



**AGENDA
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, FEBRUARY 21, 2023
6:30 PM
COUNCIL CHAMBERS**

Public Input: *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, 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.*

Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony and written evidence. The City Council will base its decision on the record created during the public hearing. Any comments provided tonight will not be included in the record or considered by the City Council.

General Items

1. Appointment of Steven Hurd to the Police Commission for the remainder of a three-year appointment ending April 30, 2024.

Executive Review

2. Resolution - A Resolution Of The City Council Adopting The Transportation Coordination Plan, Laurel Transit, For The City Of Laurel.
3. Resolution - A Resolution Awarding The Bid And Authorizing The Mayor To Execute All Contract And Related Documents For Russell Park Landscape Improvements.
4. Ordinance - An Ordinance Amending Title Six Of The Laurel Municipal Code (Lmc § 6.16.010) Relating To Prohibited Certain Animals.

Council Issues

5. Expand Camping For CHS Turnaround
6. Security Cameras At Riverside Park

Other Items

Attendance at Upcoming Council Meeting

Announcements

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

DATES TO REMEMBER

File Attachments for Item:

1. Appointment of Steven Hurd to the Police Commission for the remainder of a three-year appointment ending April 30, 2024.

FEBRUARY 10,2023

TO: HONORABLE MAYOR WAGGONER

FROM: STEVEN K. HURD

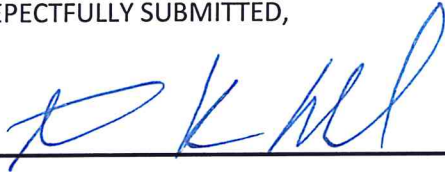
RE: POLICE COMISSION VACANCY

MR, MAYOR, IT IS WITH THIS LETTER, THAT I NOTIFY YOU OF MY INTEREST IN FLLING THE VACANCY THAT CURRENTLY EXISTS ON THE LAUREL POLICE DEPARTMENT COMMISSION. IT IS MY UNDERSTANDING THAT RICK MUSSON HAS RESIGNED HIS POSITION AND I WOULD BE HONORED TO ASSUME THOSE CIVIC DUTIES. I HAVE 37 YEARS OF LAW ENFORCEMENT EXPERIENCE IN A FEW DIFFERENCT CAPACITIES. I WORKED IN THE PRISON PRERELEASE CENTER AND THE FOR THE YELLOWSTONE COUNTY SHERIFF'S DEPARTMENT DURING MY COLLEGE YEARS. I THEN SPENT 25 YEARS AS A PAROLE OFFICER FOR THE STATE OF MONTANA, RETIRING IN 2014. THEN FOR THE NEXT 5 YEARS I WORKED AS AN INVESTIGATOR FOR THE DEPARTMENT OF LABOR AND INDUSTRY FOR THE STATE OF MONTANA.

ON JANUARY 16, 2021 GOVERNOR GIANFORTE APPOINTED ME TO BE THE CHAIRMAN OF THE MONTANA BOARD OF PARDNS AND PAROLE. MY APPOINTMENT IF FOR 6 YEARS WITH MY TERM ENDING 1-1-2027. WE WILL SEE WHAT LIFE HOLDS AFTER THAT AS TO IF I WILL BE REAPPOINTED TO ANOTHER TERM OR CHOOSE TO RETIRE AND FISH, GOLF, HUNT AND ENJOY MORE LIFE.

THANK YOU AND THE CITY COUNCIL FOR YOUR CONSIDERATION IN FILLING THIS VACANCY.

REPECTFULLY SUBMITTED,



STEVEN K. HURD

1704 DUVAL DRIVE

LAUREL, MT 59044

File Attachments for Item:

2. Resolution - A Resolution Of The City Council Adopting The Transportation Coordination Plan, Laurel Transit, For The City Of Laurel.

RESOLUTION NO. R23-_____

A RESOLUTION OF THE CITY COUNCIL ADOPTING THE TRANSPORTATION COORDINATION PLAN, LAUREL TRANSIT, FOR THE CITY OF LAUREL.

WHEREAS, the City of Laurel (hereinafter “the City”) has developed a Transportation Coordination Plan, Laurel Transit, for the City, to assist its citizens in obtaining and utilizing public transit, a copy attached hereto and incorporated by reference herein; and

WHEREAS, the City has requested funding for the project through the State of Montana’s Federal Administration grant; and

WHEREAS, the State of Montana Department of Transportation requires that the City adopt a Transportation Coordination Plan annually.

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

Section 1: Approval. The Transportation Coordination Plan, Laurel Transit, for the City of Laurel, a copy attached hereto and incorporated by reference herein, is hereby adopted.

Section 2: Execution. The Mayor is hereby given authority to execute the Transportation Coordination Plan, Laurel Transit, for the City of Laurel, on behalf of the City.

Dear Kurt:

Bids for the above referenced project were received on February 9th, 2023. Three bids were opened and read aloud, with bid amounts being \$378,975.00, \$422,143.00, and \$371,550.00. All bids were considered responsive bidders. The bids were checked for mathematical accuracy and there were no discrepancies.

The lowest bidder for the total project is River Ridge Landscape Co. We recommend the contract for base bid be awarded to River Ridge Landscape Co for the amount of \$371,550.00. Enclosed is the Notice of Award (NOA) for the City’s approval and a Certified Bid Tabulation. Please sign, date and return four (4) original NOA forms; upon receipt, we will work with River Ridge to route final Contracts for the City’s approval.

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

PASSED and APPROVED by the City Council of the City of Laurel the _____ day of February, 2023.

APPROVED by the Mayor the _____ day of February, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

**TRANSPORTATION COORDINATION PLAN
LAUREL TRANSIT**

**MONTANA DEPARTMENT OF
TRANSPORTATION
FY-24**

Prepared by:

City of Laurel

Kelly Strecker, Clerk/Treasurer

Scheduled for City Council Adoption: March 7, 2023

Montana Coordination Plan Outline

Adoption by Transportation Advisory Committee:

The relevant transportation providers and agencies are described in more detail.

Laurel Transit:

Laurel Transit (also referred to as the transit system) is working to provide a successful on-demand service for public transportation within the City limits of Laurel while offering regular service to Billings. Laurel Transit is looking to contract with as many agencies in the area as possible to provide expanded service. It is currently not feasible for Laurel to have a fixed route system; however, accommodations for such a system are being discussed such as bus benches and signs within the City.

Laurel Transit Schedules:

Laurel Transit operates Monday-Friday 10:00 AM – 4:00 PM. The Billings service route begins at 7:30 and in-town service begins at 10:00 am.

Agencies Involved:

- Adult Resource Alliance of Yellowstone County -- ARAYC has partnered with the City of Laurel to provide the driver for the bus and the cell phone. ARAYC previously operated the senior bus in Laurel, which was absorbed with the formation of Laurel Transit. The City works very closely with ARAYC to ensure the level of service delivered through the senior bus program is continued in Laurel Transit.
- Tender Nest Assisted Living—Contact with Tender Nest Assisted Living continues, and the facility has contracted with the City for vouchers.
- COR – There is a plan to include COR in future TAC meetings.
- Riverstone Health – The transit system is working to contract demand/response service for Riverstone Health patients.

- Laurel Senior Center – The Sprinter bus is currently stored in a garage at the Senior Center. Frequent trips are taken to the senior center for rider visits.
- Laurel Health and Rehab- Continues to utilize the bus service for transportation purposes for their clients and residents.
- MET- contact with MET in Billings has been made in hopes to grow the Laurel Transit system and gain new ideas.

Public Involvement:

The Transportation Advisory Committee meets quarterly. Meetings notices are published on the City of Laurel website and at City Hall. Meetings are open to the general public. For more participation at TAC meetings, more community outreach will be done to involve public participation.

Private Sector:

The City of Laurel does not have any private transportation system available.

Needs Assessment and Plan to Increase Ridership:

The Laurel Transit will be starting focus groups this fiscal year in order to determine the needs of the community and their transit provider. The focus groups will include current riding members, City staff, other transportation providers, healthcare employers, and other members from the community. The groups will focus on the current challenges the transit program faces and get a better idea of how to improve the system. The City was awarded a grant for a new 14-passenger bus. The date of delivery is still unknown.

The Laurel Transit System has stepped up its advertising strategies by designing and distributing flyers with route information and publishing that flyer in the Laurel Outlook on a regular basis. There have been talks with the Adult Resource Alliance regarding placing advertisements on the new transit bus. This type of advertisement may be an option for other local businesses, once the new transit bus arrives.

Transportation Advisory Committee (TAC) Meetings:

The Laurel TAC meets on a quarterly basis. The TAC is comprised of City staff, community interested members and representatives from Residential Support Services, the Adult Resource Alliance of Yellowstone County, and other interested parties. For more participation at TAC meetings, more community outreach will be done to involve public participation.

File Attachments for Item:

3. Resolution - A Resolution Awarding The Bid And Authorizing The Mayor To Execute All Contract And Related Documents For Russell Park Landscape Improvements.

RESOLUTION NO. R23-_____

A RESOLUTION AWARDING THE BID AND AUTHORIZING THE MAYOR TO EXECUTE ALL CONTRACT AND RELATED DOCUMENTS FOR RUSSELL PARK LANDSCAPE IMPROVEMENTS.

WHEREAS, the City of Laurel (hereinafter “the City”) is in need of landscape improvements for Russell Park (hereinafter “the Project”);

WHEREAS, the City has complied with its procurement policy and Montana law by utilizing a competitive bid process to ensure the Project cost and firm selected is in the best interests of the City in both quality and price;

WHEREAS, the City sought bids from qualified firms to complete the Project by publicly advertising the project pursuant to Montana law;

WHEREAS, the City received a responsive bid from River Ridge Landscape Co. (hereinafter “River Ridge”) for the Project;

WHEREAS, River Ridge’s bid to complete the project is for the total cost of Three-Hundred Seventy-One Thousand Five-Hundred Fifty Dollars and no Cents (\$371,550.00);

WHEREAS, River Ridge was the lowest qualified bidder, and such bid is attached hereto and incorporated by reference herein; and

WHEREAS, the City currently possesses adequate funds to complete the Project, and it is in the City’s best interests to proceed with the Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the City Council accepts the bid with River Ridge and the Mayor is authorized to execute all contract and related documents with River Ridge for the Project, pursuant to the terms and conditions contained in the attached bid for the total cost of Three-Hundred Seventy-One Thousand Five-Hundred Fifty Dollars and no Cents (\$371,550.00).

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

PASSED and APPROVED by the City Council of the City of Laurel the _____ day of February, 2023.

APPROVED by the Mayor the _____ day of February, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

2611 Gabel Road
Billings, MT 59102-7329
406 245 5499
KLJENG.COM



February 10, 2023
Kurt Markegard
City of Laurel
115 W. 1st Street
Laurel, MT 59044

Re: Russell Park Landscape Improvements – Recommendation of Award

Dear Kurt:

Bids for the above referenced project were received on February 9th, 2023. Three bids were opened and read aloud, with bid amounts being \$378,975.00, \$422,143.00, and \$371,550.00. All bids were considered responsive bidders. The bids were checked for mathematical accuracy and there were no discrepancies.

The lowest bidder for the total project is River Ridge Landscape Co. We recommend the contract for base bid be awarded to River Ridge Landscape Co for the amount of \$371,550.00. Enclosed is the Notice of Award (NOA) for the City's approval and a Certified Bid Tabulation. Please sign, date and return four (4) original NOA forms; upon receipt, we will work with River Ridge to route final Contracts for the City's approval.

If you have any questions or concerns, please contact me at (406) 245-5499.

Sincerely,

KLJ

A handwritten signature in blue ink, appearing to read 'Ryan E. Welsh'. The signature is fluid and cursive, written over the printed name and title.

Ryan E. Welsh, PE
Project Engineer

Enclosure(s): Notice of Award
Certified Bid Tabulation

Project #: 2104-00862
cc: file

Notice of Award

Date: 2/10/2023

Project: South 4 th Street Reconstruction Project	
Owner: City of Laurel	Owner's Contract No.: N/A
Contract: Russell Park Landscape Improvements	Engineer's Project No.: 2104-00862
Bidder: River Ridge Landscape Co.	
Bidder's Address: 3223 River Road, Laurel MT 59044	

You are notified that your Bid dated 5/9/2023 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for Russell Park Landscape Improvements.
[Indicate total Work, alternatives, or sections of Work awarded]

The Contract Price of your Contract is three-hundred seventy-one thousand, five-hundred and fifty Dollars (\$ 371,550.00).

3 copies of the proposed Contract Documents (including Drawings) accompany this Notice of Award.

You must comply with the following conditions precedent within fifteen [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner 3 fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract Security [Bonds] as specified in the Instructions to Bidders (Article 20) and General Conditions (Paragraph 5.01).
3. Other conditions precedent:
 - a. None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Owner

By: _____
Authorized Signature

Title

Copy to Engineer

TABULATION OF BIDS
 Russell Park Improvements - KLJ#2104-00862
 CITY OF LAUREL, MONTANA
 February 9th, 2023



Base Bid			Engineers Opinion of Cost		River Ridge Landscaping Co.		LandWorks LLC		The Good Earth WorksCo., Inc.		
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
101	Mobilization	1	LS	\$35,000.00	\$35,000.00	\$11,950.00	\$11,950.00	\$ 18,000.00	\$ 18,000.00	\$ 5,000.00	\$ 5,000.00
102	Taxes, Bonds & Insurance	1	LS	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$ 14,800.00	\$ 14,800.00	\$ 16,160.00	\$ 16,160.00
103	Erosion Control	1	LS	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$ 500.00	\$ 500.00	\$ 10,200.00	\$ 10,200.00
104	Playground Hardscaping	1	LS	\$236,859.00	\$236,859.00	\$250,400.00	\$250,400.00	\$ 234,195.00	\$ 234,195.00	\$ 265,882.00	\$ 265,882.00
105	Tree Planting & Landscaping	1	LS	\$29,150.00	\$29,150.00	\$26,700.00	\$26,700.00	\$ 25,832.00	\$ 25,832.00	\$ 29,611.00	\$ 29,611.00
106	Irrigation Installation	1	LS	\$88,099.55	\$88,099.55	\$66,500.00	\$66,500.00	\$ 85,648.00	\$ 85,648.00	\$ 95,290.00	\$ 95,290.00
Total of Base Bid				\$405,108.55	\$	\$371,550.00	\$	\$378,975.00	\$	\$422,143.00	\$



 Ryan Welsh

Project Engineer
 Date: February 9th, 2023

File Attachments for Item:

4. Ordinance - An Ordinance Amending Title Six Of The Laurel Municipal Code (Lmc § 6.16.010) Relating To Prohibited Certain Animals.

ORDINANCE NO. 023-_____

**AN ORDINANCE AMENDING TITLE SIX OF THE LAUREL MUNICIPAL CODE
(LMC § 6.16.010) RELATING TO PROHIBITED CERTAIN ANIMALS.**

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, City Staff prepared, reviewed, and approved the following amendments to the existing LMC § 6.16.010 *et al* as noted herein and hereby recommends the same to the City Council for their full approval.

6.16.010 Keeping Certain Animals Prohibited.

- A. No person shall keep swine, ~~chickens~~, ducks, geese, turkeys, goats, horses, sheep, cows, mules, or chinchillas within the limits of the City except when transferring such animals to market or where otherwise allowed within this Code.
- B. No person shall keep upon his/her premises more than two cats.
- C. No person shall keep or maintain more than three pairs or total of six pigeons. Persons keeping pigeons shall not allow any barn, shed, cage, yard or other place wherein such pigeons are kept or housed to become filthy or offensive to neighbors or passersby, or injurious to the health of any neighborhood or tend to contaminate the atmosphere in any place in the city, nor shall the persons suffer or permit such pigeons to make any loud or continuous noises tending to annoy or disturb any neighbors or neighborhood. Violations of this Subsection are deemed to constitute a public nuisance under Section 6.16.030 of this Code and shall be punishable as provided in Sections 6.16.030 ~~and 6.08.080~~ of this Code.
- D. No person shall keep or maintain more than six rabbits. Persons keeping rabbits shall not allow any barn, shed, yard or other place wherein such rabbits are kept or housed to become filthy or offensive to neighbors or passersby, or injurious to the health of any neighborhood or tend to contaminate the atmosphere in any place in the City. The rabbits shall be confined to a pen, cage or fenced yard at all times. Violations of this Subsection are deemed to constitute a public nuisance under Section 6.16.030 of this Code and shall be punishable as provided in Sections 6.16.030 ~~and 6.08.080~~ of this Code.

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E. Up to six (6) chicken hens (female *Gallus gallus domesticus*) may be kept on a premise subject to the following requirements and subject to all other applicable provisions of this Code:

1. The chicken hens must be kept on a single-family parcel(s). Chicken hens are prohibited on any multi-dwelling parcel(s).
2. The owner must obtain an annual permit from the City. The fee(s) for this permit will be determined by City Council Resolution and may be periodically adjusted.
3. The chicken hens shall be provided with a covered, predator-proof chicken house that is thoroughly ventilated, of sufficient size to admit free movement of the chicken hens, designed to be easily accessed, cleaned and maintained by the owners, be at least two (2) square feet per chicken hen in size and the coop and enclosure cannot be more than twelve (12) feet at its peak in height.
4. No chicken house, outdoor chicken enclosure, or chicken hen shall at any time be located closer than ten (10) feet to any public right-of-way, sidewalk, or neighboring property line other than the chicken owner, custodian, or keeper.
5. The chicken hens shall be shut into the chicken house at night, from sunset to sunrise.
6. During daylight hours, the adult chicken hens shall have access to the chicken house and, weather permitting, shall have access to an outdoor enclosure on the subject property, adequately fenced to contain the chicken hens and to prevent access to the chicken hens by predators.
7. Stored feed must be kept in a rodent- and predator-proof container.
8. It is unlawful for the owner, custodian, or keeper of any chicken hen to allow the animal(s) to be a nuisance to any neighbors, including but not limited to: noxious odors from the animals or their enclosure.
9. No chicken hen(s) shall be allowed to run at large in the City. No owner or keeper shall allow or permit any chicken hen(s) to be at large off the owner's or keeper's property. Any chicken hen(s) found to be running at large in the City or on private property in violation of this section is a public nuisance and shall be impounded.

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10. No chicken house or chicken enclosure shall be located in a front yard.

11. No chicken hens shall be slaughtered within view of adjacent property or the public.

12. Changes to the standards contained in this section shall require any permit holder to comply with any new standard, regulation, or condition and no notice to a permit holder is required prior to enforcement of any new standard beyond that required for adoption of a new or revised ordinance.

13. Persons found to have committed a violation of this section shall be subject to a municipal infraction with civil penalties under Section 6.16.030 of this Code and shall be punishable as provided in Sections 6.16.030 of this Code.

(Ord. 1008, 1992: Ord. 955, 1989: Ord. 930, 1988: prior code § 7.04.020)
(Ord. No. O13-03, 11-19-2013).

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 the _____ day of _____, 2023, upon Motion by Council Member _____.

PASSED and ADOPTED by the Laurel City Council on second reading on the _____ day of _____, 2023, upon Motion by Council Member _____.

APPROVED BY THE MAYOR on the _____ day of _____, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

Ordinance No. 023-____ LMC § 6.16.010 (Keeping Certain Animals Prohibited)

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