



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, JULY 28, 2020
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R20-40

NEXT ORD. NO.
O20-03

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

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

Pledge of Allegiance

Roll Call of the Council

Approval of Minutes

1. Approval of Minutes of July 14, 2020.

Correspondence

2. Beartooth RC&D Correspondence

Council Disclosure of Ex Parte Communications

Public Hearing

3. Schedule of Fees

Consent Items

NOTICE TO THE PUBLIC

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

4. Claims entered through 7/24/2020.
5. Clerk/Treasurer Financial Statements for the month of May 2020.
6. Approval of Payroll Register for PPE 7/12/2020 totaling \$205,013.55.

Ceremonial Calendar

Reports of Boards and Commissions

7. Budget/Finance Committee Minutes of July 7, 2020.
Budget/Finance Committee Minutes of July 14, 2020.
Tree Board Minutes of June 18, 2020.

Audience Participation (Three-Minute Limit)

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

Scheduled Matters

- 8.** Appointment of Evan Bruce to the City/County Planning Board for a two-year term ending June 30, 2022.
- 9.** Resolution No. R20-40: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

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

Council Discussion

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

Mayor Updates

Unscheduled Matters

Adjournment

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

DATES TO REMEMBER

File Attachments for Item:

Approval of Minutes of July 14, 2020.

DRAFT

MINUTES OF THE CITY COUNCIL OF LAUREL

JULY 14, 2020

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:30 p.m. on July 14, 2020.

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

COUNCIL MEMBERS ABSENT: Irv Wilke

OTHER STAFF PRESENT: None

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

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

MINUTES:

Motion by Council Member McGee to approve the minutes of the regular meeting of June 23, 2020, as presented, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

CORRESPONDENCE:

- Judy Goldsby and Gavin Williams Reappointment Letters to the City/County Planning Board.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- Claims for the month of June 2020 in the amount of \$224,169.97 and July 2020 in the amount of \$27,636.58.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- Approval of Payroll Register for PPE 6/28/2020, totaling \$227,342.91.**

The Mayor asked if there was any separation of consent items. Council President Eaton asked that July 7, 2020, Budget/Finance Committee minutes be pulled.

Motion by Council Member Eaton to approve the consent items as presented, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of June 23, 2020.
- Budget/Finance Committee Minutes of July 7, 2020.
- Park Board Minutes of June 18, 2020.
- Emergency Services Committee Minutes of June 22, 2020.
- Library Board Minutes of May 12, 2020.
- Public Works Committee Minutes of June 15, 2020.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

DRAFT

SCHEDULED MATTERS:

- **Appointment of John Bartham to the Laurel Volunteer Fire Department.**

Motion by Council Member Nelson to approve the Mayor’s appointment of John Bartham to the Laurel Volunteer Fire Department, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-34: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.**

Motion by Council Member Sparks to approve Resolution No. R20-34, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-35: A Resolution Approving The Agreement Between The City Of Laurel And The Laurel Airport Authority, Said Agreement Relating To Fire Protection**

Motion by Council Member Herr to approve Resolution No. R20-35, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-36: A Resolution Authorizing The Renewal Of The Lease Agreement With Laurel Chamber Of Commerce For The Laurel Chamber Building For An Additional Five Year Term.**

Motion by Council Member Eaton to approve Resolution No. R20-36, seconded by Council Member Klose. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-37: A Resolution Of The City Council Authorizing The Mayor To Sign A Contract With True North Contracting For Asphalt And Concrete Replacement Work Related To The Construction On The 5th Avenue Railroad Crossing Within The City Of Laurel.**

Motion by Council Member Klose to approve Resolution No. R20-37, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-38: A Resolution To Approve Property Owners’ Request To File A Petition To Annex Their Property Located At 810 West 7th Street To The City Of Laurel, Montana.**

Motion by Council Member Sparks to approve Resolution No. R20-34, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R20-39: A Resolution Of The City Council Authorizing The Award Of Grants From The Tax Increment Financing District Funds Pursuant To The Lura Small Grant Request Program For Eligible Applicants And Improvements.**
- **Items Removed From the Consent Agenda**

Motion by Council Member Eaton to approve Resolution No. R20-39, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

ITEMS REMOVED FROM THE CONSENT AGENDA:

The Budget/Finance Committee Minutes of July 7, 2020, will be on the next Council agenda.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

DRAFT

Council Minutes of July 14, 2020

COUNCIL DISCUSSION:

Council requested discussion at the next Workshop regarding areas of town that seem to have issues with traffic. In particular, Eleanor Roosevelt between Fir and Cottonwood as well as uncontrolled intersections.

Council noted today on various Laurel Community groups on Facebook there were comments concerning City water having a tinge to it. There were comments about Staff flushing hydrants. It was asked if things like this could be put on the City's Facebook page and website to help communicate with residents. It was questioned which came first the brown water or the flushing of the hydrants. It was clarified that when the power shut off it caused a water hammer within the system. This knocked mineral deposits off of the pipes. The flushing of the hydrants was to assist in flushing of the minerals.

Council stated prior to the 4th of July, both the Fire Association and Chamber gave a brief overview of the plans for the 4th. It was requested if the School Superintendent could be invited to do the same with what school will look like this fall.

Council noted the work has begun at Riverside Park. They commented it was great to see the work get started down there.

A Council Member asked what the Council could do to help the City from needing to potentially lay off City Employees.

Council congratulated Council Member Klose on receiving an award for recognition of his volunteerism.

MAYOR UPDATES:

Mayor Nelson stated that he had planned on addressing the water issue in which Council had already brought up.

UNSCHEDULED MATTERS:

- Appointments of Courtney Hallock, Lance Dollarhide, and Lyndy Gurchiek to the Laurel Volunteer Ambulance.

Mayor Nelson stated that the sooner these three appointments were brought forward, the sooner they can be put to work. The Department is looking forward to adding these folks to their volunteer roster.

Motion by Council Member McGee to approve the Mayor's appointments of Courtney Hallock, Lance Dollarhide, and Lyndy Gurchiek to the Laurel Volunteer Ambulance, seconded by Council Member Klose.

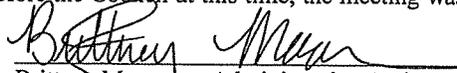
Mandi Crable, with the Laurel Ambulance Service, was present to give a brief overview of the three appointees. Both Lyndy and Lance are phenomenal paramedics. They will assist in being able to provide a higher level of care if needed and not need to rendezvous with AMR to transport the patient. Courtney is a new EMT but is a pre-med student and will be a great asset to the team.

There was no council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

ADJOURNMENT:

Motion by Council Member Stokes to adjourn the council meeting, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

There being no further business to come before the Council at this time, the meeting was adjourned at 6:59 p.m.


Brittney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 28th day of July 2020.

Thomas C. Nelson, Mayor

DRAFT

Council Minutes of July 14, 2020

Attest:

Bethany Langve, Clerk/Treasurer

File Attachments for Item:

2. Beartooth RC&D Correspondence

Beartooth RC&D Area, Inc.

Board of Director's Meeting Agenda

12:00 P.M. – Thursday, July 16th, 2020

Beartooth RC&D Conference Room

128 S Main Street Joliet, MT



12:00 pm	<u>Lunch</u>	All	
1:00 pm	<p><u>Meeting Called to Order</u></p> <p>Pledge of Allegiance, Introduction of Members and Guests</p> <p>Welcome- Discussion</p> <p><u>Congressional Updates</u> Molly Bell (Sen. Tester) Dan Stusek (Sen. Daines) Casey Collins (Rep. Gianforte)</p> <p><u>Treasurer/Financial Reports</u> 1. Treasurer Update 2. RC&D Financials 3. RLF Financials</p> <p><u>Executive Committee</u> 1. Executive Committee Activity Report 2. Part Time position</p> <p><u>Staff Reports – Program/Project updates</u> 1. Food/Ag Program – Joel Bertolino 2. Revolving Loan Fund – Jillann Knutson 3. Economic Development/ CRDC – Steve Simonson</p> <p><u>Regional Roundup</u> – <i>News and updates from regional members on projects and activities in key CEDS categories... (see topics on next page)</i></p> <p><u>Next Beartooth RC&D Area, Inc. Board of Directors Meeting</u> <i>September 17th, 2020 - Red Lodge, MT</i></p> <p>Adjourn</p>	<p>Chair</p> <p>Chair, All</p> <p>Chair, All</p> <p></p> <p>Knutson Knutson Knutson</p> <p>Van Ballegooyen Van Ballegooyen</p> <p>Bertolino Knutson Simonson</p> <p>Carter et al</p> <p></p>	<p></p> <p>Information</p> <p>Information Information Information</p> <p>Information Information</p> <p>Information Information Information</p> <p>Information</p> <p>Information</p>
2:30 PM			Information

<p>1:00 pm</p> <p>2:30 PM</p>	<p><u>Meeting Called to Order</u></p> <p>Pledge of Allegiance, Introduction of Members and Guests</p> <p>Welcome- Discussion</p> <p><u>Approve Minutes</u> – November 2019 Board Meeting Minutes</p> <p><u>Congressional Updates</u> Molly Bell (Sen. Tester) Dan Stusek (Sen. Daines) Casey Collins (Rep. Gianforte)</p> <p><u>Treasurer/Financial Reports</u> 4. Treasurer Update/ Audit/ Budget 5. RC&D Financials 6. RLF Financials</p> <p><u>Executive Committee</u> 3. Executive Committee Activity Report 4. Part Time position 5. Executive Board Resignation/ Executive Nominations</p> <p><u>Staff Reports – Program/Project updates</u> 4. Food/Ag Program – Joel Bertolino 5. Revolving Loan Fund – Jillann Knutson 6. Economic Development/ CRDC – Steve Simonson</p> <p><u>Regional Roundup</u> – <i>News and updates from regional members on projects and activities in key CEDS categories... (see topics on next page)</i></p> <p><u>Next Beartooth RC&D Area, Inc. Board of Directors Meeting</u> <i>March 19th, 2019 - Big Horn County (DAYTIME meeting)</i></p> <p>Adjourn</p>	<p>Chair</p> <p>Chair, All</p> <p>Chair, All</p> <p>Chair</p> <p>Knutson Knutson Knutson</p> <p>Van Ballegooyen Van Ballegooyen Van Ballegooyen</p> <p>Bertolino Knutson Bertolino</p> <p>Carter et al</p>	<p>Decision</p> <p>Information</p> <p>Information Decision Decision</p> <p>Information Information Decision</p> <p>Information Information Information</p> <p>Information</p> <p>Information</p>
-------------------------------	---	--	--

<p>Board Members Present</p> <p>Ryan VanBallegooyen, Billings Job Service , Chair Bill Foisy- City of Red Lodge Jeffrey McDowell, Two Rivers Authority Melanie Roe, Sweet Grass County Don Jones-Yellowstone County Commission Frank Ewalt, Billings City Council Pitts DeArmond, Carbon County Ty Hamilton, Stillwater County Dan Lowe, Big Horn Conservation District Dan Stusek, Sen. Daines' Office Maddie Alpert, Sen Jon Tester's Office Mike Waters- Greg Gianforte's Office Patrick Gill-Crow Tribe Denis Pitman- Yellowstone County Commission</p> <p>Ex-Officio/Staff/Additional Attendees:</p> <p>Heidi Sparks- Guest Laurel City Council John Ostlund- Yellowstone County Commission Joel Bertolino Jillann Knutson</p>	<p>Board Members Not Present</p> <p>Clinton Giesick, Carbon Cons. District Page Dringman, City of Big Timber Sidney (Chip) Fitzpatrick, Big Horn Co. Commissioners Bob VanOosten, Stillwater Conservation District Chris Mehus, Sweet Grass Co. Conservation District Patty Sundberg, City of Columbus Casey Collins, US Rep Greg Gianforte's Office Clayton Greer, Hardin City Council Liz Ching- MT Dept of Labor and Industry Emily Ringer, Town of Joliet Lorene Hintz, Big Sky EDA, SBDC Barb Wagner, Yellowstone County Cons. Dist Marvin Carter, City of Laurel, Vice Chair Randy Weimer, Sibanye-Stillwater Mining</p> <p>Staff</p> <p>Steve Simonson- Beartooth EDD</p>
---	---

Meeting called to order by Chairman Ryan Van Ballegooyen at 1:00 pm in the Yellowstone County Commissioners conference room in Billings.

Chairman VanBallegooyen gave a welcome with the Yellowstone County Commissioners and began introductions followed by the pledge of allegiance.

Minutes from the September 2019 Board meeting were presented for approval. Jeff McDowell seconded by Ty Hamilton approved the minutes on motion. CARRIED

Michael Waters of Representative Greg Gianforte's office gave a report along with Dan Stusek of Senator Daines office and Maddie Alpert of Senator Testers office.

Jillann Knutson presented the annual budget for approval following discussion there was a motion to approve by Jeff McDowell Seconded by Ty Hamilton. CARRIED

Beartooth Financial Report/Revolving Loan Fund Report

Financial Director Jillann Knutson reported on the RC&D financials- Motion by Jeff McDowell Seconded by Melanie Roe CARRIED
Jillann Knutson reported on the Revolving Loan Fund Financials- a motion to approve was made by Ty Hamilton Seconded by Jeff McDowell CARRIED (see reports below).

Executive Committee

Chairman Van Ballegooyen explained the executive committee's items discusses at the December Meeting

Joel Bertolino gave a report on the hiring process for the part time position, approximately eight people had responded to the job posting but only two resumes have been received to date. Depending on how many applications are received by February we may need to set up a time to interview applicants with the Executive Committee.

Bertolino reported on the resignation letter received from Board Member Ken Gomer following discussion a motion was made to accept by Bill Foisy Seconded by Jeff McDowell CARRIED

A discussion regarding nominations for the executive committee was facilitated by Ryan VanBallegooyen resulting in nominations of Marissa Hauge for Treasurer, Marvin Carter as Vice Chairman, Ryan VanBallegooyen as Chairman and Tyler Hamilton and Jeff McDowell as alternates a motion to accept the slate of officers was made by Bill Foisy Seconded by Jeff McDowell CARRIED

Food and Ag Director Report

Joel Bertolino presented the current Food/Ag project report and provided oral updates on major projects including the Growth Through Ag Grant recent cycle. Updates were given on the RCPP project and the existing Growth Through Ag projects and recent business inquiries.

Economic Development Director Report

Steve Simonson was absent but Joel Bertolino asked member to review his written report on all the projects that are currently active for the Economic Development Director position and send in questions if they have any.

Regional Roundup

Ryan VanBallegooyen led a discussion among the attending members concerning regional activities, projects and problems related to the several categories tracked in the Comprehensive Economic Development Strategy (CEDS), which include Infrastructure, Economy, Communication, Services, Natural Resources, and Human Capital.

Next Meeting: The next meeting will be in Big Horn County March 19th at 1pm

Meeting adjourned at 2:30 pm and the owner led a tour of the Stillwater Building

APPROVED:

Beartooth Books- Reporting Ending December 2019

	<u>Budgeted</u>	<u>Actual</u>	<u>% of budgeted</u>
Income			
AG-FOOD AND AG CENTER	65,000	80,325	124%
AG-MCDC	1,000	1,070	107%
BOARD - EDA SPONSOR DUES	50,767	49,932	98%
BOARD-INTEREST INCOME	400	843	211%
BOARD-FOUNDATION MONEY	3,700	3,373	91%
RLF-STAFF REIMBURSE	18,000	0	0%
RLF-ORIG FEES	5,000	2,377	48%
CRDC	43,500	43,492	100%
FUELS-TOTAL	11,000	1,674	15%
EDA - GRANT	70,000	70,000	100%
NOT BUDGED INCOME	-	11,374	0%
TOTAL INCOME	268,367	264,460	99%

Expense			
TOTAL STAFF EXPENSE	210,300	190,898	91%
COMMUNICATIONS	4,000	5,018	125%
EQUIPMENT & VEHICLE	5,000	6,616	132%
CONTRACTUAL	25,000	26,693	107%
SUPPLIES	4,000	13,246	331%
TRAVEL	6,000	7,561	126%
OTHER	11,700	11,987	102%
RESERVE	-		
EXPENSE TOTAL	266,000	262,018	99%

Account Balances

Bank of Joliet-Building Account	\$4,465.79
Bank of Joliet- Savings Account	\$75,068.65
Bank of Joliet- Checking Account	\$85,618.80

Revolving Loan Fund Books- Ending December 2019

Loan Client Review

<u>County</u>	<u># of loans</u>	<u>\$ Loaned out</u>
Big Horn	2	\$177,820
Stillwater	4	\$512,935
Yellowstone	8	\$412,028
Carbon	4	\$145,594
Sweet Grass	2	\$190,789

2019 Updates

5 Loans were paid in Full

 Sweet Grass County (3)

 Big Horn County (2)

3 Loans were made (all 3 in Yellowstone County)

 \$252,525 funded

 \$975,738 additional money funded

 4 jobs created

 12 jobs retained

<u>Bank Balances as of December 31,2019</u>	<u>Total available for lending</u>	
Bank of Joliet- EDA	\$12,960	12,690
Bank of Joliet-CDBG	\$165,978	165,978
Bank of Joliet- IRP	\$261,911	203,427
Bank of Joliet-Fromberg	\$29,679	<u>29,679</u>
		\$411,774

2020 Beartooth Resource Conservation and Development Budget

Income

ITEM	Income
AG-FOOD AND AG CENTER	85,007
AG-MCDC	1,000
BOARD - EDA SPONSOR DUES	51,072
BOARD-INTEREST INCOME	400
BOARD-FOUNDATION MONEY	3,700
RLF-STAFF REIMBURSE	18,000
RLF-ORIG FEES	5,000
CRDC	71,907
FUELS AND CGWG	-
EDA - GRANT	70,000
TOTAL INCOME	306,086

Expense

TOTAL STAFF EXPENSE	233,104
COMMUNICATIONS	6,000
EQUIPMENT & VEHICLE	8,520
CONTRACTUAL	20,000
SUPPLIES	12,900
TRAVEL	11,080
OTHER	10,420
RESERVE	
EXPENSE TOTAL	302,024

4,062

PROJECTED NET INCOME 12/31/2020

Beartooth Books- Reporting Ending May 2020

	<u>Budgeted</u>	<u>Actual</u>	<u>% of budgeted</u>
Income			
AG-FOOD AND AG CENTER	85,007	41,543	49%
AG-MCDC	1,000	0	0%
BOARD - EDA SPONSOR DUES	51,072	42,768	84%
BOARD-INTEREST INCOME	400	183	46%
BOARD-FOUNDATION MONEY	3,700	3,390	92%
RLF-STAFF REIMBURSE	18,000	0	0%
RLF-ORIG FEES	5,000	0	0%
CRDC	71,907	28,834	40%
FUELS-TOTAL	-	0	#DIV/0!
EDA - GRANT	70,000	35,000	50%
NOT BUDGED INCOME	-	1,875	0%
TOTAL INCOME	306,086	153,593	50%

Expense			
TOTAL STAFF EXPENSE	233,104	86,442	37%
COMMUNICATIONS	6,000	3,160	53%
EQUIPMENT & VEHICLE	8,520	3,562	42%
CONTRACTUAL	20,000	1,325	7%
SUPPLIES	12,900	5,721	44%
TRAVEL	11,080	705	6%
OTHER	10,420	7,996	77%
RESERVE	-		
EXPENSE TOTAL	302,024	108,911	36%

Account Balances

Bank of Joliet-Building Account	\$4,469.63
Bank of Joliet- Savings Account	\$75,171.78
Bank of Joliet- Checking Account	\$130,359.44

Revolving Loan Fund Books- Ending May 31, 2020

Loan Client Review

<u>County</u>	<u># of loans</u>	<u>\$ Loaned out</u>
Big Horn	2	\$175,322
Stillwater	4	\$484,825
Yellowstone	8	\$403,765
Carbon	4	\$144,281
Sweet Grass	2	\$185,043

- I have 4 potential loans in various stages to get to committee. I have had a lot of interest, but potential clients are still looking for grant money, not money that must be repaid.
- We are still expecting to receive the money from Big Horn County, but that process has been stalled due to Covid.
- Overall, most of my clients have weathered the Covid storm so far!

<u>Bank Balances as of May 31,2020</u>		<u>Total available for lending</u>
Bank of Joliet- EDA	\$20,894	20,894
Bank of Joliet-CDBG	\$176,399	176,399
Bank of Joliet- IRP	\$310,222	255,802
Bank of Joliet-Fromberg	\$29,729	<u>29,729</u>
		\$482.824

Beartooth RC&D Staff Project Update
March 2020

FOOD AND AG CENTER MANAGER PROJECTS

Beartooth FADC

Beartooth FADC Staff has been working to assist businesses with the development of Montana Department of Ag Mini Grants, Emergency Ag Adaptability grant and MT Meat Processing Infrastructure grant programs. Beartooth FADC has also been in contact with the Montana Ag Marketing staff on FADC conference calls discussing their activities through the Made in Montana and other marketing programs. A discussion with our US Senate staff has given FADC staff with a better picture of how some programs are still being developed through the USDA Farm Services Agency to assist Farmers and Ranchers with emergency programs that started sign ups in June. Many existing businesses are still trying to determine the market environment and Beartooth staff has been able to successfully assist several with applying for assistance through the covid related programs that are available.

On Going Projects

Business/ Project Name: **Trembling Prairie Farms**
Contact- Jill Herold
Location- Huntley Project, MT

Trembling Prairie Farms is producing a unique type of Ag commodity they are in the development phase of processing into a value added product that will add value to Montana agriculture if fully developed. We have signed a non-disclosure agreement with this business to protect their innovative intellectual property rights but will be able to share more about the business once their concept is commercialized.

Carbon County Mud Springs Wind Development

Location- Warren, MT
Contact- Pacificorp

The wind development South of Bridger, MT began construction on schedule in March and April and are working towards having the majority of construction completed by the December time frame.



Business/ Project Name: **406 Bovine LLC**
Contact- Bryan Elliott
Location-Laurel, MT

406 Bovine LLC has worked with Beartooth Staff due to Steve assisting in the development of a Big Sky Trust Fund grant they have now received funding for planning, and are moving forward with the scope of work on the project.

Midland Bull Test

Location-Columbus, MT
Contact- Melissa Kramer

Midland Bull Test has been an client of Beartooth FADC over the years as their business of testing and marketing beef seedstock is one of the best in the nation at providing excellent data on registered bulls from all over the nation covering multiple breeds and test carcass data and weight statistics feed consumption and efficiency statistics. Beartooth FADC was able to assist their business with a successful Ag Adaptability Grant for \$10,000.00 in increased marketing to make the business more resilient in this new business environment.



Stillwater Packing Co/ Emmett's Meats

Location- Columbus, MT

Contact- Jason Emmett

Stillwater Packing has been working through an increase in business due to the COVID 19 having shut down some large national meat plants shifting some buyer interest to smaller plants like theirs. Beartooth FADC staff assisted them with a proposal for funding to expand their business through the Montana Meat Processing Infrastructure grant, if the proposal is funded it would provide over \$100,000.00 towards an effort to build more square footage for meat coolers and processing space to better accommodate the increase in demand for locally processed animals.



Pioneer Meats

Location- Big Timber, MT

Contact- Brian Engle

Beartooth FADC staff contacted Brian Engle to see if he had a need that could be served by the new Montana Meat Processors Infrastructure grant and he was very interested and developed an application that would allow him to expand his meat processing business and potentially purchase another location that would process wild meat.



Millers Custom Processing

Location- Roberts, MT

Contact- Tom Miller

Tom Miller became a custom exempt meat processor approximately three years ago and has experienced an increase in demand every year and a dramatic increase in demand lately for processing Beef and Pork. We assisted him with a GTA grant two years ago that was not funded, since then he invested \$30,000.00 to expanding his cooler and freezers and is now looking to build even more cooler space and processing space as well as upgraded equipment which would allow him to more than triple the number of animals he can process in a week. Beartooth FADC staff has assisted him with the development of a Montana Meat Processing Infrastructure Grant for business expansion that would help him upgrade and potentially apply for full state inspection.

Restoration Beef Project

Contact- Jess Peterson

Restoration beef has developed a feasibility study around building a high quality beef plant that processes between 300-500 per day, they are in the process of developing interest and funding but are interested in the Yellowstone Valley area.

Controlled Environments Construction

Contact- Gary Guesman

Gary Guesman is working with Big Sky EDA the Department of Ag and Beartooth FADC on their potential 300-500 head a day meat processing project they are interested in developing in the Yellowstone County area.

Yellowstone Region Ag Sustainability Project- RCPP

Location- Huntley, MT

Contact- Dave Dougherty

The group had their last meeting in February in Huntley to set the annual deadlines for applications and complete reporting, there was discussion about developing field tour of projects this summer in Carbon County, the recent social distancing guidelines will require additional planning for this tour to go forward.



Becky's Berries- Absarokee, MT

Location-Absarokee

Becky Stahl has been a client of Beartooth for several years and we last assisted her with development of an expansion plan for her Jams, Jellies and Barbeque sauce business. She has completed construction of the

facility. Beartooth staff has assisting Becky with the development of a Mini Grant but the funds ran out in approximately 10 days so staff then developed a successful Ag Adaptability Grant for \$9,000.00 for the addition of a makeup air system and a commercial food processor for her new facility. Funding was also requested for the development of labels for a new line of products and improvements to her on line ordering presence. Becky's Berries Website <http://www.beckysberries.com/>



Steve's Economic Director's Report July 2020 to the Beartooth R, C& D Board

The **two programs** I administer on behalf of the organization are listed below.

Certified Regional Development Corporation (CRDC) current work activities include:

1. Targeted Brownfields Assessment grant applications submitted to EPA for Red Lodge pea cannery building, Joliet & Laurel affordable housing projects. Resource meetings with Kansas State University staff regarding the pea cannery project are ongoing.
2. Two successful Big Sky Trust Fund (BSTF) grants were approved. BSTF are for the Pea Cannery and 406 Bovine an Artificial Intelligence start up firm. 406 Bovine has since withdrawn their BSTF as the company's attorney had issues with the control of intellectual properties and the State's requirements for public disclosure. I also assisted 406 Bovine with a Small Business Innovative Research (SBIR) grant application that is pending approval. The USDA Rural Business Development Grant for the pea cannery is still pending approval as well.
3. My work continues on both the Yellowstone and Carbon County economic recovery teams. I'm serving on both committees as a resource and liaison between the local groups and State/Federal organizations. I'm participating in a series of public meetings are occurring in Yellowstone County to gain input on the draft economic recovery plan. In addition regular outreach to other County leadership teams, Chambers of Commerce, and economic development organizations are ongoing.
4. Business assistance to connect people and resources across the region and State is ongoing.

Economic Development Administration (EDA) has indicated an additional \$400,000 will be made available to help our region with additional staffing over a two year period for assisting us with economic recovery efforts. The grant application has been submitted. EDA is reviewing the work plan and Beartooth RCD should be notified about the award any day. Focus areas for the funding include:

- Hiring an independent contractor to serve as a regional economic recovery specialist that will serve our five county region. **Budgeted: \$200,000**
- Complete an affordable housing study across the region. **\$100,000.**
- Targeted industry assistance for most impacted sectors of the economy including tourism. **\$80,000.**
- Administration of the grant for Beartooth RCD. **\$20,000.**
\$400,000

We're in the second year funding of a three year grant cycle from EDA for \$210,000, or (\$70,000/year). Under the 2019 Disaster Declaration funding with EDA, Stillwater County has received approval for a \$3.1 M road rebuilding grant with our assistance.

Respectfully submitted,

Steve Simonson

Frequently Used Acronyms

- BEAR – Business Expansion and Retention
- BIA – Bureau of Indian Affairs
- BLM – Bureau of Land Management
- BRCD – Beartooth RC&D
- BSEDA – Big Sky Economic Development Association

BSTF – Big Sky Trust Fund
CDBG – Community Development Block Grant
CRDC – Certified Regional Development Corporation
CEDS – Comprehensive Economic Development Strategy
CTEP – Community Transportation Endowment Program
EDA – Economic Development Administration
EDD – Economic Development District
ESRI – Environmental Systems Research Institute, Inc.
GIS – Geographic Information Systems
GPS – Global Positioning System
HOME – Montana Home Investment Partnerships Program
HUD – US Department of Housing and Urban Development
IRP – Intermediary Relending Program
LESA – Land Evaluation Site Assessment
MBI – Montana Board of Investments
MDOC – Montana Department of Commerce
MDOL – Montana Dept. of Labor
MDOT – Montana Dept. of Transportation
MDFWP – Montana Dept. of Fish, Wildlife and Parks
MEDA – Montana Economic Developers Association
NADO – National Association of Development Organizations
NCOC – National Carbon Offset Coalition
NHS – Neighborhood Housing Services
NRCS – Natural Resource Conservation Service
RBEG – Rural Business Enterprise Grant
RBOG – Rural Business Opportunity Grant
RC&D – Resource Conservation & Development Area, Inc.
RCDI – Rural Community Development Initiative
RD – Rural Development (a division of USDA)
RCP- Regional Conservation Partnership Program
RLF – Revolving Loan Fund
RTA – Resource Team Assessment
SBA – Small Business Administration
SBDC – Small business Development Center
TIFD – Tax Increment Finance District
TSEP - Treasure State Endowment Program
USDA – United States Department of Agriculture
USFS – United States Forest Service

File Attachments for Item:

7. Budget/Finance Committee Minutes of July 7, 2020.

Budget/Finance Committee Minutes of July 14, 2020.

Tree Board Minutes of June 18, 2020.

The Committee expressed concerns about taking mills away from General Fund. The Committee talked about the ambulance personnel hired and the costs associated with them. The Committee asked if AMR was involved with the staffing. The Mayor explained all the full-time ambulance personnel are City Staff, and not associated with AMR. He further explained that all costs associated with the Ambulance Department was the responsibility of the City. The Committee asked how the Ambulance Department budget was doing. The Clerk/Treasurer explained the Ambulance Department had not adjusted their budget, per the Mayor's memo. The Committee asked about the safety mill levy. The Mayor explained the safety mill levy was still being talked about by the Emergency Services Committee. He stated the likelihood of the safety mill levy being passed during this budget cycle was slim. He explained the process of getting the mill levy on a ballot and the timing. The Committee asked if the Emergency Services Committee felt the mill levy would pass. The Mayor stated the Emergency Services Committee felt the safety mill levy would be passed by the community, as they are very supportive of our First Responders. The Mayor stated there are no hard numbers ready to be talked about yet.

The Committee talked about the three enterprise funds, and how they are doing financially. The Clerk/Treasurer stated the City Mechanic and Public Works Superintendent were going to attend the July 14th Budget and Finance Committee meeting to talk about the garbage trucks. She stated one of the trucks caught fire, and the newest one had a transmission failure. The transmission failure seems to be covered under warranty. The Mayor stated the Solid Waste funds needs money for a new trash truck, however there is no way to currently save money for one. The expenditures for the Solid Waste Fund exceed the revenues generated. The amount of money being paid for the Billings landfill is increasing. The Committee agreed that a conversation regarding increasing the Solid Waste fees needed to happen with full Council. The Clerk/Treasurer stated the Solid Waste Fund needed a mechanism to save for replacement of equipment. She stated that both the Water and Sewer Funds had these mechanisms but for some reason Solid Waste does not. The Committee asked how this type of mechanism would be put into place. The Clerk/Treasurer stated it would need to be a resolution passed by Council directing the Mayor and/or Clerk/Treasurer to begin putting X amount of money into a replacement and depreciation cash account. The Mayor stated the Water Department is going to need to repaint the water tower this next fiscal year.

The Committee asked about the Planning Fund and what the Mayor was going to do to fix the cash deficit. The Clerk/Treasurer explained the Planning Director increased most of the fees associated with the Planning Department. She stated this should help with the cash deficit. The Mayor stated the Planning Department has been utilizing KLJ for assistance, for the Growth Management Plan, and this has increased the amount of expenditures for the year.

The Committee asked about the General Fund Budget. The Clerk/Treasurer stated she is very concerned about the upcoming two fiscal years. She stated COVID-19 is going to have future effects on the revenues of the entire State. She stated she is concerned with the decrease in interest revenues, and the future of Gas Tax, Gambling, Entitlement Share, and Grant revenues. She stated she is also concerned about the future of Unemployment rates. The Clerk/Treasurer also stated she is trying to keep as much cash in General Fund as possible. She talked with the Mayor and they both agree to not transfer Capital Improvement funds out of General Fund for this next budget. The Clerk/Treasurer state she wants the money to stay in General Fund just in case it is needed there. The Committee asked if all the

departments have held their budgets according to the Mayor's request. The Clerk/Treasurer stated the Fire Department budget was increased but that has been rectified. The Mayor stated the Courts could potentially need additional funding to attend a training session. They are getting a new Enterprise System, and the training is scheduled to take place in New Orleans. The Committee asked how any reductions to the tax revenues would affect the overall budget. The Clerk/Treasurer stated any decrease to tax revenue would cause a need to a decrease in appropriations. She stated the budgets will increase due to wage increases. The Committee commented the taxable values will determine a lot.

Announcements –

- The next Budget and Finance Meeting will be held on Tuesday July 14, 2020 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.

requisition from the Solid Waste Department for the purchase of new transmission for the newest garbage truck, all in favor, motion passed.

- Review and approve the June 2020 Utility Billing Adjustments. The Committee reviewed the June 2020 utility billing adjustments and had no questions. Richard Klose made a motion to approve the June 2020 Billing Adjustments. Bruce McGee seconded the motion to approve the June 2020 Billing Adjustments, all in favor, motion passed.
- Review and recommend approval to Council Claims entered through 07/10/2020. The Claims Detail reports and the Check Registers were reviewed for accuracy prior to the meeting, by the Committee. There was a question regarding the Mayor's new phone. The Mayor stated it was a new phone, and not a broken phone. There was a question regarding a purchase from Fowl Play. The Public Works Superintendent stated there was a water break on a Saturday that lasted most of the day. He stated lunch was purchased from Fowl Play for the staff working on the break. There was a question regarding a \$768.00 purchase from Reese and Ray's IGA. The Mayor stated that is not unusual depending on what is being stocked for the City. Coffee, cups, etc. are purchased for all City Departments from Reese and Ray's IGA. There was a question regarding a purchase from Best Buy for \$101.00. The Mayor stated that would need to come from the Clerk/Treasurer, as he does not know what it is for. There was a question regarding a flower purchase. The Budget and Finance Chair stated there was a relative, of an employee, that died, and the City sends flowers for that. There was a question regarding a Dragon Palace purchase. The Mayor stated this was probably a lunch for staff. There was a question regarding a \$1,500 purchase from Headsets Direct for the Clerk's office. The Mayor stated these are new headsets for the Clerk's Office. He stated these headsets are for the new VOIP phones and allow the Clerk's to move around the office while being on the phone. There was a question regarding a cell phone holder car wash. The Mayor looked at the claim register and said it was for the Fire Department and it was an ACE Hardware purchase. He stated he would get the Clerk/Treasurer to pull the receipt. Scot Stokes made a motion to recommend approval to Council the claims entered through 07/10/2020. Bruce McGee seconded the motion to recommend approval to Council the claims entered through 07/10/2020, all in favor, motion passed.
- Review and approve Payroll Register for pay period ending 06/28/2020 totaling \$227,342.91. The Committee asked why the payroll amount was so high. The Mayor explained there was a lot of overtime on this report. He anticipated this would be reduced in the next month, as Ambulance should not have as much. The Mayor stated the hiring of the Ambulance Director should happen in the next few weeks. After the Director is hired, he expected the Ambulance Department would begin doing more transports to generate revenue. The two-page summary was reviewed, signed, and dated. Bruce McGee made a motion to approve the payroll register for pay period ending 06/28/2020 totaling \$227,342.91. Richard Klose seconded the motion, all in favor, motion passed.

New Business

- The Public Works Superintendent, Matt Wheeler, gave a brief introduction to the Committee regarding what KOIS Brothers was going to present, and how this lease came to the attention of the department. He stated the dollar amounts are large, but the equipment proposed in the lease is expensive. The Public Works Superintendent introduced Roy Pilcher and Ernie Kois from Kois Brothers Equipment co. The company is 52 years old and has worked with the City for a number of years. 65% of their business is with Municipalities. Ernie went over the useful life of equipment and maintenance. He stated servicing equipment can be done in Billings. This cuts down on costs and length of time equipment can be down. He stated lease programs provides certainty for budgeting. He

stated a sewer trucks are \$550,000, and garbage trucks are \$300,000 a piece, and a street sweeper is \$225,000. He stated a lease program allows for budgeting annually or monthly payments. He stated that trade ins can be used for lease payments. He stated these are tax exempt lease programs, designed for municipalities. Roy stated he designed this lease program to provide \$1,500,000 to be paid over 7-years at \$250,000 a year. This will replace two garbage trucks, a new street sweeper and a sewer combo jet router. This does not take into consideration any trades the City wants to make. After any trade ins are evaluated, a final number could be provided to the City Council. The annual payments of \$247,059.11 are at 3.69% interest, and no trade ins. The Committee asked about the warranty provided with the lease. Ernie stated an extended warranty could be worked into the lease, in order to cover the entire lease timeframe. The Committee was concerned about warranty work if something like a transmission were to fail. Ernie stated the City of Memphis is on a three-year program, and this timeframe provides for a buyback opportunity. The Committee inquired about a service package. Ernie stated there is no service package included in the price.

Old Business - None

Other Items

- Review the Comp/OT report for pay period ending 06/28/2020. The Committee commented about the amount of overtime the Ambulance Department had.
- Clerk/Treasurer Update – The Clerk/Treasurer was not present.
- Update from the Mayor – The Mayor stated there were some discrepancies regarding last weeks meeting. He stated the Library has not officially unionized as union negotiations were not complete. The Committee stated if the number of mills were increased for the Library, the number of mills for General Fund would be decreased. The Mayor stated this is correct. The Committee verified the City Council sets the mills for all funds, and the Mayor verified that was correct. The Mayor stated all the departments have not received an increase for at least two years. He stated there are substantial concerns regarding the State’s revenues. The Committee asked if changes to the budget can be recommended at the Budget Workshop meeting. The Mayor verified this is correct. The Mayor stated he is going to draft a conservative budget as there are concerns about legislature trying to take the million-dollar entitlement share the General Fund receives every year. He stated the City is not going to replace the water billing clerk position, and another employee is being laid off the end of July. He stated this is to try to save money in General Fund.

Announcements –

- The next Budget and Finance Meeting will be held on Tuesday July 28, 2020 at 5:30pm
- Bruce McGee will be reviewing claims for the next meeting
- The meeting was adjourned at 6:20pm

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
Tree Board

06/18/2020 09:30 AM
City Council Chambers

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

COMMITTEE MEMBERS PRESENT:

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

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input
 - a. none

2. General Items
 - a. May 2020 minutes approved
 - b. Covid 19 requires social distancing for meetings
 - c. Arbor Day DNRC money \$750 needs to be spent by 10-31-20
 - d. Dale reported that we received the Walmart grant for \$500 which is in the School District's account

- e. We also were notified by Lisa Perry at NWE that we received their \$500 grant but she didn't send it out once she knew we had cancelled Arbor Day in May.
- f. We will stay in touch with Lynn Peterson as to how we can include the students in the planting of trees.
- g. We can try to do something small with the students next Fall once it is clear how they will be treated for the virus.
- h. We will use the artwork for next year 2021 Arbor Day.

3. New Business

- a. Replacement trees for Thomson Park - Aaron will go through the park and suggest what trees we should use for those 13 trees removed from the boulevard last Fall.
- b. Trees on 8th Ave need attention - trimming and watering. Letters should be sent to the owners to remind them that the trees are their responsibility.

4. Old Business

- a. Replacing 5 dead ash trees at South Pond - with Hackberry, elm, maple or linden and one juniper. The Willow trees and Hackberry trees planted in 2019 are not doing well. Three Hackberrys are overwatered and the the Willows are not being watered.
- b. Lions Dock - The Lion's International has agreed to support the project in the park but needs to know that matching money is there. Engineering is happening to start the process.

5. Other Items

- a. Code enforcement - Karen Courtney - The codes for Boulevards is being rewritten.
- b. All members should keep track of their hours and turn them in by the end of the year. Kurt will circulate the forms. This is important for the Tree USA distinction

6. Announcements

- a. Next meeting July 16th 9:30am...

The Tree Board adjourned at 10:12 AM.

Respectfully submitted,

LuAnne Engh
Committee Chairman

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

File Attachments for Item:

8. Appointment of Evan Bruce to the City/County Planning Board for a two-year term ending June 30, 2022.

Brittney Moorman

From: City Mayor
Sent: Wednesday, July 1, 2020 2:13 PM
To: Brittney Moorman; Bethany Langve
Subject: FW: City County Planning Board

FYI, Below.

-----Original Message-----

From: Evan Bruce <evanblaurel@gmail.com>
Sent: Wednesday, July 1, 2020 2:06 PM
To: City Mayor <citymayor@laurel.mt.gov>
Subject: City County Planning Board

Dear Mayor, Thomas Nelson

I, Evan Bruce, am interested in continuing to be on the City/County Planning Board. I have been on the board for the last year and my term is ending. Please re-appoint me to the board.

Evan Bruce
406-598-7883
evanblaurel@gmail.com
105 E Main St. #3
Laurel, Montana 59044

File Attachments for Item:

9. Resolution No. R20-40: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

RESOLUTION NO. R20-40

A RESOLUTION TO ADOPT AN OFFICIAL SCHEDULE OF FEES AND CHARGES FOR THE CITY OF LAUREL, REPEALING ALL PREVIOUS RESOLUTIONS THAT SET FEES OR CHARGES THAT CONFLICT WITH THE SCHEDULE ATTACHED HERETO UPON ITS EFFECTIVE DATE.

WHEREAS, the Laurel Municipal Code requires the City Council to review, modify and/or update its fees and charges on an annual basis through further Resolution of the City Council; and

WHEREAS, Staff prepared the attached Schedule of Fees and Charges for the City Council's consideration and adoption after public hearing until further Resolution of the City Council; and,

WHEREAS, on July 14, 2020 the City Council adopted Resolution No. R20-34, a Resolution of Intent to adopt the updated Schedule of Fees and Charges and set a public hearing for July 28, 2020. The public hearing was held on July 28, 2020 in order to provide opportunity for public input prior to adoption. No public comment was provided.

BE IT RESOLVED, by the City Council that the attached Schedule of Fees and Charges is reasonable and in the best interest of the City of Laurel; and

BE IT FURTHER RESOLVED that the City Council hereby adopts the Schedule of Fees and Charges attached hereto for convenience.

Introduced at a regular meeting of the City Council on July 28, 2020, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 28th day of July 2020.

APPROVED by the Mayor this 28th day of July 2020.

CITY OF LAUREL

ATTEST:

Thomas C. Nelson, Mayor

Bethany Langve, City Clerk/Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

CITY OF LAUREL
SCHEDULE OF FEES AND CHARGES
AS OF TUESDAY, JULY 28, 2020 / RESOLUTION NO. R20-40

Administrative, City Attorney and Court Fees and Charges (except Library)

Returned Check.....	\$30.00
Document Photocopying	
First 3 pages	No Charge
Copies in excess of 3 pages – per page	\$0.25
Research City Records (Per Hour).....	\$30.00
Video Tape or DVD Copy	First Copy \$25.00
.....	Each Additional Copy \$5.00
Dog License Fees and Renewals before April 1 (must be renewed each year)	
Spayed Female/Neutered Male	\$10.00
Un-spayed Female/Un-neutered Male	\$15.00
Dog License Renewals after April 1	
Spayed Female/Neutered Male	\$20.00
Un-spayed Female/Un-neutered.....	\$30.00
Dog Kennel before April 1 (must be renewed each year)	
Non-Commercial	\$50.00
Commercial	\$75.00
Business License	
General	\$75.00
Beer and/or Wine License	\$200.00
Three Apartments.....	\$30.00
Four Apartments	\$40.00
Five or more Apartments	\$75.00
Pawn Shop.....	\$100.00
Utilities.....	\$300.00
Amusement Machines.....	\$50.00
Live Music	\$50.00
Junk	\$50.00
Liquor License	\$406.00
Franchises.....	\$300.00
Sexually Oriented Business.....	\$500.00

Police Department Fees and Charges

Victims Report.....	\$5.00
Case Report	\$35.00
Case Report with pictures	\$45.00
Vehicle Accident Report (form only)	\$10.00
Vehicle Accident Report with pictures	\$25.00
Audio Recording	\$50.00
Vehicle Impound – Per Day 1 st week.....	\$25.00
Vehicle Impound – Per Day after 1 st week	\$50.00
Dog Impound Fee	\$30.00
Dog Boarding Fee (24 hours after notification) – Per Day.....	\$60.00
Fingerprint Card	\$30.00
Subsequent Fingerprint Cards – Per Card.....	\$5.00

Fire Department Fees and Charges

Incident Report (NFIRS Copy).....	\$30.00
Photograph Copies – Color (35mm) Prints.....	Cost of Processing + \$25.00

Photograph Copies – Enlargements	Cost of Processing + \$25.00
Photograph Copies – Digital (Copy of Disk).....	\$35.00
Fire Suppression Fees Charged to Non-Residents or for Code or Ordinance Violations	
Base Rate for First Hour of Response for working fires, rescue operations, hazmat or large scale incidents	\$1,100.00
Base Rate for Service Assist Calls or Minor Calls.....	\$700.00
For each Fireman	\$20.00/hour
Base Rate for Assist and Investigate.....	\$200.00/hour

Rates for Additional Hours after the First Hour of Any Response
(Time calculated from time of response to return to service.)

Engine #1	\$250.00
Engine #2	\$250.00
Engine #4	\$200.00
Squad5.....	\$250.00
Tender #1	\$75.00
Tender #2	\$75.00
Support #1	\$75.00
Command 1	\$100.00
Command 2.....	\$100.00
Brush #1	\$100.00
Brush #2	\$100.00
Brush #3	\$100.00
Brush #5	\$100.00

Business inspection within jurisdiction – marketing fireworks, firecrackers and other pyrotechnics \$200.00

False Fire Alarms (per year)

First	Free
Second.....	\$100.00
Third.....	\$200.00
Fourth +.....	\$300.00

Fire Extinguisher Training

10 Students.....	\$150.00
-Additional per student.....	\$15.00

Ambulance Service Fees

Paramedic Base Rate	\$1,400.00
Basic Base Rate	\$1,100.00
Mileage with Patient (per mile)	\$18.00
Other Charges	
Treat Only	\$180.00
Basic Disposable Supplies	\$170.00
Paramedic Disposable Supplies	\$200.00
Defibrillator Supplies.....	\$200.00
EKG Supplies.....	\$50.00
Wait Time	\$55.00
Extra Attendant	\$75.00
DOA Transport	\$200.00
Stand-By Rate (per Hour)	\$100.00
Nebulizer.....	\$35.00
Decontamination of Ambulance	\$70.00
IV Supplies.....	\$50.00
Glucometer.....	\$40.00
Pulse Ox	\$20.00
Spinal Immobilization.....	\$50.00
Splinting.....	\$25.00

Supraglottic Airway (BVM/King)	\$100.00
Suction Kit	\$15.00
Intraosseous Kit (IO).....	\$200.00
Wound Care	\$20.00
Pelvic Splint (any size).....	\$100.00
Burn Kit.....	\$50.00
Needle Decompression.....	\$100.00
ET Intubation	\$100.00
Capnography Monitoring	\$15.00
Cricothyrotomy	\$150.00
Medication Charges	
Adenosine.....	\$ 25.00
Albuterol Neb 5mg.....	\$15.00
Amiodarone.....	\$ 20.00
Aspirin.....	\$10.00
Atropine	\$ 30.00
Benadryl Tab 25mg.....	\$15.00
Calcium Gluconate.....	\$ 35.00
D5W Solution	\$20.00
D10W Solution per 1000 ml	\$25.00
D50W Solution	\$25.00
Diphenhydramine Injectable 50 mg	\$ 10.00
Dopamine.....	\$ 35.00
Epinephrine Injector Adult.....	\$300.00
Epinephrine Injector Pediatric.....	\$400.00
Epinephrine 1 mg/ml.....	\$30.00
Epinephrine 1:1000.....	\$ 40.00
Epinephrine 1:10000.....	\$ 20.00
Fentanyl.....	\$ 30.00
Furosemide.....	\$ 10.00
Glucagon 1mg	\$450.00
Haloperidol	\$15.00
Humidified Oxygen	\$90.00
Ipratropium Bromide Inhalant 2.5 ml	\$ 5.00
Ketamine	\$ 125.00
Lidocaine.....	\$ 25.00
Magnesium Sulphate	\$ 20.00
Midazolam	\$ 15.00
Morphine Sulfate per 10 mg	\$ 30.00
Narcan (Naloxone) per 2 mg.....	\$ 55.00
Nitro Tab	\$ 20.00
Nitrous Oxide Administration.....	\$ 350.00
Norepinephrine.....	\$ 80.00
NS Solution 500 cc	\$ 30.00
NS Solution 1000 cc.....	\$ 60.00
Ondansetron (Zolfran) Injectable 4 mg.....	\$ 15.00
Ondansetron (Zolfran) Oral 4 mg	\$ 2.00
Oral Glucose 30 g	\$ 15.00
Oxygen	\$ 80.00
Sodium Bicarbonate.....	\$ 50.00
Solu-Cortef 100 mg.....	\$ 75.00
Solu-Medrol 125 mg	\$ 20.00
Thiamine 200 mg	\$ 25.00
Tranexamic Acid (TXA).....	\$ 80.00

EMT Class (plus the cost of books and testing)	\$500.00
Advanced EMT Class (plus the cost of books and testing)	\$1,500.00

Water Rates & Charges

See current resolution (Resolution No. R11-110).

Raw (untreated) Water: Base rate as per meter size, plus \$0.40/1000 gallons.

System Development Fees (Based on Line Size):

¾ Inch.....	\$1,500.00
1 Inch.....	\$2,685.00
1¼ Inch.....	\$4,170.00
1½ Inch.....	\$6,000.00
2 Inch.....	\$10,710.00
3 Inch.....	\$24,000.00
4 Inch.....	\$42,855.00

Connections to the water system with meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the service as requested.

Curb Box Repair Insurance Fee: \$1.00/month per water account.

Utility Hook-Up Fees:

Water Tapping – Two Inches or Less	\$250.00
Water Tapping – Greater Than Two Inches.....	Fee x 1.25
Labor/Operator Rate Per Hour.....	\$40.00
Heavy Equipment Rate Per Hour.....	\$75.00

Other Fees for Repairs, etc.:

Frozen or Damaged Meter	Replacement meter or meter parts cost plus 25%
Plus the Labor/Operator Rate Per Hour	\$40.00
OR overtime hourly rate if called out after hours	\$90.00
Hydrant meter rental	\$476.00/month prorated plus the total usage

Utility Billing Fees and Deposits:

New Accounts or Re-Establishing an Account.....	\$25.00
Restoring Service to a Delinquent Account.....	\$50.00
Deposit for New Meter Accounts, No Service in Previous Year.....	\$150.00
Charge for check returned by bank as unpaid.....	\$30.00

Wastewater Rates & Charges

See current resolution (Resolution No. R11-110).

Septic dump fee..... \$40.00/minimum up to 1,000 gallons plus \$0.04/gallon thereafter;
(Resolution No. R15-96)..... \$40.00 cleanup fee for spillage

System Development Fees

System Development Fees (Based on Line Size) – Sewer Residential

Each housing unit	\$1,000.00
Duplex = 2 units; Triplex = 3 units; Four-plex = 4 units; Etc.	

Commercial - Based on water meter size; Includes Subdivisions for Rent or Lease

¾ Inch.....	\$1,000.00
1 Inch.....	\$1,790.00
1¼ Inch.....	\$2,780.00
1½ Inch.....	\$4,000.00
2 Inch.....	\$7,140.00
3 Inch.....	\$16,000.00
4 Inch.....	\$28,570.00

Connections to the wastewater system with water meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the service as requested.

Solid Waste Fees and Charges

See current resolution (Resolution No. R14-34).

(Resolution No. R15-101)

(4) Multiple Containers. Non-residential users who use multiple containers shall be assigned a volume of use variable for each container used.

Roll Off Container Set / Reset.....	\$30.00
Roll Off Container Haul.....	\$150.00
Roll Off Container Cost per Ton.....	Current City of Billings' landfill rates
Replacement Waste Container (due to negligence).....	Cost x \$1.50
All Tires.....	\$5.00/tire
Container Site Waste - Business and Non-City Residents and/or City Residents that do not use City Solid Waste Services	
Minimum.....	\$5.00
Per Cubic Yard.....	\$10.00

Non-Residential Garbage Disposal Rate Schedule

See current resolution.

Park and Recreation Fees and Charges

Shelter Reservation.....	\$40.00
Special Events in Parks.....	\$50.00/one day
.....	\$75.00/two days
Youth Sports in Parks.....	No Charge
Riverside Park Camping Fees	
With water and electricity.....	\$20.00 per night
With no water.....	\$15.00 per night
Tent camping.....	\$12.00 per night

Library

Photocopy Fees (per page).....	\$0.10
Printer Fees	
Black and White (per page).....	\$0.10
Lost or Damaged Book.....	Cost
Library Cards for Non-Residents	
For Three Months (Minimum).....	No Charge
Per Year.....	No Charge
Interlibrary Loan Postage (per item).....	\$2.00 After 3
Community Room	
Use during library hours.....	\$3.00/hour
Use after hours (per hour or any portion of an hour).....	\$30.00

Refundable Cleaning Deposit	\$30.00
Library Card Replacement Fee (per Card).....	\$2.00
Fax Fees (per page).....	\$0.25 Send
.....	\$0.10 Receive

Cemetery Fees

(Please Note: Cemetery caretaker must be present at all interments.)

(Please Note: Burials are not permitted on Sundays, holidays or Saturday afternoons.)

City Residents

Full Grave	\$350.00
Baby Grave	\$200.00

Non-Residents

Full Grave	\$500.00
Baby Grave	\$250.00

Opening and Closing

Full Grave	\$280.00
Full Grave on Saturday mornings	\$380.00
Baby Grave	\$200.00
Baby Grave on Saturday mornings	\$250.00
Cremation.....	\$150.00
Cremation on Saturday mornings.....	\$200.00
Two Cremations on single plot	\$225.00
Two Cremations on single plot on Saturdays	\$ 300.00

Set Cremation Urn at existing Headstones

Private Sale of any plot (transfer processing fee)

Disinterment fee for a full burial

Disinterment fee for cremains.....

Planning Fees

Site Plan Review Fee (Residential).....

Site Pan Review Fee (Commercial).....

Zone Change

All Zone Change Applications resubmitted within 1 year

of a withdrawal request made after the legal advertising.....

Conditional Use Application (Residential)

Conditional Use Application (Commercial)

Special Review (Residential).....

Special Review (Commercial)

All Special Review Applications resubmitted within one year

of a withdrawal request made after the legal advertising.....

Annexation into the City of Laurel (80 acres or less)

Annexation into the City of Laurel (81 acres or more).....

Home Occupations.....

Temporary Use Permit.....

Vacation of Street or Alley

Variance (Residential)

Variance (Commercial).....

All Variance Applications resubmitted within one year

of a withdrawal request made after the legal advertising.....

Zoning Map Amendment

Staff Research

Cash in Lieu of Parking Spaces Except in the Central Business District

Outdoor Seating

Floodplain Permit

Review of Buildings for Lease or Rent.....	\$ 200.00
Zoning Compliance Fee	\$ 100.00

Subdivision Application Fees

Pre-Application Meeting.....	\$550.00 + \$25.00/Lot
Preliminary Plat (Major)	\$1,375.00 + \$50.00/Lot
Preliminary Plat (Minor).....	\$600.00 + \$50.00/Lot
Final Plat (Major).....	\$750.00 + \$25.00/Lot
Final Plat (Minor)	\$550.00 + \$25.00/Lot
Planned Unit Development (PDU) Concept Plan	\$550.00
Planned Unit Development (PDU) Preliminary Plan	\$1,100.00 + \$25.00/Lot
Planned Unit Development (PDU) Final Plan	\$550.00
Subdivision for Rent or Lease Preliminary Plan.....	\$1,375.00
Subdivision for Rent or Lease Final Plan	\$550.00
Exempt Subdivision	\$200.00
Corrections or Vacation of Recorded Final Subdivision Plats or Supporting Documents	\$250.00
Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:	
Minor Adjustments	\$250.00
Major Adjustments:	
Major Subdivisions affecting:	
6 to 40 Lots	\$1,100.00
41 to 200 Lots	\$3,300.00
Over 200 Lots	\$4,400.00
Minor Subdivisions	\$440.00

All Appeals the Same as Application Fee

Building Permit Fees

Building Permits	See Appendix A
Fence Permits.....	\$50.00
Plan Review	35% of Building Permit Fee
Demolition Permits	See Appendix A
Re-Inspection	\$50.00
Moving Permit	\$50.00
Mobile Home Inspection (Blocking permit includes two meter inspections).....	\$50.00
Mobile Home Water Meter Inspection	\$25.00 per additional inspection
Permit to Work in the Right-of-Way – Gravel Surface	\$75.00
Permit to Work in the Right-of-Way – Paved Surface	\$125.00
Encroachment Permit (per Year)	\$75.00
Approach, Sidewalk, Curb, and Gutter	\$75.00
Residential Roofing Permit.....	\$75.00
Commercial Roofing Permit	See Appendix A
Sign Permit	See Appendix A
Temporary Sign Permit.....	\$50.00
Fire Inspection (Initial and One Follow-Up)	\$35.00
Fire Inspection (per additional inspection)	\$10.00

APPENDIX A: BUILDING PERMIT FEES

Building Permit Fees are determined by the **Total Valuation** of the project. For **new construction and additions** the total valuation is determined by the most recent Valuation Data as published by the International Code Council. For **remodel projects**, the total valuation is based on the documented project cost.

Total Project Cost From	To	Permit Fee	Total Project Cost From	To	Permit Fee	Total Project Cost From	To	Permit Fee
\$1	\$500	\$24	\$24,001	\$25,000	\$391	\$62,001	\$63,000	\$735
\$501	\$600	\$27	\$25,001	\$26,000	\$401	\$63,001	\$64,000	\$742
\$601	\$700	\$30	\$26,001	\$27,000	\$411	\$64,001	\$65,000	\$749
\$701	\$800	\$33	\$27,001	\$28,000	\$422	\$65,001	\$66,000	\$756
\$801	\$900	\$36	\$28,001	\$29,000	\$432	\$66,001	\$67,000	\$763
\$901	\$1,000	\$39	\$29,001	\$30,000	\$442	\$67,001	\$68,000	\$770
\$1,001	\$1,100	\$42	\$30,001	\$31,000	\$452	\$68,001	\$69,000	\$777
\$1,101	\$1,200	\$45	\$31,001	\$32,000	\$462	\$69,001	\$70,000	\$784
\$1,201	\$1,300	\$48	\$32,001	\$33,000	\$472	\$70,001	\$71,000	\$791
\$1,301	\$1,400	\$51	\$33,001	\$34,000	\$482	\$71,001	\$72,000	\$798
\$1,401	\$1,500	\$54	\$34,001	\$35,000	\$492	\$72,001	\$73,000	\$805
\$1,501	\$1,600	\$57	\$35,001	\$36,000	\$502	\$73,001	\$74,000	\$812
\$1,601	\$1,700	\$60	\$36,001	\$37,000	\$512	\$74,001	\$75,000	\$819
\$1,701	\$1,800	\$63	\$37,001	\$38,000	\$523	\$75,001	\$76,000	\$826
\$1,801	\$1,900	\$66	\$38,001	\$39,000	\$533	\$76,001	\$77,000	\$833
\$1,901	\$2,000	\$69	\$39,001	\$40,000	\$543	\$77,001	\$78,000	\$840
\$2,001	\$3,000	\$83	\$40,001	\$41,000	\$553	\$78,001	\$79,000	\$847
\$3,001	\$4,000	\$97	\$41,001	\$42,000	\$563	\$79,001	\$80,000	\$854
\$4,001	\$5,000	\$111	\$42,001	\$43,000	\$573	\$80,001	\$81,000	\$861
\$5,001	\$6,000	\$125	\$43,001	\$44,000	\$583	\$81,001	\$82,000	\$868
\$6,001	\$7,000	\$139	\$44,001	\$45,000	\$593	\$82,001	\$83,000	\$875
\$7,001	\$8,000	\$153	\$45,001	\$46,000	\$603	\$83,001	\$84,000	\$882
\$8,001	\$9,000	\$167	\$46,001	\$47,000	\$613	\$84,001	\$85,000	\$889
\$9,001	\$10,000	\$181	\$47,001	\$48,000	\$623	\$85,001	\$86,000	\$896
\$10,001	\$11,000	\$195	\$48,001	\$49,000	\$633	\$86,001	\$87,000	\$903
\$11,001	\$12,000	\$209	\$49,001	\$50,000	\$643	\$87,001	\$88,000	\$910
\$12,001	\$13,000	\$223	\$50,001	\$51,000	\$651	\$88,001	\$89,000	\$917
\$13,001	\$14,000	\$237	\$51,001	\$52,000	\$658	\$89,001	\$90,000	\$924
\$14,001	\$15,000	\$251	\$52,001	\$53,000	\$665	\$90,001	\$91,000	\$931
\$15,001	\$16,000	\$265	\$53,001	\$54,000	\$672	\$91,001	\$92,000	\$938
\$16,001	\$17,000	\$279	\$54,001	\$55,000	\$679	\$92,001	\$93,000	\$945
\$17,001	\$18,000	\$293	\$55,001	\$56,000	\$686	\$93,001	\$94,000	\$952
\$18,001	\$19,000	\$307	\$56,001	\$57,000	\$693	\$94,001	\$95,000	\$959
\$19,001	\$20,000	\$321	\$57,001	\$58,000	\$700	\$95,001	\$96,000	\$966
\$20,001	\$21,000	\$335	\$58,001	\$59,000	\$707	\$96,001	\$97,000	\$973
\$21,001	\$22,000	\$349	\$59,001	\$60,000	\$714	\$97,001	\$98,000	\$980
\$22,001	\$23,000	\$363	\$60,001	\$61,000	\$721	\$98,001	\$99,000	\$987
\$23,001	\$24,000	\$377	\$61,001	\$62,000	\$728	\$99,001	\$100,000	\$994

Building Permit Fees for projects with total values of \$100,001 to \$500,000 are \$994 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof up to and including \$500,000. Building Permit Fees for project with total values of \$500,001 to \$1,000,000 are \$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof up to and including \$1,000,000. Building Permit Fees for projects with total values of \$1,000,001 or more are \$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.