



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, OCTOBER 13, 2020
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R20-69

NEXT ORD. NO.
O20-04

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 September 22, 2020.

Correspondence

Council Disclosure of Ex Parte Communications

Public Hearing

Consent Items

NOTICE TO THE PUBLIC

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

2. Claims entered through 10/9/2020.
3. Approval of Payroll register for PPE 9/18/2020 totaling \$913.64.
4. Approval of Payroll Register for PPE 9/20/2020 totaling \$184,819.75.

Ceremonial Calendar

Reports of Boards and Commissions

5. Budget/Finance Committee Minutes of September 22, 2020.
Library Board Minutes of June 9, 2020.
Library Board Minutes of July 14, 2020.
Library Board Minutes of August 14, 2020.
Park Board Minutes of July 8, 2020.
Tree Board Minutes of July 23, 2020.
Tree Board Minutes of August 20, 2020.

Tree Board Minutes of September 17, 2020.

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

6. Appointment of Clint Willis and Levi Dostal to the Laurel Volunteer Fire Department
7. Resolution No. R20-69: A Resolution Of The City Council Approving Rules For Use Of The City's Riverside Park Campground.
8. Resolution No. R20-70: A Resolution Approving An Amendment To The Engineer-Owner Agreement Between The City Of Laurel And Kadrmas, Lee & Jackson, Inc. ("KLJ") Extending The Term Of The Agreement To 2025 And Authorizing The Mayor To Sign The Amendment On The City's Behalf.
9. Resolution No. R20-71: A Resolution Of The City Council Authorizing The Submission Of A CDBG Grant Application And To Commit The Matching Funds Required By The Creating Agency.
10. Resolution No. R20-72: A Resolution Of The City Council Authorizing The Property Owner At 112/114 3RD Avenue To Utilize Decorative River Rock Rather Than Grass Within The Boulevard Located Adjacent To His Property Pursuant To The Written Request.
11. Resolution No. R20-73: Resolution To Correct A Mathematical Error In Fund 4000 Capital Projects Summary Schedule As Contained In The Fiscal Year 2020-2021 Budget.

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:

Approval of Minutes of September 22, 2020.

DRAFT

MINUTES OF THE CITY COUNCIL OF LAUREL

SEPTEMBER 22, 2020

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:39 p.m. on September 2020.

COUNCIL MEMBERS PRESENT:

Emelie Eaton	Richard Herr
Scot Stokes	Don Nelson
Richard Klose	

COUNCIL MEMBERS ABSENT:

Bruce McGee	Heidi Sparks
	Irv Wilke

OTHER STAFF PRESENT: None

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

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

MINUTES:

- Approval of Minutes of September 1, 2020.

Motion by Council Member Herr to approve the minutes of the regular meeting of September 1, 2020, as presented, seconded by Council Member Klose. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- Approval of Minutes of September 8, 2020.

Motion by Council Member Stokes to approve the minutes of the regular meeting of September 8, 2020, as presented, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

CORRESPONDENCE:

- Beartooth RC&D Correspondence
- 2020-2024 Final Statewide Transportation Improvement Program

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- Claims for the month of 9/18/2020 in the amount of 753,899.74.
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- Approval of Payroll Register for PPE 9/6/2020, totaling \$235,936.18.
- Approval of Payroll Register for PPE 9/6/2020, totaling \$3,392.86.

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

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

CEREMONIAL CALENDAR: None.

DRAFT

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of August 11, 2020.
- Budget/Finance Committee Minutes of August 25, 2020.
- Budget/Finance Committee Minutes of September 8, 2020.
- City/County Planning Board Minutes of August 19, 2020.
- Laurel Urban Renewal Agency Minutes of August 17, 2020.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

SCHEDULED MATTERS:

- **Appointment of Colton McCleary to the Laurel Volunteer Ambulance Service.**

Motion by Council Member Klose to approve the Mayor's appointment Colton McCleary to the Laurel Volunteer Ambulance Service, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Appointment of Lyndy Gurchiek as Ambulance Director of the Laurel Ambulance Service.**

Motion by Council Member Stokes to approve the Mayor's appointment of Lyndy Gurchiek as Ambulance Director of the Laurel Ambulance Service, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R20-66: A Resolution Of The City Council Approving A Three-Year Agreement Between The City Of Laurel And Local Union Local 316, American Federation Of State, County And Municipal Employees, AFSCME.**

Motion by Council Member Nelson to approve Resolution No. R20-66, seconded by Council Member Klose. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R20-67: A Resolution Approving A Task Order Between The City Of Laurel And Kadrmass, Lee & Jackson, INC. For The Lions Park Improvements Project.**

Motion by Council Member Herr to approve Resolution No. R20-67, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

- **Resolution No. R20-68: A Resolution Approving Task Order 4 Between The City Of Laurel And Montana's Department Of Justice Natural Resource Damage Program For Construction Of The Lions Park Improvements.**

Motion by Council Member Stokes to approve Resolution No. R20-68, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All five council members present voted aye. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

COUNCIL DISCUSSION:

Emergency Services Committee's next meeting is scheduled for September 28, 2020, at 6:00 p.m. in Council Chambers.

Budget/Finance Committee requested a discussion about conflicts of interest and discussion about the Fire CIP funds placed on the next Workshop agenda.

MAYOR UPDATE: None.

UNSCHEDULED MATTERS: None.

DRAFT

ADJOURNMENT:

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

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


Brittney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 13th day of October 2020.

Thomas C. Nelson, Mayor

Attest:

Bethany Langve, Clerk/Treasurer

File Attachments for Item:

5. Budget/Finance Committee Minutes of September 22, 2020.

Library Board Minutes of June 9, 2020.

Library Board Minutes of July 14, 2020.

Library Board Minutes of August 14, 2020.

Park Board Minutes of July 8, 2020.

Tree Board Minutes of July 23, 2020.

Tree Board Minutes of August 20, 2020.

Tree Board Minutes of September 17, 2020.

MINUTES
CITY OF LAUREL
Library Board

06/09/2020

06:08 PM

Laurel Library

COMMITTEE MEMBERS PRESENT:

X Dixie Feller, Board Chair	X Arthur Vogeles
X Bill Hanson, Vice-Chairman	X Samantha Barnhart
X Nancy Schmidt, Secretary	X Clair Killebrew – Foundation Liaison
Emilie Eaton	

OTHERS PRESENT:

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.

2. General Items

- a. Bill motioned the Library Board minutes for May 2020 be accepted as presented, Arthur seconded the motion; motion passed.
- b. Ray Wells made another donation to the library in the amount of \$50.00.
- c. Circulation Report - Traffic: up 45%; circulation: all items circulated totaled 2,202 (including 519 eBooks), book circulation was down 45.7%, media circulation was down 59.9%, eBook checkouts for this month was 13.227.5% of total book circulation, we circulated 0 items to partners and 0 items from other libraries; computers: internet use was down 37.4 %, children's use was down 82%, wi-fi use : down 39.6%; patron cards: city registrations made up 62.6% of library users, county patrons 34.3% and non-resident registered patrons 3.2%. There were 18 tech assists in May.

3. New Business

- a. There is no budget prepared at this time. Nancy has prepared a preliminary budget but is still waiting on information from Mayor Nelson or Clerk/Treasurer Langve. We are still waiting numbers from the Union concerning wages for staff members. Dixie will meet with Nancy to complete a budget for submission to Mayor and Council at the end of June.

- b. There have been over 2,100 lunches handed out at the library during the month of May. Lunches are available on Monday, Wednesday, and Friday of each week. When a resident picks up food on these days, they are given multiple meals each time (i.e. Monday they receive lunch for 2 days and breakfast for 2 days). This is eliminating the unnecessary interaction that would promote the spread of COVID-19 while still getting the food to those that need it the most.
- c. The Summer Reading Program is being held entirely online this year. Mike has spent a significant amount of time preparing the levels for readers. READSquared is the online platform being used for the summer reading program. This is available to us through the State Library. There are 10 levels that each participant can achieve and “Brag Tags” they can earn for the different levels. We already have 17 signed up during the first week. We are also making library card applications available online to patrons.

4. Old Business

- a. The State Library has voted to discontinue in-person meetings until December 31st to allow for extra social distancing. All State meeting will be held online via Zoom. The Board members discussed what the library should be doing for its patrons. Should we extend our hours back to 7:30 pm or allow more people within the building, change the days that we open later or maybe earlier, continue to close at 6:00 pm until our July meeting then reevaluate then, do we let kids on computers to play games? After a lengthy discussion Arthur motioned that we keep our hours limited to 9 – 6 Monday through Thursday and 9-3 on Saturday until the July meeting. We will discuss the need to reopen more or decrease hours more at that time. Arthur also motioned that kids be allowed to use computers but to limit their time to 30 minutes maximum per day, Samantha seconded the motion. Both motions passed.
- b. Invoices were reviewed for May 2020. Since there were no questions about the amounts paid Arthur motioned that we accept the invoiced as presented for payment. Bill seconded the motion; motion passed.
- c. Library personnel have requested an outside table for staff use during breaks. They presented Clair Killebrew with a list of possible seating ideas that would fit in the area outside the employee door. Options were discussed to determine which item would best suit library personnel. Approval was given for purchase of a round picnic table for staff use. Funds will be provided by the Foundation. There are also funds available through the CARES Act that the library can apply for via the Foundation.

5. Other Items

a. Upcoming Items:

The library will be closed for the Independence Day weekend Friday, July 3rd through Sunday, July 5th. Staff vacation days will be adjusted to accommodate time off for everyone.

6. Announcements

- a. Next regular meeting is Tuesday, July 14, 2020 at 6:00 pm in the Community Room of the Laurel Public Library.

Arthur motioned to adjourn the meeting at 7:21 pm, Bill seconded the motion; motion passed.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Secretary for the Board

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

MINUTES
CITY OF LAUREL
Library Board

08/18/2020

06:08 PM

Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Dixie Feller, Board Chair
X Bill Hanson, Vice-Chairman
X Nancy Schmidt, Secretary

X Arthur Vogele
Samantha Barnhart – via phone
Clair Killebrew – Foundation Liaison

OTHERS PRESENT:

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: Dixie would like to bring a spinning group to the library. They will observe the social distancing protocols and library policies. If the weather is nice, they may set up outside the library. This is an excellent opportunity for our patrons to learn the art of spinning from those with an avid interest.

2. General Items

- a. Bill motioned the Library Board minutes for July 2020 be accepted as presented, Dixie seconded the motion; motion passed.
- b. Ray Wells made another donation to the library in the amount of \$50.00. Mary Freund & Geralyn Stevens made donations to the library foundation in memory of Margaret Freund. These donations will be used for the table in the commons area as a memorial to Margaret.
- c. Circulation Report - Traffic: up 29.1%; circulation: all items circulated totaled 3,886 (including 518 eBooks), book circulation was down 21%, media circulation was down 18%, eBook checkouts for this month was 15.2% of total book circulation, we circulated 731 items to partners and 170 items from other libraries; computers: internet use was down 27.7 %, children's use was down 100%, wi-fi use : down 66.5%; patron cards: city registrations made up 59.1% of library users, county patrons 47.3% and non-resident registered patrons 3.5%. There were 53 tech assists in July. Library staff will increase computer availability for students in the next couple of weeks.

3. New Business

- a. There was discussion concerning the possibility of reducing the amount that the library is requesting for its budget. We can comfortably decrease our budget to 33.87 mills without cutting wages or major areas of expense. This will be presented at the next Council meeting, if time is allowed.
- b. Copies of the Internet Use Policy were distributed and discussed. The only changes suggested by Board members were creating handout to give to patrons for questionable computer use. We would place the handouts in front of a patron rather than having to verbally confront them about their behavior. This would help staff and patrons alike. Dixie motioned that we accept the Internet Use Policy with the addition of the handouts, Bill seconded the motion; motion passed.
- c. The Fall Federation meeting will be held online using Zoom on Saturday, September 12, 2020. The meeting starts at 10:00 am is anyone would like to join us. There will be snacks available for the meeting at the library.

4. Old Business

- a. There is a vacancy on the Library Board. Clair Killebrew had stated that she is interested in returning to the Board. Library staff will place notices on both the library website and Facebook page announcing the vacancy. Any letters of interest received will be presented at the next meeting.
- b. Library staff are getting some pushback from a couple patrons about the mask policy. We have a couple patrons that insist they can't wear a mask because of certain illnesses. All we ask is that they bring a letter from their doctor stating they are exempt from wearing a mask for medical reasons. OR, we offer them curbside service.
- c. We joined the City Council workshop via Zoom...there will be a special budget meeting on August 25th, 2020 after the Council meeting.
- d. The school district served over 10,500 meals from March through July 2020 using the library parking lot. The exact final numbers will be available in September. We have offered to make the library available again for the school food program if the need should present itself.
- e. The Summer Reading Program was successful considering that we hadn't really planned on offering any programming because of COVID-19. The final numbers will be available in September.
- f. Invoice reviews for July and August will take place in September.
- g. Foundation business – delayed because Foundation liaison was not present.

5. Other Items

a. Upcoming Items:

Book sale will be scheduled for October 18th – 24th using social distancing protocols and tickets for limited admission.

The NAC meeting will be held via Zoom on August 13th at 9:30 am.

Nancy will be taking some scheduled time off for the wedding the week of September 12th. She will be available via email and phone.

Library is not closing completely for Labor Day weekend. Julia and Fred stated that they would like to work that Saturday and take time off later.

6. Announcements

- a. Next regular meeting is Tuesday, September 8th, 2020 at 6:00 pm in the Community Room of the Laurel Public Library.

Bill motioned to adjourn the meeting at 7:50 pm, Dixie seconded the motion; motion passed.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Secretary for the Board

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

MINUTES
CITY OF LAUREL
Library Board

07/14/2020

06:08 PM

Laurel Library

COMMITTEE MEMBERS PRESENT:

X Dixie Feller, Board Chair
X Bill Hanson, Vice-Chairman
Vacant Position
X Nancy Schmidt, Secretary

X Arthur Vogeles
X Samantha Barnhart – via phone
X Clair Killebrew – Foundation Liaison

OTHERS PRESENT:

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.

2. General Items

- a. Arthur motioned the Library Board minutes for June 2020 be accepted as presented, Bill seconded the motion; motion passed.
- b. Ray Wells made another donation to the library in the amount of \$50.00. Arthur received his letter from Mayor Nelson appointing him to the Board for the next 5 years.
- c. Circulation Report - Traffic: up 45%; circulation: all items circulated totaled 2,202 (including 519 eBooks), book circulation was down 45.7%, media circulation was down 59.9%, eBook checkouts for this month was 13.5% of total book circulation, we circulated 0 items to partners and 0 items from other libraries; computers: internet use was down 37.4 %, children's use was down 82%, wi-fi use: down 39.6%; patron cards: city registrations made up 62.6% of library users, county patrons 34.3% and non-resident registered patrons 3.2%. There were 18 tech assists in June. Despite the limitations put on everyone, the traffic report looks good.

3. New Business

- a. Officer elections were held at the start of the meeting. Dixie motioned that the nominations be as thus: Board Chair – Arthur Vogeles, Vice-Chair – Bill Hanson, Federation Representative – Dixie Feller. Bill seconded the motion; motion passed.
- b. There is now an opening on the Library Board. A letter of removal was sent to Emelie Easton and shared with the Board members. Anyone interested in being on the Board should send a letter of interest to the library which will be passed along to the Mayor. Clair is interested in being appointed to the Board. We will also put the information on our webpage & see who applies.

- c. We need to plan for a fall book sale. The shed is full & more donations keep coming in. The sale can take place in September, October, or November. We can set the date and move if further COVID restrictions are put back into place. The set is October 18th-24th, tentatively.
- d. We have requests for use of our community room now that we are 'open' again. Some of the guitar players want to start having lessons again. Bob Engel isn't planning on teaching again, but the students have asked Pat Kukes to take over the lessons. The book club met for the first time in 4 months and they sat outside for their discussion. The bunco players are also calling regularly to see if they can start meeting again. As a group, the Board members feel that meetings can take place if there are fewer than 10 people attending, and they can safely distance. If they don't want to follow the guidelines, they won't be able to meet. If we get pushback from anyone, the Board will allow us to stop all meetings.
- e. It has been over 5 years since we've updated the bylaws for the Library Board of Trustees. Changes to the bylaws were discussed at length. Arthur motioned that we make the proposed changes if they are in accordance with the Administrative Rules of Montana. Bill seconded the motion; motion passed.
- f. Library staff is trying to 'encourage' patrons to wear masks, but we are getting some resistance. A patron that strongly objects to wearing a mask has written a letter outlining his reasons for not wearing a mask. A mask policy has been created and shared with the Board. The policy was created with input from library staff to help address their concerns. For those that state they have a medical reason for not wearing a mask, we can ask for a medical certificate stating they don't need to wear a mask, but we aren't allowed to ask what the condition is. We have other accommodations in place for those refusing to wear a mask. Arthur motioned the mask policy be adopted, Sam seconded the motion; motion passed.

4. Old Business

- a. With concerns about COVID-19 still abounding across the state, it was decided that the library will keep its hours limited to being open until 6:00 pm. We always want at least 2 staff on shift to avoid issues with patrons being unruly or refusing to follow our guidelines. We may have to make some decisions regarding COVID-19 on the fly without having time to consult the Board members.
- b. Currently there haven't been any budget updates. Nancy attended the Budget/Finance Committee meeting to explain how she came up with the figures she turned into Mayor Nelson and Clerk Treasurer Langve. As part of our budgeting process the Board voted to drop our participation in Ancestry Library Edition and Heritage Quest. It was costing us \$6.85 per search to continue offering these databases. Arthur motioned that we drop ALE & HQ, Sam seconded the motion; motion passed.
- c. Over 2,000 meals were served in June from the library parking lot. The school district offers breakfast and lunch 3 times per week. On Monday and Wednesday, students receive two breakfasts and two lunches. On Friday, they receive three meals of each – breakfast and lunch.
- d. We've had 45 patrons signed up for the Summer Reading Program via Read2Squared. There have been 40, 700 minutes read, 478 games completed online, 85 prizes and 164 badges won.

- e. Invoices were reviewed for payment for June 2020. No questions or issues were notice. Amounts spent for the library seemed reasonable. Arthur motioned the expenses be approved as presented, Bill seconded the motion; motion passed.
- f. The Foundation had approved the purchase of a round picnic table for staff breaks, etc. After careful consideration, staff felt a regular table would be better. These are available from Lowe's for about \$100.

5. Other Items

a. Upcoming Items:

The Fall Federation meeting will be held in Red Lodge on September 12, 2020. We should probably prepare for the meeting to be held online if there are active outbreaks of corona virus.

Nancy presented the quote for new shelves and furniture from Montana Core Enterprises. Grant monies will be pursued for the purchase of these items.

6. Announcements

- a. Next regular meeting is Tuesday, August 11, 2020 at 6:00 pm in the Community Room of the Laurel Public Library.

Arthur motioned to adjourn the meeting at 7:51 pm, Bill seconded the motion; motion passed.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Secretary for the Board

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

**MINUTES
CITY OF LAUREL
PARK BOARD
THURSDAY, JULY 08, 2020**

Members Present

Richard Herr

Evan Bruce

Jon Rutt

Irv Wilke

Phyllis Bromgard

Advisory Member:

Matt Wheeler – Public Works Superintendent

The meeting was called to order by Council Member Irv Wilke at 5:30pm.

Public Input: - None

General Items

- Approve minutes of the June 18, 2020 Park Board meeting. Council Member Herr made a motion to approve the minutes of the June 18, 2020 Park Board meeting. Phyllis Bromgard seconded the motion to approve the minutes of the June 18, 2020 Park Board meeting, all in favor, motion carried 5-0.

New Business

- Discussion regarding tree removal at Thompson Park. The Public Works Superintendent stated that nothing had been done to date but there were trees that did need to be removed from the Park. Two of the trees are dead and require removal. The Committee asked about the location of the trees. The Public Works Superintendent stated they are close to the shelter. There may be more than two but at this time it is confirmed two need to be removed.

Old Business

- Riverside Park Update – The pre-construction walk through is scheduled for next week. This allows for a face-to-face meeting of all parties involved. The Public Works Superintendent was going to confirm the date of the meeting and provide it to the Committee. It was confirmed that the City/Committee could add as many sites to the reservation software program, as necessary, for a minimal fee. The shelters, JC Hall etc. could be added to the reservation software program. The Public Works Superintendent confirmed the time of the pre-construction meeting to be Wednesday July 8th at 10:00am. Four of the Committee members were going to attempt to attend the pre-construction meeting.
- Lions Park Update – The Public Works Superintendent stated it is his understand a memorandum of understanding (MOU) must be drafted between the City of Laurel and the Lions Community Foundation and the Department of Justice. The City Attorney is currently working on the MOU. It is his understanding this is the last item needed for the Department of Justice and the City of Laurel to move forward with the project. The Lions must work with KLJ regarding the engineering piece. The City must be involved with the engineering piece due to liability. The engineer that did the original plans is now retired. The engineering will get sorted out. One Committee member stated a member of the public asked who was in charge of cleaning up trash at South Pond. The Public Works Superintendent stated the City is in charge of that. The Committee member stated that is the response they gave to the member of the public. The Public Works Superintendent stated the original engineers for the project attended a meeting recently and stated the new dock should have a cut out or a ramp so that stocking of the pond may continue. The Committee discussed a

ramp like what Fish, Wildlife and Parks has at Lake Elmo. The boat ramp at Lake Elmo can be removed during the winter. The Committee explained this dock is on pilings so it will be permanent. Rotary is building new benches and a couple of those are going to be installed at Lions Park.

Other Items –

- There was a discussion regarding allowing the Rotary Club to remove and replace the bench at Rotary Park. Jon Rutt made a motion to allow the Rotary Club to remove and replace the bench located in Rotary Park, and two benches located at South Pond/Lions Park. Phyllis Bromgard seconded the motion to allow the Rotary Club to remove and replace the bench located in Rotary Park and two benches located at South Pond/Lions Park, all in favor, motion passed 5-0. The question was asked regarding allowing individuals who donate a bench to put their name on the bench. The Public Works Superintendent stated he felt it would be up to the Park Board. Jon Rutt made a motion allowing the name of donators be placed on benches. Phyllis Bromgard seconded the motion allowing the name of donators be placed on park benches, all in favor, motion passed 5-0.

Announcements

- The next Park Board meeting is scheduled for August 06, 2020 at 5:30pm.

DRAFT

MINUTES
CITY OF LAUREL
Tree Board

07/23/2020 09:30 AM

City Council Chambers

A Tree Board was held in the City Council Chambers and called to order by LuAnne Engh at 09:30 AM on 06/18/2020.

COMMITTEE MEMBERS PRESENT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> LuAnne Engh, Chairman | <input type="checkbox"/> Richard Herr |
| <input type="checkbox"/> Aaron Christiansen, Vice-Chairman | <input checked="" type="checkbox"/> Matt Wheeler |
| <input checked="" type="checkbox"/> Walter Widdis, Secretary | <input type="checkbox"/> Kurt Markegard |
| <input type="checkbox"/> Dale Ahrens | <input checked="" type="checkbox"/> Phyllis Bromgard |

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input
 - a. none

2. General Items
 - a. June 2020 minutes approved
 - b. Covid 19 requires social distancing for meetings
 - c. Arbor Day DNRC money \$750 needs to be spent by 10-31-20
 - d. ant but she didn't send it out once she knew we had cancelled Arbor Day in May.

- e. We will stay in touch with Lynn Peterson as to how we can include the students in the planting of trees.
- f. We can try to do something small with the students next Fall once it is clear how they will be treated for the virus.
- g. We will use the artwork for next year 2021 Arbor Day.

3. New Business

- a. Replacement trees for Thomson Park -Agreed to purchase 3 Brandon Elm from River's Edge @ \$450/2" caliper tree plus \$150 to plant with warranty for a year. Total of \$1570 out of our DNRC money and our reserves.
- b. Brandon Elem is very hardy, zone 2A, gets 60', does well in draught or wet soil, salts or any PH soil.
- c. This would be coordinated in late September/October for our Arbor Day 2020
- d. Possibily we can get a new banner for the pool with the logo
- e. Manchurian Ash on the corner of Main and 1st Ave have dead leaders and need serious pruning this Fall.
- f. Trees on 8th Ave need attention -Luanne will visit owners of the dead trees to see if they are OK with the city removing them. The owner would need to replace with appropriate trees if they desired.

4. Old Business

- a. Replacing 5 dead ash trees at South Pond - with Hackberry, elm, maple or linden and one juniper.
- b. The 2 Willow trees and 3 Hackberry trees planted in 2019 are not doing well. The Hackberrys are overwatered and the the Willows are not being watered. LuAnne will ask Fran Schweigert if the crews can adjust the water.
- c. Elena trees are doing Ok. No need to spend money there this year.
- d. Murray park Arbor trees are doing very well.
- e. Lions Dock - The city engineering firm is working on the plans to begin the dock.
- f. Riverside Park is being cleared for the new camp ground. New trees will be planted after the old ones are removed.

5. Other Items

- a. Karen Courtney has taken over the building inspections as well as code department.
- b. All members should keep track of their hours and turn them in by the end of the year. Kurt will circulate the forms. This is important for the Tree USA distinction

- c. Matt explained the new street construction on 1st street has caused the two triangle parks to be

6. Announcements

- a. Next meeting August 20th 9:30am...

The Tree Board adjourned at 10:30 AM.

Respectfully submitted,

LuAnne Engh
Committee Chairman

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

MINUTES
CITY OF LAUREL
Tree Board

08/20/2020 09:30 AM
City Council Chambers

A Tree Board was held in the City Council Chambers and called to order by LuAnne Engh at 09:30 AM on 06/18/2020.

COMMITTEE MEMBERS PRESENT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> LuAnne Engh, Chairman | <input checked="" type="checkbox"/> Richard Herr |
| <input checked="" type="checkbox"/> Aaron Christiansen, Vice-Chairman | <input checked="" type="checkbox"/> Matt Wheeler |
| <input checked="" type="checkbox"/> Walter Widdis, Secretary | <input type="checkbox"/> Kurt Markegard |
| <input checked="" type="checkbox"/> Dale Ahrens | <input type="checkbox"/> Phyllis Bromgard |

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input
 - a. none

2. General Items
 - a. July 2020 minutes approved
 - b. Covid 19 requires social distancing for meetings
 - c. Arbor Day DNRC money \$750 needs to be spent by 10-31-20
 - d. We will do an Arbor Day celebration at Thomson Park on Oct. 6 with the New Life and Baptist Students, probably 30 students.

- e. We will use the artwork for 2020 and honor the artist Eli and Whit from New Life - we will get them gift certificates at the Yogurt Shop (\$15 eachh)N
- f. We had hoped to plant 3 trees but the city has shut down spending so we'll plant two Brandon Elm from River Ridge Landscaping. Matt issued a PO for \$600 each. These will be planted by River Ridge and have a one year warranty
- g. We approved a new banner for the pool with the 2020 design
- h. A program could include 2-3 of our vendors - we'll stay within the guidelines of the city rules on virus safety..

3. New Business

- a. The triangle parks on the east end have been damaged by the new street paving. Matt was hoping the job could include scraping and replacing grass and irrigation and trees but the city has no money. It might cost 50,000 for the two parks. There are 20+ trees that should be removed.
- b. Aaron suggested we ask for help from tree surgeons to donate the tree removal during Arbor Day next year.
- c. Rotary has 6 benches they would like to put in the smaller parks

4. Old Business

- a. Replacing 5 dead ash trees at South Pond - with Hackberry, elm, maple or linden and one juniper. This will remain on our list of concerns
- b. Willows and Hackberry trees seems to be recovering at South Pond
- c. LuAnne contacted CHS about their dead trees on 8th - they will pay for new trees if the city removes the current ones. Suggestions are Honey Locust, ash or maple
- d. Manchurian Ash on Main street and 1st Ave are dying or dead (3) and should be removed this Fall. New trees are a the responsibility of the property owner.
- e. Lions Dock - The city engineering firm needs to stamp the plans and there is still a problem with payment.
- f. Riverside Park is being cleared for the new camp ground and should be finished in a month. New trees will be planted after the old ones are removed.

5. Other Items

- a. All members should keep track of their hours and turn them in by the end of the year. Kurt will circulate the forms. This is important for the Tree USA distinction
- b. Grace Bible church is working with the city to repair Kids Kingdom - The city will pay \$5,000 and the church will supply the labor. Tammy McFate is in charge 860-0344

6. Announcements

- a. Next meeting September 17th, 9:30am...

The Tree Board adjourned at 10:30 AM.

Respectfully submitted,

LuAnne Engh
Committee Chairman

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

MINUTES
CITY OF LAUREL
Tree Board

09/17/2020 09:30 AM
City Council Chambers

A Tree Board was held in the City Council Chambers and called to order by LuAnne Engh at 09:30 AM on 09/17/2020.

COMMITTEE MEMBERS PRESENT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> LuAnne Engh, Chairman | <input type="checkbox"/> Richard Herr |
| <input checked="" type="checkbox"/> Aaron Christiansen, Vice-Chairman | <input checked="" type="checkbox"/> Matt Wheeler |
| <input checked="" type="checkbox"/> Walter Widdis, Secretary | <input type="checkbox"/> Kurt Markegard |
| <input checked="" type="checkbox"/> Dale Ahrens | <input type="checkbox"/> Phyllis Bromgard |

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input
 - a. none

2. General Items
 - a. August 2020 minutes approved
 - b. New date for Arbor Day - Oct. 6th 1:00 -2:45 Thomson Park with 40 students from the church schools and home schools
 - c. 2 Brandon Elms - Aaron and Matt selected the locations

- d. Jeff Herman will open the ceremony and Pastor Widdis will do the inspirational speech. We'll honor the artist Eli Hill and Whit Butler from New Life - we will get them gift certificates at the Yogurt Shop (\$15 each)
- e. New Banner donated by Dynamic will go up on the fence.
- f. Our vendors are Megan Hoyer, Sherry Kisch, James Prchal and Jeff Herman - each will have 20 minutes plus our planting and ceremony for a total of close to 2 hours.
- g. Dale will get some type of treats with the money from Walmart.

3. New Business

- a. Rotary has 6 benches they would like to put in the smaller parks
- b. Triangle parks will not get fully revamped...it will happen as the city has enough help. The city will try to get the area as level as possible...the sprinklers are broken so those trees won't get water. Many trees should be removed.
- c. Concern over dead trees in the LURA district. - downtown area. How will the owner/ businesses know they may apply for help for the cost to remove and replant? Its suggested that Nick the city planner visit our next meeting and help us get the word out as many trees are going to be missing next year.
- d. Dead trees on 8th are not in LURA and therefore the owners responsibility.

4. Old Business

- a. Replacing 5 dead ash trees at South Pond - with Hackberry, elm, maple or linden and one juniper. This will remain on our list of concerns
- b. Lions Dock - The city council needs to approve the Engineering and they can move forward on the dock and walkway.
- c. Riverside Park campground is almost done. 25 new trees are planted though there isn't water yet. A new water line is going to be installed under the bridge.

5. Other Items

- a. All members should keep track of their hours and turn them in by the end of the year. Kurt will circulate the forms. This is important for the Tree USA distinction
- b. Grace Bible church is working with the city to repair Kids Kingdom - The city will pay \$5,000 and the church will supply the labor through other church groups. The churches hope to raise money through the winter and work on the playground in March-April. It will be closed during the reconstruction.

6. Announcements

- a. Next meeting October 15, 9:30am...

The Tree Board adjourned at 10:30 AM.

Respectfully submitted,

LuAnne Engh
Committee Chairman

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

File Attachments for Item:

6. Appointment of Clint Willis and Levi Dostal to the Laurel Volunteer Fire Department

City of Laurel
PO Box 10
Laurel, Mt. 59044

September 17, 2020

Mayor and Laurel City Council,

The following have been selected by the members of the Laurel Volunteer Fire Department/ Association to become volunteers.

Firefighter

Clint Willis
Levi Dostal

Both have been selected unanimously by the Department and are seeking your appointment.

All personnel have been approved by the Chief of the Department.

A handwritten signature in blue ink, appearing to read "Brent Peters", is written over a light blue horizontal line.

Brent Peters
Fire Chief
Laurel Volunteer Fire Department

File Attachments for Item:

7. Resolution No. R20-69: A Resolution Of The City Council Approving Rules For Use Of The City's Riverside Park Campground.

RESOLUTION NO. R20-69

**A RESOLUTION OF THE CITY COUNCIL APPROVING RULES FOR USE OF
THE CITY'S RIVERSIDE PARK CAMPGROUND.**

BE IT RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Riverside Park Campground Rules recommended by the City's Park Board, a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Adoption. The City Clerk and Public Works Department shall maintain copies of the Riverside Park Campground Rules for members of the public who desire to utilize and/or camp at the City Park and such rules shall be enforced by the appropriate City Staff.

Introduced at a regular meeting of the City Council on October 13, 2020, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel, Montana, this 13th day of October 2020.

APPROVED by the Mayor this 13th day of October 2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, City Clerk/Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

RIVERSIDE PARK CAMPGROUND



Riverside Park Campground Rules

- RV and Tent camping are limited to 16 days, within a consecutive 30-day period, beginning with the first night's stay.
- Campfires are not permitted except in provided campfire rings. Campfires must be attended and extinguished prior to leaving the campsite. Campfires may be restricted during periods of high fire danger.
- Dogs must be leashed with no longer than an 8-foot tether. Service animals, clearly identified as such, are exempt from the leash rule.
- Individuals bringing domestic pets into the campground shall be responsible for proper removal and disposal of any waste produced by the pet. Failure to pick up pet waste will be grounds for eviction from the campground.
- No outside storage of food or trash is permitted at the campsite. Store food within a vehicle or camper and use the provided dumpsters, located within Riverside Park, for trash.
- No RV, camping, or human waste dumping of any kind is allowed.
- The discharging of any firearms, including BB guns or pellet guns, is a violation of Laurel Municipal Code, and therefore not permitted at any time.
- No discharging of Fireworks is allowed, at any time.
- Speed limit shall be 10 mph.
- Free standing portable gas grills are allowed but must be attended when in use. No tabletop grilling campground equipment is allowed.
- Driving of vehicles is allowed only on designated roads or parking pads.
- Quiet hours are 10 pm until 6 am.
- Metal detectors are not allowed.
- Check in time after 2pm. Check out time will be by 11 am.
- No wood collecting from any trees or shrubs in Riverside Park, for the purpose of starting or maintaining a campfire is allowed.
- No unattended campsite, tent, or vehicles for more than 24 hours is allowed, and after 48 hours they will be subject to impound and removal.
- The maximum limits for a single occupancy campsite shall be 8 people, one camping unit, and two additional tents, unless otherwise authorized the Public Work Director or their designee.
- No use of unmanned aircraft, drones, or radio-controlled toys allowed in campground.
- Consumption of alcohol is permitted within the boundaries of the individual campsites only.
- No operation of generators during the established quiet hours.
- No excessive noise created from any person, radio, tv or any other equipment that disturbs other visitors.
- All campers must pay the appropriate fee for camping as set by resolution of the Laurel City Council. Failure to pay for every night's stay will result in expulsion from the campground.
- Penalties for violation of the campground rules will result in:
 - First violation - expulsion from the campground for 48 hours.
 - Second violation - 7-day suspension from the campground.
 - Third violation – permanent ban from campground.

File Attachments for Item:

8. Resolution No. R20-70: A Resolution Approving An Amendment To The Engineer-Owner Agreement Between The City Of Laurel And Kadrmas, Lee & Jackson, Inc. (“KLJ”) Extending The Term Of The Agreement To 2025 And Authorizing The Mayor To Sign The Amendment On The City’s Behalf.

RESOLUTION NO. R20-70

A RESOLUTION APPROVING AN AMENDMENT TO THE ENGINEER-OWNER AGREEMENT BETWEEN THE CITY OF LAUREL AND KADRMAS, LEE & JACKSON, INC. (“KLJ”) EXTENDING THE TERM OF THE AGREEMENT TO 2025 AND AUTHORIZING THE MAYOR TO SIGN THE AMENDMENT ON THE CITY’S BEHALF.

WHEREAS, the City began utilizing the firm KLJ in December 2017 for the City’s general engineering services after utilizing a formal request proposals process; and

WHEREAS, City staff and the administration desire to maintain the City’s relationship with KLJ and is currently recommending an extension of the Agreement between the Parties is in the City’s best interest; and

WHEREAS, upon the City’s request, KLJ prepared the attached Amendment for the City Council’s review and consideration; and

WHEREAS, the Mayor and City Staff recommend the City Council’s approval of the attached Amendment at this time.

NOW, THEREFORE, BE IT RESOLVED the City Council hereby authorizes the Mayor to sign the attached Amendment to extend the Agreement term with Kadrmas, Lee & Jackson, Inc. to continue providing engineering services for the City of Laurel as provided in the attached Amendment.

Introduced at a regular meeting of the City Council on October 13, 2020, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 13th day of October 2020.

APPROVED by the Mayor this 13th day of October 2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

AMENDMENT TO ENGINEER-OWNER AGREEMENT
Amendment No. One (1)

Background Data

- a. Effective Date of Engineer-Owner Agreement: December 5, 2017
- b. Engineer: KLJ Engineering LLC
- c. Owner: City of Laurel Montana
- d. Project: 3-Year Term Contract for Professional Services
- e. This Part of the Project: Article 3—Term: Times for Rendering Services

Nature of Amendment (check all that apply)

- Additional services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications to payment to Engineer
- Modifications to time(s) for rendering Services

Description of Modifications

The 3-year term contract is renewed and will extend through the 2020-2025 cycle. The Standard Form of Agreement Between Owner and Engineer for Professional Services Task Order Edition (EJCDC No E-505) between the City of Laurel and KLJ Engineering LLC was originally dated December 5, 2017. This document is attached for Reference. The Agreement is hereby amended as follows:

- 1) The Effect Date of the Agreement is modified to the the same date as the Effective Date of this Amendment No. 1, which is October 13, 2020.
- 2) Article 3.01 C of the Agreement (page 2 of 18) is amended to read “Engineer will provide written notice to Owner within 90 days of the Agreement end date, or by August 16, 2025 as a reminder to Owner that the Agreement term limit is approaching”

Engineer and Owner hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is October 13, 2020.

Attachments: Original Agreement

ENGINEER: KLJ Engineering LLC

OWNER: City of Laurel

By: _____

By: Thomas C. Nelson

Title: _____

Title: Mayor

Date Signed: _____

Date Signed: _____

File Attachments for Item:

9. Resolution No. R20-71: A Resolution Of The City Council Authorizing The Submission Of A CDBG Grant Application And To Commit The Matching Funds Required By The Creating Agency.

RESOLUTION NO. R20-71

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE SUBMISSION OF A CDBG GRANT APPLICATION AND TO COMMIT THE MATCHING FUNDS REQUIRED BY THE CREATING AGENCY.

WHEREAS, the City intends to apply to the US Department of Housing and Urban Development for financial assistance from the Community Development Block Grant (CDBG) to prepare a Capital Improvement Plan for the City's Departments;

WHEREAS, the City's engineering firm is currently assisting the City with the preparation of the grant and all requirements of the program;

WHEREAS, the City of Laurel agrees to comply with all laws, regulations, rules, and requirements described in the CDBG Project Administration Manual;

WHEREAS, the Mayor requests authority to authorize and execute all documents required in order for the City to apply for and accept the grant on the City's behalf.

NOW, THEREFORE, BE IT RESOLVED the City Council hereby authorizes the Mayor and KLJ to prepare and submit a CDBG Grant application to the funding agency and further authorizes the Mayor to execute any required documents on the City's behalf in order to apply for and obtain the herein described grant.

Introduced at a regular meeting of the City Council on October 13, 2020, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 13th day of October 2020.

APPROVED by the Mayor this 13th day of October 2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

**EXHIBIT 3-A
CDBG COMMUNITY PLANNING GRANTS
DESIGNATION OF ENVIRONMENTAL CERTIFYING OFFICIAL**

October 13, 2020

Montana Department of Commerce
Community Development Division
301 S. Park
P.O. Box 200523
Helena, MT 59620

To Whom It May Concern

This is to notify you that Kurt Markegard, Public Works Director, is designated as the Environmental Certifying Official responsible for all activities associated with the environmental review process to be completed in conjunction with the 2020-2021 CDBG grant awarded to the City of Laurel, Montana.

Sincerely,

Signature

Tom Nelson, Mayor, City of Laurel_____
Typed Name and Title

October 13, 2020

Montana Department of Commerce
Community Development Division-Planning Bureau
301 S. Park Avenue
PO Box 200523
Helena, MT 59620-0523

RE: City of Laurel CDBG Planning Grant Application- Capital Improvement Plan

To Whom It May Concern;

Please consider this letter formal verification that the City of Laurel has authorized, and has available, previously unobligated match dollars in the amount of \$16,667 to utilize as match for the proposed CDBG Planning Grant request. Match dollars will be accessed utilizing the City's general fund and are available when/if grant funding is awarded.

Should you have any additional questions, or need additional information, please don't hesitate to contact me. Thank you in advance for your consideration.

Sincerely,

Tom Nelson, Mayor of Laurel
PO Box 10
Laurel, MT 59044
(406) 628-7431
citymayor@laurel.mt.gov

**EXHIBIT 3-B
CDBG COMMUNITY PLANNING GRANTS
FINDING OF EXEMPT ACTIVITIES**

October 13, 2020

Montana Department of Commerce
Community Development Division
301 S. Park
P.O. Box 200523
Helena, MT 59620-0523

To Whom It May Concern,

It is the finding of the City of Laurel, Montana, that the following activities approved for funding under the Montana CDBG program are defined as exempt activities under 24 Part 58.34, and meet the conditions specified therein for such exemption, of the Environmental Review Process for Title I Community Development Block Grant Programs, and that these activities are in compliance with the environmental requirements of related federal authorities. The activities and the statutory authority for exemption are listed below:

Planning activities to include preparation of a Capital Improvements Plan for the City of Laurel.

Authority -- Section 58.34(a)(1): Environmental and other studies, resource identification and the development of plans and strategies.

Sincerely,

Tom Nelson, Mayor
City of Laurel

File Attachments for Item:

10. Resolution No. R20-72: A Resolution Of The City Council Authorizing The Property Owner At 112/114 3RD Avenue To Utilize Decorative River Rock Rather Than Grass Within The Boulevard Located Adjacent To His Property Pursuant To The Written Request.

RESOLUTION NO. R20-72

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE PROPERTY OWNER AT 112/114 3rd AVENUE TO UTILIZE DECORATIVE RIVER ROCK RATHER THAN GRASS WITHIN THE BOULEVARD LOCATED ADJACENT TO HIS PROPERTY PURSUANT TO THE WRITTEN REQUEST.

WHEREAS, the owner of the property located at 112/114 3rd Avenue, within the City of Laurel, desires to change a portion of the boulevard located adjacent to his property from grass and/or sod to decorative river rock; and

WHEREAS, the property owner submitted a written request to the City Council which is attached hereto and incorporated herein; and

WHEREAS, Chapter 12.32.010 of the Laurel Municipal Code Laurel currently requires all boulevard's to be kept in grass and trees unless specific permission is granted for other purposes; and

WHEREAS, the property owner has agreed to complete the project within 10 days of the City Council's approval which will improve the appearance of the boulevard which is currently brown grass and dirt due to irrigation issues.

NOW THEREFORE BE IT RESOLVED the City Council of Laurel, pursuant to the written request, hereby grants permission to the property owner to install river rock within the boulevard located at 112/114 3rd Avenue, within the City of Laurel subject to the following conditions:

- Install weed barrier landscape fabric below river rock and around any planted shrubs or plants.
- Remove weeds and other invasive species of plants regularly.
- Spray weedkiller twice yearly to control any weeds or invasive plant species present.
- Use Xeriscaping best practices to install drought-tolerant plants and shrubs to cover a minimum of 25% of the boulevard landscaping area.

Introduced at a regular meeting of the City Council on _____2020, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this __ day of _____2020.

APPROVED by the Mayor this __day of _____2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

APPROVED AS TO FORM:

Sam Painter, Civil City Attorney

CITY HALL
115 W. 1ST ST.
PLANNING: 628-4796
WATER OFC.: 628-7431
COURT: 628-1964
FAX 628-2241

City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Office of the City Planner

October 6, 2020

Laurel City Council
115 West 1st Street
Laurel, MT 59102

Comments regarding Darrell Dyer's Request for rocks in boulevard on 112-114 3rd Ave

Mayor and City Council,

Darrell Dyer has requested to replace the trees and grass in the boulevards in front of his properties at 112-114 3rd Avenue with river rock as is required by "LMC 12.32.010 - Boulevards to be kept in grass and trees." I am in support of this change with minor conditions that should be put in place to ensure a positive aesthetic and proper maintenance. Conditions for approval include:

- Install weed barrier landscape fabric below river rock and around any planted shrubs or plants
- Remove weeds and other invasive species of plants regularly
- Spray weedkiller twice yearly to control any weeds or invasive plant species present.
- Use Xeriscaping best practices to install drought-tolerant plants and shrubs to cover a minimum of 25% of the boulevard landscaping area.

These conditions of approval will allow the boulevard landscaping to be more easily maintained, provide a positive aesthetic, and soften the harsh building forms and paved areas of the downtown area. Thank you for your consideration of the request and these conditions of approval.

Regards,

Nicholas Altonaga

A handwritten signature in black ink, appearing to be 'N. Altonaga', written in a cursive style.

Planning Director

TO: City of Laurel
City Council

09/09/2020

FM: Darrell Dyer
1031 Fir Ave
Laurel, MT

RE: Boulevard Landscaping Requests
Address: 112/114 3rd Ave
Laurel, MT

The two modern buildings recently built currently have withered sod and dirt in the boulevard area. The Salon owner asked if I could smooth out the dirt / brown grass and install river rock which would also be included directly in front of the buildings.

I would grind the stump down that's currently in place and install river rock.

I have a well across the alley and an entire landscaping plan will be soon enacted as I finally figured out how to use the well to sprinkle the entire block from the new fourplex west to 4th ave but I'm not allowed to cross the alley.

It seems I need the council's permission to install the rock. Upon receiving permission, the improvements will be finished within 10 days.

Thanks to everyone for your support

Warm Regards

Darrell Dyer

File Attachments for Item:

11. Resolution No. R20-73: Resolution To Correct A Mathematical Error In Fund 4000 Capital Projects Summary Schedule As Contained In The Fiscal Year 2020-2021 Budget.

RESOLUTION NO. R20-73

RESOLUTION TO CORRECT A MATHEMATICAL ERROR IN FUND 4000 CAPITAL PROJECTS SUMMARY SCHEDULE AS CONTAINED IN THE FISCAL YEAR 2020-2021 BUDGET.

WHEREAS, the City Council previously approved the Fiscal Year 2020-2021 Budget for the City of Laurel through Resolution No. R20-48; and

WHEREAS, the approved budget included a summary schedule for Fund 4000 Capital Projects; and

WHEREAS, a mathematical error was discovered in the Fund 4000 Capital Projects Summary Schedule which has been rectified and the correction included on the new budget schedule attached hereto and incorporated herein; and

WHEREAS, the City Clerk is requesting the City Council's approval of the attached revised schedule to replace the previously approved version that contains the error.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the City Council hereby approves the attached corrected and revised schedule and authorizes the City Clerk to replace the applicable page within the City's 2020-2021 Budget with the corrected version.

Introduced at a regular meeting of the City Council on October 13, 2020 by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 13th day of October.

APPROVED by the Mayor this 13th day of October 2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk/Treasurer

Approved as to form:

Sam Painter, Civil City Attorney

R20-73 Modify Fund 4000 Capital Projects Summary Schedule

City of Laurel
2020-2021
4000 - Capital Projects - Summary Schedule

Fund #	Fund Name	(1)	(2)	(3)=(1)+(2)		(4)	(5)	(6)=(4)+(5)
		Appropriation	Budgeted Cash Reserve	Total Requirements		Cash Available (Less current liabilities)	Total Non-Tax Revenues	Total Resources
4000	Cap Improv Program							
	Judicial	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	City Hall	\$ 57,089.00	\$ 10,486.28	\$ 67,575.28		\$ 56,748.28	\$ 10,827.00	\$ 67,575.28
	Fire Dept	\$ 25,000.00	\$ 16,621.96	\$ 41,621.96		\$ 41,621.96	\$ -	\$ 41,621.96
	Police Equip	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	Swimming Pool	\$ -	\$ 0.54	\$ 0.54		\$ 0.54	\$ -	\$ 0.54
	Library	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	Ambulance	\$ -	\$ 6.88	\$ 6.88		\$ 6.88	\$ -	\$ 6.88
	Office Equip	\$ -	\$ 1.03	\$ 1.03		\$ 1.03	\$ -	\$ 1.03
	Street Equip	\$ -	\$ 0.36	\$ 0.36		\$ 0.36	\$ -	\$ 0.36
	Land & Bldgs	\$ -	\$ 93,610.73	\$ 93,610.73		\$ 93,610.73	\$ -	\$ 93,610.73
	Cemetery Improv	\$ -	\$ 31,935.31	\$ 31,935.31		\$ 27,935.31	\$ 4,000.00	\$ 31,935.31
	Cemetery Care	\$ -	\$ 8,290.78	\$ 8,290.78		\$ 8,290.78	\$ -	\$ 8,290.78
	Equip Reserve		\$ 680.47	\$ 680.47		\$ 680.47	\$ -	\$ 680.47
	Vets Cemetery	\$ -	\$ 12,546.94	\$ 12,546.94		\$ 12,546.94	\$ -	\$ 12,546.94
	FAP Offices	\$ 43,875.00	\$ 38,438.19	\$ 82,313.19		\$ 82,313.19		\$ 82,313.19
	Park Improv	\$ 200,000.00	\$ 59,102.21	\$ 259,102.21		\$ 259,102.21	\$ -	\$ 259,102.21
	Unallocated	\$ -	\$ 107,199.60	\$ 107,199.60		\$ 107,199.60	\$ -	\$ 107,199.60
	TOTAL	\$ 325,964.00	\$ 378,921.28	\$ 704,885.28		\$ 690,058.28	\$ 14,827.00	\$ 704,885.28