



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, APRIL 16, 2019
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R19-12

NEXT ORD. NO.
O19-02

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 April 2, 2019.

Correspondence

2. Chamber of Commerce minutes of February 14, 2019; Laurel Chamber of Commerce agenda of March 14, 2019.

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.*

3. Claims for the month of April 2019.
4. Clerk/Treasurer Financial Statements for the month of March 2019.
5. Approval of Payroll Register for PPE 4/7/2019 totaling \$186,599.40.
6. Receiving the Committee/Board Minutes into the Record.
 - Budget/Finance Minutes Committee minutes of April 2, 2019.
 - Council Workshop minutes of April 9, 2019.
 - Park Board minutes of February 7, 2019.
 - Park Board minutes of March 7, 2019.
 - Park Board minutes of April 4, 2019.
 - Tree Board minutes of March 21, 2019.
 - Laurel Airport Authority minutes of February 19, 2019.

Ceremonial Calendar

Reports of Boards and Commissions

Audience Participation (Three-Minute Limit)

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

Scheduled Matters

- [7.](#) Mayor's appointment of Travis Pitts as Police Captain for the Laurel Police Department.
- [8.](#) Resolution No. R19-12: A Resolution Of The City Council Requesting Distribution Of Bridge And Road Safety And Accountability Program Funds.
9. Motion to approve Council Member Mountsier to be absent from the City of Laurel for more than ten days (LMC 2.12.060).

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

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

Council Discussion

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

Mayor Updates

Unscheduled Matters

Adjournment

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

Item Attachment Documents:

1. Approval of Minutes of April 2, 2019.

DRAFT

MINUTES OF THE CITY COUNCIL OF LAUREL

APRIL 2, 2019

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:32 p.m. on April 2019.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Bruce McGee Richard Herr
 Scot Stokes Irv Wilke
 Richard Klose Bill Mountsier

COUNCIL MEMBERS ABSENT: None

OTHER STAFF PRESENT: Nick Altonaga, City Planner

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

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

MINUTES:

Motion by Council Member McGee to approve the minutes of the regular meeting of March 19, 2019, 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: None.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims for the month of March 2019 in the amount of \$1,278,587.90.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Clerk/Treasurer Financial Statements for the month of February 2019.**
- **Approval of Payroll Register for PPE 3/24/2019 totaling \$196,204.03.**
- **Receiving the Committee/Board/Commission Reports into the Record.**
 - Budget/Finance Committee minutes of March 19, 2019, were presented.
 - Council Workshop minutes of March 26, 2019, were presented.
 - Laurel Urban Renewal Agency minutes of December 17, 2018, were presented.
 - Public Works Committee minutes of March 18, 2019, were presented.
 - City-County Planning Board minutes of March 7, 2019 were presented.
 - Laurel Urban Renewal Agency minutes of March 18, 2019, were presented.

The mayor asked if there was any separation of consent items. The Approval of the Payroll register for PPE 3/24/2019 totaling \$196,204.03 was removed from the consent agenda.

Motion by Council Member Eaton to approve the consent items as amended, seconded by Council Member McGee. 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: None.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

Motion by Council Member Eaton to bring R19-07 to the table at the end of Scheduled Matters, seconded by Council Member McGee.

The developer asked that Council postpone voting on this item. He stated that he had run into legal issues that he needed to address prior to the Council's vote. It was clarified that this item had been added to the end of Scheduled Matters at that time Council can address the request.

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

SCHEDULED MATTERS:

- **Confirmation of Appointments.**
 - **Laurel Police Department: Ryan Sedgwick**
 - **Swearing-in Ceremony**

Motion by Council Member Stokes to approve the Mayor's appointment of Ryan Sedgwick to the Laurel Police Department, seconded by Council Member Mountsier. 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.

Chief Langve introduced Ryan Sedgwick to the Council. Ryan received his B. S. in Criminal Justice from MSUB in December 2017. This past year he has worked security at Billings Clinic, within that year he was promoted to Shift Supervisor and Field Training Officer. Ryan has served on the Laurel Police Reserves since 2016. He served two years as Vice President and one year as President.

Judge Kerr performed the swearing-in ceremony for Ryan Sedgwick.

Chief Langve and Council Member McGee read the Criminal Justice Code of Ethics with Ryan.

Chief Langve presented Ryan with the LPD color brass. Ryan requested his father pin his badge.

- **Resolution No. R19-10: A Resolution Of The City Council Authorizing The Mayor To Sign A Contract With The Billings Family YMCA For The Operation And Management Of The City Of Laurel Municipal Pool.**

Motion by Council Member Klose to approve Resolution No. R19-10, seconded by Council Member Mountsier. 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. R19-11: A Resolution Of The City Council Authorizing The Property Owner At 519 5th Avenue To Utilize The Boulevard Adjacent To The Property For Storage Of Materials Until The Weather Allows The Owner's Project To Proceed.**

Motion by Council Member Mountsier to approve Resolution No. R19-11, seconded by Council Member Wilke. There was no public comment.

Motion by Council Member Eaton to amend Resolution No. R19-11 to include the deadline of May 15th, seconded by Council Member Wilke.

A vote was taken on the motion as amended. All eight council members present voted aye. Motion carried 8-0.

DRAFT

• **Resolution No. R19-07:**

Motion by Council Member McGee to table Resolution No. R19-07 as requested by the developer, seconded by Council Member Irv. There was no public comment.

Council asked that this matter is brought back to the next Workshop until it is ready to move forward.

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

It was questioned if the ordinance discussed at last week's Workshop was ready to be brought back. It was clarified that the item would be brought back to the next Council meeting.

ITEMS REMOVED FROM THE CONSENT AGENDA:

- Approval of Payroll Register for PPE 3/24/2019 totaling \$196,204.03. This item was removed because the total was incorrect. The total should have been \$196,329.67. There were four different payrolls one of which was retro pay for police uniforms. The wrong amount was entered.

Motion by Council Member Eaton to approve the Payroll Register for PPE 3/24/2019 as amended, seconded by Council Member Klose. 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.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

COUNCIL DISCUSSION:

A Council Member stated that the City is on the right track to accept money instead of land for parkland. It has been stated at Park Board that the City has enough parkland to maintain. The example of the parkland donated for the Ironhorse Station subdivision was given. Need to have this discussion as the City moves forward.

Park Board meeting Thursday, April 4, 2019, at 5:30 pm in Council Conference Room.

Public Works Committee meeting Thursday, April 11, 2019, at 6:00 pm in Council Conference Room.

MAYOR UPDATES:

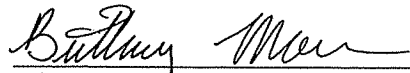
May 4th is the City Clean Up day. The Public Works Director will give a report of the amount of refuse was hauled. Each year this amount is less than the previous year.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Wilke to adjourn the council meeting, seconded by Council Member Mountsier. 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 7:04 p.m.


Britney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 16th day of April 2019.

Thomas C. Nelson, Mayor

Attest:

Bethany Langve, Clerk/Treasurer

Item Attachment Documents:

2. Chamber of Commerce minutes of February 14, 2019; Laurel Chamber of Commerce agenda of March 14, 2019.

Agenda
Laurel Chamber of Commerce
April 11, 2019
Guadalajara

Moment of Silence

Presentation of minutes:

Guest Speaker –

Financial Report -

Yellowstone Checking -	\$ 83,000.54
Altana CD	\$ 8,405.53
Altana Saving	\$ 748.55
Christmas Repair Fund	\$ 3,706.34
TOTAL	\$ 95, 5860.95

Bills to be presented for payment: - done to date

OLD BUSINESS

- **Job Fair-** April 16th from 4-7pm at The Corner, 5 businesses
- **Chamber Logo-**
- **Committee meetings -**
 - **Budget:** March 28th – Carrie report.

NEW BUSINESS –

- **New Members – Our Savior’s Lutheran Church**
- **July 4th –** 16 food vendors and 11 craft vendor have paid.
 - **Parade-** Walkie Talkies, The schools would not have the reach we would need
 - **-Candy-**
 - **Grand Marshall?-** We need ideas of who to be the Grand Marshal
 - **Sumer part-time help-**
 - **Entertainment/Stage-**
 - **Activities-** City does not allow bouncy houses. Cami was thinking maybe getting a dunk tank and having volunteers sign up? Still waiting to hear about carnival games
- **Christmas light pole @ IGA-**
- **Brochures-** Last brochures were done in 2016, need to get some new ones made up
- **Tourism Grant-**

Ribbon Cuttings

-

OPEN FORUM –

Business After Hours –

- Thoughts on Chamber hosting one next month-
- If you would like to host an event, please contact the Chamber.

Next Meeting – May 10, 2019 Fowl Play

Laurel Chamber of Commerce **Board Meeting Minutes**

The Meeting was held on **March 14, 2019 at Log Cabin**. In attendance were: Executive Board Members: President- Amanda Powell, Treasurer- Evan Bruce and Executive Secretary- Camilla Nelson. Directors: Katie Whitmoyer, Patsy Woody, Lori Hodges, Beth Hoferer, Megan Cutting, Renee Studiner, Carrie Smith, Brent Renier and Billie Lehman.

Amanda called the meeting to order.

The minutes were reviewed: Carrie motioned that the minutes be approved, Lori 2nd, minutes were approved

Bills to be presented for payment:

None to date

Old BUSINESS

- **Set Committee meeting dates:**
 - **Audit:** March 21st 12pm at the Chamber
 - **Budget:** March 28th 12pm at the Chamber
 - **4th of July:** April 3rd
- **July 4th Run-** It was voted on to donate the run profit to Laurel Graduation Matters this year
- **Job Fair-** April 16th from 4-7pm at The Corner, Please let the Chamber know if you would like to have a table at this event, Only have 4 businesses signed up so far

NEW BUSINESS

- **New Members** – Newman Restoration & Cleaning, Sunlight Property Management, Beartooth R,C&D
- **July 4th** – 14 food vendors and 31 craft vendor have paid
 - **Discount for members to set up booths?-** It was voted on that members get a discounted rate for the craft fair for half off and to change the price to \$50, \$100, \$150. Carrie motioned, Renee 2nd
 - **Hire Marcia for part-time help-** Cami will talk to Marcia and see if she is still willing to come back to be the summer help and what she would agree to on pay
 - **Entertainment-** We want to add some entertainment at the park, ideas were suggested of a Talent show, bouncy houses, contacting 1st Congregational church for carnival games. Cami will start looking into these options and try finding a stage for the talent show.
 - **Walkie Talkies-** Cami suggested that we get walkie talkies for lining up the parade, and even possibly the run. Lori said she would check with the School if we could use theirs.
- **Chamber Logo-** Cami had an option to change the Logo to, day after Yellowstone County Chamber posted a very similar one so can no longer use that one. She said she would have her person try some different ideas. Ideas were suggested of using purple, mountains and that they really liked the train. Evan also said he would come up with some designs.

OPEN FORUM

Business after Hours

Meeting Adjourned

Next meeting – April 11, 2019

Guadalajara

Item Attachment Documents:

6. Receiving the Committee/Board Minutes into the Record.
Budget/Finance Minutes Committee minutes of April 2, 2019.
Council Workshop minutes of April 9, 2019.
Park Board minutes of February 7, 2019.
Park Board minutes of March 7, 2019.
Park Board minutes of April 4, 2019.
Tree Board minutes of March 21, 2019.
Laurel Airport Authority minutes of February 19, 2019.

**MINUTES
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, APRIL 02, 2019**

Members Present: **Emelie Eaton** **Scot Stokes**
 Richard Klose **Bruce McGee**

Others Present: **Mayor Nelson** **Bethany Langve**

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

General Items

- Review and approve the minutes from the March 19, 2019 Budget and Finance Committee meeting – Richard Klose made a motion to approve the minutes of the March 19, 2019 Budget and Finance Committee meeting, Scot Stokes seconded the motion, all in favor, motion passed.
- Review and approve the February 2019 Journal Vouchers – The Committee reviewed the journal vouchers and had no questions. Scot Stokes made a motion to approve the February 2019 Journal Vouchers, seconded by Richard Klose, all in favor, motion passed.
- Review and approve February 2019 Financial Statements – The Committee reviewed the February 2019 financial statements and had no questions. Emelie Eaton made a motion to approve the February 2019 Financial Statements, seconded by Scot Stokes, all in favor, motion passed.
- Review claims entered through 03/29/2019 and recommend approval to Council – Emelie Eaton had reviewed the claims detail report and the check register for accuracy. There were no questions regarding the claims. Emelie Eaton made a motion to recommend approval to Council all claims entered through 03/29/2019, seconded by Scot Stokes, all in favor, motion passed.
- Review the Comp/Overtime report for Pay Period Ending 03/24/2019 - The Committee reviewed the Comp/Overtime hours for pay period ending 03/24/2019 and had no questions or comments regarding the comp/overtime reports.
- Review and approve the payroll register for pay period ending 03/24/2019 totaling \$196,204.03 – The Committee reviewed the payroll register for pay period ending 03/24/2019. The Committee stated that they had come to a different total than presented on the agenda. The Clerk/Treasurer verified the number from the four (4) payroll registers and found that the Committee was correct. The correct payroll total was \$196,329.67. Richard Klose made a motion to approve the payroll register as amended for pay period ending 03/24/2019 totaling \$196,329.67, seconded by Scot Stokes, all in favor, motion passed. The Committee stated they would remove this item from the City Council consent agenda and amend it.

New Business

Old Business

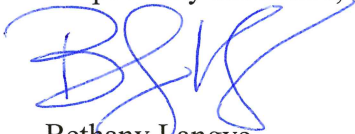
Other Items

Update from the Mayor – The Mayor stated that he did not have anything to update at that time.

Announcements

The next Budget and Finance Committee meeting will be held on April 16, 2019 at 5:30pm

Respectfully submitted,



Bethany Langve
Clerk/Treasurer

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

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, APRIL 09, 2019**

A Council Workshop was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:33 p.m. on April 9, 2019.

COUNCIL MEMBERS PRESENT:

<input type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Bruce McGee	<input checked="" type="checkbox"/> Richard Herr
<input type="checkbox"/> Scot Stokes	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Bill Mountsier

OTHERS PRESENT:

Nick Altonaga, City Planner
Bethany Langve, Clerk/Treasurer
Stan Langve, Police Chief
Travis Pitts, Interim Captain

Public Input:

There was none.

General Items

1. Appointment of Travis Pitts to Police Captain.

Chief Langve has recommended Travis Pitts, Interim Captain, be promoted to Captain. Chief Langve read the attached letter of recommendation.

It was questioned if this promotion will open another position for an officer. It was clarified that the Police Department is fully staffed at this time.

Mayor Nelson stated when he was first appointed to office; he went on ride alongs with various officers in the Police Department. One of those Officers the Mayor road with was Officer Pitts.

Executive Review

2. Resolution - A Resolution Of The City Council Requesting Distribution Of Bridge And Road Safety And Accountability Program Funds.

Bethany Langve, Clerk/Treasurer stated this resolution is in regard to House Bill 473 or new gas tax. Council saw this process for the first time last year. This is the first year to request a full 12 months for a total of \$98,822.94. This amount is already budgeted for and will go into the gas tax fund to be used for streets.

It was questioned Council would need to do this process each year. It was clarified that a request for funds needs to occur between March 1st and November 1st each year.

It was questioned if these funds have to be designated for a project. It was clarified that these funds are designated through the budget for street maintenance.

Council Issues

3. Ordinance 19-01: An Ordinance Amending Title 2, Chapters 2.08, 2.12, And 2.60 Of The Laurel Municipal Code For The Purpose Of Clarifying That Current City Employees Are Not Eligible To Serve As Members Of City Committees And Commissions Or To Serve As Elected City Officers In Accordance With Montana Law. (First Reading _____, Second Reading _____)

The changes requested by the Council have been made. Police Officers have expressed an interest in allowing ambulance drivers, etc., there is an exception for that. There is an allowance for Council Members to serve as Reserve Officers.

A Council Member expressed their appreciation in the effort to redraft this ordinance.

Mayor Nelson clarified that the version included in tonight's packet was incorrect. The correct version was handed out prior to tonight's meeting and attached to these minutes.

4. Resolution R19-07: A Resolution Of The City Council Authorizing The Developer Of Iron Horse Station Subdivision To Install A Stormwater Pond Within Dedicated Parkland Within The Subdivision Pursuant To LMC 16.40.040.

Marvin Brown, 26 Stanford Ct., Billings, MT, stated he was done spending money on this project. There are a few issues that he is not happy with one of which is the issue with this project is draining water into park land. Mr. Brown requested to change his proposal as he does have permission to drop stormwater in the Nutting Drain Ditch. He was told the drain ditch does not have the capacity. Mr. Brown does not agree with the conclusion that there is no capacity for storm water. He wants to contest the right to dump stormwater into the Nutting Drain Ditch. He is also calling for an audit of the Nutting Drain Ditch as he questions if the funds are being used properly, see attached letter.

A few years go Mr. Brown hired Morrison Maierle to survey the lots and found that the lots were not staked. Morrison Maierle advised the subdivision was likely not valid and Mr. Brown confirmed this fact with an attorney. A City Official was spoken to about this matter. Mr. Brown sent a bill to the City for \$400,000 at the suggestion of legal counsel that was unanswered. He is now an additional \$100,000 into this project to get the easement across the Nutting Drain District legally filed. Mr. Brown handed out a cost sheet on what he has invested in this project, see attached.

Mr. Brown stated the only way he is interested in moving forward is to place a modular park on half the property and a mobile home park on the other while keeping the stormwater on the property. He stated he could get approximate 60 to 70 units on the property. He would also want to do a PUD next time and make a gated community like on Shiloh. Mr. Brown advised the council that if the council is not interested in his proposal he will walk away.

It was questioned what a PUD stood for. It was clarified that PUD stands for Planned Unit Development. The developer would be responsible for plowing the roads and maintaining the streets inside the gates.

Mayor Nelson asked that Mr. Brown work with the City Planner and have an answer by mid next week regarding his proposal.

Mr. Brown clarified that the PUD would be like starting over. The subdivision was platted in 2005. At that time there were islands on Maryland with signs placed stating Iron Horse Station with a locomotive. He was asked to remove the signs by the city, then put them back in, then remove them

again. Each time was very costly. This led to the downfall of this project. Mr. Brown stated he was unaware of the issues with stakes until the survey in 2014. He stated the engineers were not liable because the statute of limitations has run. Mr. Brown was disappointed in the City when he was sending bills and did not hear back from any City Staff member. Mr. Brown stated his attorney at Crowley advised that he was surprised nobody at the city contacted him regarding his bill.

It was questioned what happened to the bill that had been sent, and further was it paid or not. The City does not have \$400,000 to pay if responsible for payment.

Mayor Nelson stated he would have staff look into the issue. He asked that the City Planner work with Mr. Brown and report back if this item is ready to move forward at the next Workshop.

Other Items

The Elected Officials Workshop will be held in Bozeman the first week of May. Council Members who are interested should fill out the registration form and return to the Administrative Assistant by April 16th.

Review of Draft Council Agendas

5. Draft Council Agenda for April 16, 2019.

There were no changes.

Attendance at Upcoming Council Meeting

Council Member Klose will be absent. All other in attendance will be present at next weeks Council meeting.

Announcements

6. April 2019 Employee Recognition

Mayor thanked employees and volunteers for their years of service.

Public Works Committee scheduled for April 11th has been canceled.

The council workshop adjourned at 7:06 p.m.

Respectfully submitted,



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.



LAUREL POLICE DEPARTMENT

215 West 1st Street, Laurel, MT 59044 Phone: 406-628-8737 Fax: 406-628-4641

Chief of Police Stanley J Langve

April 3rd 2019

To: Mayor Tom Nelson

From: Chief Stanley J Langve

Re: Promotion of Travis Pitts to Captain

Dear Sir,

This letter is to recommend the promotion of Travis L Pitts to the position of Captain.

On March 22nd 2019 I posted a notice to the members of the Laurel Police Department, requesting letters of interest for the position of Captain. Letters of interest were to be turned into the Office of the Chief of Police by April 2nd at 0800 Hours. I received one letter of interest and that was from Travis Pitts.

Travis began his Law Enforcement career in April of 1988 as a Reserve Deputy with the Carbon County Sheriffs Department. After receiving his Bachelor Degree in Criminal Justice, Travis was hired as a Deputy Sheriff with Carbon County in July of 1993.

Travis came to the City of Laurel Police Department November 13th 1996 and worked as a patrolman until August of 2003 when he was assigned as a member of the Eastern Montanan High Intensity Drug Trafficking Area Task Force for a year and a half. He was then assigned as a Task Force Officer with Drug Enforcement

Administration for 11 years. During this time Travis served with distinction and was highly regarded amongst his peers, receiving the Task Force Officer of the year for 2010 in the Rocky Mountain Division.

In April of 2016 Officer Pitts returned to patrol and worked all shifts. During this time, he worked closely with now retired Captain Mark Guy, learning the requirements and duties of the Captains position. Upon my assumption of the Chiefs duties in November of 2018, Travis has served as acting Captain. He has excelled at this position. Travis has over 1,200 hours professional development P.O.S.T certified training and possesses his Advanced Certificate. Travis's training covers a large scope of law enforcement areas to include leadership training.

Travis Pitts is highly respected amongst his peers in the Law Enforcement Community and especially amongst his co-workers. Travis has shown himself to be an excellent Officer and leader, whose character, ethics, and judgment are superior.

It is with highest regard that I recommend Travis L Pitts be promoted to the position of Captain of the Laurel Police Department.

Sincerely,

Stanley J Langve

Chief of Police

ORDNANCE NO 019-__

AN ORDINANCE AMENDING TITLE 2, CHAPTERS 2.08, 2.12, ~~AND 2.60, 2.64, and 2.76~~ OF THE LAUREL MUNICIPAL CODE FOR THE PURPOSE OF CLARIFYING THAT CURRENT CITY EMPLOYEES ARE NOT ELIGIBLE TO SERVE AS MEMBERS OF CITY COMMITTEES AND COMMISSIONS OR TO SERVE AS ELECTED CITY OFFICERS IN ACCORDANCE WITH MONTANA LAW AND FOR OTHER PURPOSES.

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

WHEREAS, Montana law specifically prohibits employees of a city, town or county from serving in elected positions since the positions of employees and elected officials are incompatible as a matter of law; and

WHEREAS, the City of Laurel's LMC requires an amendment to clarify the Montana law as related to the doctrine of incompatible positions to avoid future issues; and

WHEREAS, upon request of the Mayor, the ordinance amendments were prepared to be adopted and incorporated into the existing Title 2 as noted herein and the Mayor hereby recommends the same to the City Council for their full approval as follows:

2.08.240 Standing committees.

At the first regular meeting of the council, after the first Monday in January following a city election, the mayor shall appoint standing committees as follows:

- A. Public Works;
- B. Budget and Finance;
- C. Emergency Services;
- D. Human Relations.

Each committee shall consist of not more than four councilpersons and such other private individuals as the mayor shall appoint. All appointments shall be approved by a majority of the council. City employees are not eligible to serve as members on City Standing committees. (Ord. 99-24, 1999: Ord. 1012, 1992: prior code § 2.12.170)

2.08.250 Special committees.

The mayor shall from time to time appoint such other standing or temporary committees of the council as shall be authorized, for any purpose by a majority vote of the council. City employees are not eligible to serve as members on City Special committees. (Prior code § 2.12.180)

2.12.020 Elective and appointive offices.

The ~~elective officers/offices~~ of the city consist of one mayor, two aldermen from each ward, ~~and~~ one city judge, who must be elected by the qualified electors of the city as provided in M.C.A. § 7-4-4102. There may also be ~~appointed offices that are~~ appointed by the mayor, with the advice and consent of the council, one city clerk-treasurer, who is ex officio city assessor, director of public works, assistant director of public works, engineer, maintenance director, public utilities director, and any other officer necessary to carry out the provisions of this title. The city council may prescribe the duties of all city officers and fix their compensation subject to the limitations contained in the city ordinances and state law. (Ord. 02-7, 2002: Ord. 97-2 § 1, 1997: Ord. 1000, 1991: prior code § 2.04.020)

2.12.030 Eligibility to elective office.

Except as specifically provided in 2.60.070, 2.64.120, and, 2.76.080, No no person is eligible to any elective office who is a current employee of the city, not a citizen of the United States ~~and or~~ who has not resided in the city or an area which has been annexed thereto for at least two years immediately preceding his election and who is not a qualified elector thereof. (Prior code § 2.04.030)

~~Ordinance No. 016019-~~ LMC, Title 2, Chapters, 2.08, 2.12, ~~and 2.60, 2.64, and 2.76~~

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2.60.070 Reserve and auxiliary police forces.

The chief of police shall recommend and the council shall approve membership in the reserve police force and the auxiliary police force. The number of persons enrolled in the reserve police force and auxiliary police force shall be set by the council. Notwithstanding 2.12.030, aldermen and non-police officer city employees may serve as individual members of the reserve or auxiliary police force.

(Prior code § 2.20.120)

2.60.100 Police commission—Appointment—Terms and conditions of office.

The mayor shall nominate, with the consent of the council, three residents of the city, who shall have the qualifications required by law to hold a city board to be known by the name of "police commission," and who shall hold office for three years. City employees and individuals serving in city elected offices are not eligible to serve as Police commission members. One member of such board must be appointed annually at the first meeting of the council in May of each year. (Prior code § 2.20.150)

2.64.120 Volunteer fire department.

There shall be a volunteer fire department to aid the regular fire department in the protection of the city property from fire. The members of the volunteer fire department shall be appointed by the fire chief with the consent of the council. The total number of volunteer members shall be set by the council. Notwithstanding 2.12.030, aldermen and city employees may serve as individual members of the volunteer fire department. (Prior code § 2.24.130)

2.76.080 Volunteer ambulance service— Appointments.

Appointments to the volunteer ambulance service shall be made by the mayor upon recommendation of the ambulance committee and confirmed by the council. Notwithstanding 2.12.030, aldermen and city employees may serve as individual members of the volunteer ambulance service.

(Prior code § 20.06.020)

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

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

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

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

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

Ordinance No. 046019, LMC, Title 2, Chapters, 2.08, 2.12, and 2.60, 2.64, and 2.76.

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1430 Country Manor Blvd Ste 5
PO Box 80661, Billings, MT 59108
406-259-6666 • Fax: 406-259-2133

April 9, 2019

Laurel City Council
Laurel, MT 59044

Re: Nutting Drain Ditch

Dear Council Members:

Iron Horse Station and Myself, as a concerned citizen, are hereby requesting a full audit of the Nutting Drain Ditch including copies of the books, balance sheets, tax revenue income and expenditures for the last 10 years.

The purpose of the audit is to assure that all tax levied funds have been appropriately used to maintain, monitor, clean and improve the ditch according to their established rules and regulations of the organizational charter.

It has come to my attention that certain portions of the Ditch are plugged and not operational, i.e. the culvert at the end of Great Northern Road where it crosses the ditch that was in ill repair and collapsing and I had to remove to keep the houses at Iron Horse from flooding. This was to insure the health and safety of the residents of Laurel.

I will personally pay for Eide Bailly to review the numbers and information and report back to the Committee.

Respectively submitted,



Marvin Brown

Iron Horse Station, LLC
2110 Overland Avenue, Suite 122
Billings, MT 59102
259-6666

INVOICE

Bill To:	Date:	4/9/2019
City of Laurel		

Project:	Amount
Description	
1. Sewer/Water Upgrades on Alder Street- Laurel, MT	\$ 35,000.00
Plus accrued interest since 2005 - 6 1/2% apr	\$ 49,520.60
2. Looping water from Main Street to Roundhouse Drive per Curt Markegard request.	\$ 100,000.00
Interest since 2005 at 6 1/2%	\$ 141,487.42
3. Access fee across private land with no easement	\$ 49,400.00
\$3,800.00 annually since 2005	
4. Road maintenance taxes under protest for 11 years	\$ 117,503.98
\$10,682.18 per year	
5. Engineering charges - Morrison - Maierle	\$ 35,946.89
6. Crowley Fleck PLLC - Nutting Drain easement	\$ 4,413.00
7. Engineering charges - Territorial Landworks	\$ 40,723.55
8. Montana Department of Environmental Quality Fees	\$ 8,820.00
Total Due	\$ 582,815.43

**MINUTES
CITY OF LAUREL
PARK BOARD
THURSDAY, FEBRUARY 07, 2019**

Members Present: Scot Stokes (Chair), Phyllis Bromgard, Evan Bruce, Irv Wilke, Richard Herr, and Matt Wheeler.

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

General Items

1. Approve Park Board Minutes of 12.6.2018.

Motion by Irv to approve the Park Board minutes of 12.6.2019 seconded by Richard. Motion carried 5-0.

2. Approval of Minutes from January 3, 2019.

Motion by Richard to approve the Park Board minutes of 12.6.2019 seconded by Irv. Motion carried 5-0.

New Business

3. Review Park Reservation Process

When the weather improves Scot and Irv will look at Riverside Park and identify the space being used.

4. Territorial Landworks – Colton

Motion by Irv seconded by Scot to move forward with the drainage fields at Iron House Subdivision. A letter of recommendation will be brought to Council. All options will be presented at Council.

5. Parks Update - Matt

Discussed Kids Kingdom repairs and what maintenance may be done in the future.

Old Business

6. Riverside Park Update

An update was given on the vaulted toilets. The toilets have been ordered and need to establish installation dates. Also discussed lead in the shooting areas, and what would need to be done to remove the lead to be suitable for camping.

Other Items

Announcements

The next meeting will be held March 7th, 2019.

The Park Board meeting adjourned at 6:35 p.m.

Respectfully submitted,

Scot Stokes
Chair

Minutes for Park Board, March 7, 2019

Attendance: Scot Stokes (Chair), Phyllis Bromgard, Evan Bruce, Irv Wilke, Richard Herr, Matt Wheeler, and Jon Rutt
Historical Society showed up with: board member Blain Fandrich, Western Heritage Center Director (Kevin Kooistra), and Billings Historic Preservation Office (Lora Mattox)

Public Input:

Jaycee Hall representative Haward brought up that vehicles have been getting stuck around the Jaycee Hall and that requested that the city plows around the Jaycee Hall. Matt stated as the city worker, city has already plowed around the building. Irv stated he saw it plowed.

General Items:

Minutes were approved without comments and unanimously by the board

New Business:

Evan was voted in as Secretary of the Park Board. Irv Wilky nominated with Richard Herr seconded. Everyone voted in favor.

Irv Wilky was voted in as Second Chair. Richard Seconded. Everyone voted in favor.

Riverside Park Clean-Up Ideas:

Weather and floodplain questions were holding up placing the new toilet for Riverside Park. City County planning board was brought up that new flood plain regulation might put on the new toilet. They had to do with Wildlife Endangerment Studies but no-one at the meeting has verified info on the new regulations.

Park Updates:

The city did install outdoor lights at Jaycee Hall for public safety. This was brought up in the last meeting and Kurt Markegard announced that they were up and Irv Wilky states that he noticed them when he was down there.

Other Items:

Lorra Mettrix talked about nominations and process to see if Laurel would be interested in having Riverside Park put on the Historic Registry (NRHP). The Yellowstone Historic Preservation Board would help the city in it and apply while providing past research and answering questions.

It was stated that even after registering, the buildings can still be torn down only if no federal fund goes to the building.

The Historic Board representatives say that the park would easily qualify to be on the historic registry. Being on a historic registry would open up potential money that might not be available otherwise. There are specific funds for MT that would open up.

They were also glad to see good community involvement behind the park, Jaycee, lions. That could be money for demolishing or mold removal.

The representative Blain Fandrich went on the history of the park and states a few unknown facts about what happened in the park and what it was used for. That history can be found in the research that the Western Heritage Center did at request from the Preservation Board. It was stated that some of the log cabins that were built in the park have already moved away from the park, including the current chamber of commerce building. Some of the other log cabins current locations are unknown.

They went on to state that history would draw in tourism and community support. That fact helps make tiff and tourism grants a possibility. National trusts are also possible.

There won't be cost to get listed.

The Western Heritage Center provided Evan Bruce the binder of historical research to be scanned and digitally sent to the other members. (Evan will also add in the missing Laurel Outlook articles that were listed in the binder and added to the pdf to be sent out).

Potential support from the state level, the state chamber of commerce was also possible.

Irv asked about the master plan approved by the city and how this could funnel grants into that and Lorra stated that it would be possible.

It was then stated some optional fund with no matching fund requirement was out there based on that the park in on the highway.

To finalize that representative state that this all opens up possibilities.

Scott Stokes stated that this will be put on the agenda to make a recommendation to the city council to move forward with Riverside Park and its placement on the Historic Registry.

April 4th Next Meet

Evan asks about an update on the newPark Use Permits. Kurt and Scott stated that the weather has postponed them walking around the park and figuring out the layout of the park and how it will be stated on the permits. Irv said Kurt and Scott Stokes could walk around with him.
park use permit

The old park info to be stored in the conference room for Evan, the new secretary.

Philis Bromgard updated the board on the lion's park. Trees have been ordered and railing is going up. evergreen trees. The pathway was not funded yet. The oil spill money will be covering the cost of the handicap dock this year.

Irv asked about the January meeting minutes but Scott stated that no meeting happened.

Meeting was adjourned.

**MINUTES
CITY OF LAUREL
PARK BOARD
THURSDAY, APRIL 4, 2018**

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Mr. and Mrs. Western, Lora Mattox, Alicia Stickney, and Howard Richard.

BOARD MEMBERS NOT PRESENT

Scot Stokes

Public Input:

Mr. and Mrs. Western, they live next to Kiwanis Park, brought in some glass that they found while cleaning up the Kiwanis Park / Kids Kingdom. They wanted to know if there could be another dumpster. They find trash all around the park. Matt said the city could add another trash can near the Kids Kingdom. It was brought up that there is a security camera in that park. The city could only do anything if the people were caught littering.

General Items:

1. Approve Park Board Minutes 3.7.2019:

Minutes were approved: Jon Rut Motioned, Phyllis Bromgard Seconded, Richard Herr called to question, Voted for approval 6-0.

New Business:

2. Yellowstone Historic Preservation Board Request:

Evan brought in a letter and read it out loud to be presented as the park recommendation to City Council. Evan Motioned this letter to be the recommendation. No objections, Jon seconded, no comments, Richard called to questions. All members voted for approval 6-0. The letter was signed and left for the mayor on Brittney's desk.

3. Frisbee Park on Southside:

The First Congregational Church wanted to put a public Frisbee Park next to their church in there lot. Possible be listed as a city park and have a similar sign but be taken cared for by the church itself, including insurance and licensing. They need it to be open to the public to keep from paying property tax. Richard brought they might need to go thru the city lawyer. Irv debated not having anything with the city since it is private property. Matt recommended that it does not go thru the city. They looked into insurance already.

Old Business:

4. Vaulted Toilets Update:

DOJ person, Alicia Stickney, stated the city did have three projects funded by them; the campground at Riverside, lions pier and trail, and a vault toilet at Riverside.

4.1 Toilet has been ordered. Plans have been made for it to go in the next month. Utility location needs to finish, planned for April 5. There needs to have a ramp up to the toilet. Will be built into the raised ground along the river, left of the boat ramp. Saved money with delivery with adding ours with other deliveries for other toilets going in Billings.

4.2 Campground: the mayor should already know about KLJ for the campground design. They will do the design and bring it to the Park Board. KLJ is working on a preliminary design for the park and its campgrounds. They would refine it with input from the park board and city.

Alicia explained the DOJ money from the oil spill can only be used for certain things. We were a top rank project. Exxon money for rent (250,000) for spill cleanup can be used for anything in the park. DOJ money has to be used for certain things (350,000 but could be more if other projects don't use their money.) Phylis updated on the Lions Club with their DOJ Money. The toilets are coming out of DOJ money. More toilet coming with the campground.

It was brought up by several members that other people, non-park users, are using the trash cans and dumpster. Richard requested more trash cans/dumpsters.

5. Park Permits Discussion - Riverside Park:

MMIA special events liability coverage document was presented to the board. See attached documents. Scott wanted the board to be aware of this document that showed up on April 2 council meeting.

Irv and Scott brought up a map showing a dry campground by (VFW) building, the old gun range not to be used because of lead, old trash yard not to be used also. (Ron brought up Brown Sites for remediation, DEQ Brown Field Grant. Jason Tylor at DEQ) and three sections that can be rented across the road south of the Jaycee building, next to the horseshoe pits. They requested that alcohol would need a permit for outside the Jaycee building. Britteny stated thru Matt that people do not need an alcohol permit for renting the shelters in the parks, Lions Club and Thompson Park, at no extra cost.

Brittney is already reworking the permits but has not seen the map Scot and Irv drew up.

6. Riverside Park Update:

Laurel Jaycees had an incident with their wood floors, do to a cold February. The wood flooring has peaked or raised up in about 50 areas. The floor has become a liability. The wording in the building lease says Jaycees are not liable for acts of god. No standing water has been seen under the floor. Irv asked if anyone closed off vents for the crawl space under the building, Howard stated they have been closed off for about 15 years. Haward stated he doesn't have the knowledge or access to someone who would know what and why it happened. Jaycee asking what to do to go forward, looking for feedback. Matt said to go thru the City's Insurance MMIA directly. Jaycees has already contacted their own insurance but waiting on response at the time of the meeting.

Other Items:

- Richard brought up the permit drawings did not match the park master plan. There was a debate but the board moved on.
- Phylis reported that people have been caught peeing at the south pound. There was confusion on who to report to, fish and game or laurel police.
- Kids Kingdom inspections need to be done. Matt hopes to have it hold off on it being inspected because he believed it would not pass.
- Ron brought up that no other parks are being talked about at the park board meeting. Matt can do updates on the other parks.
- Richard asked once the vault toilets go in, can the park be opened and the closed signs be removed and the dog rules are not being enforced. leash law, picking up poop.
- Security cameras at the Riverside Park but mostly needed right now at Lions Park/South Pond because of the vandalism.

Announcements:

No announcements.

Respectfully submitted,
Evan Bruce
Secretary

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

From the Park Board to the City Council

The Park Board recommends that the City of Laurel move forward and seek out getting the Riverside Park on the National Historic Registry. The Yellowstone Historical Preservation Board and the Western Heritage Center has already done research and has offered help in this endeavor.

We recommend a specific city staff member work on getting the park on the registry. That staff member would also be in charge of future grant submissions for the park. This staff member would not necessarily be the one writing the grants, but overseeing the process with Beartooth RC&D and Big Sky Economic Development.

The recommendation was voted on and approved by the Park Board on April 4, 2019.

The Park Board

Howell
Richard W. M.
J. Runt
Chyllis Bromgard
W. M.

Special Events Liability Coverage

The MMIA and the Independent Insurance Agents of Montana have worked together to provide access to Special Events Liability Coverage for events held on municipal property in Montana that are sponsored by a private individual or organization. This program offers *easy* and *affordable*, short-term coverage for a wide variety of events, some of which are:

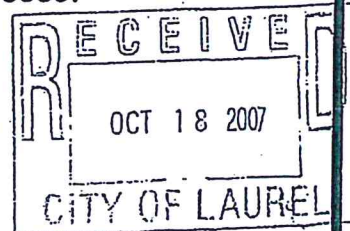
Art Festivals
Auctions
Block Parties/Street Closures
Craft Shows
Food Concessions
Harvest Festivals
Garden Shows
Livestock Shows
Outdoor Exhibitions
Parades
Reunions
Social Gatherings
Sidewalk Sales
Various Sporting Events
Weddings & Receptions

Here's how it works:

- City/Town receives a request to use public property and provides the applicant the city's permit/agreement requirements.
- Refer the event holder to a list of local agents. Go to www.mmia.net, click on Liability and then Special Events.
- The event holder contacts an agent, completes an application and pays the premium. The holder must allow a minimum of 5 business days prior to the event for coverage to be offered.
- When the event is covered, a certificate of insurance with a \$1,000,000 limit will be issued naming the municipality as an additional insured.

It's that easy!

For questions, contact the MMIA at 1-800-635-3089.



RIVERSIDE PARK
LAUREL, MONTANA

USE LEAD

FLANAGAN, GOSMAN

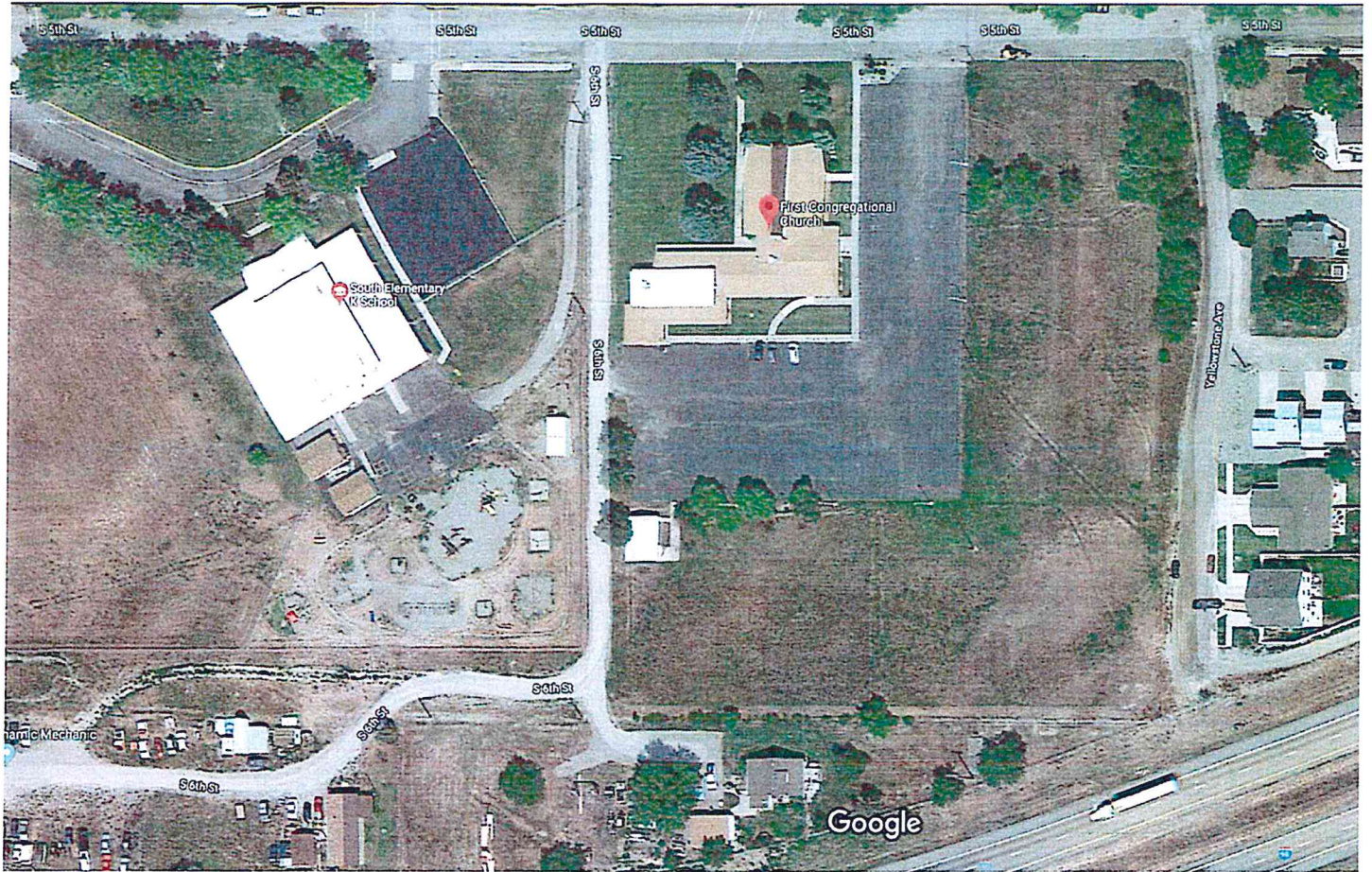
Approximate Park Boundary

- Page 30 -

4/4/2019

First Congregational Church - Google Maps

Google Maps First Congregational Church



Imagery ©2019 Google

<https://www.google.com/maps/place/First+Congregational+Church/@45.6616971,-108.7776752,217m/data=!3m1!1e3!4m12!1m6!3m5!1s0x53488e1171a55205:0xt>

Alicia Stickney

ENVIRONMENTAL SCIENCE SPECIALIST

OFFICE: (406) 444-1346 • CELL: (406) 422-9854

EMAIL: AliciaStickney@mt.gov



STATE OF MONTANA

NATURAL RESOURCE DAMAGE PROGRAM
MONTANA DEPARTMENT OF JUSTICE

1720 9TH AVENUE
HELENA, MONTANA 59601

MINUTES
CITY OF LAUREL
Tree Board

03/21/2019 09:30 AM
Public Works Conference Room

A Tree Board was held in the Public Works Conference Room and called to order by Dale Ahrens at 09:30 AM on 03/21/2019.

COMMITTEE MEMBERS PRESENT:

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

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input

- a. Update on Boulevard Trees - Council is hoping to get volunteers to work on this issue so that some type of ordinance can be adopted - Needs a directive on the % of vegetation, rock and that all trees require irrigation
- b. New Planner - Dick Altonganga has been hired and adding direction to this issue and LURA

2. General Items

- a. February 2019 minutes approved

- b. Arbor Day Theme and Design TREES HELP EVERYONE May 7th 11:00 South Pond
Theme design by Colton Watts - 3rd graders - he'll receive a \$50 gift card to Walmart
 - c. Grants - DNRC Mini-Grant (Dale) he turned this over to Lynne Peterson
 - d. Northwest Energy Grant (Dale) \$500 sent in two weeks ago
 - e. Walmart Grant - Done
 - f. DNRC - annual \$750 - received by City Clerk
 - g. Donations to date- Aaron has collected several Kings Ace Hardware - supplies, Rocky Mt Compost - Free Compost, Bobcat of Billings - Free use of a bobcat, plus the trees have been ordered by River's Edge and Good Earth works - 4 donated and 2 purchased with funds from Larned Tree Service, Be R Tree Specialist, Waste Connection - So the cost of trees is all covered and the new donors are sending their graphics to Dynamic
 - h. Dynamic Design - Banner and t-shirts - Aaron has working with Shannel on the design, color and graphics - LuAnne is working on the number of shirts
 - i. Schedule - LuAnne has forwarded 2018 Schedule to Lynne - Waltter is working on the site map
 - j. Ceremony & program - Matt will probably be in charge - needs to get the ad in the paper and print programs - arrange platform and speaker with microphone
Contact the American Legion
3. New Business
- a. Aaron said local arborists will donate their time for trimming on Arbor Day. Fran needs help trimming the row on Railroad Street at South Park and Nutting Park - no update
 - b. Downtown tree district - LURA grant - no report
 - c. .
4. Old Business
- a. Lions - Phyllis reported the group has blueprints for the dock and pathway -they are still waiting for Lions International for funds (that will need to be matched) She is also waiting for the cost on the pathway. Phyllis wants to plant the samplings she has - Fran will direct that project
5. Other Items
- a. Nutting Park - should money be spent on the trees from the annual tree fund
 - b. Elena Park - How did the trees survive the winter - need replacements

- c. Riverside Park Progress with DOJ funds - the vault toilet is being installed now
Richard asked what is being done about the camp ground - No direction has come from the Mayor and CAO.

6. Announcements

- a. Next meeting April 18 - 9:30
- b. Final meeting May 2 - 9:30 if necessary
- c. May meeting - 16th @9:30

The Tree Board adjourned at 09:40 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
LAUREL AIRPORT AUTHORITY BOARD MEETING
Tuesday, February 19, 2019

A Laurel Airport Authority Board meeting was held in the Airport Pilot's Lounge and called to order by Chairman Randy Hand at 19:00.

BOARD MEMBERS PRESENT:

- ☐ Randy Hand, Chairman
- ☐ Brock Williams, Secretary
- ☐ Shane Linse
- ☐ Will Metz
- ☐ Jim Swensgard

OTHERS PRESENT:

Matt Lurker, Craig Canfield, Hardin Graham, Bob Miller, Rob Effinger

1. Public Input

Citizens may address the board regarding any item of 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 board will not take action on any item not on the agenda.

- a. none

2. General Items

- a. Previous minutes approved by unanimous consent
- b. Regular occurring claims were approved

3. Reports from Craig Canfield of KLJ

- a. MDT Aeronautics Awards
 - i. We received 2 awards from MDT Aeronautics
 - 1. Taxiway B Reconstruction: \$36,563 grant, \$58,237 loan. Estimated construction amount is \$1,000,000.

2. Pavement Maintenance: \$56,880 loan. Estimated cost approximately \$500,000.

ii. We need to accept by June 2020

- b. FAA Approved CATEX Environmental for all pending projects
- c. Ken Peterson needs to sign a document to accept \$22,000 grant from MDT for runway project. Bills have already been paid so this money will go into our general fund.
- d. Runway signs have been repaired, but are still offline due to outstanding issues with electrical.
- e. Change Order 4 requested to authorize Midland to repair the "old" runway sign and fix a circuit in the shed. Amount is \$4,800, 90% paid by FAA. Motion carried without dissent.
- f. Change Order 5 requested relating to moving the SRE buildings. KLJ had to hire a foundation engineer. Siewart required additional concrete, rebar, etc for foundation changes. Amount is \$2,400. Motion carried without dissent. Expected timeframe for completion is 6 weeks once weather allows them to begin work.
- g. KLJ Contract Amendment is requested to due additional work performed. Change Order 2 added redesigning the wast area and future hangar area. CO 3 was hangar relocation and demolition. Total project on track to be \$75,000 over initial budget, which did not include the additional work. Request is to increase KLJ Contract amount by \$21,150. Motion approved without dissent.

4. New Business

- a. Snow Plow Damage. Murl will only plow blacktop, no hangar approaches unless requested. Brock to draft a form for hangar owners to sign to request approaches plowed and release liability.
- b. Snow removal after squalls. Not currently plowing unless there is at least 2" of snow.
- c. MTANG. Will provided a draft letter which was discussed and changes suggested. Motion to have Will update letter and get it sent. Approved without dissent.
- d. Discussion regarding the Montana Aviation Conference in Fairmont 2/28-3/2.

- e. Planning started for Volunteer Appreciation lunch. Saturday May 18, 2019, starting at noon. Will be held on the ramp by Randy / Shane / Brock's hangars.
- f. Engineering 5 year selection due. Will request sample letter from Joe Nye at FAA.

5. Old Business

- a. Hardin Graham.
 - i. Reviewed drawings from Craig on location of buildings, fuel systems, etc. Hardin would like to start construction when ground thaws. Will lease the whole hangar lot where Jet A farm to be located on Fox Rd.
 - ii. Next step is to start on a lease. Brock will circulate a digital copy of previous lease for comment. Craig will generate lease exhibits. Once we have a draft Brock will submit to Ken Peterson for review.
- b. Rob Effinger/NSA. Currently operating flight school as Mission Aviation. He and partners negotiating with Kent Potter to purchase NSA assets. Would operate flight school, FBO, maintenance services. Not interested in 135 charter. Rob will send letter of intent to board for lease. Was not aware that other parties were also negotiating for leases.
- c. Bob Miller, representing another potential purchaser of NSA assets that does not want to operate as an FBO. Was wondering if they would be able to get a lease without operating as FBO. Discussion on whether they would qualify as a SASO and be eligible for a commercial lease as opposed to FBO.

6. Other Items

none

7. Announcements

- a. none

The meeting was adjourned at 21:20.

Respectfully submitted,

Brock Williams
Secretary

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

Item Attachment Documents:

7. Mayor's appointment of Travis Pitts as Police Captian for the Laurel Police Department.



LAUREL POLICE DEPARTMENT

215 West 1st Street, Laurel, MT 59044 Phone: 406-628-8737 Fax: 406-628-4641

Chief of Police Stanley J Langve

April 3rd 2019

To: Mayor Tom Nelson

From: Chief Stanley J Langve

Re: Promotion of Travis Pitts to Captain

Dear Sir,

This letter is to recommend the promotion of Travis L Pitts to the position of Captain.

On March 22nd 2019 I posted a notice to the members of the Laurel Police Department, requesting letters of interest for the position of Captain. Letters of interest were to be turned into the Office of the Chief of Police by April 2nd at 0800 Hours. I received one letter of interest and that was from Travis Pitts.

Travis began his Law Enforcement career in April of 1988 as a Reserve Deputy with the Carbon County Sheriffs Department. After receiving his Bachelor Degree in Criminal Justice, Travis was hired as a Deputy Sheriff with Carbon County in July of 1993.

Travis came to the City of Laurel Police Department November 13th 1996 and worked as a patrolman until August of 2003 when he was assigned as a member of the Eastern Montanan High Intensity Drug Trafficking Area Task Force for a year and a half. He was then assigned as a Task Force Officer with Drug Enforcement

Administration for 11 years. During this time Travis served with distinction and was highly regarded amongst his peers, receiving the Task Force Officer of the year for 2010 in the Rocky Mountain Division.

In April of 2016 Officer Pitts returned to patrol and worked all shifts. During this time, he worked closely with now retired Captain Mark Guy, learning the requirements and duties of the Captains position. Upon my assumption of the Chiefs duties in November of 2018, Travis has served as acting Captain. He has excelled at this position. Travis has over 1,200 hours professional development P.O.S.T certified training and possesses his Advanced Certificate. Travis's training covers a large scope of law enforcement areas to include leadership training.

Travis Pitts is highly respected amongst his peers in the Law Enforcement Community and especially amongst his co-workers. Travis has shown himself to be an excellent Officer and leader, whose character, ethics, and judgment are superior.

It is with highest regard that I recommend Travis L Pitts be promoted to the position of Captain of the Laurel Police Department.

Sincerely,

Stanley J Langve

Chief of Police

Item Attachment Documents:

8. Resolution No. R19-12: A Resolution Of The City Council Requesting Distribution Of Bridge And Road Safety And Accountability Program Funds.

RESOLUTION NO. R19-12

**A RESOLUTION OF THE CITY COUNCIL REQUESTING DISTRIBUTION OF
BRIDGE AND ROAD SAFETY AND ACCOUNTABILITY PROGRAM FUNDS.**

WHEREAS, the Bridge and Road Safety and Accountability Account requires the Montana Department of Transportation to allocate accrued funds to cities, towns, counties, and consolidated city-county governments for construction, reconstruction, maintenance, and repair of rural roads, city or town streets and alleys, bridges, or roads and streets that the city, town, county, or consolidated city-county government has the responsibility to maintain; and,

WHEREAS, a city, town, county, or consolidated city-county government that requests funds under the Bridge and Road Safety and Accountability Account must match each \$20 requested with \$1 of local government matching funds; and,

WHEREAS, a city, town, county, or consolidated city-county government requesting distribution of allocated funds may make such a request to the Department of Transportation between March 1 and November 1 of the year the funds were allocated; and,

WHEREAS, the project(s) the City of Laurel intends to fund is a city-wide street maintenance project and the local match for the allocated funds has been budgeted from fund 2500 – Street Maintenance Fund.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council, on behalf of the City of Laurel, hereby requests distribution of its share of the allocated Bridge and Road Safety and Accountability funds to be used for the project identified herein.

2. That the Council hereby authorizes the Clerk/Treasurer, Bethany Langve, to execute such further documents as may be necessary to facilitate the distribution of said funds.

PASSED and APPROVED by the City Council of the City of Laurel this 16th day of April 2019.

APPROVED by the Mayor this 16th day of April 2019.

CITY OF LAUREL

Thomas C Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Item Attachment Documents:

10.

ORDNANCE NO O19-01

AN ORDINANCE AMENDING TITLE 2, CHAPTERS 2.08, 2.12, AND 2.60 OF THE LAUREL MUNICIPAL CODE FOR THE PURPOSE OF CLARIFYING THAT CURRENT CITY EMPLOYEES ARE NOT ELIGIBLE TO SERVE AS MEMBERS OF CITY COMMITTEES AND COMMISSIONS OR TO SERVE AS ELECTED CITY OFFICERS IN ACCORDANCE WITH MONTANA LAW.

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

WHEREAS, Montana law specifically prohibits employees of a city, town or county from serving in elected positions since the positions of employees and elected officials are incompatible as a matter of law; and

WHEREAS, the City of Laurel's LMC requires an amendment to clarify the Montana law as related to the doctrine of incompatible positions to avoid future issues; and

WHEREAS, upon request of the Mayor, the ordinance amendments were prepared to be adopted and incorporated into the existing Title 2 as noted herein and the Mayor hereby recommends the same to the City Council for their full approval as follows:

2.08.240 Standing committees.

At the first regular meeting of the council, after the first Monday in January following a city election, the mayor shall appoint standing committees as follows:

- A. Public Works;
- B. Budget and Finance;
- C. Emergency Services;
- D. Human Relations.

Each committee shall consist of not more than four councilpersons and such other private individuals as the mayor shall appoint. All appointments shall be approved by a majority of the council.

City employees are not eligible to serve as members on City Standing committees. (Ord. 99-24, 1999; Ord. 1012, 1992: prior code § 2.12.170)

2.08.250 Special committees.

The mayor shall from time to time appoint such other standing or temporary committees of the council as shall be authorized, for any purpose by a majority vote of the council. City employees are not eligible to serve as members on City Special committees. (Prior code § 2.12.180)

2.12.020 Elective and appointive offices.

The elective ~~officers~~ offices of the city consist of one mayor, two aldermen from each ward, and one city judge, who must be elected by the qualified electors of the city as provided in M.C.A. § 7-4-4102. There may also be appointed offices that are appointed by the mayor, with the advice and consent of the council, one city clerk-treasurer, who is ex officio city assessor, director of public works, assistant director of public works, engineer, maintenance director, public utilities director, and any other officer necessary to carry out the provisions of this title. The city council may prescribe the duties of all city officers and fix their compensation subject to the limitations contained in the city ordinances and state law. (Ord. 02-7, 2002: Ord. 97-2 § 1, 1997: Ord. 1000, 1991: prior code § 2.04.020)

2.12.030 Eligibility to elective office.

No person is eligible to any elective office who is a current employee of the city, not a citizen of the United States and who has not resided in the city or an area which has been annexed thereto for at least two years immediately preceding his election and who is not a qualified elector thereof. (Prior code § 2.04.030)

2.60.100 Police commission—Appointment—Terms and conditions of office.

The mayor shall nominate, with the consent of the council, three residents of the city, who shall have the qualifications required by law to hold a city board to be known by the name of “police commission,” and who shall hold office for three years. City employees and individuals serving in city elected offices are not eligible to serve as Police commission members. One member of such board must be appointed annually at the first meeting of the council in May of each year. (Prior code § 2.20.150)

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

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

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

APPROVED BY THE MAYOR this ___ day of ___ 2019.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

ORDNANCE NO 019-__

AN ORDINANCE AMENDING TITLE 2, CHAPTERS 2.08, 2.12, ~~AND 2.60, 2.64, and 2.76~~ OF THE LAUREL MUNICIPAL CODE FOR THE PURPOSE OF CLARIFYING THAT CURRENT CITY EMPLOYEES ARE NOT ELIGIBLE TO SERVE AS MEMBERS OF CITY COMMITTEES AND COMMISSIONS OR TO SERVE AS ELECTED CITY OFFICERS IN ACCORDANCE WITH MONTANA LAW AND FOR OTHER PURPOSES.

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

WHEREAS, Montana law specifically prohibits employees of a city, town or county from serving in elected positions since the positions of employees and elected officials are incompatible as a matter of law; and

WHEREAS, the City of Laurel's LMC requires an amendment to clarify the Montana law as related to the doctrine of incompatible positions to avoid future issues; and

WHEREAS, upon request of the Mayor, the ordinance amendments were prepared to be adopted and incorporated into the existing Title 2 as noted herein and the Mayor hereby recommends the same to the City Council for their full approval as follows:

2.08.240 Standing committees.

At the first regular meeting of the council, after the first Monday in January following a city election, the mayor shall appoint standing committees as follows:

- A. Public Works;
- B. Budget and Finance;
- C. Emergency Services;
- D. Human Relations.

Each committee shall consist of not more than four councilpersons and such other private individuals as the mayor shall appoint. All appointments shall be approved by a majority of the council. City employees are not eligible to serve as members on City Standing committees. (Ord. 99-24, 1999: Ord. 1012, 1992: prior code § 2.12.170)

2.08.250 Special committees.

The mayor shall from time to time appoint such other standing or temporary committees of the council as shall be authorized, for any purpose by a majority vote of the council. City employees are not eligible to serve as members on City Special committees. (Prior code § 2.12.180)

2.12.020 Elective and appointive offices.

The ~~elective officers-offices~~ of the city consist of one mayor, two aldermen from each ward, and one city judge, who must be elected by the qualified electors of the city as provided in M.C.A. § 7-4-4102. There may also be appointed offices that are appointed by the mayor, with the advice and consent of the council, one city clerk-treasurer, who is ex officio city assessor, director of public works, assistant director of public works, engineer, maintenance director, public utilities director, and any other officer necessary to carry out the provisions of this title. The city council may prescribe the duties of all city officers and fix their compensation subject to the limitations contained in the city ordinances and state law. (Ord. 02-7, 2002: Ord. 97-2 § 1, 1997: Ord. 1000, 1991: prior code § 2.04.020)

2.12.030 Eligibility to elective office.

Except as specifically provided in 2.60.070, 2.64.120, and, 2.76.080, No-no person is eligible to any elective office who is a current employee of the city, not a citizen of the United States ~~and-or~~ who has not resided in the city or an area which has been annexed thereto for at least two years immediately preceding his election and who is not a qualified elector thereof. (Prior code § 2.04.030)

Ordinance No. ~~016019~~__ LMC, Title 2, Chapters, 2.08, 2.12, ~~and 2.60, 2.64, and 2.76,~~

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2.60.070 Reserve and auxiliary police forces.

The chief of police shall recommend and the council shall approve membership in the reserve police force and the auxiliary police force. The number of persons enrolled in the reserve police force and auxiliary police force shall be set by the council. Notwithstanding 2.12.030, aldermen and non-police officer city employees may serve as individual members of the reserve or auxiliary police force.

(Prior code § 2.20.120)

2.60.100 Police commission—Appointment—Terms and conditions of office.

The mayor shall nominate, with the consent of the council, three residents of the city, who shall have the qualifications required by law to hold a city board to be known by the name of “police commission,” and who shall hold office for three years. City employees and individuals serving in city elected offices are not eligible to serve as Police commission members. One member of such board must be appointed annually at the first meeting of the council in May of each year. (Prior code § 2.20.150)

2.64.120 Volunteer fire department.

There shall be a volunteer fire department to aid the regular fire department in the protection of the city property from fire. The members of the volunteer fire department shall be appointed by the fire chief with the consent of the council. The total number of volunteer members shall be set by the council. Notwithstanding 2.12.030, aldermen and city employees may serve as individual members of the volunteer fire department. (Prior code § 2.24.130)

2.76.080 Volunteer ambulance service— Appointments.

Appointments to the volunteer ambulance service shall be made by the mayor upon recommendation of the ambulance committee and confirmed by the council. Notwithstanding 2.12.030, aldermen and city employees may serve as individual members of the volunteer ambulance service.

(Prior code § 20.06.020)

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

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

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

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

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

Ordinance No. ~~046019~~ LMC, Title 2, Chapters, 2.08, 2.12, ~~and 2.60, 2.64, and 2.76~~

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