazardous source of air pollution.

SCHEDULED MATTERS:

- **Appointment of Joseph Mutchler to the Airport Authority for a five-year term ending June 30, 2028.**

Mayor Waggoner stated he had decided to bring forward the appointment of Joseph Mutchler to the Airport Authority.

Motion by Council Member Sparks to approve the Mayor's appointment of Joseph Mutchler to the Airport Authority for a five-year term ending June 30, 2028, seconded by Council Member Wilke.

Members of the Laurel Airport submitted the attached petition of support for Joseph Mutchler.

There was no Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Richard Klose to the Cemetery Commission for a two-year term ending June 30, 2025.**

Motion by Council Member Herr to approve the Mayor's appointment of Richard Klose to the Cemetery Commission for a two-year term ending June 30, 2025, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Ken Olson to the Cemetery Commission for a two-year term ending June 30, 2025.**

Motion by Council Member Mackay to approve the Mayor's appointment of Ken Olson to the Cemetery Commission for a two-year term ending June 30, 2025, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Richard Herr to the City/County Planning Board for two-year terms ending June 30, 2025.**

Motion by Council Member Wheeler to approve the Mayor's appointment of Richard Herr to the City/County Planning Board for a two-year term ending June 30, 2025, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Roger Giese to the City/County Planning Board for two-year terms ending June 30, 2025.**

Motion by Council Member Mize to approve the Mayor's appointment of Roger Giese to the City/County Planning Board for a two-year term ending June 30, 2025, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Katie Fjelstad to the Library Board for a five-year term ending June 30, 2028.**

Motion by Council Member Eaton to approve the Mayor's appointment of Katie Fjelstad to the Library Board for a five-year term ending June 30, 2028, seconded by Council Member Wilke.

Ms. Fjelstad introduced herself to Council.

There was no Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

DRAFT

- **Appointment of Wallace Hall to the Police Commission for a three-year term ending April 30, 2026.**

Motion by Council Member Sparks to approve the Mayor's appointment of Wallace Hall to the Police Commission for a three-year term ending April 30, 2026, seconded by Council Member Wilke.

Mr. Hall introduced himself to Council.

There was no Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Michelle Mize to the Tree Board for a three-year term ending June 30, 2026.**

Motion by Council Member Herr to approve the Mayor's appointment of Michelle Mize to the Tree Board for a three-year term ending June 30, 2026, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Appointment of Riley McIlvain to the Laurel Volunteer Fire Department.**

Motion by Council Member Wilke to approve the Mayor's appointment of Riley McIlvain to the Laurel Volunteer Fire Department, seconded by Council Member Mize. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

Mayor Waggoner announced the attached vacancies that need to be filled on various Boards, Commissions, and Committees.

- **Resolution No. R23-37: A Resolution Of The City Council Authorizing The Mayor And The Clerk-Treasurer To Open A New Banking Account For Collection Of Fees For Riverside Park.**

Motion by Council Member Mackay to approve Resolution No. R23-37, seconded by Council Member Wilke. There was no public comment or Council discussion.

Mayor Waggoner read the attached report of fees collected for camping in Riverside Park.

A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-38: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Yellowstone Boys And Girls Ranch.**

Motion by Council Member Klose to approve Resolution No. R23-38, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-39: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Laurel Airport Authority.**

Motion by Council Member Wheeler to approve Resolution No. R23-39, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-40: A Resolution Of The City Council Authorizing One-Year Extension Of Annexation Application For A One Acre Lot Located West Of 8th Avenue Between 1st And 2nd Streets Pursuant To The City Of Laurel's Annexation Policy.**

DRAFT

Motion by Council Member Mize to approve Resolution No. R23-40, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- Resolution No. R23-41: A Resolution Of The City Council Authorizing The Mayor To Approve An Amendment To Task Order For The Project Known As The WTP Lift Well Replacement.

Motion by Council Member Eaton to approve Resolution No. R23-41, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- Resolution No. R23-42: A Resolution Of The City Council Notifying The Yellowstone County Election Administrator Of The City Of Laurel's Desire To Conduct The 2023 City Primary (If Held) And The 2023 General Elections By Mail-In Ballot In Accordance With Mont. Code Ann. § 13-19-202.

Motion by Council Member Sparks to approve Resolution No. R23-42, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT):

Tomorrow is Flag Day. There will be a flag retirement ceremony at 6:00 p.m. at the National Cemetery.

COUNCIL DISCUSSION:

The Public Works Committee's next meeting is Monday at 6:00 p.m. in Council Chambers.

MAYOR UPDATES:

The Southside is still a mess from all the road construction, but it is slowly starting to get put back together again.

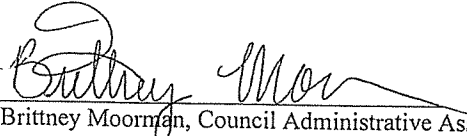
Mayor Waggoner stated he could not attend this weekend's Firefighters Memorial ceremony. Council Members who could attend stated it was a very good ceremony.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Herr to adjourn the Council meeting, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

There being no further business to come before the Council at this time, the meeting was adjourned at 6:55 p.m.


Brittney Moorman, Council Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 27th day of June 2023.

Dave Waggoner, Mayor

Attest:

Kelly Strecker, Clerk/Treasurer

The construction on the Yellowstone County Generating Station will likely resume soon, the problem is; the state of Montana actively promotes the burning of fossil fuels, the main cause of climate change which we see evidence of everyday. NorthWestern Energy ~~says~~ if you want to keep the lights on you need to allow us to do what we want, where we want, and when we want and our state government backs them up. NWE wanting to provide us with electricity in the coldest winter days as well as the hottest summer days is a bit absurd since it is the burning of fossil fuels that cause those temperature extremes!

conveys
the
message

Reliability is a wonderful thing as long as it doesn't pollute the air so badly that people can't breathe when they go outside! When it comes to affordability you can bet your bottom dollar the plant will be paid for with a rate increase to residential customers not business customers.

Some believe that groups who are suing should cover the cost of litigation as well as delays in construction. The truth is our legislature repeatedly clogs up the court system by passing laws that are unconstitutional.

Shouldn't a company have to obtain required zoning changes before construction not after? NWE states they have requested zone changes which makes me wonder from whom since I thought jurisdiction on those parcels was still up for debate!

Yesterday a landmark court case HELD VS the STATE OF MONTANA began in which children from across this state ranging in age from 5 to 22 will be fighting for their constitutional rights. Article 9 section 1.1 says the state and each person shall maintain and improve a clean and healthful environment in Montana for present and future generations.

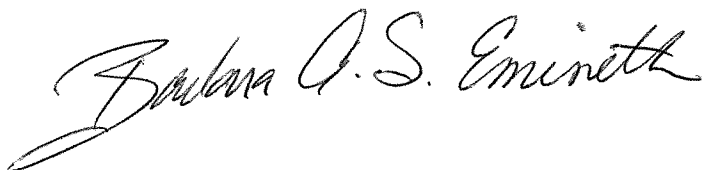
Take a look at what Colorado is doing, they will not be burning coal past 2030 and they expect to receive 1.8 billion dollars in grant money for renewables.

If we as citizens of this great state do not change this narrative future generations will pay the price in unconscionable and unfathomable ways!

Barbara A.S. Emineth

406-598-4629

Laurel Montana



RECOMMENDATION FOR LAUREL AIRPORT BOARD

We would like to recommend Joe Mutchler for a position on the Laurel Airport Board.

We believe Joe would be an asset to the board and by signing below, we are giving our support to Joe Mutchler for the Laurel Airport board.

Jim Wise Jim Wise 2420 Rathbun 406-855-0327

Brenden Smith Brenden Smith 406 (811-7024)

Jim Roberts Jim Roberts 2315 Greening 406-855-4171

PATRICK STEPP PATRICK STEPP 2316 E. Greening 406-396-2814

Jeff Doyle Jeff Doyle 2321 E Greening 406-690-2254

WES KUBITZ Wes Kubitz 2616 Willow Wood 406-647-8441

Jacob Hageman Jacob Hageman 1120 Yale Ave 406-690-3231
Hanger on Greening
Ex Board member

Don Schlegelmilch Don Schlegelmilch 990 Clavhill Rd 406-628-4421

STUART Wheeler Stuart Wheeler 406 AERO 425 359 3931

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<u>Chris Pedigo</u>	<u>Chris Greig</u>	<u>406-671-2008</u>
<u>Artene Lauer</u>	<u>Artene Lauer Laurel 406 area</u>	<u>672-0991</u>
<u>ED Taylor</u>	<u>2332 East Greening</u>	<u>406-698-6480</u>
<u>Hailey Taylor</u>	<u>↓</u>	<u>406-670-2048</u>
<u>Dylan Yarger</u>	<u>Dylan Yarger N743SW</u>	<u>907-306-4289</u>
<u>Diesel Yarger</u>	<u>N743SW</u>	<u>907-887-9590</u>
<u>Tawnya Yarger</u>	<u>TPWNYA YARGER N35TW</u>	<u>907-980-6602</u>
<u>Dave Gellner</u>	<u>Dave Gellner N292EC</u>	<u>406-671-5538</u>
<u>Joe P. Scholt</u>	<u>Joe P. Scholt N71619</u>	<u>406-860-9912</u>
<u>Nest Scholt</u>	<u>Nest Scholt 739 D</u>	<u>406-927-6871</u>

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[Signature] BRET MCKENNEY LAUREL 406
AERO - F.B.O. (406) 698-4829

[Signature] Buzz Scholtz A&P Mechanic 406 697-4733

Thomas W. Boyce THOMAS W. BOYCE LAUREL 406
AERO - F.B.O. IA MECHANIC (406) 696-8118

[Signature] ELIOT WHITCOMB (406) 696-1873

[Signature] Scott Frank 56 Malheur
Laurel Airport 406-670-8449

[Signature] DONALD SANDRETTI 56 mod (503) 502-9213

[Signature] Denim Yager 3D Aero 907-980-6601

Carl Hopp Ken Leasing 2216 Greening
Laurel Hangar 406-999-2416

[Signature] John Sindelar 2232 Greening
(POB 50221) Laurel MT 406 208-5013

Paul Williams Mark Williams 2311 Greening 406-794-1167

[Signature] Doug Myers Home
1915 waterwood Dr. (406) 633-5299
Hangar
2420 Rathbun

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Joe Mutchler

Sid Wacker

56 Modolat

406 861 0037

Shawn Solland

Shawn Solland

34685

406-698-0356

John Bonner

John Bonner

289KC

406-702-9612

Wade Liffon

Wade Liffon

3093 Q

801-244-7598

Kelly Echinger

Kelly Echinger

N 4466 Q

406-679-0688

Chris Williams

Chris Williams

N 9779 W

406-671-8589

Kent Potter

Kent Potter

NSWB

406-698-4772

Michael Jacobsen

Michael Jacobsen

N140PD

406-609-7583

David Powers

David Powers

406-690-8874

Bobbie Powers

Powers Prop Air Service

N2698 Q

406-671-9317

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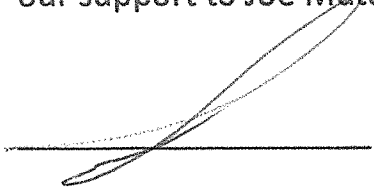
Stephanie Palt Helicopter Pilot SWB 406-698-4773

_____	_____	_____	_____
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RECOMMENDATION FOR LAUREL AIRPORT BOARD

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 Eugene Roth 742 NW 4876 (406) 671-0808 N9115D

Andrea McClaffrey Andrea McClaffrey (406) 366-0692 N9115F (406)

Committee	Name	New Term	Term Length
Public Works Committee	Vacant	N/A	N/A
Cemetery Commission	Vacant	6/30/2025	2 years
Cemetery Commission	Vacant	6/30/2024	
City/County Planning Board	Vacant - City Rep/Mayor Appoint	6/30/2025	2 years
Tree Board	Vacant	6/30/2025	3 years
Tree Board	Vacant	6/30/2026	3 years

Kelly Strecker



cc:

Subject:

Kelly Strecker
Thursday, June 8, 2023 10:02 AM
Ward 3A
Kelly Strecker
Riverside Park fees

Follow Up Flag:

Follow up

Flag Status:

Completed

Good Morning Irv,

As promised here are the Riverside Park total Revenues less expenses.

FY 21/22 :\$4013.10

FY 22/23 : \$12,237.30

Have a great day.

Kelly Strecker
City of Laurel, Montana
(406) 628-7431 extension 5100

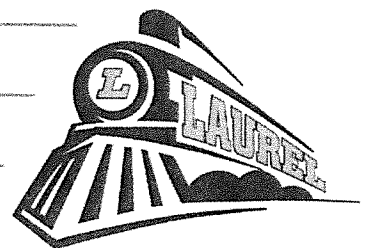
File Attachments for Item:

2. Esther Graesser Correspondence

Dear Mr. ^{Wagner} ~~Atase~~

My name is Esther Graessen
I am from West school. I have an
idea. I would like to share with you.
I think there should be more cat
rescues. I have some reasons. Like I
have heard about a cat killer who
was a man. I have another reason. I
see cats without a owner. The cats
also went without food or water.
Nice talking with you. Bye!

From:
Esther



File Attachments for Item:

3. Jon Klasna Reappointment to City/County Planning Board.

Yellowstone County

COMMISSIONERS
(406) 256-2701
(406) 256-2777 (FAX)

P.O. Box 35000
Billings, MT 59107-5000
bocc@yellowstonecountymt.gov



May 23, 2023

Mr. Jonathan Klasna
3900 Yard Office Rd.
Laurel, MT 59044

RE: Re-appointment to Laurel City/County Planning Board

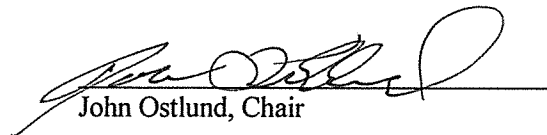
Dear Mr. Klasna,

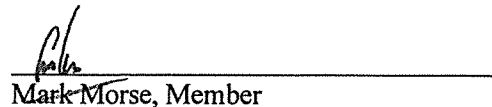
The Board of County Commissioners of Yellowstone County has re-appointed you to the above named board. Your term by this appointment will be to June 30, 2025.

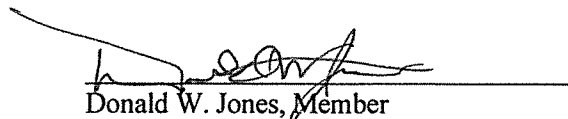
We wish to take this opportunity to thank you, in advance, for accepting this community service.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
YELLOWSTONE COUNTY, MONTANA


John Ostlund, Chair


Mark Morse, Member


Donald W. Jones, Member

BOCC/eg

c: Board File - Clerk & Recorder
Ms. Brittney Moorman, Po Box 10, Laurel, MT 59044

File Attachments for Item:

6. Council Workshop Minutes of June 20, 2023.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, JUNE 20, 2023**

A Council Workshop was held in Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on June 20, 2023.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input type="checkbox"/> Heidi Sparks
<input type="checkbox"/> Michelle Mize	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Casey Wheeler	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Jodi Mackay

OTHERS PRESENT:

Brittney Moorman, Council Administrative Assistant
Ryan Welsh, KLJ

Public Input:

There were none.

General Items

1. Motion to allow Council Member Sparks to be absent from the City of Laurel for more than ten days. (LMC 2.12.060)

There was no discussion.

Executive Review

2. Resolution - A Resolution Of The City Council Authorizing Adopting The City Of Laurel Capital Improvement Plan.

Ryan Welsh, KLJ, briefly reviewed the Capital Improvement Plan.

It was questioned if this document is needed to apply for grants. It was clarified that this was correct.

It was questioned why W. Railroad Street was not included in this plan. It was clarified that W. Railroad was omitted as that project is already underway. It was further questioned why stormwater was included as Council was under the impression that the W. Railroad Street project. It was clarified that the project for W. Railroad would deal with stormwater; however, getting it from W. Railroad Street to the S. 4th Street improvements is omitted. A new outfall is not included in the southside stormwater project. The City has agreed to pay up to \$2.5 million to complete this project. All of the ARPA funds went towards the S. 4th Street Improvements Project.

Council noted that the S. 4th Street Reconstruction Project was larger than anticipated. Council also questioned if the streets damaged by construction equipment would be repaired. It was

clarified that S. 4th Street Reconstruction Project is under budget. There was a large contingency built into the project. The contractor will repair any roads damaged during construction.

Council Issues

3. American Legion Building Septic Tank Discussion

Patriot Septic was contacted to obtain a quote to fix the septic system on the American Legion building in Riverside Park. There were two proposed bids, one was the typical repair, and one was a sledgehammer system. The sledgehammer system uses the existing structure.

Council had additional questions and wanted the contractor to explain how the sledgehammer works. The agenda item has been moved to the July 11th Workshop for further discussion.

4. Lions Proposal Discussion

Park Board has reviewed this proposal and is recommending Council consider the proposal. The one item they disagreed with was renaming the building to Lions Hall. They would like to see the building renamed to Riverside Park Hall. The Lions have many fundraising ideas planned for the building. The money collected will be put back into the building or the community.

Council questioned if the Lions had issues with national support when building the fishing pier at South Pond.

This agenda item will be brought back on July 11th for further discussion.

5. Special Event Insurance Requirements Discussion

Cheryl Hill, the owner of The Front Porch and organizer of the Fall Festival, stated she preplanned the Fall Festival for months prior to the event. These changes caused increases in costs which has required her to find additional sponsors or pay for those expenses out of her business. She would have liked to see these changes go into effect in January 2024. She also struggled to find the 2/4 million insurance requirements.

It was questioned if there was a procedure. It was also questioned whether weddings would require insurance. Cheryl Hill stated that for her event, 1/2 million coverage was \$810, and 2/4 million coverage was \$2800. She also stated that Billings does not require 2/4 million coverage.

Council questioned if the raise was as requested by MMIA.

Council asked for this agenda item to be moved to the next Workshop meeting and have the Civil City Attorney explain further.

6. Savage Cat Rescue Discussion

A Council Member noted that if the City is referring people to Savage Cat Rescue, it should consider assisting them.

Lori Savage Howard reiterated their request that the City cover 1/3 of the cost of addressing the cat populations in Laurel. Adoptions and donations are covered by 1/3, and the remaining 1/3 is from the rescue. Last year they took in 240 cats; half were from the City of Laurel.

Other Items

There were none.

Attendance at Upcoming Council Meeting

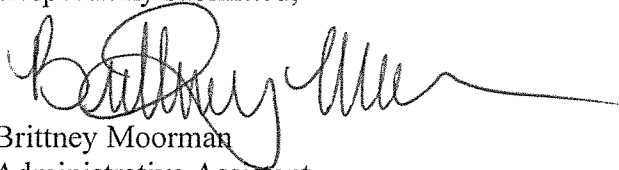
All Council Members present plan to attend next week's meeting.

Announcements

There is an Art Walk this Thursday from 5:00 p.m. to 8:00 p.m.

The council workshop adjourned at 7:43 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Brittney Moorman', with a long horizontal flourish extending to the right.

Brittney Moorman
Administrative Assistant

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

File Attachments for Item:

7. Budget/Finance Committee Minutes of June 13, 2023.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, June 13, 2023**

Members Present: Richard Klose, Emelie Eaton, Heidi Sparks, Michelle Mize

Others Present: Kelly Strecker, Mayor David Waggoner

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public comment.

General Items –

1. Review and approved May 23, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of May 23, 2023. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through June 9, 2023. Michelle Mize moved to approve the claims and check the register for claims entered through June 9, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
4. Review and approve the May 2023 Utility Billing Adjustments, Emelie Eaton moved to approve the May 2023 Utility Billing Adjustments. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay period ending May 28, 2023, totaling \$236,482.94. Michelle Mize motioned to approve the payroll register for the pay period ending May 18, 2023, totaling \$236,482.94. Heidi Sparks seconded the motion, all in favor, motion passed 4-0.

New Business – Richard Klose mentioned that the kiosk at the cemetery has been fully finished. He is going to talk to Dynamic Designs to see how much it would cost to put a sign up with the cemetery map outlay on it. Kelly and Richard discussed getting a binder put together that will list all burials in alphabetical order by last name.

Old Business – The mayor stated that Chief Langve is looking for a new camera system that will integrate to the already existing system they have at the police department. Once Chief Langve can get a quote he will present it at the meeting.

Other Items –

1. Review Comp/OT reports for the pay period ending May 28, 2023.
2. Mayor Update – The Mayor stated that he has nothing to report this time as he has been out of town for the past week.
3. Clerk/Treasurer Financial Update-Kelly stated that she has been working on the FY23/24 budget. She explained that she spent over 5 hours working Lyndy on the Medicare audit that needs to be complete by the end of June. Kelly said that the Montana Mobil Shredding will be at City Hall to shred several boxes of old documents.

Announcements –

4. The next Budget and Finance Committee meeting will be held on June 27, 2023, at 5:30 pm.
5. Emelie Eaton is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:11 p.m.

Respectfully submitted,



Kelly Strecker
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.

File Attachments for Item:

8. Public Works Committee Minutes of May 15, 2023.



**MINUTES
CITY OF LAUREL
PUBLIC WORKS COMMITTEE
MONDAY, MAY 15, 2023**

The Public Works Committee meeting was called to order at 6:00pm on Monday, April 17, 2023, by Committee Vice- Chair, Irv Wilke. No quorum present.

Members Present: Irv Wilke- Vice-Chair, Jodi Mackay, Aron Kostelecky

Others Present: Matt Wheeler- Public Works Director, Richard Herr

Public Input:

General Items

New Business

Old Business:

Other Items

Announcements

Next Meeting will be Monday, June 19, 2023, at 6:00pm in Council Chambers

File Attachments for Item:

9. Tree Board Minutes of April 20, 2023.

Minutes
City of Laurel
Tree Board
4/20/23

Council Conference Room

Attending: Matt Wheeler, Michelle Mize, Walt Widdis, Paul Kober, Phyllis Bromgard
Phone: LuAnne Engh

1. Public Input
 - a.
2. General Items
 - a. March minutes approved –
 - b. Arbor Day – May 2nd - **Heroes for Life** by Finley Watts. Thomson Park
 - c. Shirts are ordered – 57 shirts were ordered for presenters, teachers and board
 - d. Mayor Wagoner will be our speaker, Matt Wheeler will explain the Splash Park
 - e. Aaron said River Ridge will donate one tree. Good Earth Works (Darren Spooner) said he could donate two. LuAnne will arrange to pick them up.
 - f. Honor Guard and the Laurel Fireman are committed – (Only Mr. Southworth represented the Legion – Jayson Nicholson was the only fireman)
 - g. Lunch – SOW – sloppy joes – PTA is donating \$100 for the hamburger
 - h. Presenters – So far we have 9 – CM trees is setting up equipment with 5 staff
 - i. Set up starts at 10:00 – Program at 12:20 Presenters start at 12:45
3. New Business
 - a. The LURA committee has started meeting again. There is also the downtown committee that wants to improve the downtown storefronts. We should look at the larger DNRC Urban Forestry grant to help improve trees.
 - b. The city is committed to the Splash Pad. \$150K is raised, ground is ready.
4. Other Items
 - a. Volunteer hours – Keep your hours for all meetings, time spent on Arbor Day or any other project.

Next meeting Thursday, June 15th - 9:30 Council Conference room

File Attachments for Item:

10. City/Council Planning Board Minutes of May 17, 2023.



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, MAY 17, 2023
11:00AM
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.*

1. Roll Call

The Chair called the meeting to order at 11:10am.

Jon Klasna
Roger Giese
Judy Goldsby
Richard Herr
Richard Klose

Absent; Ron Benner, Gavin Williams

Staff, Kurt Markegard
Forrest Sanderson with KLJ Engineering
Jim Stevenson
Forrest Mandeville

General Items

2. Approve Meeting Minutes for March 15 ,2023

The chair gave the board a few minutes to read over the minutes.

Richard Herr moved to approve the minutes and Richard Klose seconded the motion. Motion passed.

New Business

3. Clark Stone Commercial Subdivision

Kurt presented the application for preliminary subdivision plat for a four lot first minor subdivision. The subdivision is just south of Laurel next to the new railroad overpass that the department of transportation just built a few years ago. Kurt went on to explain his findings listed in the staff report and how they had to put in a dry fire hydrant tank that would hold 30,000 gallons of water for fire suppression efforts. Kurt also explained that he had just received all the comments back from the county departments and incorporated that in his staff report. Forrest Mandeville, who represents the owner Jim Stevenson explained more about the subdivision. The owner Jim Stevenson discussed with the board the businesses he would like to attract and discussed the dry hydrant that he was going to be installing.

Jon asked about the access to the lots and Forrest Mandeville said that he has reached out to the Montana Department of Transportation and didn't think there was going to be any issue using the old highway for access. Judy asked if there were going to be any covenants on the lots and Forrest Mandeville indicated that they had some drafted. Richard Klose asked if they had a landscape plan and Forrest said that landscaping would be up to the future lot owners to decide. Jon asked about water and sewer and Forrest said that they are going through DEQ review to put wells and septic on the lots.

Richard Herr made a motion to recommend to the Yellowstone County Commissioners for conditional approval for Clark Stone Commercial Subdivision. Richard Klose seconded the motion. Judy asked for any additional comments from the board and any comments from the public. No comments were received, and Jon called for a question on the motion. All voted in favor of recommending to the County Commissioner conditional approval for Clark Stone Commercial Subdivision.

Old Business

4. Zoning Update

Forrest Sanderson went over the newest updates to the zoning code rewrite and the zoning map that he had brought for the meeting. He asked everyone to gather around the map and he explained the current zoning designation and asked Kurt for clarification of a few properties around town that may have different zoning than what they are supposed to be. The board gave Forrest Sanderson their ideas on what the zoning should be in relation to the adjacent properties.

Kurt will received updated zoning from Forrest and then make copies for the board to read.

5. Growth Management Plan Updates.

Kurt explained that the Laurel City Council has asked that the Planning Board also update the growth management plan so that the growth management plan is uniform between the County and the City. The plan will be renamed "The Growth Plan for the Laurel Planning Jurisdiction." Kurt will start making changes to the plan and get those changes to the Planning Board for consideration in the next few months.

Other Items

No items

Announcements

6. Next Meeting: June 21, 2023 at 11am.

Jon moved to adjourn the meeting and Richard Herr seconded the motion. All were in favor and the meeting was called adjourned by the chair at 12:35 pm.

The City makes reasonable accommodation 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.

File Attachments for Item:

11. Emergency Services Committee Minutes of May 22, 2023.



**MINUTES
CITY OF LAUREL
EMERGENCY SERVICES COMMITTEE
MONDAY, MAY 22, 2023**

The Emergency Services Committee meeting was called to order at 6:00pm on Monday, May 22, 2023, by Chair Heidi Sparks

Members Present: Heidi Sparks- Chair, Richard Klose, Jodi Mackay, Jamie Swecker, Bruce McGee (tardy)

Others Present: Police Chief Stan Langve, Ambulance Director Lyndy Gurchiek, Fire Chief JW Hopper

Public Input:

General Items

1. Approval of Emergency Services Committee minutes of April 24, 2023. Richard Klose moved to approve the minutes; Jodi Mackay seconded- Motion carried 4-0

New Business

2. Update from Emergency Departments
 - a. Fire Chief JW Hopper- Report attached
 - i. Items to note:
 1. 5 in rookie school, 2 that are only released for admin items
 2. Knox box- lockbox for keys to the business/building so the fire department does not have to break windows/doors to get into the building
 3. High water- Canyon Creek the water was almost to the bridge
 4. Billings Fire Station 7 may be using Laurel mutual aid for calls on the south side of the frontage road due to 56th Street being closed for construction
 - b. Police Chief Stan Langve- Report attached
 - i. Items to note:
 1. Increase in numbers for 2023 is partly due to the turnaround, this has been mostly traffic stop increases
 2. Increase in aggressive transient behavior due to the time of year
 3. Overtime is going to be necessary to cover vacant shifts due to vacation time and other absences
 - c. Ambulance Director Lyndy Gurchiek- Report attached
 - i. Items to note:
 1. One full time staff still out on light duty
 2. Selling some of the older equipment from the department
 3. Care 3 has been having issues with the air conditioning in the back area

Old Business:

Other Items:

3. Richard brought up the recent vandalism. Is this being discussed for the upcoming budget cycle as far as cameras and other mitigation items? Chief Langve stated this is being discussed as part of the CIP efforts of the city
4. Jamie brought up an issue with the radios. Last night (5/21) the radios went down for roughly 3 hours. The cause was lightning knocking out the power, the repeaters were also knocked out as part of the lightning. Batteries went out, Chief Hopper was communicating with dispatch via cell phone. The redundancy with Simplex was not working very well either.

Announcements

5. Next Meeting will be Monday, June 26, 2023, at 6:00pm in Council Chambers

Meeting adjourned at 6:40pm



LAUREL FIRE DEPARTMENT

215 West 1st Street • Laurel, Mt • 59044 • Office 406.628.4911 • Fax 406.628.2185

Emergency Services Meeting 5/22/2023

Calls-

- Responded to 44 Total Calls for April. (This includes fire drivers)

Training-

- Wildland Training
- June (Rope rescue Training)

Department News-

- Current Numbers
 - 37 Members
 - 5 firefighters in Rookie School
 - 3-Released to respond on water tenders and motor vehicle accidents)
 - Elected one new firefighter in May. (Riley McIlvain)
 - New Officers have been selected for the department.
 - Chief- Hopper
 - Assist. Chief- Nagel
 - Fire Marshal- Z. Winchell
 - Deputy Chiefs- Peters, Kulesa
 - Captains- McIlvain, Bieber (Fournier), H. Fox and DeRudder)
 - Training Captain- McCleary
 - Maintenance Captain- Fournier
 - Safety- Bartram
- Working on the Budget
- New Truck Update
 - Waiting on the box, should be ready in September.
- Knox Boxes
 - Starting to get more requests.
 - Schools now have new boxes with master keys/cards in them.
- Dry Hydrants and inspections.
- Firework Stand Inspections.
- New Lights installed in truck bays.
- High Water.
- Late wildland season.
- Tender Response in City.
- Interstate work-
 - Delays in response.
 - 56th St. Overpass closed.
 - Access issues when responding.
- DNRC Staffing-
 - Chief Certifications. (complete)
 - EFF Packets.
- Misc.-

- Working on DNRC Grant with Michele. (submitted)
- Working on District Contracts with Michele. (complete)



Laurel Police Department

215 W. 1st Street Laurel, Mt. 59044 ▪ Phone 406-628-8737 ▪ Fax 406-628-4641

Chief of Police Stanley J Langve

May 22, 2023

Emergency Services Report May 2023

For the reporting period of April 24th to May 22nd, 2023, the FAP had 900 calls for service. This is up 20 % from April's reporting period and an increase of 14.5 % for the three-year average. The total crimes reported for the year to date is 479 which is a 6.2% increase over the 3-year average and a 13% increase over April's crimes report numbers. This is despite of 117 fewer traffic stops from the April reporting period. Total calls for service to the FAP were at 3,736 at the time of this report, which is a 14.5% increase over the 3-year average. Despite below average numbers at the beginning of the year there has been a noticeable increase in call volume over the last 6 weeks and I noted our numbers are in line with 2021's record year.

The CHS turnaround has influenced the traffic stop numbers, but not to as great an extent over the last two weeks or so. We have seen a decrease in peak traffic flow and had fewer traffic violations observed on the traffic shifts. As of the 15th of May, I have reduced the traffic shift allotment to a single officer per overtime shift for CHS turnaround specific duty.

With the number and frequency of disturbance calls, especially involving violence and weapons, I have had to start offering overtime shifts to reduce the number of hours our Officers are working without cover in our normal schedule. We will be advertising and recruiting for an officer hiring pool very soon, with the anticipation of needing to fill at least two positions as soon as possible.

I was very honored and proud of our department with the work and presentation of the 35th Montana Law Enforcement Memorial Ceremony. Our T.A.C's are busy preparing for the annual CJIS audit. Sgt. Anglin is completing his Executive Leadership training in Helena this week. Officer Baumgartner attended the Montana State Tactical Officers Association's conference and training. He completed the very intensive Advanced Street Survival training and will be bringing that knowledge to the department in our developing tactical response training.

Respectfully,

Chief Langve



Laurel Police Department

215 W. 1st Street Laurel, Mt. 59044 • Phone 406-628-8737 • Fax 406-628-4641

Total Calls

Printed on May 22, 2023

[CFS Date/Time] is between '2023-04-24 00:00' and '2023-05-22 23:59' and

[Primary Incident Code->Code : Description] All

Code : Description	Totals	
10-15 : With Prisoner	0	0
: Abandoned Vehicle	15	15
: Agency Assist	71	71
: Alarm - Burglary	7	7
: Alarm - Fire	3	3
AMB : Ambulance	82	82
: Animal Complaint	10	10
: Area Check	8	8
: Assault	4	4
: Bad Checks	0	0
: Barking Dog	12	12
: Bomb Threat	0	0
: Burglary	0	0
: Child Abuse/Neglect	4	4
: Civil Complaint	15	15
: Code Enforcement Violation	14	14
: Counterfeiting	0	0

Code : Description**Totals**

: Criminal Mischief	6	6
: Criminal Trespass	7	7
: Cruelty to Animals	4	4
: Curfew Violation	3	3
: Discharge Firearm	2	2
: Disorderly Conduct	13	13
: Dog at Large	29	29
: Dog Bite	2	2
DUI : DUI Driver	4	4
: Duplicate Call	5	5
: Escape	0	0
: Family Disturbance	11	11
: Fight	3	3
FIRE : Fire or Smoke	23	23
: Fireworks	1	1
: Forgery	0	0
: Found Property	3	3
: Fraud	1	1
: Harassment	2	2
: Hit & Run	4	4
: Identity Theft	0	0

Code : Description**Totals**

: Indecent Exposure	0	0
: Insecure Premises	0	0
: Intoxicated Pedestrian	2	2
: Kidnapping	0	0
: Littering	0	0
: Loitering	4	4
: Lost or Stray Animal	20	20
: Lost Property	0	0
: Mental Health	3	3
: Missing Person	7	7
: Noise Complaint	10	10
: Open Container	0	0
: Order of Protection Violation	1	1
: Parking Complaint	11	11
: Possession of Alcohol	0	0
: Possession of Drugs	0	0
: Possession of Tobacco	0	0
: Privacy in Communications	1	1
: Prowler	0	0
: Public Assist	63	63
: Public Safety Complaint	6	6

Code : Description	Totals	
: Public Works Call	18	18
: Report Not Needed	2	2
: Robbery	0	0
: Runaway Juvenile	3	3
: Sexual Assault	0	0
: Suicide	0	0
: Suicide - Attempt	1	1
: Suicide - Threat	2	2
: Suspicious Activity	149	149
: Suspicious Person	5	5
: Theft	18	18
: Threats	8	8
: Tow Call	0	0
: Traffic Accident	20	20
: Traffic Hazard	2	2
: Traffic Incident	28	28
: TRO Violation	0	0
: Truancy	0	0
T/S : Traffic Stop	129	129
: Unattended Death	0	0
: Unknown - Converted	0	0

Code : Description**Totals**

: Unlawful Transactions w/Minors	0	0
: Unlawful Use of Motor Vehicle	0	0
: Vicious Dog	2	2
: Warrant	8	8
: Welfare Check	9	9
Totals	900	900

Laurel Emergency Services Report created 5/22/23:

2020

1090 requests for service
159 times LEMS was unavailable
72 times AMR was unavailable
288 responses in Ward 5=27% of
calls outside of the city of Laurel

2021

1228 requests for service
135 times LEMS was unavailable
34 times AMR was unavailable
318 responses in Ward 5=26% of
calls outside of the city of Laurel

2022

1238 requests for service
177 times LEMS was unavailable
48 times AMR was unavailable
351 responses in Ward 5=29% of
calls outside of the city of Laurel

Recent Month Summary:

April 2023:

Requests	85
Missed Calls	16 = 19%
Shortest Delay	5 minutes
Longest Delay	70 minutes
Average Delay	30 minutes
Fire Driver Available	7 times
City Driver Available	1 times
QRU Response With 1 Provider	3 times **
On A Previous Call	1 time
No Crew / Provider Available	12 times
AMR Transported or Responded	9 times
Red Lodge Transported	0 times
HELP Flight Transported	0 times
Columbus Transported	0 times
Joliet Transported	2 times
Park City Transported	1 time
Beartooth Ambulance	0 times
PD Assisted Pt or Transported	0 times
FD Assisted Pt no transport	0 times
POV Transport	2 times
Refusal or no transport	2 times
YCSO Transported	0 times
MHP Transported	0 times

**0 times the QRU responded and the patient refused / no transport to hospital or no patient found
29 responses in Ward 5 = 31 % of calls outside of the city of Laurel



2023 Running Totals

	January	February	March	April	May	June	July	August	September	October	November	December	Total 2023
Requests	107	98	102	85									392
Missed Calls	6	10	9	16									41
Shortest Delay (minutes)	25	10	17	5									5
Longest Delay (minutes)	28	42	52	70									70
Average Delay (minutes)	26	30	32	30									30
Fire Driver Available	22	14	8	7									51
City Driver Available	2	3	2	1									8
QRU Response w 1 Provider	0	0	3	3									6
On A Previous Call	6	6	0	1									13
No Crew / Provider Available	0	4	6	12									22
AMR Transported or Responded	6	7	8	9									30
Columbus Transported	0	1	1	0									2
Joliet Transported	0	1	0	2									3
Park City Transported	0	0	0	1									1
Red Lodge Transported	0	0	0	0									0
Beartooth Transported	0	0	0	0									0
HELP Flight Transported	0	0	0	0									0
POV Transport	0	0	0	2									0
Refusal or No Transport	0	0	0	2									2
PD Assisted Pt or transported	0	1	0	0									1
FD Assisted Pt no transport	0	0	1	0									1
YCSO Transported	0	0	0	0									0
MHP Transported	0	0	0	0									0
QRU/AMR, Refusal or No Patient	0	0	0	0									0
Responses in Ward 5	43	26	24	29									122

Other Reporting Information

*correction made after report given

-the new "used" ambulance – it has received all of the mechanical issue updates, cleaned from top to bottom and stocked. Waiting on striping. Have used it as a back up when main ambulance has been out for repairs. The plan is to replace our back up ambulance with it, Care 2, and then Care 2 will be parked in the back of the station and able to be used as a back up when one of our others is out for maintenance etc.

-2 community medicine providers – 1 completed clinical time and the other is nearly done. Will be working on getting it up and running.

-legal blood draw training has been completed and we are ready to help out whenever we can. 5 full timers and 1 volunteer/community ems provider are trained
-2 new volunteer EMTs completed the driver portion of training and have started on the patient care end as well as 1 of our fire drivers that is an EMT, he has started on patient care training. 1 of our seasonal EMTs has started his training and doing great, our other seasonal worker will begin in June. Will work on interviews for hiring a couple more volunteers.

-1 full time employee still out on light duty, getting better and no surgery is needed but still out for a while with rehab

-working on updating policy and procedures / training manual

-EMS week is this week. Celebrating with crews. Troy and Mandi are upping our social media and working on getting info out about our staff. We have been working on getting photos of everyone. Doing an open house Saturday the 27th for the EMS week celebration, 12-2pm, City Attorney is bringing Pitas and we will have cookies, hoping to do a kick off to the public for education about our service for the mill. Excited to get started with other public education projects soon.

File Attachments for Item:

12. Library Board Minutes of March 14, 2023.

MINUTES
CITY OF LAUREL
Library Board
03/14/2023 06:00 PM
Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Katie Fjelstad	Arthur Vogeles, Board Chair
X Kate Manley	X Lela Schlitz
X Nancy Schmidt, Secretary	X Mary Nelson
X Clair Killebrew – Foundation Liaison	

OTHERS PRESENT: None

1. **Public Input**

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

- a. Addressing the Board – None

2. **General Items**

- a. Lela motioned that the minutes for February 2023 be adopted as presented. Kate seconded the motion. Motion passed.
- b. The library received a \$50 donation from Ray Wells.
- c. **Circulation Report** – (compared to the same time period as last year) *Traffic:* up 2.7%; *circulation:* all items circulated totaled 4,048 (including 611 eBooks), book circulation was up 23.3%, media circulation was down 21.3%, eBook checkouts for this month was 16.3% of total book circulation, we circulated 836 items to partners and 155 items from other libraries; *computers:* internet use was up 10.1%, children’s use was down 52.9%, wi-fi use up 71.6%; *patron cards:* city patrons make up 59.4% of registered users, county 28.5% and out of county users make up 8.8%. There were 58 tech assists in February.

3. **New Business**

- a. We have put out the Aunt Flow products for patrons that may need them. We did have a couple patrons ask us to change our signs that offered them free to the public. The original signs stated they were free to anyone that had menstrual cycles regardless of gender or age. We changed it to say that these are free organic period products for anyone that needs them. This verbiage doesn’t appear to have any political statement attached to it.
- b. We will be participating in the Summer Lunch Program with the Laurel Public Schools. This is our 5th year participating (not counting COVID). We are hoping to qualify for the program next year. We aren’t sure if it is going to be hot or cold OR is they are offering breakfast as well as lunch. Hopefully, we will have more information by mid-May. We don’t have a start date yet.

- c. Nancy presented a Child Safety Policy for review and adoption. As some discussion and minor changes to wording, Katie motioned that we adopt the policy as corrected. Mary seconded the motion, motion passed. The Child Safety Policy was approved and will be added to our website.
- d. The spring meeting of the South-Central Federation is scheduled for April 1, 2023 in Harlowton. It is scheduled from 9:30 am to 3:00 pm. Anyone is welcome to attend the meeting. Nancy will be going to Harlowton on Friday to help Tina with barcoding her books to join the shared catalog. Arthur is planning on attending the meeting. Kate has also expressed an interest attending the meeting. Lunch and morning snacks are provided by the Federation.
- e. The annual Montana Library Conference will be held April 12th – 15th in Billings. Nancy is registered to attend the conference. Please let her know if you want to attend the conference even if it's for just one day. Kate has declined to attend this time since she attended the conference in Missoula in August.

4. Old Business

- a. The library will set up a small 'pantry' in the foyer of the library for anyone that needs a small bit of food to help them get by. Hopefully the pantry will be ready to go by the first week in April. Katie suggested that each board member donate an item for patrons to grab as needed. The Foundation may also provide some small items to the pantry as well. Library staff will monitor the supplies to help keep it "stocked". The idea of a pantry is to provide something for those that need it without making them feel like they are being policed. When the summer lunches resume, we will ask that food items not be thrown away but washed and added to the pantry.
- b. The Town Pump Grant Charitable Foundation gives away 650 grants statewide to public libraries each year. Each grant can be valued up to \$1,000 if used for the summer reading programs. Applications are accepted March 1st – April 14th. Some of the funding will be used for the Book Buzz programming with the school librarians. Some may also be used for the pantry and the STEM training/programming for the annular eclipse.
- c. Nancy has created a succession planning document for the library. The question of what to do in the instance of replacing someone that may need to leave/retire in the future has been asked more than once in the past. Statement was read by Nancy and approved by the board members.

5. Other Items

a. Upcoming Items:

The book sale is scheduled April 24th through May 6th, 2023. Anyone that wants to help set up for sale is welcome to stop by on Friday, April 21st and Saturday, April 22nd. Staff will be unloading the shed and setting up the tables for the sale.

Nancy will be attending STEM training in Glendive May 17th & 18th.

6. Announcements

- a. The next regular meeting is April 11, 2023 at 6:00 pm in the library community room.

Motion to adjourn made by Kate, seconded by Katie. Meeting adjourned at 7:11 pm.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Library Director
Secretary for the Board

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

File Attachments for Item:

13. Library Board Minutes of April 11, 2023.

MINUTES
CITY OF LAUREL
Library Board
04/11/2023 06:00 PM
Laurel Public Library

Meeting Canceled – No Quorum

COMMITTEE MEMBERS PRESENT:

Katie Fjelstad	X Arthur Vogeles, Board Chair – via Zoom
X Kate Manley	Lela Schlitz
X Nancy Schmidt, Secretary	Mary Nelson
X Clair Killebrew – Foundation Liaison	

OTHERS PRESENT: None

1. Public Input

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

- a. Addressing the Board – None

2. General Items

- a. Circulation Report – (compared to the same time period as last year) *Traffic*: down 0.7%; *circulation*: all items circulated totaled 4,536 (including 562 eBooks), book circulation was down 11.4%, media circulation was down 37.4%, eBook checkouts for this month was 13.4% of total book circulation, we circulated 833 items to partners and 180 items from other libraries; *computers*: internet use was up 0.98%, children's use was down 17.7%, wi-fi use up 70.3%; *patron cards*: city patrons make up 62.7% of registered users, county 28.6% and out of county users make up 8.8%. There were 57 tech assists in March.

3. New Business

- a.

4. Old Business

- a.

5. Other Items

- a. Upcoming Items:

6. Announcements

- a. The next regular meeting is May 2, 2023 at 6:00 pm in the library community room.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Library Director
Secretary for the Board

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

File Attachments for Item:

14. Library Board Minutes of May 9, 2023.

MINUTES
CITY OF LAUREL
Library Board
05/02/2023 06:00 PM
Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Katie Fjelstad	X Arthur Vogeles, Board Chair – via Zoom
X Kate Manley	X Lela Schlitz
X Nancy Schmidt, Secretary	X Mary Nelson
Clair Killebrew – Foundation Liaison	

OTHERS PRESENT: None

1. Public Input

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

- a. Addressing the Board – None

2. General Items

- a. The minutes for March and April 2023 were presented for approval. Lela motioned the minutes be approved as presented, Mary seconded the motion. Minutes were approved.
- b. Correspondence – we received \$25 from The Little Cowboy LLC, \$50 from Ray Wells, and \$500 to the foundation from Clair Killebrew.
- c. Circulation Report – (compared to the same time period as last year) *Traffic*: up 13%; *circulation*: all items circulated totaled 3,996 (including 571 eBooks), book circulation was up 9.9%, media circulation was down 22.8%, eBook checkouts for this month was 14.1% of total book circulation, we circulated 776 items to partners and 223 items from other libraries; *computers*: internet use was up 18.6%, children’s use was down 48%, wi-fi use up 72.7%; *patron cards*: city patrons make up 60.3% of registered users, county 28.7% and out of county users make up 8.9%. There were 49 tech assists in April.

3. New Business

- a. Nancy applied for a grant from the Town Pump Foundation to use toward the summer reading/Book Buzz program. We received a check for the \$1,000 grant two days after the April board meeting. Some of the funds will be used for the pantry and the rest will be used for summer activities and books.
- b. The Summer Reading Program will kick off June 7th at 10:30 am. Anna Meadows, South and West school librarian, will be working at the library to complete her practicum. Anna will be planning activities for the 3 open dates that the school librarians will not be planning activities. We are expecting a large crowd of children to attend the Book Buzz programs each week. The

Billings Symphony would like to offer a musical story time later in the year. The plans will move ahead as fall approaches.

- c. The license plates are not available yet. The library foundation will be the entity that is sending in the application for the library plates. The plates are supposed to be ready July 1st. The funds will be sent to the foundation and then possibly transferred to the City for disbursement to the library accounts.
- d. The library board has been meeting on the second Tuesday of each month for years. Nancy asked if there was anyone that may want to change the meeting days and/or times. No one wanted to change the meeting dates or times.

4. Old Business

- a. Nancy attended the MLA Conference in Billings in early April. She stated that she didn't attend workshops as much as she spent a lot of time in discussions with other librarians. She specifically reported on the workshop presented by Empower MT. This is going to be a year-long training that will be held virtually. The workshop on using native handcrafts to promote the library was also of particular interest to director. There were a number of discussions held with the State Library Commissioners during the conference. This was all very informational in helping determine where libraries may be going in the future.
- b. The book sale is in full swing with excellent sales to far. I deposited the funds from the first week into the foundation account. This was in the amount of \$1,642.01. The sales from this week will be deposited next week and reported at the June meeting. The book sale is very successful so far.
- c. The Aunt Flow products purchased by the foundation has been greatly appreciated. We resupply the products every week so no one has to ask for any personal assistance. We've had a very positive response from the public about the products.
- d. The summer lunch program will start Monday, June 5th, at 11:00 am. There will be hot lunches served every day (Monday – Friday) except the few days around the holiday, July 3rd-5th. The school will provide the food and most supplies, we will supply the space. There will only be lunch served and no breakfast this year. The last lunch planned for the summer is August 11th.
- e. The Federation meeting was held April 1, 2023 in Harlowton. We are waiting on word from the Federation Task Force on whether we will be needing a chair representative or if we will be working without a Chair. There will be a report on this as more information becomes available. The next Federation meeting will be Saturday, September 30, 2023 in Laurel. Each library will be tentatively receiving \$2,125.04 from the state library in funding through the Federation.
- f. The Laurel Women in Business held its annual Easter Storytime and Egg Hunt on April 5th. We had 75 people attend: 46 children/28 adults/6 presenters. The egg hunt was held on the south lawn because of the snow. There were a lot of happy children in the library that day!

5. Other Items

- a. A discussion about the food pantry was held concerning where to find the items to purchase for the pantry. The suggestion was made that we try to avoid going to Costco and Walmart because of volume or availability and go to Sam's Club for our supplies. We will look into this to determine what our best value will be.

b. Upcoming Items:

Nancy will be attending a workshop in Glendive on STEM training in May. She will be out of the office May 16th-18th for the training.

The Fall Workshops are scheduled for September in Great Falls.

There is a retreat scheduled in Chico for October.

6. Announcements

- a. The next regular meeting is June 13, 2023 at 6:00 pm in the library community room.

Respectfully submitted,



Nancy L Schmidt
Library Director
Secretary for the Board

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

File Attachments for Item:

16. Resolution No. R23-43: A Resolution Of The City Council Authorizing Adopting The City Of Laurel Capital Improvement Plan.

RESOLUTION NO. R23-43

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE ADOPTION OF
THE CITY OF LAUREL CAPITAL IMPROVEMENT PLAN.**

WHEREAS, on May 25, 2021, the City of Laurel (hereinafter “the City”) issued a Task Order to KLJ Engineering to assist in preparation of a Capital Improvement Plan for the City;

WHEREAS, a Capital Improvement Plan is a tool intended to be used by the City to assist in the prioritization and budgeting process for the City’s infrastructure and capital improvements;

WHEREAS, KLJ Engineering and City Department Heads and Staff held multiple meetings in order to identify capital improvement projects, prioritize such projects, and establish cost estimates for said projects;

WHEREAS, KLJ Engineering, in conjunction with City Department Heads and Staff have identified areas of possible capital improvement for the City, and those projects are identified in the Capital Improvement Plan; and

WHEREAS, the City of Laurel now wishes to adopt the Capital Improvement Plan to assist in guiding the City’s capital improvement projects for the future, prioritizing such projects, and establishing cost estimates for said projects.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the City of Laurel Capital Improvement Plan, a copy attached hereto and incorporated herein, is hereby approved.

Introduced at a regular meeting of the City Council on the 27th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 27th day of June, 2023.

APPROVED by the Mayor the 27th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney



CAPITAL IMPROVEMENTS PLAN MAY 2023



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INTRODUCTION

A Capital Improvement Plan (CIP) is first, and foremost, a tool used to assist a community in the prioritization and budgeting process for community infrastructure and capital improvements. The CIP process is intended to assist community leaders in identifying capital improvement needs and issues early and to build a strategy to maximize often limited revenues, while achieving maximum public good. Added benefits to the CIP process are identification of projects and priorities in a way that allows for public engagement, strategic investment, and phased approaches that allow for a coordinated approach to funding, early preparation for available grant funding, and a coordinated approach to community infrastructure needs.



On May 25, 2021, the City of Laurel issued a Task Order to KLJ to assist in preparation of a CIP. A series of meetings was scheduled with City Department Directors and staff in which capital projects were identified, prioritized, and estimates of cost established in conjunction with preparation of annual Department operations and acquisitions budgets.

For purposes of the CIP, a “Capital Project” is defined as any acquisition, improvement, or expenditure that exceeds \$50,000 and/or has a useful life of five (5) years. The established \$50,000 cost threshold includes design, engineering, architectural planning, financing, procurement, and construction costs associated with completion of the identified project. It also includes rehabilitation and maintenance projects necessary to preserve the functionality of existing equipment and infrastructure. Operations and Maintenance (O&M) are excluded as are consumable items, staff, and training.

Also, for purposes of the CIP, projects are ranked on a scale of 1-5 and the following guidance was provided to staff and utilized to select and prioritize projects for the next five years:

- 1=Need
- 2=Could Really Use
- 3=Want
- 4=Would be Nice
- 5=If We Have the Funding

As is typical in most communities, the Public Works Department, as the custodian of most of the community capital infrastructure, is the primary beneficiary of the CIP and the related planning process. It is, however, hoped that with ongoing use of the document, other Departments will see the value and rewards associated with the CIP. When utilized consistently, a CIP will assist not just public works, but department leaders and staff as well as City Council in making critical financial and manpower decisions related to city infrastructure and equipment.

The CIP is a “living” document in that it is intended to be easily updated to reflect changing priorities, unforeseen events, and the passage of time. It is also important to point out that most of the projects discussed herein are very complex and require elevated levels of analysis and design before an engineer’s opinion of probable costs can be established. Where possible, equipment suppliers were contacted to get estimates, but estimates are “in the moment” costs and, again, will require additional analysis and review depending on when the project comes to fruition. Construction and infrastructure project costs have been estimated following discussions within the CIP planning team and utilizing past projects of similar scope and size as a base for estimation.

It is essential to remember that actual infrastructure project costs are a function of scope, schedule, on-site conditions, supply chain, and workforce costs at the time of project initiation/completion; all of which are beyond the scope and intent of the CIP. Costs outlined are high-level estimates utilizing information available at the time of the planning process. They should be treated accordingly and, as the City moves forward with projects, should be re-assessed based on more specific analysis and current costs.

COMMUNITY BACKGROUND

The City of Laurel originated in 1806 when Captain William Clark, of the Lewis and Clark expedition, camped at the mouth of the Clarks Fork River where it meets the Yellowstone River. The site was originally known as Carlton, but later was changed to Laurel because of an abundant local shrub found in the hometown of a railroad official from North Carolina residing there. Eventually, Laurel moved north and west (further away from the Yellowstone River), to locate where it is today.



Laurel is home to approximately 6,300 people within the City limits and another 5,000 in the surrounding area. It is considered a “bedroom” community to the largest urban center in Montana, Billings, but maintains the small-town atmosphere and feel, giving residents the best of both a small town and a nearby urban center. Like many Montana communities, particularly following the onset of COVID-19, Laurel is growing. The community experienced slow but steady growth between 2000-2020 and is now seeing more rapid growth related to the relocation of people from urban centers outside the state seeking the wide-open spaces and natural social distancing provided in rural Montana.



Like many communities in Montana, part of Laurel’s appeal is access to significant outdoor recreation opportunities. Laurel is within a very short distance of Riverside Park, Buffalo Mirage Fishing Access, Laurel Golf Club and Cooney Dam. It is also a gateway for visitors to Red Lodge, Bear Tooth Pass, and Yellowstone National Park.

As previously indicated, Laurel often serves as the residence and home to employees who work for various businesses in Billings. There are, however, two major local employers in Laurel: Montana Rail Link (MRL) and Cenex Harvest States Refinery. The “Laurel Leaf” refinery began operations in 1930. In 1943, the refinery was purchased by Farmers Union Central Exchange, and in 1972, the company changed their name to Cenex Harvest States Refinery.





Laurel also straddles both sides of an intricate pattern of railroad tracks. Home to the largest and busiest rail yard in Montana, it extends for 2.5 miles on a wedge-shaped piece of land between East Main Street and Shannon Road. MRL has owned the yard since 1987, but prior to that, Burlington Northern Santa Fe (BNSF) operated it from 1970-1987, and

Northern Pacific prior to that, with the first recorded train stopping in Laurel in 1882.

The average annual income in Laurel (according to the 2010 census) is \$51,790 and the community is predominantly Caucasian (estimated at just under 95 percent of the community). Laurel is an incorporated community, utilizing an elected Mayor and City Council for governance. There are 9 council members (including the Mayor), representing four (4) City Wards, as well as several functioning boards, commissions, and authorities supervising several Department Directors and related staff. The City's mission is "elected officials, appointed committee members, employees, and volunteers of the City of Laurel are committed to developing and enhancing community quality of life while preserving the City's unique character. This is accomplished by providing the best municipal services possible."



PUBLIC WORKS:



As previously indicated, public works, by nature of their role as custodians of most of the community capital infrastructure, plays a critical and key role in capital planning. Matt Wheeler is the current Public Works Director. He is supported by leadership by building inspection and planning. The goal of public works is to “ensure an unsurpassed quality of life and to provide dependable, knowledgeable staff to serve the community.”

The following projects under public works supervision and purview have been identified and prioritized:

Public Works -Storm Water, Streets and Parks

Project Name	Year	Priority #	Fund Type	Project Cost Estimate
Street reconstruction of W. 12 th Street between Valley Dr. and 1 st Ave.	2024	1	General	\$360,000
Storm Water Plan for the South Side	2024	2	General	\$75,000
Thompson Park Facility Update	2024	2	General	\$500,000
Underground Sprinkler Systems-City Parks	2025	4	General	\$50,000/1 acre Kiwanis 3.95 acres - \$200,000 Nutting 2.5 acres - \$125,000 Estimated Total: \$250,000/\$325,000
Parks & Cemetery Equipment Replacement	2025	5	General	\$72,000
BMX Bike Track at Fir Field NW of the intersection of Fir Ave. & Eleanor Roosevelt Dr.	2026	1	General	\$250,000
Cemetery Expansion & Road Replacement	2026	1	General	\$750,000
Stormwater Outfall Structure from Russell Park to the Yellowstone River	2027	3	General	\$960,000
1st Ave Storm Water Replacement	2028	1	General	\$1,265,000
Southside Stormwater Improvements (to the alley east of Woodland next to the Senior Center)	2028	5	General	\$15,000,000
PASER PMP Category 3 & 4 Streets	2026/ 2028	1	General/Street Maint. Fund	\$17,500,000
PASER PMP Category 1 & 2 Streets	2028/ 2035	1	General/Street Maint. Fund	\$35,600,000

Additional Detail:

W. 12th Street Reconstruction: \$360,000

West 12th Street between Valley Drive and 1st Ave. has deteriorated to the point where reconstruction of that section of street required.

Storm Water Plan for the Southside: \$75,000

Includes storm water management collection and outfall identification.

Thompson Park Facility Update: \$500,000

Thompson Park is currently home to tennis court facilities that are in disrepair and no longer meet the needs or demand of the community. Costs are for demolition of the existing facilities/structures.

Underground Sprinkler Systems City Parks: \$250,000-\$325,000

Kiwanis, & Nutting Parks currently have above-ground irrigation systems laid out and taken down after use. The City would like to install automatic underground systems at each of these Parks.

Parks & Cemetery Equipment Replacement: \$72,000

The Parks and Cemetery Department needs to replace existing equipment to include a truck, lawnmowers, and a crack-sealer.

BMX Bike Track: \$250,000

The local community has identified a BMX bike track as a need for the community. This is to include a toddler run as well as a track for more advanced riders.

Cemetery Expansion and Road Replacement: \$750,000

The Cemetery Master Plan recommends expansion of the existing cemetery grounds and replacement of the internal roads to include new signage and an information kiosk to assist visitors in wayfinding.

Stormwater Outfall Structure: \$960,000

The Southside Stormwater Masterplan identified replacement of the existing outfalls as a high priority. The creation of stormwater detention in Russell Park is not a permanent solution to Laurel's Southside stormwater issues.

1st Ave Storm Water Replacement: \$1,265,000

Current storm water piping between 1st Street and 7th Street must be replaced. It is old (wood construction) and past its useful life.

Southside Stormwater Improvements (to the alley east of Woodland next to the Senior Center): \$15,000,000

There are currently stormwater flow issues in this area that require correction. Ideally, to avoid future issues and to maximize funding and manpower, the water and wastewater systems in the area should be upgraded at the same time.

PASER PMP Category 3 and 4 Streets: \$17,500,000

Encompasses City streets structural overlay projects.

PASER PMP Category 1 and 2 Streets: \$35,600,000

Encompasses City Street reconstruction projects.

Public Works -Water

Drinking water in Laurel is surface water that comes from the Yellowstone River, south of the City. Like all other public utilities, supervision and maintenance of the City water system falls to the Public Works Director and his/her staff. As required by the Safe Drinking Water Act (SDWA), the City produces an annual Drinking Water Quality Report, providing details as to where City water comes from, what it contains, and how it compares to standards set by regulatory agencies. To review a copy of the 2021 Annual Drinking Water Quality Report (or prior year reports) please go to <https://cityoflaurelmontana.com/publicworks/page/annual-drinking-water-quality-reports>.



The following projects related to public works specific to the drinking water system have been identified and prioritized:

Public Works -Water

Project Name	Project Year	Priority #	Fund Type	Project Cost
Bulk Water Sales Station	2024	1	Enterprise	\$200,000
West 7th Street Water Replacement	2024	3	Enterprise	\$650,000
Riverside Park Water + Irrigation System	2025	1	General	\$360,000
Water Treatment Plant Stormwater Improvements	2025	2	Enterprise	\$125,000
New Water Tank, Booster station & piping redundancy	2026	1	Enterprise	\$21,000,000
1st Ave. Water Valve Installation Project	2028	1	Enterprise	\$170,000
City Wide Valve & Hydrant Replacement Project	2024-2028	2	Enterprise	Valves 100 \$4,000/EA FH 50 \$6,500/EA Total \$725,000
Replacement of water lines	2024 - 2028	3	Enterprise	900 ft @ \$400/lf \$360,000

Additional Detail:

Bulk Water Sales Station: \$200,000

The bulk water sales station would be a money generator for the City as there is a large community outside of the City that hauls water and needs a nearby source.

West 7th Street Water Replacement: \$650,000

The water main line in West 7th Street between Alder Avenue and Cottonwood is deteriorated and has exceeded useful life. The line has repeatedly broken in the last 2-3 years and requires replacement.

Riverside Park Water + Irrigation system: \$360,000

This project includes a new water line from the Yellowstone Bridge into Riverside Park as well as related new service connections to feed all the existing structures.

Water Treatment Plant Stormwater Improvements: \$125,000

Currently, there are issues with stormwater collecting outside the water treatment plant facility as well as the water plant. To address these concerns, grading needs to be adjusted/improved to allow for disbursement/removal of stormwater to the river.

New Water Tank, Booster station & Piping Redundancy: \$21,000,000

As identified in the 2022 Laurel Water system PER, the community needs a new water tank, upgrades to the booster station and piping redundancy to provide adequate pressures and volumes in Zone 2.

1st Avenue Water Valve Installation Project: \$170,000

Currently, there are few to no valves that are operable on this street. The project and related costs outlined would allow for installation of water valves on the north-south mainline in 1st Avenue.

City-Wide Valve & Hydrant Replacement Project: \$725,000

Valves are failing throughout the City due to corrosion. This has resulted in several hydrants that are no longer functioning. Costs reflect a city-wide assessment and replacement of valves and related hydrants to ensure functional fire protection in all City locations.

Replace Out of Date Water Lines: \$360,000

The existing cast iron water mains used in various locations throughout the City are deteriorating and reaching the end of their useful life. These will need to be replaced with modern/upgraded materials.

Public Works Wastewater

The City of Laurel wastewater treatment plant underwent significant improvements in 2019. Supervision and maintenance of the City wastewater system falls to the Public Works Director and his/her staff. The following projects related to public works specific to the wastewater system have been identified and prioritized:

Public Works Wastewater

Project Name	Project Year	Priority 1 -5	Fund Type	Project Cost
Primary Clarifier Recoating	2024	1	Enterprise	\$200,000
Sewer line replacement in the alley between Main St & 1 st St from 5 th Ave. to 7 th Ave.	2024	1	Enterprise	\$350,000
Wastewater Plant Boilers	2025	2	Enterprise	\$600,000
Manhole Lining Project	2024 to 2028 3-5 Year Plan	3	Enterprise	MH – 563 \$3,500/MH \$500,000

Additional Detail:

Primary Clarifier Recoating: \$200,000

Costs include draining and recoating of two of the clarifiers currently being utilized at the Wastewater Treatment Plant.

Sewer Line Replacement from 5th to 7th Ave:

The sewer main line in the alley way between Main Street and W. 1st Street from 5th Ave. to 7th Ave. is in poor condition and recent failures have prompted it replacement.

Wastewater Plant Boilers: \$600,000

A recent boiler Inspection identified that the wastewater plant boilers are failing and there is risk they may not be recertified during the next inspection.

Manhole Lining Project: \$500,000

Costs are to line existing internal manholes throughout the City to assist in reducing I&I in the system.

Public Works Solid Waste



The City of Laurel solid waste division is under the supervision and maintenance of the Public Works Director and his/her staff, most specifically to the Maintenance Supervisor. Solid waste is part of the larger Sanitation Department which also includes sanding/snow removal, street cleaning, information about the container site (dump) and the schedule for public transit.

The following projects related to public works specific to the solid waste division have been identified and prioritized:

Public Works-Solid Waste

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Solid Waste Building	2024	Solid Waste Enterprise	2	\$650,000
Garbage Truck Replacement	2025	Solid Waste Enterprise	1	\$350,000 (each)
Garbage Container Replacement	2026	Solid Waste Enterprise	1	\$30,000
Transfer Station Expansion	2028	Solid Waste Enterprise	3	\$600,000

Additional Detail:

Solid Waste Building: \$650,000

Currently, several of the reserve solid waste trucks are stored outdoors. These vehicles are exposed to extreme temperatures/poor weather conditions, and vandalism. During the winter months, extreme cold temperatures mean that reserve vehicles may not start and are therefore not available to fill the void when a frontline vehicle goes down. Ideally, as with City vehicles utilized for water and wastewater department use, all vehicles would be stored indoors.

Garbage Truck Replacement: \$350,000

All five (5) of the existing garbage collection trucks need to be replaced. If all were replaced the total estimated cost would be \$1,750,000 (\$350,000 each)

Garbage Container Replacement: \$30,000

Replacement of 2 of the 40-yard garbage containers at the Container Site. (\$15,000 each)

Transfer Station Expansion: \$600,000

The existing garbage transfer station building is at/above maximum capacity. Estimated cost is for expansion and/or addition to the existing garbage transfer station building.

PUBLIC SAFETY:

Public Safety encompasses the diverse needs of individual citizens as well as whole communities. Modern advancement in transportation, communications, and commerce have rapidly shifted how citizens manage their daily lives. Today's conveniences keep lives moving and as the public has adapted their use, so have criminals. Ensuring the safety of the public has become increasingly expensive and complex. Community safety reflects not only violent acts, but also injuries caused unintentionally through accidents. Communities, including Laurel, often spend most of their public dollars in this arena, seeking to reduce both the existence and perception of unsafe environments, neighborhoods, and activities. The Laurel Police Department typically employs 14 sworn officers and 6 dispatchers.



The following projects/purchases related to public safety have been identified and prioritized:

Police Department:

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Replacement of one (1) vehicle each year	Annual	General	1	\$70,000 (per vehicle)
New Law & Justice Center	2025	General	1	\$10,000,000
Establishment of a new Repeater site	2027	General	2	\$150,000

Additional Details:

Vehicle Replacement: \$70,000 (annually)

The Police department has very few vehicles and places an estimated 40,000 miles on each car every year. This high level of use requires each vehicle be replaced every 3-4 years. Replacement of at least one (1) vehicle each year allows for expenditures to be disbursed over multiple years instead of purchasing all new cars in a single year.

Law and Justice Center: \$10,000,000

As has been noted in several sections of the CIP, adequate space for City operations is a significant issue for the City. Fire, police, ambulance, and court systems are all struggling to accommodate staff needs as well as storage needs for equipment and vehicles. These issues cause undue stress on employees, but also impact the ability of staff to meet the public's needs. Creation of a law and justice center would aid in reducing/alleviating immediate concerns specifically related to police and criminal justice. As has been discussed, depending on the availability of land and facility space, this could be combined with construction of a new city hall and/or new fire/police/ambulance facilities to best meet community needs and limit costs to the degree possible.

New Repeater Site: \$150,000

The radio communications system for the City has several locations in which communications between patrol units and dispatch are poor. The addition of a repeater should provide the coverage needed within the designated patrol area of the police department. The repeater would also benefit the ambulance and fire departments, both of which are experiencing the same inconsistency of communications quality.

Fire Department:

The Laurel Volunteer Fire Department (LVFD) is proud and honored to have been able to serve the citizens of Laurel and the surrounding area for over 100 years. The main purpose of the LVFD is to provide firefighting and emergency rescue response to the community of Laurel and the 125 square miles surrounding Laurel, including to all those who travel through Laurel. In addition, the LVFD provides mutual aid to the City of Billings, Park City, CHS Industrial Fire Departments, and several surrounding fire departments in Lockwood, Red Lodge, Columbus, Molt, and Joliet.

The Laurel Volunteer Fire Department Association, made up of members of the LVFD, has a long-standing tradition of supporting Laurel in community service, including hosting the world class 4th of July fireworks show, which is rated as one of the top ten events in the northwest.

The LVFD is also known for its award-winning fire prevention program. The LVFD visits the children of Laurel several times each year, educating on preventing fires and fire safety.

Fire Department:

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Fire Fighter Protection Gear	2024	General	1	\$43,000 (annually)
Army 2 ½ ton Type 3 or 4 Brush Truck Replacement	2025	General	1	\$750,000
Communication Equipment Replacement	2025-2028	General	4	\$20,000 (annually)
New Repeater	2026	General	2	\$150,000
Tender Replacement	2026	General	5	\$290,000
Shed for Major Equipment	2027	General	1	\$500,000
New Fire Station (FA)	2027	General	5	\$15,000,000
Quint Addition	2028	Safer Grant	5	\$2,800,000

Additional Detail:**Fire Fighter Protection Gear: \$43,000 (Annually)**

Costs encompass outfitting up to 10 fire fighters annually with necessary protective gear at an average cost of \$4,300 per fire fighter. Current equipment is aging (some as old as 10 years) and reaching the end of a safe useful life. This includes replacement of coats, helmets, and other related personal safety equipment ensuring that fire fighters remain safe and have appropriate equipment to do the work.

Army 2 ½ Ton Type 3 or 4 Brush Truck Replacement: \$750,000

Cost represents the estimate for replacement of the current 1973 Type 4, 2 ½ Ton Brush Truck with an



Army 2 ½ ton with a Type 3 or 4 Brush Truck (125-250 gpm pump; 500-750-gallon tank).

Communication Equipment Replacement: \$20,000 (Annually)

The Department is considering a bulk replacement of all the communications equipment or an annual partial replacement that ensures communications equipment is always fully functional and of the highest quality. The primary advantage of a total replacement is ensuring all equipment is standardized and compatible. The obvious drawback is centralizing the full cost into a single fiscal year. The most expedient and cost-effective solution would be to purchase half of the equipment in June of one fiscal year and the second half in July, which would be a new fiscal year, allowing for purchase of standardized and compatible equipment with the costs spread over two separate fiscal years.

New Repeater: \$150,000

This priority is also noted in Public Safety Police Department section of the CIP. The radio communications system for the City has several locations in which communications between patrol units, ambulances and fire vehicles is poor. The addition of a repeater should provide the coverage needed within the designated patrol and service area of these departments. The repeater would benefit all the public safety providers all of which are experiencing the same inconsistency of communications quality.

Tender Replacement: \$290,000

Cost represents the replacement of the current 1999 Freightliner Type 1 Vac Tender (500 gpm; 2850-gallon tank) with the Tactical Tender (3000 gallon tank), estimated at between \$200,000-\$290,000 in 2021 dollars.



Shed for Major Equipment: \$500,000

The facility currently being utilized for equipment belongs to Public Works, and, as such, is primarily utilized for storage of public works equipment, resulting in fire department equipment being stored outside. When equipment is exposed to weather, the useful life is diminished due to wear from the elements. A separate shed for fire station equipment would ensure that all equipment can be adequately stored and protected from weather and related wear and tear, increasing the time equipment is viable and ensuring the quality of the equipment for the duration of its use.

New Fire Station: \$15,000,000

The current fire station no longer meets the needs of the fire department or the anticipated growth of the community. Construction of a new fire station would allow for additional bays/storage for all vehicles and apparatus, living quarters for increasingly diverse staff, and adequate office space to perform required administrative functions of the Department.

Quint Addition: \$1,200,000

Costs are for the addition of a quint. A quintuple combination pumper, or a quint, is a firefighting apparatus that serves the dual purpose of an engine and a ladder truck. Quintuple refers to the five (5) functions that a quint provides: pump, water tank, firehose, aerial device, and ground ladders. Cost is the estimate for a quint aerial 95' – 103' with a high capacity/1500-2000 GPM pump. Once purchased this would replace Engine 4, which would then be considered a reserve Engine.

Ambulance General:

The Laurel Ambulance Service provides emergency medical and public safety services for the City of Laurel and surrounding territory in Yellowstone County, serving approximately 205 square miles. The ambulance service is staffed by volunteer EMRs, EMTs, and paramedics and became a city-run agency in June of 1976. The Ambulance Service responds to approximately 850-1000 calls annually.

Ambulance/EMS Services:

Project	Project Year	Funding Sources	Priority 1-5	Project Costs
Replace Ambulance-Care 2	2026	General	1	\$300,000
Communication Equipment Replacement	2026	General	2	\$20,000
3 - Physio Control LP-15 Defibrillator	2027	General	1	\$90,000
Replace Primary Ambulance	2027	General	2	\$300,000
Acquire 'Mega Code Kelly'	2028	General	4	\$10,000
Community Paramedicine Equipment	2028	General	5	\$120,000

Additional Detail:

Ambulance Replacement, Care 2: \$300,000

Care 2, the second ambulance, needs replacement. It is a 1999 unit, has high mileage, and is nearing the end of its useful life. In addition, it does not have 4-wheel drive, which given the unpredictable weather in Laurel is required to ensure accessibility throughout the Laurel service area. Annual maintenance costs for the vehicle are reaching a level near the cost of the new ambulance.

Communication Equipment replacement: \$20,000 (Annually)

As is the case with replacement of the communications equipment in the Fire Department, the Ambulance Service is also considering a bulk replacement of all the communications equipment or an annual partial replacement that ensures communications equipment is always fully functional and of the highest quality. The primary advantage of a total replacement is ensuring all equipment is standardized and compatible. The obvious drawback is centralizing the full cost into a single fiscal year. The most expedient and cost-effective solution would be to purchase half of the equipment in June of one fiscal year and the second half in July, which would be a new fiscal year, allowing for purchase of standardized and compatible equipment with the costs spread over two separate fiscal years.

Physio Control LP-15 Defibrillator: \$90,000



The Departments' defibrillators need to be upgraded or replaced. These are essential life-saving equipment. The current plan is to place these devices on a routine amortization schedule so that the equipment is updated promptly and remains within current health and safety standards for use.

Ambulance Replacement, Primary: \$300,000

Cost includes the replacement of the primary ambulance in 2024. This is the anticipated time frame in which the primary vehicle will reach high enough mileage and needed repair/maintenance that meets or exceeds the cost of replacement.

Mega Code Kelly. \$10,000

Mega Code Kelly is the most recent generation of training aids available to EMS Departments. Training and training aids are a critical piece of providing continual preparation for first responders to address life-threatening situations.

Community Paramedicine Equipment: \$120,000



There is a strong desire is to create a Quick Response Unit (QRU) to address urgent EMS needs within the jurisdiction. The cost estimate provided is not for personnel costs but is instead proposed to acquire the necessary equipment and a vehicle to support QRU operations.

Laerdal® MegaCode Kelly Advanced

CITY CLERK/TREASURER:

In addition to public works and public safety, the City is responsible for the daily governance of the community. This includes duties that fall to Clerk/Treasurers office which include the City Clerk, records and information technology, utility billing, accounts payable and receivable, the cemetery, treasury, water office and various other entities required to ensure City government remains operational. The Clerk/Treasurer Department has custody of, and is responsible for, all official records and monies belonging to the City of Laurel.

The following projects/purchases related to the City Clerk/Treasurer Division have been identified and prioritized:

City Clerk/Treasurer

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
New Accounting Software	2027	General	1	\$80,000

Additional Detail:

New Accounting Software: \$80,000

The finance accounting software used by the Clerk/Treasurer is outdated. A new accounting program needs to be purchased that better meets current accounting standards as well as the growing needs of the community.

CITY PLANNING:

Laurel City Planning is responsible for guiding and directing the future growth of the City. Staff strives to plan for growth and development while maintaining the hometown atmosphere that Laurel citizens enjoy.

The City Planner is responsible for current short-, medium- and long-term planning, zoning compliance, subdivision review, and economic development activities. The Department seeks to both build on current assets within the city through development and to grow the city through thoughtful planning projects and strategic expansion.

The main goals of the City Planner are to:

- Provide consistent direction for projects within the City
- Manage major planning activities and codes.
- Guide subdivision development through the public process
- Ensure growth activities maintain a high quality of life for residents.
- Create an attractive community for prospective residents, businesses, and institutions.

The following projects/purchases related to City Planning have been identified and prioritized:

City Planning:

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Annexation Plan	2024	General	1	\$30,000.00
Zoning Code Updates	2024	General	1	\$25,000.00
West Laurel Interchange Study	2024	General	1	\$50,000.00
Land Use, Zoning, and Infrastructure Study in/around the West Laurel Interchange and Golf Course Rd Corridor.	2025	General	2	\$60,000.00 (\$25,000 awarded from Dept of Commerce)
Subdivision Code Update	2025	General	2	\$40,000.00
Downtown Master Planning	2025	General	3	\$50,000.00
Department Vehicles	2026	General	4	\$100,000
Park Master Plan	2026	General	4	\$30,000.00
Trails Plans	2026	General	4	\$40,000.00
Growth Management Policy	2028	General	5	\$50,000

Additional Detail:**Annexation Plan: \$30,000**

Costs include development of a plan that establishes priorities for the annexation of land and property surrounding the current city limits of Laurel, including subdivisions and properties within the Laurel Zoning Jurisdiction (County Properties on Laurel water and/or sewer, the golf course corridor and West Laurel Interchange, north/near east (E 8th, Yard Office), and the airport and adjacent areas).

Zoning Code Update: \$25,000

Cost includes a comprehensive update to Laurel Municipal Code (LMC) Chapter 17. Significant items in need of update include zoning districts, sign code, overlay districts and allowable uses. The primary goal of the update is to simplify the codes, making them easier to use and to implement.

West Laurel Interchange Study: \$50,000

This study would be utilized to assess land use, zoning, and infrastructure needs in/around the West Laurel Interchange and Golf Course Road Corridor. A grant has been received in the amount of \$25,000 from Department of Commerce for this purpose.

Land Use, Zoning, and Infrastructure in and around the West Laurel Interchange and Golf Course Road Corridor: \$60,000

This cost estimate includes updating the transportation master plan including a study of transportation corridors, categorization of roadways, mapping, future roadway planning, timeline/schedule of roadway improvements, and priorities for transportation in/around the city. A grant has been received in the amount of \$25,000 from Department of Commerce to assist with this cost.

Subdivision Code Update: \$40,000

Costs include an update to Laurel Municipal Code (LMC), Chapter 16. The current subdivision code has not been updated for the past three Montana legislative cycles (6 years).

Downtown Master Planning: \$50,000

Downtown Master Planning includes planning for parking, beautification, and lighting improvements. The plan should focus on improving Laurel downtown (to include SE 4th Street and traditional downtown N of the overpass). Completion of the study including recommended upgrades and improvements would provide direct recommendations for the City for implementation in the short/medium term.

Department Vehicles: \$100,000 (\$50,000 each)

The current planning and building Department vehicles are aging and are no longer suitable for fieldwork. Costs include the purchase of two (2) new all-wheel drive vehicles including visibility markings and city logo application for the planning and building department.

Park Master Plan: \$30,000

A park master plan would provide recommendations for utilization of parkland within the City of Laurel. The plan should include recommendations for parkland best practices and/or priorities for parkland donated or dedicated to the City.

Trails Plans: \$40,000

The Trails Plan is one option for assessing the opportunities for, and then creating a trails system within Laurel and the surrounding planning jurisdiction. This could incorporate the best uses for parklands, location of trails and the specific requirements for maintenance and access to any trails as they are established.

Growth Management Policy: \$50,000

The City Growth Management Plan should be updated a minimum of every five (5) years. The most current plan was completed in 2022 and should, therefore, be updated in 2025, ensuring that the City maintains a plan for guided development moving forward.

CITY LIBRARY

The Laurel Public Library policy and operations is overseen by the Laurel Public Library Board of Trustees, who are responsible for ensuring the Library bylaws are adhered to and updated on a regular basis. The City Mayor appoints trustees with City Council approval and from recommendations provided by the existing Board. According to current bylaws (as revised and adopted in 2020), three (3) of the trustees are residents from within the boundaries of School District #7/70, one (1) is a resident from the surrounding tri-county area and one (1) can be a resident “at large” of the State of Montana.

Like many libraries, the Laurel Public Library is an important community resource, providing a venue for numerous community events and family activities. In addition, the library provides educational resources, legal and tax information, tech support, voting information, and public computers and spaces that can be reserved by the public.

The following projects/purchases for the Laurel Public Library have been identified and prioritized:

City Library:

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Computer Replacement	Annually	General	1	\$6,000/year
Library Roof, Soffit, & Fascia	2025	General	1	\$50,000
Air Conditioning Units	2026	General	2	\$25,000
Building Additions (2 Wings)	2028	General	3	\$750,000

Additional Detail:

Computer Replacement: \$6,000

The computers currently being utilized by the public and by the staff are long past their useful life (6-10 years in age) and are no longer meeting current software or security needs. Costs include replacement of all staff and public computers starting in 2024 replacing 2-3 a year.

Library roof, soffit, and fascia: \$50,000

The building roof and fascia is in severe disrepair and requires replacement. The last inspection performed in 2018 recommended replacement with deterioration ongoing. Recommendations were for a complete roofing replacement, gutters, downspouts, soffits, and fascia.

Air Conditioning Units: \$25,000

The existing air conditioning units were installed with the building in 1998 and are beginning to fail. Due to the age of the units, maintenance is almost impossible as parts are no longer available, and costs are reaching the level that new units would be more cost effective.

Building Additions (2 wings): \$750,000

The library has outgrown the current footprint and is struggling to meet the current community demands. Costs include an addition to the North 7 West sides (10ft out) which will allow for a storage room, additional meeting rooms, and office space.

COMMUNITY-WIDE/MULTIPLE DEPARTMENT PROJECTS:

As noted throughout the designated department sections of the CIP, there are several projects that are identified that cross over into other Departments and could be combined for cost savings and maximum return on investment. There are also projects that were not listed under individual Department priorities as they impact the whole of City services (i.e., replacement of City Hall). These projects are listed and/or reiterated here for consideration as the community continues to prioritize those projects that are most needed and would have the most impact on the community and city services overall if they were able to be addressed:

Project	Project Year	Funding Sources	Priority (1-5)	Project Costs
Trail Master Plan (Transportation Action Plan)	2024	General		\$40,000
New Fire/Ambulance Facility	2025	General	1	\$15,000,000
Replace City Hall	2027	General/Enterprise	2	\$15,000,000
Joint Public Works Storage Facility	2028	General/Enterprise	1	\$1,500,000

Additional Detail:

Trial Master Plan (Transportation Action Plan): \$40,000

Both a Trails and Park Master Plan are listed as priority projects for City Planning. These plans would encompass the entirety of the City and would potentially impact public works as well as public safety. Creation of the trails master plan as part of a larger active transportation master plan would allow the community to consider how parks, trails and other public amenities are fully integrated into the community to create walkability and access for all residents.

Fire and Ambulance Facility: \$15,000,000

The facility currently being utilized for fire and emergency services is an older, converted fire station. As it was originally for limited use for the fire department, it is not well suited for the current combined use in which fire, ambulance and police are all in the same location. The building is not configured appropriately and is much too small for the current number of staff and for vehicles and equipment. Departments have prioritized rehabilitation, expansion, and minor remodel projects to assist in creating a more suitable space, but these are short-term fixes to a long-term problem and will not resolve the situation fully. Costs are estimated for an entirely new facility designed to meet the needs of all three departments and their staff/equipment.

City Hall Replacement: \$15,000,000

Much like the fire and ambulance building, City staff and services have outgrown City Hall. The City Court is out of room and overall, the building no longer functions well for its designed purpose. Costs are estimated for a significant remodel/expansion of the current building or construction of an entirely new building to better meet the community's current and growing needs.

Equipment Storage Facility: \$1,500,000

It has been noted throughout the CIP that several departments and City agencies do not have adequate space for equipment and vehicle storage, which often results in equipment/vehicles being stored outside subjecting them to the elements and to theft and vandalism. The current City shop is also at capacity and spare parts for City equipment are difficult to find and maintain due to lack of space.

In addition to a desire for storage for public works and public safety department inventory, the City shop requires expansion or relocation to a larger facility. Depending on land and facility availability, these projects could be combined or completed separately to meet the needs of all City departments.

Projects and Potential Funding Summary

While all identified projects are important, often they are prioritized based on limited financial and capacity issues. With the 2021 passage of the Bi-Partisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA), there is no better time for communities to review identified projects within the context of additional federal grant dollars. While most federal grants continue to require a 20 percent match, particularly for large, expensive, and transformational projects, this investment can be leveraged against significant federal contributions that make what were, in some cases, previously unrealistic projects, attainable.

While federal money is not available for all identified projects or equipment, and there are never guarantees that grants applied for will be awarded, what follows is an overview of the most common grant/loan resources that could potentially be accessed/further researched to assist in moving projects forward and/or buying necessary equipment. ***This is not an exhaustive list*** as grant availability changes all the time and new resources are added while some are removed. The following list is also primarily “public” grants/resources and does not include private/foundation grants which, especially for amenities like parks and community facilities, can often supplement public dollars. Additionally, some of the resources listed have several different grant programs (for example, WaterSmart has 16 different grant programs, primarily for utilization in water projects). For this reason, the City is encouraged to do additional research and/or to have funding/grant experts do that research on a project-by-project basis.

Funding projects, especially large infrastructure projects, can be extremely complex and even with the recent influx of federal grant dollars, grants are extremely competitive. Timing of when grants are available and due becomes critical as, often, projects need to be considered and planned 2-3 years in advance of seeking applicable funding. Construction grants are often seeking projects that are as close to “shovel ready” as is feasible, requiring significant planning ahead of submission. Because of this, many grant resources have dollars set-aside for planning which should be accessed and utilized prior to considering construction/implementation grant resources. Lastly, some Montana grants are only available on alternating years and require legislative approval, resulting in 2–3-year cycles before money becomes available. To take maximum advantage of grant funds, communities need to always think 3-5 years into the future. Like infrastructure development, planning and application for grants takes significant time and cannot be done well last minute or “on the fly.”

For this reason, it is recommended that Laurel utilize outside technical assistance when considering any of the grants/funding resources as outlined. Professional grant writers can often assist in determining whether projects are competitive for grant funding, what the timing of applications should be, and ensuring that in cases in which application is made, those applications are as competitive as possible and provide Laurel the best opportunity for award success.

PUBLIC WORKS			
WATER, WASTEWATER, STORMWATER			
Program	Min/Max Grant	Match	Deadlines
DNRC RRGL-Planning	\$15,000	No Match Required	Summer
DNRC RRGL-Construction	\$125,000	No Match Required	May 15th
MT Coal Endowment (MCEP)-Planning	\$15,000	1:1	Summer (June/July) odd numbered years
MT Coal Endowment (MCEP)- Construction	\$500K-\$625K	1:1	Spring (April/May) even numbered years
Economic Development Administration (EDA)	\$1 million	1:1	No deadlines
CDBG-Planning	\$50,000	1:3	March, June & November
CDBG-Construction	\$750,000	25 percent	Fall (September/October)
MT Coal Board	\$1 million	Must show local contribution	Quarterly
USDA RD	Based on LMI	Based on LMI	No deadlines
WaterSmart	Varies by grant program	Typically, between 20-50 percent	Varies by grant program-Federal Program w/multiple grant opportunities based on type/size of project
State Revolving Fund Loan (SRF)	Based on debt capacity	No Match-Loan	No deadlines-Projects should be submitted to the intended use plan
InterCap Loan (Board of Investments)	Based on debt capacity	No Match- Loan	No deadlines- Applications under \$1 million are reviewed by staff- More than \$1 million by board quarterly
TRANSPORTATION, STREETS, SIDEWALKS/PATHWAYS			
MT Coal Board	\$1 million	Must show local contribution	Quarterly
MT Transportation Alternatives (TA)- Pavement Preservation	\$600,000	13.42 percent	Varies
MT TA-Capital Improvements	\$3 million	13.42 percent	Varies
USDOT PROTECT-Planning	Min. \$100,000	No Match	Summer/Fall (August)
USDOT PROTECT-Construction	Min. \$500,000	20 percent	Summer/Fall (August)
Bridge Investment Program (BIP)-Planning	No Min/Max	20 percent	Summer (July/August)
BIP Construction	Min. \$2.5 mill	20 percent	Fall (August/September)

PUBLIC WORKS			
TRANSPORTATION, STREETS, SIDEWALKS/PATHWAYS (Continued)			
Program	Min/Max Grant	Match	Deadlines
National Culvert Grant	\$2 mill	20 percent	Winter (January/February)
Wildlife Crossing Program	No Min/Max	20 percent	Summer/Fall (August)
FTA Bus & Bus Facilities	\$37 million	15-20 percent	Spring (April/May)
Rebuilding American Infrastructure w/Sustainability & Equity (RAISE)	\$1 million	20 percent	Winter (January/February)
Infrastructure for Rebuilding America (INFRA)			
Multimodal Project Discretionary Grant (MPDG) (MEGA/INFRA/RURAL)	MEGA-Min. \$100 million INFRA -Min. \$1 million RURAL -Min \$25 million	MEGA 40 percent INFRA 20 percent RURAL 20 percent	Spring/Summer (May/June/July)
Safe Streets & Roads for All (SS4A) – Planning	\$1 million	20 percent	Summer/Fall (July/August/Sept)
SS4A-Construction	\$3 million	20 percent	Summer/Fall (July/August/Sept)
Reconnecting Communities-Planning	\$2 million	20 percent	Fall/Winter (October/November)
Reconnecting Communities-Construction	\$100 million	50 percent	Fall/Winter (October/November)
Railroad Crossing Elimination-Planning	No Min/Max	20 percent	Fall/Winter (October/November)
Railroad Crossing Elimination-Construction	Min. \$1 million	20 percent	Fall/Winter (October/November)
Consolidated Rail Infrastructure and Safety Improvements (CRISI)	No specified min/max	20 percent	Winter (November/December)
SOLID WASTE			
USDA Solid Waste Management	No Min./Max	No Match Required	December
EPA Solid Waste Infrastructure for Recycling	\$2 million	No Match Required	February/March

PUBLIC WORKS			
PARKS/TRAILS			
Program	Min/Max Grant	Match	Deadlines
MT Transportation Alternatives (TA)	\$3 million	13.42 percent	Varies
MT Fish Wildlife & Parks (FWP)-Recreational Trails Program	\$100,000	20 percent	Winter (December/January)
MT FWP-Trail Stewardship Program	\$75,000	10 percent	January
Land & Water Conservation Fund Recreation Grants	\$1.5 million	20 percent	Fall
MT Trails, Recreation & Park Association	Varies	Unknown	Fall/Winter (when \$\$ are available)
BLM Recreation & Visitor Services	\$25K Min \$350,000 Max	No Match Required	Spring (March/April)

PUBLIC SAFETY			
Police, Fire, Ambulance/EMS Services			
Program	Min/Max Grant	Match	Deadlines
MT Coal Board	\$1 million	Must show local contribution	Quarterly
DHS First Responder Grants	Several programs w/various requirements/max amounts.	Match is typically 20 percent but varies by program	Varies
Wildland Urban Interface Community Fire Asst.	\$5,000 Min \$10 Mill Max	No Match Requirement	Fall (September/October)
USDA Community Facilities Direct Loan/Grant	Loan/Grant combination amount depending on project size/loan amount	No match but percentage of loan is based on community size and LMI	No deadline
FEMA Staffing for Adequate Fire and Emergency Response (SAFER)	No specified min/max	No Match Required	Spring (February/March)

CITY/ECONOMIC/LAND USE PLANNING			
Program	Min/Max Grant	Match	Deadlines
CDBG Planning	\$50,000	1:3	March, June & November
MT Coal Board	\$1 million	Must show local contribution	Quarterly
Economic Development Administration (EDA)	\$1 million	1:1	No deadlines
Big Sky Economic Development Trust Fund	\$27,000	1:1	Varies
MT Main Street Program	\$50,000	1:1	November/December (Must be a designated Main Street Community)
USDA-Rural Community Development Initiative (RCDI)	\$50,000 Minimum \$500,000 Max	1:1	June/July/August

LIBRARY/COMMUNITY FACILITIES			
Program	Min/Max Grant	Match	Deadlines
CDBG Construction	\$750,000	25 percent	Fall (September/October)
EDA Public Facilities	\$1-\$1.5 million	1:1	No deadlines
USDA Community Facilities Direct Loan/Grant	Loan/Grant combination amount depending on project size/loan amount	No match but percentage of loan is based on community size and LMI	No deadline

In addition to funding resources that are targeted to specifically identified in the CIP, there are several federal resources, many of which are the result of the Bipartisan Infrastructure Law (BIL), that target energy efficiency, green energy, electric vehicle deployment, energy and mineral development, and climate resiliency. Additionally, more money is available to address telecommunications and broadband needs than ever before, creating avenues for communities and private providers to extend and enhance connectivity throughout the country.

New grant programs that may be considered include (but are not limited to), the Rural Energy Pilot Program, USDA ReConnect grant and loan program, PROTECT Resiliency Planning/Implementation, the Community Wildfire Defense Grant, and additional monies for brownfields assessment and clean-up.

As the City continues to prioritize and address already identified and new projects, these resources should be considered as a means to supplement traditional funding and also address connectivity, resiliency, sustainability, and longevity of infrastructure development.

AVAILABLE COMMUNITY FUNDING RESOURCES:

General Fund and Cash Reserves: The City of Laurel raises approximately \$4.1 million each fiscal year for the general fund. The City Council has appropriated (approved for spending) approximately \$4.8 million in expenditures for Fiscal Year 2022. In discussion with the Clerk-Treasurer, the City has a pattern over the past 5-years of appropriating more general fund dollars than is collected. Assuming all approved expenditures occur, the balance is paid from the City reserves. The City can hold cash reserves equal to 50 percent of annual appropriations or approximately \$2.4 million. Cash reserves currently stand at about \$1 million or 21 percent of the annual general fund balance. Cash reserves at this percentage are not problematic for any given fiscal year and considered to be a sound cash position. Reserves are how the City continues to ensure City services and general fund operations from July 1st until tax proceeds are distributed, generally in late November of each year.

Tax Increment Finance (TIF) Districts: TIF Districts are often seen as a two-edged sword. While they generally encourage investment/reinvestment in communities, this tool also increases taxable value (increment), used to pay debt for the District while not providing additional revenues to the general fund. TIF Districts in Laurel have been successful, and there is current development occurring within the established Laurel TIF Districts.

Public Safety or Other Levies:

In addition to general fund, cash reserves, and TIF Districts, the City also may request voter approval for levies. Most prominently, communities will request a public safety mill levy, however, levy dollars may also be requested for schools, recreation, and other specific City needs as identified. These efforts generally take significant outreach to the public to provide information regarding the need and to answer taxpayer questions, however, can be a useful and significant funding stream for high priority community projects. Neighboring communities of Billings and Red Lodge have been successful in recent years in passing public safety mill levies to assist in paying for these critical fire, police, and ambulance services.

Enterprise Funds:

Solid Waste: The solid waste fund is in the 'black' for the first time in several years. Because of this, and because there have not been substantial revenues to meet identified needs, the solid waste program has a backlog of capital needs which are outlined in the CIP.

Water: The water enterprise fund is in a healthy financial position, however, there are also several significant capital needs as outlined in the CIP. The City is considering utilizing American Rescue Plan Act (ARPA) allocations to assist with some of these outstanding needs. In addition to capital needs, the City is having discussion about the need to separate the drinking and storm water enterprise fund. Currently both drinking water and stormwater needs are being funded through the water enterprise fund. This is not ideal and, eventually, these should be divided into separate enterprise funds.

Sewer: The sewer enterprise fund is in a healthy financial position, however, is like the water enterprise fund in that the capital needs are more significant than the current financial resources available. This is another potential opportunity to utilize ARPA funds to assist with one-time priority expenditures.

As previously mentioned, Laurel is continuing to grow. As a result, it is anticipated that within the five years, Laurel will become a Class 2 City. A 2nd class city has a population between 10,000 and 20,000 people. This growth and designation will result in significant changes especially related to appropriations for the Fire Department and City Court.

EXTERNAL FUNDING RESOURCES:

Maintaining, rebuilding, and constructing infrastructure is an expensive and time-consuming process. Costs often exceed revenues collected and communities find it necessary to access outside grant and loan resources to fund these projects fully. Although the following is not an exhaustive list of those resources, it does provide a short description of common and often utilized state and federal resources available to assist communities in their infrastructure goals. Some of these programs are only available every-other year (as they are approved by the Montana State legislature). Because of this, it is important that the City plan well in advance, ensuring that projects are ready for consideration when grants are open for application.

Federal Stimulus/Recovery Funds:

In addition to the typical state and federal resources as outlined, beginning in 2020, there has been a substantial influx of federal stimulus/recovery money available. The purpose of these dollars is to assist communities in recovering from negative economic impacts related to COVID-19, but this takes many forms and provides for considerable local latitude in how federal allocations and grants are spent to meet this need.

The CARES Act in 2020 included substantial funding for communities for payroll protection, businesses, renter assistance, unemployment insurance, healthcare, as well as childcare, schools, and food assistance. In March 2021, the American Rescue Plan Act (ARPA) was passed, providing over \$350 billion in government support. Extension of several CARES Act programs and dollars were included along with direct appropriations to States, Counties, and Cities for use in providing aid to households, small businesses, non-profits, and assistance to industries particularly hard hit such as tourism, hospitality, and travel; funding government services that were curtailed because of decreased tax revenue caused directly by the pandemic; and making necessary investments in water, sewer, or broadband infrastructure.

In early 2022, the ARPA final rule was released which provided additional flexibility in the spending of ARPA dollars to include up to a presumed \$10 million revenue deficit for communities. This resulted in communities no longer having to complete lengthy revenue loss calculation forms to utilize their ARPA allocations as “lost revenue,” effectively giving communities permission to utilize their direct ARPA allocation (with very few exceptions) for ANYTHING that governments typically spend their revenues. This includes roads, bridges, community facilities, and other forms of infrastructure previously not included.

In late 2021 Congress passed the third federal relief bill, the Infrastructure Investment and Jobs Act (IIJA); Building a Better America. This provides an additional \$973 billion over five years (FY2022-FY2026) including \$550 billion in new infrastructure investments in transportation, water, power and energy, environmental remediation, public lands, broadband, and resilience. This includes reauthorization and additional funding for several existing grant/loan programs as well as several NEW grant/loan programs that will be made available in the next 5 years. There is considerable money for planning and for “shovel ready” projects, making it important that communities identify priority projects and ensure planning and related planning documents/processes are in place to take full advantage of these limited-time opportunities. These programs/funding resources change frequently and are only guaranteed available through 2026. A comprehensive list of these can be found here: <https://www.whitehouse.gov/wp-content/uploads/2023/02/Open-and-Upcoming-Infrastructure-Funding-Opportunities-Feb-6-2023-VF.pdf>

Montana Coal Endowment Program (MCEP)

MCEP (formerly known as the Treasure State Endowment Program or TSEP) offers both planning and construction dollars for water, wastewater, sanitary or storm sewer systems, solid waste disposal, and separation systems and bridges. Planning grants are available for up to \$15,000 and require a 1:1 match. Construction grants are available for the same types of projects and can be awarded for up to \$750,000 depending on user rates being charged in the project area. Construction grants also require a 1:1 match. MCEP planning grant applications are generally accepted in the spring of “odd-numbered” years (legislative years) and construction grants on the alternating “even-numbered” years (when the legislature is not in session). Planning grants are awarded relatively quickly, however, construction grants are ranked and then approved by the legislature, resulting in at least a year between application and award/contract. <https://comdev.mt.gov/Programs-and-Boards/Montana-Coal-Endowment-Program/>

Community Development Block Grant (CDBG)

CDBG also offers planning and construction dollars for communities to preserve affordable housing, provide services to the most vulnerable citizens, and plan, construct or rehabilitate infrastructure and public facilities that primarily benefit low-to-moderate income (LMI) citizens. Planning grants are available for up to \$50,000 and require a 1:3 match. They can be used for various community planning activities including studies, research projects, growth policies, CIP links, updating of subdivision and zoning regulations, master plans, and economic development studies. Applications for planning are generally requested in the late summer/early fall of each year. CDBG Construction grant applications are accepted once per year (usually in the fall/winter of each year) and may request up to \$450,000. These also require a 1:3 match and projects must be in communities where the percentage of LMI citizens is at least 51 percent. <https://comdev.mt.gov/Programs/CDBG>

Montana Coal Board

The Montana Coal Board facilitates funding from the Montana Coal Severance Tax. Funding is appropriated by the Montana legislature every two years and utilized to assist local governments that have been impacted because of the development of coal or coal energy in public services (including infrastructure, emergency equipment, and other community facility needs). Only communities designated as being in the Coal Impact Area can apply (Laurel is included in the Coal Impact Area). Communities are expected to contribute to project costs to the degree they are able, but there is no specified maximum grant amount nor a specified match requirement. The Coal Board meets quarterly and reviews applications at that time. Funding is always contingent on coal severance tax revenues. <https://comdev.mt.gov/Boards/Coal>

Department of Natural Resources- Renewable Resource Grant and Loan Program (DNRC-RRGL)

DNRC-RRGL offers both grants and loans for planning and construction. Funds are utilized for projects that conserve, manage, develop, or preserve Montana’s renewable resources. This includes numerous public facility projects, including drinking water, wastewater, and solid waste development and improvement projects. Planning grants are available for up to \$15,000 and do not require a match. Applications are typically due in early spring and depending on funding availability, sometimes a second round in the fall of each year. Construction grants are available for up to \$125,000, and, again, there is no match requirement. These applications are due on May 15th of even-numbered years and, like MCEP, are ranked and then approved for funding through the Montana legislature in the following legislative cycle.

DNRC-RRGL also offers low-interest loans, which are determined by the community's debt capacity. Additional smaller grants for irrigation development, watershed management, and emergencies (both grants and loans) are also available. <http://dnrc.mt.gov/divisions/cardd/resource-development/renewable-resource-grant-program>

Montana State Revolving Loan Fund (SRF)

Located within the Department of Natural Resources and Conservation (DNRC), these low-interest loans are available to local government borrowers for wastewater (water pollution control projects) and drinking water projects. Loans can be applied for at any time (there is no official deadline) and funds are made available depending on the community's debt capacity/ratio.

<http://dnrc.mt.gov/divisions/cardd/financial-bureau>

Montana Board of Investments- INTERCAP Loan Program

INTERCAP loans are available for a variety of community infrastructure and public equipment/vehicle needs. Loans are low interest and, like the SRF loans, based on the community's debt capacity/ratio. Like SRF, there is no hard deadline for these applications. For smaller loans (less than \$1 million), staff can review loans at any time and make determinations. If a loan is more than \$1 million, the loan committee must approve the loan. That committee generally meets monthly. If a loan is more than \$5 million, the Board of Investments must approve the loan. That Board meets quarterly. The interest rates on INTERCAP loans are generally less than that of other loans, but the loan term is also less, with a maximum term of 15 years or useful life of the project, whichever is less.

<https://investmentmt.com/INTERCAP>

US Department of Agriculture-Rural Development (USDA-RD)

USDA-RD offers grants and loans for planning and construction of various community and individual projects. The division provides business and industry loan guarantees, rural business development grants, rural energy and renewable energy programs, efficiency improvement loans & grants, value-added producer grants, community facility direct loans and grants, water and waste disposal loans and grants, single-family housing direct home loans, single-family housing repair loans and grants and technical assistance grants. USDA RD prefers loan/grant combinations for infrastructure projects and serves rural communities with populations of no more than 20,000 residents. There is a strong preference for communities with a population of less than 5,500 and low-income communities having a median household income below 80 percent of the state nonmetropolitan median household income. USDA generally has substantial resources, but the application process is lengthy and sometimes prohibitive, especially for communities without a grant writer or dedicated staff.

<https://www.rd.usda.gov/mt>

Economic Development Administration (EDA)

EDA offers funding through their Public Works and Economic Assistance Program to assist economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic development needs. Project funds can be utilized to support work in Opportunity Zones and support for creating and retaining jobs, increasing private investment, advancing innovation, enhancing manufacturing capacity of regions, providing workforce development opportunities, and growing ecosystems that attract foreign direct investment. EDA funds are facilitated by the US Department of Commerce (federal dollars).

There are generally no “hard” deadlines for application to EDA funds and no specified maximum grant amounts, although the influx in federal funds to EDA has resulted in several new programs that do have deadlines and specified maximum grant awards. EDA does typically require a 1:1 match, and it is recommended applicants work with their regional EDA representative to discuss projects and formulate applications in advance of submission.

RECOMMENDATIONS AND SUMMARY STATEMENTS:

As was noted in the Introduction to the CIP, this plan is intended to be a living document that can evolve and be updated as projects are completed and/or as other projects are identified and made a priority. At a minimum, it is recommended that the City formally update the document every two years. This allows for a thorough review of projects and the opportunity to update project tables, community information, and cost estimates, ensuring that projects that are completed are removed and new projects are incorporated into the plan.

The CIP references the use of CARES Act, ARPA and IIJA dollars (all federal stimulus/recovery dollars) as possible one-time funding resources for various identified infrastructure projects and related City equipment. It is recommended the City plan for, apply, and utilize these funds for completion of as many projects as is possible (and that qualify) during this time of unprecedented federal assistance. This will assist in reducing the burden on local revenues for completion of those projects/equipment purchases, allowing for use of those funds on projects that do not qualify for federal assistance.

In discussions with Department staff in the creation of the CIP, several projects were identified that are substantially similar and often cross over multiple departments/divisions. As the City proceeds, it would be recommended that these projects be considered as joint/combined projects, allowing City resources to be utilized as efficiently as possible. These projects have been called-out and identified in “Multiple Department Projects.” They are large projects that will take substantial financial resources and community support to come to fruition.

As part of this effort, it is recommended that an Inventory of City Owned Property as well as a Space Study be completed as identified in “Multiple Department Projects” (estimated cost of \$75,000-\$100,000). This would be a substantial first step in assisting City leadership in identifying existing City owned properties and space needs as well as discussing planning for future space needs and means by which the City might combine some of these projects to meet multiple Department needs. For example, the City has expressed the need for both a new City Hall and a Law and Justice Center. Several communities have combined these facilities successfully, meeting the needs of multiple Departments and centralizing multiple City services, staff, equipment, and supplies.

The City is currently outlining and finalizing the FY2022 budget. It is recommended the City begin implementation of the CIP as part of the budget process, ensuring that projects identified as priorities for FY2022-2023 be included (to the degree possible) in the FY2022-2023 budget and that Department’s consider how they can begin saving for projects planned/identified in FY2023-2024 and beyond.

