



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, MARCH 08, 2022
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R22-09

NEXT ORD. NO.
O22-01

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 February 8, 2022.

Correspondence

2. Fire Monthly Report - February 2022.
3. Police Monthly Report - February 2022.
4. Building Monthly Report - February 2022.
5. Ambulance Monthly Report - January 2022.
6. Library Board Resignation Letter from Emelie Eaton.

Council Disclosure of Ex Parte Communications

Public Hearing

Consent Items

NOTICE TO THE PUBLIC

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

7. Claims entered through March 4, 2022.
8. Approval of Payroll Register for PPE 1/23/2022 totaling \$190,982.99.
9. Approval of Payroll Registers for PPE through 2/6/2022 totaling \$209,508.01.
10. Approval of Payroll Register for PPE 2/20/2022 totaling \$183,039.84.

Ceremonial Calendar

11. Sargent Pinning Ceremony

Reports of Boards and Commissions

- [12.](#) Budget/Finance Committee Minutes of January 11, 2022.
- [13.](#) Budget/Finance Committee Minutes of January 25, 2022.
- [14.](#) Budget/Finance Committee Minutes of February 22, 2022.
- [15.](#) Tree Board Minutes of January 20, 2022.
- [16.](#) Cemetery Commission Minutes of January 26, 2022.
- [17.](#) Park Board Minutes of February 3, 2022.
- [18.](#) Emergency Services Committee Minutes of January 24, 2022.
- [19.](#) Tree Board Minutes of January 20, 2022.

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

- [20.](#) Appointment of Ken Olson to Cemetery Commission for the remainder of a two year term ending June 30, 2023.
21. Motion to allow Council Member Sparks to be absent from the City of Laurel for more than ten days. (LMC 2.12.060)
22. Motion to allow Council Member Mountsier to be absent from the City of Laurel for more than ten days. (LMC 2.12.060)
- [23.](#) Resolution No. R22-09: A Resolution Of The City Council Authorizing The Mayor To Sign An Amendment To Reissue #2 For Land Use License No. 6202 By And Between The City Of Laurel And The State Of Montana, Department Of Natural Resources & Conservation.

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

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

Council Discussion

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

Mayor Updates

Unscheduled Matters

Adjournment

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

DATES TO REMEMBER

File Attachments for Item:

1. Approval of Minutes of February 8, 2022.

MINUTES OF THE CITY COUNCIL OF LAUREL

FEBRUARY 8, 2022

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on February 8, 2022.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Michelle Mize Richard Herr
 Richard Klose Irv Wilke
 Bill Mountsier

COUNCIL MEMBERS ABSENT: Scot Stokes

OTHER STAFF PRESENT: Karen Courtney, Building Official
 Sherri Phillips, Court Clerk
 Jean Kerr, City Judge

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

MINUTES:

Motion by Council Member Wilke to approve the minutes of the regular meeting of January 25, 2022, as presented, 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.

CORRESPONDENCE:

- Fire Monthly Report – January 2022.
- Police Monthly Report – January 2022.
- Building Department Monthly Report – January 2022.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING:

- Public Hearing: A Resolution Of The City Council Approving An Application For Special Review For J. Johnson Properties Authorizing The Operation Of Lucky Louie's, A Bar And Casino, Within an Existing Structure Located At 305 South 1st Avenue, City Of Laurel.

Mayor Waggoner stated this is the time and place set for the public hearing on the City of Laurel's A Resolution Of The City Council Approving An Application For Special Review For J. Johnson Properties Authorizing The Operation Of Lucky Louie's, A Bar And Casino, Within an Existing Structure Located At 305 South 1st Avenue, City Of Laurel.

Mayor Waggoner opened the public hearing and asked Staff to present the item.

Karen Courtney, Building Official, briefly reviewed the attached Staff report.

Mayor Waggoner opened the floor for public comment and stated that copies of the rules governing the public hearing were posted in the council chambers.

Mayor Waggoner asked if there were any proponents.

John Johnson, 1917 Rustic Court Casper WY, stated he is here this evening to speak in favor of this special use. Louie and I bought the Board of Trade back in 2009 and have been operating here in Laurel for 13 years. We purchased the Beartooth Grill building, or I purchased the building, I should say back in December 2020. It has taken us a little longer to get to the project than we expected. We are ready to go now; plans have been drawn. Once we seek your favorable approval tonight, we will submit to the State of Montana for the permissions from the Department of Justice and the

Council Minutes of February 8, 2022

Department of Revenue for their approval to move the operation to this location. So we are asking for your favorable approval tonight. And I stand for questions.

It was questioned what would happen to the existing property building. It was clarified that someone is interested in purchasing that building from them. It was further questioned for what use. It was further clarified that he did not know. The person interested in purchasing the building does own a business that is operating on Main Street, but they did not know what the intended use for the building was. It was further questioned if the person purchasing the building was a neighboring property owner. It was clarified that he was.

Council President Sparks called a Point of Order. She clarified that Council is to ask questions under Scheduled Matters and not during a Public Hearing.

Mayor Waggoner asked two (2) additional times if there were any proponents. There were none.

Mayor Waggoner asked three (3) times if there were any opponents. There were none.

Mayor Waggoner stated that he would not have Staff respond to questions as there were none.

Mayor Waggoner closed the public hearing.

CONSENT ITEMS:

- **Claims entered through February 4, 2022.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Approval of Payroll Register for PPE 1/23/2022 totaling \$190,982.99.**
- **Council Workshop Minutes of December 21, 2021.**
- **Council Workshop Minutes of January 4, 2022.**
- **Council Workshop Minutes of January 18, 2022.**
- **Council Workshop Minutes of February 1, 2022.**

The Mayor asked if there was any separation of consent items. Council President Sparks requested the Claims and Payroll be separated from the Consent Agenda.

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

CEREMONIAL CALENDAR:

- Sargent Pinning Ceremony

Mayor Waggoner stated this item had been postponed to March 8, 2022, at the Police Chief's request.

REPORTS OF BOARDS AND COMMISSIONS:

- Park Board Minutes of January 6, 2022.
- Laurel Urban Renewal Agency Minutes of October 18, 2021.
- City/County Planning Board Minutes of October 20, 2021.
- City/County Planning Board Minutes of November 17, 2021.
- City/County Planning Board Minutes of December 15, 2021.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT):

Jean Kerr, City Judge, briefly address Council regarding her concerns regarding various Court issues.

Mayor Waggoner called for an Executive Session at 6:44 p.m.

Mayor Waggoner resumed the regularly scheduled City Council meeting at 6:53 p.m.

SCHEDULED MATTERS:

- **Appointment of Forrest Sanderson as Interim City Planner, Flood Plain Administrator, and Conditions Outlined In the Task Order With KLJ Engineering as Per Resolution R18-12.**

Motion by Council Member Herr to approve the appointment of Forrest Sanderson as Interim City Planner, Flood Plain Administrator, and conditions outlined in the task order with KLJ Engineering as per Resolution No. R18-12, seconded by Council Member Mountsier.

Kris Vogele, 101 W. 1st Street, stated that he has worked with Forrest Sanderson on numerous occasions and has been very good to work with.

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

- **Resolution No. R22-07: A Resolution Of The City Council Approving An Application For Special Review For J. Johnson Properties Authorizing The Operation Of Lucky Louie's, A Bar And Casino, Within An Existing Structure Located At 305 South 1st Avenue, City Of Laurel.**

Motion by Council Member Klose to approve Resolution No. R22-07, 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. R22-08: A Resolution Of The City Council Authorizing The Mayor To Sign An Agreement With Meridian Law PLLC For The Provision Of Civil City Attorney Legal Services For The City Of Laurel.**

Motion by Council Member Mize to approve Resolution No. R22-08, seconded by Council Member Mountsier. There was no public comment.

Council noted that the cost of this contract is \$6,000 per month with an annual cost of \$72,000. They noticed the City Attorney was budgeted at \$67,000, and they questioned where the additional \$6,000 would come from.

Council noted that Ms. Braukmann was involved with things this past summer. It was questioned if she would be able to bring fresh eyes to the City or if it would be better to have fresh eyes.

Michelle Braukmann, Meridian Law 100 N. 27th Street Suite 3 Billings MT, briefly commented on being involved in an investigation involving labor union complaints. Any municipality attorney should be able to assess liability and reduce risk for a municipality, and to follow what the law is. The investigation was simply to determine if there were legal claims that existed. Any recommendations and conclusions were provided to the City through Mr. Painter. She was not involved in anything after that point. She stated she believes she can bring a completely objective legal viewpoint to any issues the City faces. Personnel disputes are not unique for municipalities, and she is seasoned in dealing with those types of issues. What is going to reduce the exposure and liability for the City, and what is going to produce the best legal outcome. At the end of the day, it will be the Mayor's and City Council's decision.

Mayor Waggoner clarified that the \$67,000 was for the prosecutor only, and there was no overall increase in the budget.

A vote was taken on the motion. Council Members Sparks, Herr, Wilke, Mountsier, Klose, and Eaton voted aye. Council Member Mize voted nay. Motion carried 6-1.

ITEMS REMOVED FROM THE CONSENT AGENDA:

The Claims and Payroll register will be discussed at the next scheduled City Council meeting.

DRAFT

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT):

The Claims and Payroll will be added to the next City Council agenda.

COUNCIL DISCUSSION:

Council questioned if there could be follow-up on the Judge's concerns.

Council questioned why LURA had not had a meeting since October. It was questioned if this board would be meeting again soon.

MAYOR UPDATES:

Council Member Eaton has resigned her position on the Library Board, and Mayor Waggoner declared that position vacant.

Former Ward 1 Council Member Dick Fritzler passed away the past weekend.

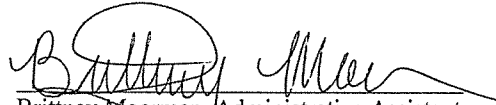
Mayor Waggoner stated a constituent recently wrote a letter with various concerns. One of those concerns was street sweeping. Street sweeping will be brought up on a future Workshop agenda.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Eaton to adjourn the council meeting, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All 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 7:05 p.m.


Brittney Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 8th day of March 2022.

Dave Waggoner, Mayor

Attest:

Bethany Keeler, Clerk/Treasurer



LAUREL CITY-COUNTY PLANNING DEPARTMENT

STAFF REPORT

TO: Laurel City-County Planning Board and Zoning Commission
FROM: Nicholas Altonaga, Planning Director
PROJECT: Special Review Application for Lucky Louie's (305 S. 1st Ave)
DATE: December 3, 2021

DESCRIPTION OF REQUEST

An application for Special Review was submitted by J Johnson Properties for the property at 305 S. 1st Avenue in Laurel. The property owner plans to renovate the currently vacant commercial building to operate a bar and casino. The property is located within the Highway Commercial (HC) zoning district, as well as the Community Entryway Zoning District (CEZD) and the SE 4th Street Overlay District. The Laurel Municipal Code requires all cocktail lounges, restaurants, bars and taverns located in the Highway Commercial (HC) zoning district to go through the Special Review process prior to the start of operations. An approval of the special review application would allow the operation of a cocktail lounge, bar, or tavern on the location in addition to the proposed casino.

Owner: J Johnson Properties LLC
Legal Description: HAGEMAN SUBD, S16, T02 S, R24 E, BLOCK 4, Lot 15 - 18, W100' LTS 15-18 & 30' X 100' VAC 3RD ST S
Address: 305 S 1st Ave, Laurel, MT 59044
Parcel Size: 15,000sqft
Existing Land Use: Commercial, currently vacant building
Proposed Land Use: Casino and Bar with full-service liquor license.
Existing Zoning: Highway Commercial (HC), Community Entryway Zoning District (CEZD), SE 4th Street Overlay District

BACKGROUND AND PROCEDURAL HISTORY

- Autumn, 2020: Initial conversations begin between Planning Department and Louie Carranco, of Lucky Louie's (located at 117 E. Main Street) about relocating his business to 305 S. 1st Avenue.

- Intermittent discussions take place between Planning Department and Louie Carranco regarding the requirements for relocating his business to 305 S. 1st Ave.
- Planning Department review codes and provide clarification to Louie regarding the procedural requirements.
- September 8, 2021: Planning Department contacted by assistant for developer regarding the land use requirements of the property at 305 S. 1st Ave.
- September 9, 2021: Planning Department provide the codes and forms regarding the special review procedure including the application form, commercial zoning and use requirements, and schedule of fees.
- October 20, 2021: Special Review Application submitted to the Laurel Planning Department.
- December 15, 2021: Public Hearing scheduled at the Planning Board and Zoning Commission for the Special Review.

STAFF FINDINGS

- The applicant has submitted an application for the operation of a bar and tavern at the property of 305 S 1st Avenue in conjunction with the operation of a casino.
- The application contains all the necessary information to move forward to review by Planning Board and City Council.
- The proposed used of the building as a bar and/or tavern conforms with a previous use as a restaurant that offered beer and wine to customers.
- The building is located in close proximity to other establishments operating as casinos with beverage licenses.
- The applicant seeks to relocate their current gaming and bar operation from 117 E. Main St. to 305 S. 1st Ave.
- The applicant seeks to renovate a currently vacant commercial building and place it into productive use.

PLANNING BOARD AND GOVERNING BODY REVIEW CRITERIA

LMC 17.68 – Special Review Procedures, contains the review criteria for the decision-making process for Special Review applications.

- A. *After presentation to the zoning commission of the request for special review by the applicant, the zoning commission shall make a recommendation to the city council to:*
 1. *Grant the application for special review;*
 2. *Deny the application;*
 3. *Delay action on the application for a period not to exceed thirty days; or*
 4. *Grant the application subject to conditions and recommendations and give the reasons therefor.*
- B. *Before approving a special review use, the zoning commission shall find that the contemplated use(s):*

1. *Complies with all requirements of this section;*
2. *Is consistent with the objectives and purposes of this title and the Laurel comprehensive planning process;*
3. *Is compatible with surrounding land use or is otherwise screened and separated from adjacent land in such a way as to minimize adverse effects;*
4. ***Further the zoning commission shall consider and may impose modifications or conditions concerning, but not limited to the following:***
 - a. *Street and road capacity,*
 - b. *Ingress and egress to adjoining streets,*
 - c. *Off-street parking,*
 - d. *Fencing, screening and landscaping,*
 - e. *Building bulk and location,*
 - f. *Usable open space,*
 - g. *Signs and lighting,*
 - h. *Noise, vibration, air pollution and similar environmental influences.*

The following actions are to be taken by City Council:

17.68.50 - City council action.

- A. *Before taking action on an application for special review, and after presentation of the zoning commission's report, the city council may hold a public hearing on the application.*
- B. *The zoning commission may recommend to the council whether to hold a public hearing or not. In the event the city council holds its own public hearing on the application, then the recommendations of the zoning commission and the notice of public hearing before the city council shall both be published twice in the newspaper of general circulation in the jurisdictional area of the Laurel-Yellowstone city-county planning board with the first publication being at least fifteen days prior to the hearing.*

RECOMMENDATIONS

The Planning Director recommends the Planning Board and Zoning Commission approve the Special Review with the following conditions:

1. Any applicable permits, including but not limited to building permits, sign permits, and right-of-way permits must be applied for within twelve (12) months of special review approval.
2. A signage plan shall be provided to the Planning Department and Building Department that conforms to the requirements of the Laurel Sign Code and signage requirements of the overlay districts wherein the property is located.
3. Construction of any improvements to the site and building must be completed within twelve (12) months of special review approval with the ability to request an extension.
4. The operation of the site shall not be done in such a manner as to be a nuisance.

5. Any use of the property not specifically included in this approval or allowable within its underlying zoning district shall be deemed a violation of the laurel Zoning Code.
6. Any subsequent use or change of use associated with this special review shall submit additional documentation to the City for subsequent processing and approval or denial.

ATTACHMENTS

1. *Special Review Application Packet and Form*
2. *Site Overview*
3. *Adjacent Property Owners List (300ft)*
4. *Adjacent Property Owners Map (300ft)*
5. *Mailing Labels*
6. LMC 17.68 – Special Review Procedures
7. Public Notice for Special Review Public Hearing

File Attachments for Item:

2. Fire Monthly Report - February 2022.



Laurel Fire Department

Report for the Month of Feb-22

	Calls		Hours
Structure Fires			
Wildland Fires	1		20
Extrications	3		42
Other Rescues	1		26
Alarms	9		89
Public Assist			
Medical Assist.	5		32
Other calls	6		84
	25	Totals	293
Fire Prevention			
Total Training			470
Total Maintenance			55
Community Service			
Total			818

Announcements:

Structure Firefighting

Conduct all levels of Structure Firefighting to include entry and attack, ventilation, salvage, overhaul, and investigation.

A structure fire is a fire involving the structural components of various types of residential, commercial or industrial buildings.

Wildland Firefighting

Wildfire, brush fire, bush fire, desert fire, forest fire, grass fire, hill fire, peat fire, vegetation fire.

Extrications

Rescue victims entrapped in automobiles, machinery, farm equipment, buildings, and trenches.

Other Rescues

Rope Rescue, Water Rescue, Ice Rescue

Alarms

Any false alarms or malfunctions.

Other Calls

EMS assist, Industrial or Aircraft firefighting, Vehicle Fire, Hazmat, Spills, Public safety, Investigations, gas leaks, Carbon Monoxide problems, etc.

File Attachments for Item:

3. Police Monthly Report - February 2022.



Laurel Police Department

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

Total Calls

Printed on March 1, 2022

[CFS Date/Time] is between '2022-02-01 00:00:00' and '2022-02-28 23:59:59' and

[Primary Incident Code->Code : Description] All

Code : Description

Totals

10-15 : With Prisoner	0	0
: Abandoned Vehicle	32	32
: Agency Assist	45	45
: Alarm - Burglary	14	14
: Alarm - Fire	5	5
AMB : Ambulance	79	79
: Animal Complaint	12	12
: Area Check	5	5
: Assault	2	2
: Bad Checks	0	0
: Barking Dog	3	3
: Bomb Threat	0	0
: Burglary	0	0
: Child Abuse/Neglect	5	5
: Civil Complaint	4	4
: Counterfeiting	0	0
: Criminal Mischief	8	8

Code : Description	Totals	
: Criminal Trespass	3	3
: Cruelty to Animals	2	2
: Curfew Violation	2	2
: Discharge Firearm	2	2
: Disorderly Conduct	6	6
: Dog at Large	11	11
: Dog Bite	0	0
DUI : DUI Driver	12	12
: Duplicate Call	1	1
: Escape	0	0
: Family Disturbance	12	12
: Fight	1	1
FIRE : Fire or Smoke	10	10
: Fireworks	0	0
: Forgery	1	1
: Found Property	1	1
: Fraud	3	3
: Harassment	0	0
: Hit & Run	5	5
: Identity Theft	0	0
: Indecent Exposure	1	1

Code : Description	Totals	
: Insecure Premises	2	2
: Intoxicated Pedestrian	1	1
: Kidnapping	0	0
: Littering	0	0
: Loitering	0	0
: Lost or Stray Animal	15	15
: Lost Property	5	5
: Mental Health	6	6
: Missing Person	1	1
: Noise Complaint	7	7
: Open Container	1	1
: Order of Protection Violation	2	2
: Parking Complaint	19	19
: Possession of Alcohol	1	1
: Possession of Drugs	1	1
: Possession of Tobacco	4	4
: Privacy in Communications	2	2
: Prowler	0	0
: Public Assist	51	51
: Public Safety Complaint	3	3
: Public Works Call	10	10

Code : Description	Totals	
: Report Not Needed	10	10
: Robbery	0	0
: Runaway Juvenile	3	3
: Sexual Assault	1	1
: Suicide	0	0
: Suicide - Attempt	0	0
: Suicide - Threat	5	5
: Suspicious Activity	60	60
: Suspicious Person	13	13
: Theft	17	17
: Threats	4	4
: Tow Call	0	0
: Traffic Accident	10	10
: Traffic Hazard	3	3
: Traffic Incident	20	20
: TRO Violation	0	0
: Truancy	2	2
T/S : Traffic Stop	99	99
: Unattended Death	3	3
: Unknown - Converted	0	0
: Unlawful Transactions w/Minors	0	0

Code : Description		Totals	
:	Unlawful Use of Motor Vehicle	2	2
:	Vicious Dog	0	0
:	Warrant	20	20
:	Welfare Check	18	18
Totals		708	708

File Attachments for Item:

4. Building Monthly Report - February 2022.

CITY OF LAUREL BUILDING DEPARTMENT MONTHLY REPORT

Feb-22			Year to Date 2022		
	Amnt	Valuation		Amnt	Valuation
New Construction			New Construction		
1 Single family	<u>0</u>	<u>\$0</u>	1 Single family	<u>0</u>	<u>\$0</u>
2 Duplex	<u>0</u>	<u>\$0</u>	2 Duplex	<u>0</u>	<u>\$0</u>
3 Multi-Family	<u>0</u>	<u>\$0</u>	3 Multi-Family	<u>0</u>	<u>\$0</u>
4 Hotel/Motel	<u>0</u>	<u>\$0</u>	4 Hotel/Motel	<u>0</u>	<u>\$0</u>
5 Commercial	<u>1</u>	<u>\$1,000,000</u>	5 Commercial	<u>1</u>	<u>\$1,000,000</u>
6 Garage/Carport	<u>0</u>	<u>\$0</u>	6 Garage/Carport	<u>1</u>	<u>\$13,000</u>
7 Mobile Home	<u>0</u>	<u>\$0</u>	7 Mobile Home	<u>0</u>	<u>\$0</u>
Total New:	<u>1</u>	<u>\$1,000,000</u>	Total New:	<u>2</u>	<u>\$1,013,000</u>
Remodel and Additions			Remodel and Additions		
8 Residential	<u>1</u>	<u>\$47,009</u>	8 Residential	<u>2</u>	<u>\$78,566</u>
9 Commercial	<u>2</u>	<u>\$50,000</u>	9 Commercial	<u>3</u>	<u>\$61,000</u>
10 R. Fence/Roof/Siding	<u>4</u>	<u>\$39,700</u>	10 R.Fence/Roof/Siding	<u>4</u>	<u>\$39,700</u>
11 C.Fence/Roof/Siding	<u>1</u>	<u>\$10,000</u>	11 C.Fence/Roof/siding	<u>1</u>	<u>\$10,000</u>
12 Sign/Temp Structure	<u>1</u>	<u>\$7,000</u>	12 Sign/Temp Structure	<u>2</u>	<u>\$15,200</u>
Total R & A	<u>9</u>	<u>\$153,709</u>	Total R & A	<u>12</u>	<u>\$204,466</u>
Grand Total:	<u>10</u>	<u>\$1,153,709</u>	Grand Total:	<u>14</u>	<u>\$1,217,466</u>

File Attachments for Item:

5. Ambulance Monthly Report - January 2022.

Laurel Emergency Services Report created 2/28/22:

2020

1090 requests for service

159 times LEMS was unavailable

72 times AMR was unavailable

288 responses in Ward 5 = 27% of calls outside of the city of Laurel

2021

1228 requests for service

135 times LEMS was unavailable

34 times AMR was unavailable

318 responses in Ward 5 = 26% of calls outside of the city of Laurel

Recent Month Summary:

January 2022:

Requests	100
Missed Calls	11=11 %
Shortest Delay	12 minutes
Longest Delay	69 minutes
Average Delay	31 minutes
Fire Driver Available	22 times
QRU Response With 1 Provider	6 times **
On A Previous Call	3 times
No Crew / Provider Available	2 times
AMR Transported or Responded	5 times
Red Lodge Transported	0 times
HELP Flight Transported	0 times
Columbus Transported	1 times
Joliet Transported	0 time
Park City Transported	0 time
PD Assisted Pt no transport	0 times
POV Transport	5 times
YCSO Transported	0 times
MHP Transported	0 times

**0 times the QRU responded and the patient refused / no transport to hospital or no patient found

*30 responses in Ward 5 = 30 % of calls outside of the city of Laurel



2021 Running Totals

	January	February	March	April	May	June	July	August	September	October	November	December	Total 2021
Requests	92	98	117	96	108	89	127	100	91	110	98	102	1228
Missed Calls	8=9%	2=3%	10=9%	12=12%	8=7%	16=18%	11=9%	12=12%	9=10%	7=6%	19=19%	21=21%	135
Shortest Delay (minutes)	20	43	15	15	36	10	14	7	3	15	12	14	3
Longest Delay (minutes)	45	70	80	87	73	60	75	52	53	44	65	56	87
Average Delay (minutes)	25	47	30	50	61	36	35	23	29	28	40	29	36
Fire Driver Available	11	21	26	9	15	7	16	20	17	37	32	17	228
QRU Response w 1 Provider	6	1	5	7	3	14	9	9	7	4	15	15	91
On A Previous Call	3	1	4	2	1	1	1	1	1	1	3	2	20
No Crew / Provider Available	0	2	1	3	4	2	2	2	1	2	2	5	24
AMR Transported or Responded	4	1	5	7	5	5	4	5	6	2	12	15	69
Columbus Transported	0	0	0	1	1	1	0	0	0	0	1	0	4
Joliet Transported	0	0	0	0	0	0	0	1	0	0	0	0	1
Park City Transported	1	0	1	0	0	0	0	0	0	0	1	1	4
Red Lodge Transported	0	0	0	0	0	1	0	0	0	0	0	0	1
HELP Flight Transported	0	0	0	0	0	1	1	0	0	0	0	0	2
POV Transport	3	1	4	3	2	2	3	3	1	4*	5	4	36
PD Assisted Pt no transport	0	0	0	0	0	1	0	0	0	0	0	0	1
YCSO Transported	0	0	0	0	0	0	1	0	0	0	0	0	0
MHP Transported	0	0	0	0	0	0	1	0	0	0	0	0	0
QRU/AMR Refusal or No Patient	1	0	0	1	0	5	1	4	2	1*	1	2	18
Responses in Ward 5	21=23%	40=41%	30=26%	28=29%	36=33%	27=30%	43=34%	26=26%	20=22%	36=33%	23=23%	27=26%	318=26%

*correction made from previous report 12-21

Other Reporting Information:

- We have had a few applications for the 2 full time paramedic positions and one that followed through and interviewed. He has accepted the position contingent on background check, City Council and Mayor final approval. We also interviewed 2 volunteer EMT applicants who have been offered positions with the same contingencies as the paramedic.
- We have updated our interview process to include a group interview board as well as a practical component. Once determined we want to bring them on board, I have worked with Chief Langve to do a background check and once that is complete we will complete the process with the City Council and Mayor approval.
- We are working with Matt Wheeler and the Mayor has approved us to train some of the Public Works employees to be drivers for times that we are not able to have a full crew and no fire driver available.
- The end of the year brings recertification time for many of our crews, working on ensuring they have the hours required to recertify.
- We are excited to announce that we have received a donation for some proper Stop the Bleed equipment and will work on announcing some class times in the near future.
- We had 2 of our staff attend a week long car seat safety check program. This program certifies them to inspect car seats for infants and children and make sure that they are properly installed. Although it seems like a simple thing to do, many accidents with car seats have proven that installation is a difficult thing to do correctly. The car seat technicians can evaluate and show you how to make sure it is safely installed and will hold properly in an accident. Again in the near future we will have a day where anyone can come and have their seats evaluated. In the mean time if you have anyone needing this service, reach out and we can schedule a time to have one of them get it all checked out.
- We received approval for the crew sleeping quarters and will begin working on getting this built. This is a huge improvement for our crews and we are excited!
- I have been asked to sit on multiple groups from around the state regarding establishing an EMS Advocacy group. I think this is really important for EMS in Montana and hopefully something that can help our service in the future as well.

File Attachments for Item:

6. Library Board Resignation Letter from Emelie Eaton.

Emelie Eaton
Post Office Box 159
Laurel, Montana 59044

February 8, 2022

Mayor Waggoner
Post Office Box 10
Laurel, Montana 59044

Mayor Waggoner:

I would like to resign my position on the Library Board.

This position has been difficult for me to attend, whether it be because of work which took me out of town or Council obligations. Additionally, the only, initial, meeting I attended I was met with far less than a welcoming attitude by the Library Board and Librarian. Thereafter, I admittedly was far less than eager to attend any meetings. As a result, I pushed off the Board by the Librarian due to lack of attendance. The then Mayor had to clarify that Board positions are filled at the discretion of the Mayor; not other Board members. I was then put back on the Board, again under less than welcoming conditions.

I note the Library is even offering attendance via ZOOM. However, for the above stated reasons I still have not, and hesitate to, attend Library Board meetings. I think it is just best for me to step away and let the Library pick someone they can work with to be on their Board.

Sincerely,

Emelie K. Eaton

File Attachments for Item:

12. Budget/Finance Committee Minutes of January 11, 2022.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, January 11, 2022**

Members Present: Emelie Eaton Richard Klose

Others Present: Mayor Waggoner (via phone)
 Michelle Mize, Ward 2b Council Member
 Heidi Sparks, Ward 1a Council Member
 Bethany Langve, City Clerk/Treasurer

The meeting was called to order by the Committee Chair at 5:35 pm.

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

There was no public in attendance

General Items –

1. Review and approve the December 28, 2021, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the December 28, 2021, Budget and Finance Committee meeting. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisitions – There were no purchase requisitions presented to the committee
3. Review and approve the December 2021 Utility Billing Adjustments – Emelie Eaton made a motion to approve the December 2021 Utility Billing Adjustments. Richard Klose seconded the motion, all in favor, motion passed 3-0.
4. Review and recommend approval to Council; claims entered through 01/07/2022. The Committee had previously reviewed the claims and check register. Emelie Eaton made a motion to approve the claims entered through 01/07/2022. Richard Klose seconded the motion, all in favor, motion passed 3-0.
5. Review and approve Payroll Register for the pay period ending 12/26/2021 totaling \$175,231.78. Emelie Eaton motioned to approve the payroll register for the pay period ending 12/26/2022 totaling \$175,231.78. Richard Klose seconded the motion, all in favor, motion passed 3-0.

New Business – There was no new business

Unfinished Business – There was no unfinished business

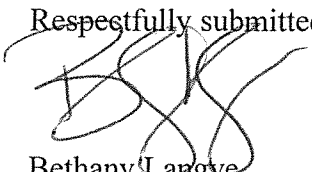
Other Items –

6. Review Comp/OT reports for the pay period ending 12/26/2021. The Committee reviewed the 12/26/2021 Comp/Overtime reports.
7. Clerk/Treasurer Update – The Clerk/Treasurer had no update regarding financial matters.
8. Mayor Update – Mayor Waggoner had no update regarding administrative activities.

Announcements –

9. The next Budget and Finance Committee meeting will be held on January 25, 2022, at 5:30 pm.
10. Richard Klose will be reviewing claims for the next meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bethany Langve', written over the typed name.

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.

File Attachments for Item:

13. Budget/Finance Committee Minutes of January 25, 2022.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, January 25, 2022**

Members Present: **Emelie Eaton** **Richard Klose**

Others Present: **Mayor Waggoner**
 Michelle Mize, Ward 2b Council Member
 Bethany Langve, City Clerk/Treasurer

The meeting was called to order by the Committee Chair at 5:35 pm.

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

There was no public in attendance

General Items –

1. Review and approved January 11, 2022, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of January 11, 2022, Budget and Finance Committee meeting. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisitions – There were no purchase requisitions presented to the committee
3. Review and recommend approval to Council; claims entered through 01/21/2022. The Committee had previously reviewed the claims and check register. Richard Klose made a motion to approve the claims entered through 01/21/2022. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
4. Review and approve Payroll Register for the pay period ending 01/09/2022 totaling \$208,094.18. Richard Klose motioned to approve the payroll register for the pay period ending 01/09/2022 totaling \$208,094.18. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.

New Business – There was no new business

Unfinished Business –

5. The Committee would like to have the voting in of Committee Chair and Vice-Chair added to the next meeting agenda.
6. The Committee would like to have the claims review schedule added to the next meeting agenda.

Other Items –

7. Review Comp/OT reports for the pay period ending 01/09/2022. The Committee reviewed the 01/09/2022 Comp/Overtime reports.
8. Clerk/Treasurer Update – The Clerk/Treasurer gave a report regarding City finances.
9. Mayor Update – Mayor Waggoner had no update regarding administrative activities.

Announcements –

10. The next Budget and Finance Committee meeting will be held on February 08, 2022, at 5:30 pm.
11. Emelie will be reviewing claims for the next meeting.

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.

DRAFT

File Attachments for Item:

14. Budget/Finance Committee Minutes of February 22, 2022.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, February 22, 2022**

Members Present: **Emelie Eaton - Chair** **Richard Klose**
 Heidi Sparks **Michelle Mize**

Others Present: **Mayor Waggoner**
 Nathan Herman, City Plants Superintendent
 Bethany Keeler, City Clerk/Treasurer

The meeting was called to order by the Committee Chair at 5:34 pm.

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

There was no public in attendance

General Items –

1. Review and approved January 25, 2022, Budget and Finance Committee meeting minutes. Richard Klose moved to approve the minutes of the January 25, 2022, Budget and Finance Committee meeting. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
2. Review and approve purchase requisitions –
The first purchase requisition presented to the Committee was from multiple City Departments for a new pressure washer. Nathan Herman, City Plants Superintendent, presented the purchase requisition to the Committee. Emelie Eaton made a motion to approve the purchase requisition for a new pressure washer. Michelle Mize seconded the motion to approve the purchase requisition for the purchase of a new pressure washer, all in favor, motion passed 4-0.
The second purchase requisition presented to the Committee was from the Water Department for the purchase of replacement water meters. Nathan Herman, City Plants Superintendent presented the purchase requisition to the Committee. Richard Klose made a motion to approve the purchase requisition for the purchase of replacement water meters. Heidi Sparks seconded the motion to approve the purchase requisition for the purchase of replacement water meters, all in favor, motion passed 4-0.
The third purchase requisition presented to the Committee was from the Cemetery Board for the purchase of a new Cemetery Kiosk. Committee Member Klose presented the purchase requisition to the Committee. Emelie Eaton made a motion to approve the purchase requisition for the purchase of a new Cemetery Kiosk. Michele Mize seconded the motion, all in favor with Richard Klose abstaining, motion passed 3-0.
The fourth purchase requisition presented to the Committee was from the Ambulance Department for the purchase of items needed to build sleeping quarters. The Committee was presented a letter from the Ambulance Director, Lyndy Gurchiek, for review. Emelie Eaton made a motion to approve the purchase requisition from the Ambulance Department for the purchase of items needed to build sleeping quarters. Richard Klose seconded the motion to approve the purchase requisition from the Ambulance Department for the purchase of items needed to build sleeping quarters, all in favor, motion passed 4-0.
The fifth purchase requisition presented to the Committee was from the Finance Department for a valuation done by Actuaries Northwest. Bethany Keeler, the City Clerk/Treasurer, presented the purchase requisition. Heidi Sparks made a motion to approve the purchase requisition from

the Finance Department for a valuation from Actuaries Northwest. Richard Klose seconded the motion, all in favor, motion passed 4-0.

The last purchase requisition presented to the Committee was a request for an increase to a previously approved purchase requisition. Bethany Keeler, the City Clerk/Treasurer, presented the Committee with the purchase requisition previously approved to install an updated keyless entry system for City Hall. An increase to this purchase requisition was requested due to the number of key fobs purchased. Emelie Eaton made a motion to approve the increase to the previously approved purchase requisition for an updated keyless entry system for City Hall. Heidi Sparks seconded the increase to the previously approved purchase requisition for an updated keyless entry system for City Hall, all in favor, motion passed 4-0.

3. Review and recommend approval to Council; claims entered through February 18, 2022. The Committee had previously reviewed the claims and check register. Emelie Eaton made a motion to approve the claims entered through February 18, 2022. Richard Klose seconded the motion, all in favor, motion passed 4-0.
4. Review and approve Payroll Register for the pay period ending January 23, 2022, totaling \$190,982.99. Richard Klose motioned to approve the payroll register for the pay period ending January 23, 2022, totaling \$190,982.99. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.
5. Review and approve Payroll Register for the pay periods ending thru February 6, 2022, totaling \$209,508.01. Heidi Sparks motioned to approve the payroll register for the pay periods ending thru February 6, 2022, totaling \$209,508.01. Emelie Eaton seconded the motion, all in favor, motion passed 4-0.

New Business –

6. Discussion regarding Altana CD renewal – Heidi Sparks made a motion to move the Altana CD into a CD at any Laurel MT bank with the highest interest rate. Emelie seconded moving the Altana CD into a CD at any Laurel MT bank with the highest interest rate, all in favor, motion passed 4-0.
7. Voting of Committee Chair – Emelie Eaton made a motion to appoint Richard Klose Chair of the Budget and Finance Committee. Heidi Sparks seconded the motion to appoint Richard Klose Chair of the Budget and Finance Committee, all in favor, motion passed 4-0. Voting of Committee Vice-Chair – Michelle Mize made a motion to appoint Emelie Eaton Vice-Chair of the Budget and Finance Committee. Richard Klose seconded the motion to appoint Emelie Eaton Vice-Chair of the Budget and Finance Committee, all in favor, motion passed 4-0.
8. Generate new claims review schedule:

March 8 – Michelle	March 22 – Heidi	April 12 – Richard
April 26 – Emelie	May 10 – Michelle	May 24 – Heidi
June 14 – Emelie	June 28 – Richard	

Unfinished Business –

9. On the next agenda the Committee would like to have the sale of bonds to private individuals, the total number of sick & vacation hours reports, cemetery parking lot update, and the number of burials there are per year at the cemetery.

Other Items –

10. Review Comp/OT reports for the pay period ending January 23, 2022. The Committee reviewed January 23, 2022, Comp/Overtime reports.
11. Review Comp/OT reports for the pay period ending February 6, 2022. The Committee reviewed February 6, 2022, Comp/Overtime reports.
12. Clerk/Treasurer Update – The Clerk/Treasurer gave a report regarding City finances.

13. Mayor Update – Mayor Waggoner gave an update regarding administrative activities.

Announcements –

14. The next Budget and Finance Committee meeting will be held on March 08, 2022, at 5:30 pm.

Respectfully submitted,

Bethany Keeler
Clerk/Treasurer

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

File Attachments for Item:

15. Tree Board Minutes of January 20, 2022.

Minutes
City of Laurel
Tree Board
1/20/22 9:30 AM

Council Conference Room

Attending: LuAnne Engh, , Matt Wheeler, Walt Widdis, Dale Ahrens, Aaron Christensen, Richard Herr

1. Public Input
 - a. None
2. General Items
 - a. Dec. minutes approved –
 - b. City balance \$528 School Balance ??? Dale will check on it.
 - c. 2022 Arbor Day – Tuesday, May 3rd – South Pond – them is “Grow with the Flow”
 - d. Grants – Dale will work on the Walmart and Northwest Energy grants.
 - e. Donation campaign will start with:
 - * Walt writing up an article for the Laurel Outlook explaining Arbor Day and the work we have done and asking for help with donations.
 - * Aaron will draft up a letter for donations from the banks and our usual contacts.
 - f. LuAnne checked on shirt costs tie dyed is \$13.60 Regular shirts \$8.00 – costs have gone up. If we want to have the artwork done it is \$30. It was decided to order 10 shirts of the tie dyed version for the committee and student artist. LuAnne will ask Dynamic to have the artwork done (we could use that on the donation letters) and our let them know our tentative order for shirts.
 - g. Regarding specific trees to be replaced – we know the Charlie Fischer (Sienna Maple) and the 2 Willow are gone and need to be removed and replaced. There are 3 Hackberry trees that looked bad due to flooding but may come back. Aaron suggested we raise the money and look at specific trees later this spring. Both South 8th and Railroad Street are missing trees in their rows.
 - h. LuAnne will start contacting the vendors to line them up for the Arbor Day Education section in the afternoon.
3. Old Business
 - a. Downtown trees – We have 13 locations that should be replaced. If the trees are gone the stumps are still in the ground or suckers are growing...its looks awful.

- b. Walt is going to draft a letter to business owners to tell them the trees are their responsibility and should be replaced. He is going to ask the mayor how people can request a grant from the LURA funds to pay for these trees.

4. Other Items

- a. Volunteer hours - Everyone turned in their volunteer hours last month. Thank you. This is used for the grants like the DNRC
- b. South Pond – Matt reported there is plenty oing on to improve the park this winter. Playground improvements, specifically.

Next meeting February 17th – 9:30

LuAnne Engh, Chairman

File Attachments for Item:

16. Cemetery Commission Minutes of January 26, 2022.

**MINUTES
CITY OF LAUREL
CEMETERY COMMISSION
WEDNESDAY, JANUARY 26, 2022**

In attendance: Richard Klose (Chair); Rick Musson; David Gauslow; Richard Herr; Wallace Hall; Kenny Olson; Kurt Markegard, Mayor Waggoner; Kelly Strecker; Fran Schweigert

Public Input: There were none.

General Items

1. Approve Minutes of September 30, 2021.

Motion by Hall 2nd by Olson to approve minutes of the 9-30-2021 meeting, motion passed

New Business

2. Review bids for kiosk

- From Mt. Ironworks, Laurel \$22,000.00 installed-\$16,000.00 delivered only
- From Big Sky Welding, Billings is \$11,000.00
- From Beartooth Ironworks, Billings \$15,000.00

Richard Herr stated that he thought we should do business locally and motioned to accept the \$16,000.00 Mt. Ironworks bid. 2nd by Wallace Hall, motion passed

3. Find new locations for burials.

Discussed what areas should be opened for burials, each area has issues and it was decided that committee Chairman Klose should ask Robert Schessler would sell a 100 foot by the length of the cemetery piece of land. This would solve most issues as water and road access is in place.

4. Address the area by the flagpoles

Area by flagpole to be cemented in; this was decided at our last meeting but did not have a quorum. Motion by Herr 2nd by Hall, passed

5. Need for columbarium.

Old Business

6. Review rates for burials

Opening closing rates; now are \$280.00 for full burials and \$150.00 for cremations. After much discussion motion by Hall 2nd by Herr to increase fees \$100.00 a year for each of the next 5 years . Putting rates at \$780.00 and \$650.00

Other Items

Announcements

Meeting adjourned at 6:15 p.m.

File Attachments for Item:

17. Park Board Minutes of February 3, 2022.

February 3, 2022

Laurel Park Board Meeting

Started 5:30 PM by Irv Wilke with Rick Herr, Jon Rutt, Evan Bruce, Matt Wheeler, Bill Mountsier, and Paul Kober.

Public Comment:

Craig Beruve, John Knaub, and Chad Eastlick spoke in support of a longer term lease for the Little league and Legion Baseball Fields.

Ron Harmon spoke in support of purchasing undeveloped park land on W 12th Street.

Approved minutes from December 2, 2021, meeting, Jon motioned and Evan 2nd. Motion passed
Approved minutes from January 6, 2022, meeting, Evan motioned and Jon 2nd. Motion passed

New Business:

Pickle Ball Placement-Nothing New

Horseshoe Pits Removal-Evan made a motion to keep pits with concrete, remove the fencing, and install new fencing between remaining pits and campground road. Paul 2nd and motion passed

Russell Park is being proposed as a possible site for a storm water pond on the west side. Discussed the layout.

Software-Gavin Williams discussed the progress and the hurdles of finding the correct software. The biggest issue was trying to include the buildings rental in the campground software.

Pool-Funds are budgeted to operate the Pool this summer. Some discussion on options and costs.

Old Business:

Riverside Park Updates-Garage Door quotes for the steel building are being requested. Discussion on the location of Picnic Shelters in the park. Some cleanup in buildings and covers is occurring as time permits.

Jaycee hall Update-Need for tables and chairs was discussed.

Other Items:

We agreed to meet on March 3, 2022, for the next meeting.

Meeting adjourned at 7:15

Jon Rutt

File Attachments for Item:

18. Emergency Services Committee Minutes of January 24, 2022.



**MINUTES
CITY OF LAUREL
EMERGENCY SERVICES COMMITTEE
MONDAY, JANUARY 24, 2022**

The Emergency Services Committee meeting was called to order at 6:12pm on Monday, January 24, 2022 by vice-chair Irv Wilke

Members Present: Irv Wilke- Vice-Chair, Bill Mountsier, Heidi Sparks, Richard Klose.

Guest Present: Bruce McGee

Public Input: None

General Items

1. Approval of Emergency Services Committee minutes of September 27, 2021. Motion by Heidi Sparks, Seconded by Richard Klose, motion carried 4-0
2. Approval of Emergency Services Committee minutes of December 27, 2021- no quorum for this meeting and therefore, no minutes to approve

New Business

3. Update from Ambulance Director, Fire and Police Chiefs- none present, so no updates provided
4. Vote of new Chair and Vice-Chair
 - Nomination of Heidi Sparks for Chair by Irv Wilke, seconded by Richard Klose- motion carried 4-0
 - Nomination of Irv Wilke by Bill Mountsier, seconded by Heidi Sparks- motion carried 4-0

Old Business

5. Ambulance Volunteer Pay

Discussion started on pay increase for Ambulance volunteers. Guest and possible future member of Committee shared information he learned before leaving his council position. That being that the city treasure found funds to instantly increase the volunteers pay. The committee believes this increase must be done via resolution of the council. Therefore as acting Chair of the committee I ask Council president and committee member Heidi Sparks to bring this issue to the council at our next meeting on 01/25/2022.

Other Items

Announcements

6. Next Meeting will be Monday, February 28, 2026 at 6:00pm in Council Chambers

Meeting adjourned at 6:59pm

File Attachments for Item:

19. Tree Board Minutes of January 20, 2022.

Minutes
City of Laurel
Tree Board
1/20/22 9:30 AM

Council Conference Room

Attending: LuAnne Engh, , Matt Wheeler, Walt Widdis, Dale Ahrens, Aaron Christensen,
Richard Herr

1. Public Input
 - a. None
2. General Items
 - a. Dec. minutes approved –
 - b. City balance \$528 School Balance ??? Dale will check on it.
 - c. 2022 Arbor Day – Tuesday, May 3rd – South Pond – them is “Grow with the Flow”
 - d. Grants – Dale will work on the Walmart and Northwest Energy grants.
 - e. Donation campaign will start with:
 - * Walt writing up an article for the Laurel Outlook explaining Arbor Day and the work we have done and asking for help with donations.
 - * Aaron will draft up a letter for donations from the banks and our usual contacts.
 - f. LuAnne checked on shirt costs tie dyed is \$13.60 Regular shirts \$8.00 – costs have gone up. If we want to have the artwork done it is \$30. It was decided to order 10 shirts of the tie dyed version for the committee and student artist. LuAnne will ask Dynamic to have the artwork done (we could use that on the donation letters) and our let them know our tentative order for shirts.
 - g. Regarding specific trees to be replaced – we know the Charlie Fischer (Sienna Maple) and the 2 Willow are gone and need to be removed and replaced. There are 3 Hackberry trees that looked bad due to flooding but may come back. Aaron suggested we raise the money and look at specific trees later this spring. Both South 8th and Railroad Street are missing trees in their rows.
 - h. LuAnne will start contacting the vendors to line them up for the Arbor Day Education section in the afternoon.
3. Old Business
 - a. Downtown trees – We have 13 locations that should be replaced. If the trees are gone the stumps are still in the ground or suckers are growing...its looks awful.

- b. Walt is going to draft a letter to business owners to tell them the trees are their responsibility and should be replaced. He is going to ask the mayor how people can request a grant from the LURA funds to pay for these trees.

4. Other Items

- a. Volunteer hours - Everyone turned in their volunteer hours last month. Thank you. This is used for the grants like the DNRC
- b. South Pond – Matt reported there is plenty oing on to improve the park this winter. Playground improvements, specifically.

Next meeting February 17th – 9:30

LuAnne Engh, Chairman

File Attachments for Item:

20. Appointment of Ken Olson to Cemetery Commission for the remainder of a two year term ending June 30, 2023.

Feb. 1, 2022

RE: Cemetery Board position

Mayor Waggoner;

I would like to continue my opportunity to serve on the Laurel Cemetery Board. Thank you for your consideration.

A handwritten signature in black ink, appearing to read "Ken Olson", with a long horizontal flourish extending to the right.

Ken Olson

File Attachments for Item:

23. Resolution No. R22-09: A Resolution Of The City Council Authorizing The Mayor To Sign An Amendment To Reissue #2 For Land Use License No. 6202 By And Between The City Of Laurel And The State Of Montana, Department Of Natural Resources & Conservation.

RESOLUTION NO. R22-09

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO
SIGN AN AMENDMENT TO REISSUE #2 FOR LAND USE LICENSE NO. 6202 BY
AND BETWEEN THE CITY OF LAUREL AND THE STATE OF MONTANA,
DEPARTMENT OF NATURAL RESOURCES & CONSERVATION.**

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

Section 1: Approval. The Land Use License No. 6202 Amendment to Reissue #2, a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute the Land Use License No. 6202 Amendment to Reissue #2 on behalf of the City.

Introduced at a regular meeting of the City Council on March 8, 2022, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 8th day of March 2022.

APPROVED by the Mayor this 8th day of March 2022.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Bethany Keeler, Clerk-Treasurer

Approved as to form:

Michele L. Braukmann, Civil City Attorney



MONTANA DEPARTMENT OF NATURAL
RESOURCES AND CONSERVATION

LAND USE LICENSE NO. 6202
AMENDMENT TO REISSUE #2

The STATE OF MONTANA, DEPARTMENT OF NATURAL RESOURCES & CONSERVATION (hereinafter referred to as the "Department" or "Licensor"), whose address is **1371 Rimtop Drive, Billings, MT 59105**, herein grants **City of Laurel**, whose address is **PO Box 10, Laurel, MT 59044** (hereinafter referred to as the "Licensee"), a Land Use License Amendment (hereinafter referred to as "amendment").

1. **FILING FEE:** A fee of Fifty No/100 Dollars (\$50.00) has been paid to the Licensor prior to issuance of this Amendment.
2. **RENTAL:** Beginning upon acceptance of this amendment, the Licensee agrees to pay, in advance, a annual fee of **\$150.00**. Payment of the first year's rental shall be due upon signature of this amendment.
3. **DURATION:** This amendment shall take effect upon signature of the Area Manager and will effectively reissue the above stated license for a term of 10 years, expiring on **February 28, 2032**, unless terminated in accordance with the terms provided in the above-described License.
4. **CERTIFICATION:** Licensee hereby agrees that there has been no change in use, activity, or location for which the original license was issued.
5. **TERMS:** Licensee hereby accepts the rights, duties, and obligations inherent in original Land Use License **No. 6202**, Amendment #1, and those provided under the terms of this amendment.

This amendment is to be attached to and made part of the Land Use License. All other terms and conditions remain in full effect.

Dated this 8th day of March 2022.

(Licensee/Authorized Agent)

(Printed Name and Title)

(Department of Natural Resources & Conservation Use Only)

APPROVAL OF LICENSE

Date Approved



MONTANA DEPARTMENT OF NATURAL
RESOURCES AND CONSERVATION

LAND USE LICENSE APPLICATION

For Navigable Water Ways

Application Fee \$50 (Non-refundable)

NAME OF APPLICANT _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ SECONDARY PHONE _____

EMAIL ADDRESS _____

LICENSE PURPOSE

Application is hereby made to access and/or utilize trust land for the following purpose(s):

LOCATION

Describe the location of the requested activity. Include a map or additional page if appropriate.

Tracts of land situated in _____ County, Montana, and being further described as follows:

Acres	Section	Township	Range	Part of Section

REQUESTED DURATION

Starting Date _____

Ending Date _____

APPLICANT SIGNATURE _____ DATE _____

-Submit completed form and \$50.00 application fee to the local DNRC Office based on the location of the activity. The Area or Unit Manager will determine if a license shall be issued for the proposed use, and will calculate the Land Use License fee. Estimated processing time is 60-90 days.

-For DNRC Office locations, see the DNRC website at www.dnrc.mt.gov, or call the DNRC Headquarters at 406-444-2074.

LAND USE LICENSE NO. 6202

The STATE OF MONTANA, DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION (hereinafter referred to as the "Department" or "Licensor"), whose address is **1371 Rimtop Drive, Billings, MT 59105**, herein grants the **City of Laurel, PO Box 10, Laurel, MT 59044** (hereinafter referred to as "Licensee"), a LAND USE LICENSE (hereinafter referred to as "LUL" or "License") to obtain the following-described rights for a limited term in the following-described lands, subject to all of the terms and conditions hereof.

1. **LEGAL DESCRIPTION**

A Tract of land described as follows: a portion of land in the riverbed of the **Yellowstone River located in the N $\frac{1}{2}$ N $\frac{1}{2}$ of Section 22 and the S $\frac{1}{2}$ S $\frac{1}{2}$ of Section 15, Township 2 South, Range 24 East in Yellowstone County (see Exhibit C) and an island in the Yellowstone River located in the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 15, SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 16, NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 21 and NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 22 Township 2 South, Range 24 East in Yellowstone County (see Exhibit B).**

2. **FILING FEE**

A fee of Twenty-five and No/100 Dollars (\$25.00) has been paid to the Licensor prior to issuance of this Land Use License.

3. **RENTAL**

Beginning upon acceptance of this License, and for the term of this License, the Licensee agrees to pay, in advance, an annual fee of **One Hundred Fifty and No/100 Dollars (\$150.00).**

4. **DURATION**

This License shall take effect upon signature of the Southern Land Office Area Manager and remain in full force and effect up to and including **28 February 2022**, unless terminated in accordance with Section 13 of this License.

5. **LICENSED ACTIVITY**

The purpose of this Land Use License is to authorize:

- a) **the construction of an 8' wide by \pm 700' long temporary diversion ditch on a state-owned island on the north side of the Yellowstone River. (see Exhibit B)**
- b) **the one-time removal of up to 5,500 cubic yards of river sediment, gravel and cobble material from a state-owned island that is generally located below the Highway 212 and BNSF railroad bridges and then west of the railroad bridge approximately 100'. In the sediment removal area, Licensee shall leave at least 18-24" of material above the water surface. (see Exhibit C)**
- c) **placement of fill on approximately 700 square feet of the bed of the Yellowstone River in conjunction with the reconstruction and stabilization of approximately 715 lineal feet of bank along the south side of the Yellowstone River, including the placement of riprap along the bank. (see Exhibit C)**

6. RECLAMATION OF THE LAND

The Licensee shall take all reasonable precautions to prevent or minimize damage to natural (i.e., vegetation, soil, water, wildlife), and cultural resources within the areas of the Land Use License. Upon cancellation of this License by either party to this agreement, or upon final expiration of agreement, the Licensee shall reclaim the area to the specifications of the Licensor. Such reclamation shall include, but not be limited to the elimination of all trace of disturbances, compaction, and movement of construction equipment. Licensee shall be required to reseed all disturbed areas with native species of grasses, unless other arrangements are agreed upon between the Licensor and the Licensee in writing. When any action requires disturbance, all soil materials shall be salvaged, safeguarded from loss due to wind or water erosion or machinery activity, and shall be replaced on all disturbed areas.

7. MAINTENANCE, REPAIRS, AND UTILITIES. The Licensee shall, when applicable:

- Pay all permits and inspection fees imposed by governmental authorities.
- Quit and surrender the Premises in the same order and condition as it was prior to acceptance of this license.
- The Licensee will maintain the area within the License in a neat and orderly manner and will allow no waste or debris to accumulate thereon.

8. WEATHER CONDITIONS

The Licensor reserves the right to restrict or preclude any surface activity during periods of adverse weather and other conditions which may contribute to accelerated erosion, fire hazard, disruption of seasonal wildlife, or any other condition which in the opinion of the Department may have an adverse effect on Trust land. Prior to commencing permitted activities, the Licensee will contact the Southern Land Office at (406) 247-4400.

9. NOXIOUS WEEDS

The Licensee shall be responsible for controlling any noxious weeds introduced by Licensee's activity on state-owned land. The Licensee's methods of control must be reviewed and approved by the Department of Natural Resources and Conservation Southern Land Office. The Licensee shall comply with the Montana County Noxious Weed Management Act, Section 7-22-2101, MCA et. seq., as follows:

The Licensee shall notify the local weed board that is responsible for that geographical area in which the project is located. If the Licensee disturbs vegetation for any reason, Licensee shall be required to revegetate the disturbed area. The Licensee shall submit to the local weed board a written plan specifying the methods to be used to accomplish revegetation. The plan must describe the time and method of seeding; fertilization, recommended plant species, use of weed-free seed, and the weed management procedures to be used. This plan is subject to approval by the local weed board, and therefore must be signed by the chairman of the board.

Failure to abide by these provisions may result in the cancellation of the License.

10. LIABILITIES

The Licensee agrees to assume responsibility for all claims and lawsuits that may result from any and all damages, injury or death to persons and/or property that occur upon or about said land caused by or arising out of Licensee's use of the subject area hereunder. The Licensee further agrees that they will be responsible for any damage caused when entering, crossing or leaving state-owned subject land.

11. LIMITATION OF AUTHORITY

Other than for the purposes specifically described in this agreement, the Licensee agrees that it does not, and shall not claim at any time any interests or estate of any kind or extent whatsoever in the premise by virtue of this License or their occupancy or use hereunder.

12. SPECIAL STIPULATIONS

- a) Licensee shall contact the DNRC Southern Land Office at least 48 hours prior to commencement of work on the project at any time during the term of the License. The contact at the SLO is: Jeff Bollman, Area Planner, jbollman@mt.gov or 406-247-4404 (office) or 406-670-4642 (cell).
- b) Licensee is required to obtain written permission from Licensor prior to commencing any work associated with temporary diversion ditch listed in Section 5 Licensed Activity. Licensor is not obligated to allow construction of diversion ditch in subsequent year(s) if Licensor determines the action is not in the best interest of the State. Licensee must obtain written permission from Licensor each year the temporary diversion ditch activity is proposed.
- c) All in-river work shall be completed in an expeditious manner to avoid unnecessary impacts to the river.
- d) All activities performed in the river and immediate vicinity shall be conducted in a manner to reduce turbidity along with minimizing disturbances to the riverbed and riverbank.
- e) To prevent leaks of petroleum products into the river, no defective equipment shall be operated in the river or adjacent areas.
- f) All necessary permits shall be secured before any activities begin.
- g) In the sediment removal area shown on Exhibit C, the Licensee shall leave at least 18-24" of material above the water surface.
- h) Licensee recognizes that the Licensor's allowance to place fill encroaching on the navigable riverbed for bank stabilization does not waive or subordinate any of the Licensors property rights or mineral rights to the stream bed.
- i) Licensee is responsible for any additional permits or requirements from any other affected regulatory agency.

- j) The cobble/gravel removed from the island for the diversion ditch and sediment removal may not be sold or used outside of the river. It shall be disposed of at the "Sediment Disposal Site" identified on attached Exhibit A.
- k) The Licensee shall comply with all public laws, statutes, ordinances, and administrative rules which are applicable to its operations upon the above-described lands. In no event shall the Licensee conduct any activity, or allow any activity to be conducted, upon the above-described lands or within the Project which is: a nuisance; violative of public health, safety, welfare; or is offensive to prevailing community standards concerning morality or obscenity. The Licensee shall be fully and completely liable to, and indemnify, defend, and hold harmless, the Licensor for any and all damages and clean up costs and penalties imposed by any governmental authority with respect to Licensee's use, disposal, transportation, generation, or sale of Hazardous Substances, in or about the above-described lands.

13. TERMINATION OF LAND USE LICENSE

The Licensor reserves the right to terminate the permission hereby granted at any time by giving the Licensee no less than ten (10) days written notice of such termination, except that the Licensor may terminate the permission forthwith at any time, if Licensee fails to comply with, or abide by, each and all of the provisions hereof, or ceases to use the permission hereby granted.

Dated this 13th day of December, 2012

Receipt Number

BK1313039
\$175.00 12/17/12

BY: Heidi Jensen
City of Laurel

Heidi Jensen, Chief Administrative Officer
Printed Name and Title

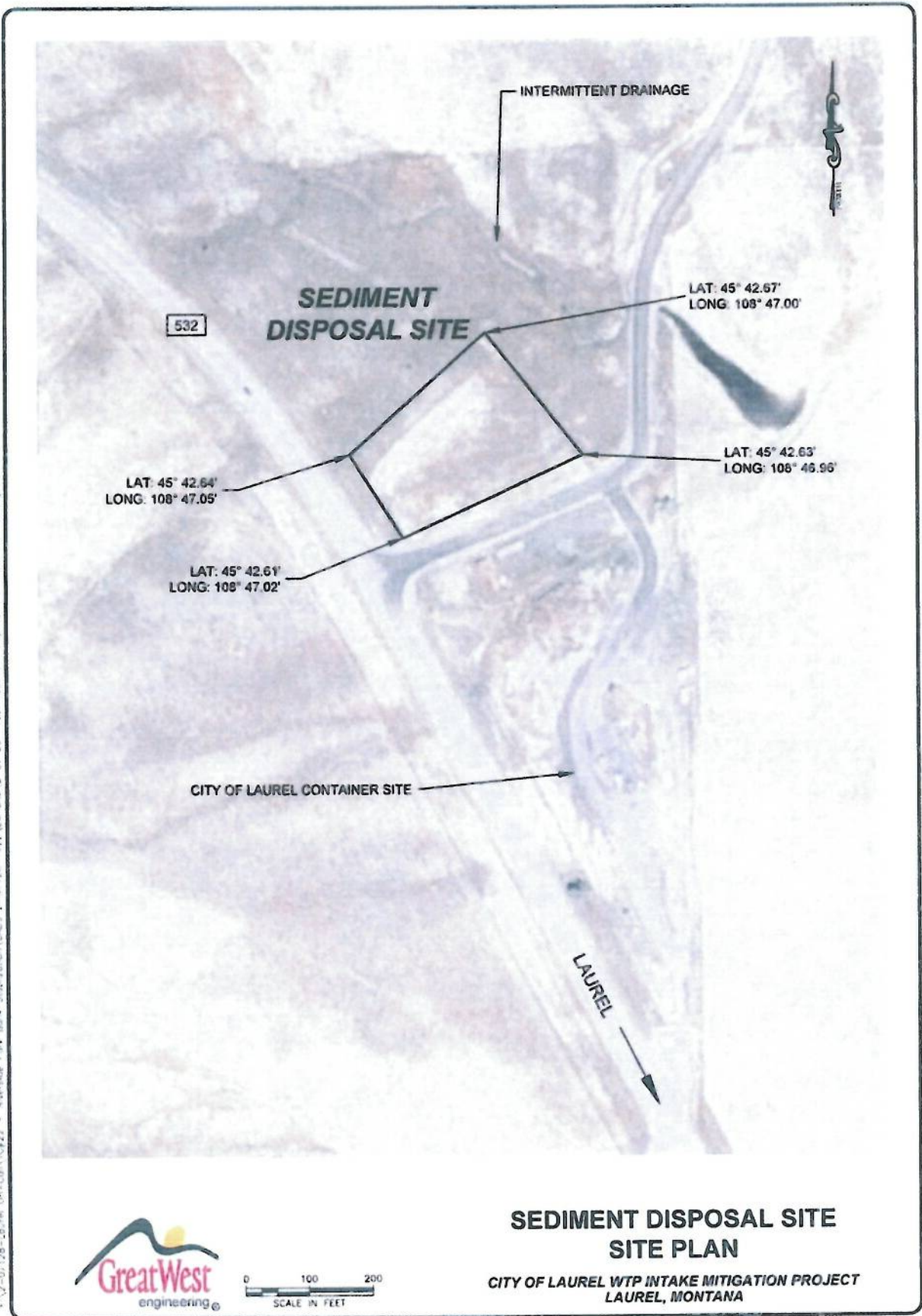
(Department of Natural Resources and Conservation Use Only)

APPROVAL OF LICENSE

BY: Matthew Wolcott
Matthew Wolcott, Area Manager
Southern Land Office

Dec 17, 2012
Date Approved

Exhibit A – Sediment Disposal Site located in NE¼NE¼ of Section 32-T1S-R24E



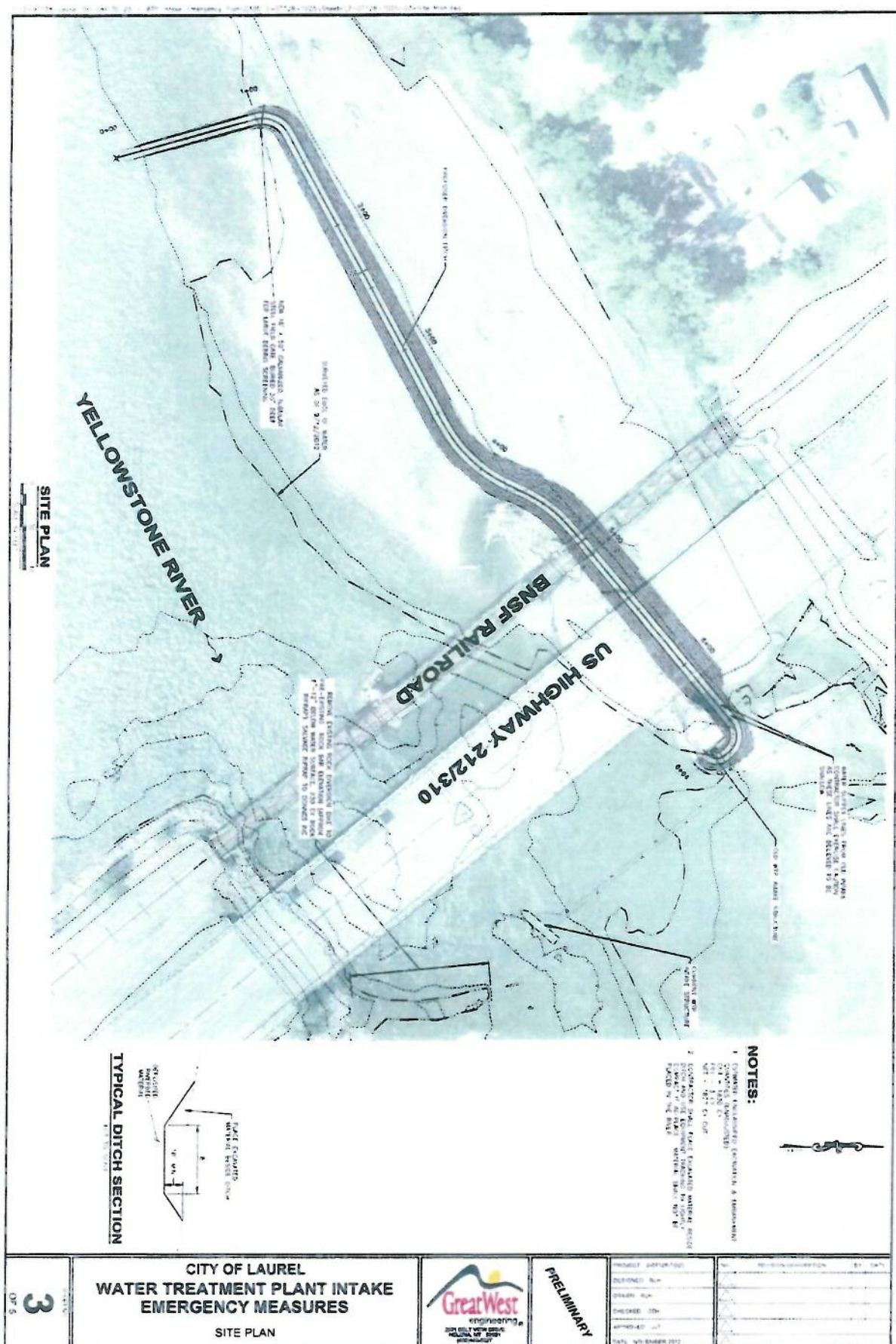
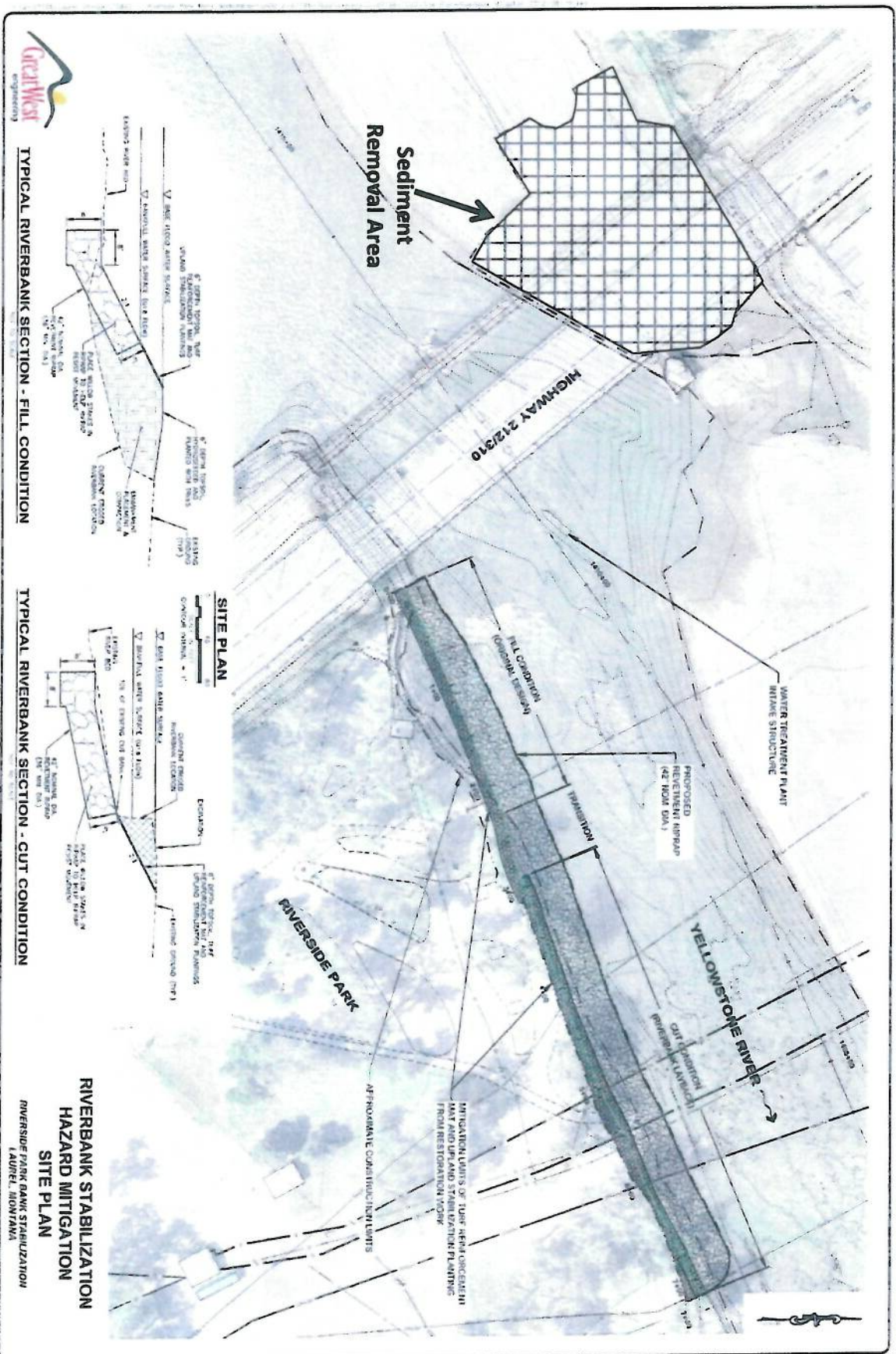


Exhibit C – Bank Stabilization Plan with Sediment Removal Area



MONTANA DEPARTMENT OF NATURAL RESOURCES & CONSERVATION

AMENDMENT
TO
LAND USE LICENSE NO. 6202

AMENDMENT NO.: 01

LAND USE LICENSE NO. 6202 issued to the **City of Laurel**, PO Box 10, Laurel, MT 59044 for the purpose of **authorizing the construction of an 8' wide by ±700' long temporary diversion ditch on a state-owned island on the north side of the Yellowstone River (see Exhibit B); the one-time removal of up to 5,500 cubic yards of river sediment, gravel and cobble material from a state-owned island that is generally located below the Highway 212 and BNSF railroad bridges and then west of the railroad bridge approximately 100'. In the sediment removal area, Licensee shall leave at least 18-24" of material above the water surface (see Exhibit C); placement of fill on approximately 700 square feet of the bed of the Yellowstone River in conjunction with the reconstruction and stabilization of approximately 715 lineal feet of bank along the south side of the Yellowstone River, including the placement of riprap along the bank (see Exhibit C).** This Land Use License is hereby amended as follows:

Section 5. LICENSED ACTIVITY

The purpose of this Land Use License is amended to authorize:

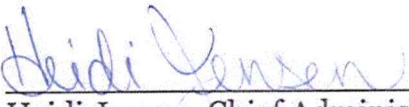
- a) **the construction of an 8' wide by ±700' long temporary diversion ditch on a state-owned island on the north side of the Yellowstone River (see Exhibit B);**
- b) **the removal of river sediment, gravel and cobble material from a state-owned island that is generally located below the Highway 212 and BNSF railroad bridges and then west of the railroad bridge approximately 100'. In the sediment removal area, Licensee shall leave at least 18-24" of material above the water surface (see Exhibit C);**
- c) **placement of fill on approximately 700 square feet of the bed of the Yellowstone River in conjunction with the reconstruction and stabilization of approximately 715 lineal feet of bank along the south side of the Yellowstone River, including the placement of riprap along the bank (see new Exhibit D).**
- d) **the installation during the bank stabilization project of a boat ramp that will be owned by the Montana Department of Fish, Wildlife & Parks (see new Exhibit D).**
- e) **the installation and maintenance of the existing rock weir and diversion dike that were installed as temporary emergency measures to increase surface water levels until a permanent solution to water intake issues are constructed.**

Section 12. SPECIAL STIPULATIONS

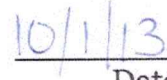
1. Licensee shall contact the DNRC Southern Land Office at least 48 hours prior to commencement of work on the project at any time during the term of the License. The contact at the SLO is: Jeff Bollman, Area Planner, jbollman@mt.gov or 406-247-4404 (office) or 406-670-4642 (cell).
2. Licensee is required to obtain written permission from Licensor prior to commencing any work associated with temporary diversion ditch or removal of gravel and cobble listed in Section 5 Licensed Activity. Licensor is not obligated to allow construction of diversion ditch or additional gravel/cobble removal in subsequent year(s) if Licensor determines the action is not in the best interest of the State.

3. All in-river work shall be completed in an expeditious manner to avoid unnecessary impacts to the river.
4. All activities performed in the river and immediate vicinity shall be conducted in a manner to reduce turbidity along with minimizing disturbances to the riverbed and riverbank.
5. To prevent leaks of petroleum products into the river, no defective equipment shall be operated in the river or adjacent areas.
6. All necessary permits shall be secured before any activities begin.
7. In the sediment removal area shown on Exhibit C, the Licensee shall leave at least 18-24" of material above the water surface.
8. Licensee recognizes that the Licensor's allowance to place fill encroaching on the navigable riverbed for bank stabilization does not waive or subordinate any of the Licensor's property rights or mineral rights to the stream bed.
9. Licensee is responsible for any additional permits or requirements from any other affected regulatory agency.
10. The cobble/gravel removed from the island for the diversion ditch and sediment removal may not be sold or used outside of the river. It shall be disposed of at the "Sediment Disposal Site" identified on attached Exhibit A.
11. The Licensee shall comply with all public laws, statutes, ordinances, and administrative rules which are applicable to its operations upon the above-described lands. In no event shall the Licensee conduct any activity, or allow any activity to be conducted, upon the above-described lands or within the Project which is: a nuisance; violative of public health, safety, welfare; or is offensive to prevailing community standards concerning morality or obscenity. The Licensee shall be fully and completely liable to, and indemnify, defend, and hold harmless, the Licensor for any and all damages and clean up costs and penalties imposed by any governmental authority with respect to Licensee's use, disposal, transportation, generation, or sale of Hazardous Substances, in or about the above-described lands.

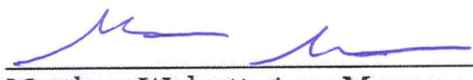
The addendum is to be attached to and made part of the Land Use License. All other terms and conditions remain in full effect.



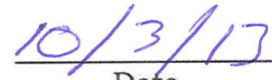
Heidi Jensen, Chief Administrative Officer
City of Laurel



Date



Matthew Wolcott, Area Manager
Southern Land Office



Date

Exhibit D – Revised Bank Stabilization Plan with New Boat Ramp

