



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 27, 2024
6:30 PM
COUNCIL CHAMBERS**

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.

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 13, 2024.

Correspondence

Council Disclosure of Ex Parte Communications

Public Hearing

Consent Items

NOTICE TO THE PUBLIC

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

2. Claims entered through February 23, 2024.
3. Approval of Payroll Register for PPE 2/18/2024 totaling \$223,927.76.
4. Council Workshop Minutes of February 20, 2024.

Ceremonial Calendar

Reports of Boards and Commissions

5. Budget/Finance Committee Minutes of February 13, 2024.
6. City/County Planning Board Minutes of November 15, 2023.
7. City/County Planning Board Minutes of December 20, 2023.
8. City/County Planning Board Minutes of January 17, 2024.
9. Library Board Minutes of January 9, 2024.

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

- [10.](#) Appointment of Dennis Eaton to the Public Works Committee.
- [11.](#) Resolution No.R24-11: Resolution Of The City Council Of Intent To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel And Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.
- [12.](#) Resolution No. R24-12: A Resolution Of The City Council Approving Amendments To Appropriations And Revenues For The City Of Laurel's Fiscal Year 2023-2024 Budget.
- [13.](#) Resolution No. R24-13: A Resolution Of The City Council Authorizing The Mayor To Reschedule City Council Meetings Set On 2024 Holidays.

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.

File Attachments for Item:

1. Approval of Minutes of February 13, 2024.

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MINUTES OF THE CITY COUNCIL OF LAUREL

February 13, 2024

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 6:28 p.m. on February 13, 2024.

COUNCIL MEMBERS PRESENT: Thomas Canape
Michelle Mize Jessica Banks
Casey Wheeler Irv Wilke
Richard Klose Jodi Mackay

COUNCIL MEMBERS ABSENT: Heidi Sparks

OTHER STAFF PRESENT: Brittney Harakal, Administrative Assistant

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 23, 2024, as presented, seconded by Council Member Mize. 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.

Motion by Council Member Banks to approve the revised minutes of the regular meeting of April 12, 2022, 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.

CORRESPONDENCE:

- Laurel Airport Authority Minutes of November 24, 2023
- Laurel EMS – December 2023 Monthly Report
- Police Monthly Report – January 2024

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS:

Council Member Mackay stated she had a conversation with Cheryl Hill regarding the LURA presentation from last week for clarification on the project LURA wants to complete.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims entered through February 9, 2024.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Clerk/Treasurer Financial Statements for the month of December 2023.**
- **Approval of Payroll Register for PPE 1/21/2024 totaling \$227,721.63.**
- **Approval of Payroll Register for PPE 2/4/2024 totaling \$237,276.35.**
- **Council Workshop Minutes of January 16, 2024.**
- **Closed Executive Session Minutes of January 16, 2024.**
- **Council Workshop Minutes of February 6, 2024.**

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

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Council Minutes of February 13, 2024

Motion by Council Member Klose 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: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of January 23, 2024.
- Cemetery Commission Minutes of January 16, 2024.
- Laurel Urban Renewal Agency Minutes of January 29, 2024.
- Emergency Services Committee Minutes of January 22, 2024.
- Park Board Minutes of February 1, 2024.
- Public Works Committee Minutes of January 22, 2024.
- Tree Board Minutes of February 1, 2024.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT):

There were none.

SCHEDULED MATTERS:

- **Resolution No. R24-07: A Resolution Of The City Council Approving A Contract With Collection Bureau Services, Inc. For The Collection Of Laurel City Court Receivables.**

Motion by Council Member Canape to approve Resolution No. R24-07, 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.

- **Resolution No. R24-08: A Resolution Of The City Council Approving A Contract With Morrison-Maierle, Inc. For A Water And Wastewater Consultation.**

Motion by Council Member Mize to approve Resolution No. R24-08, 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.

- **Resolution No. R24-09: Resolution Of The City Council Authorizing The Mayor To Sign A Memorandum Of Understanding For Operation And Cost Sharing For Public Transportation Services With The Adult Resource Alliance Of Yellowstone County.**

Motion by Council Member Mackay to approve Resolution No. R24-09, 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.

- **Resolution No. R24-10: A Resolution Of The City Council Approving A Transportation Coordination Plan For The City Of Laurel Transit.**

Motion by Council Member Wheeler to approve Resolution No. R24-10, 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.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT):

Hunter's Education registration will be on March 5th from 6:30 to 8:30 at Laurel High School. Classes are from the 11th through the 15th.

COUNCIL DISCUSSION:

Council noted that the outside of the Birch property looks good.

MAYOR UPDATES:

The company installing the splash park should be here in the coming weeks. The splash park should be ready for this summer.

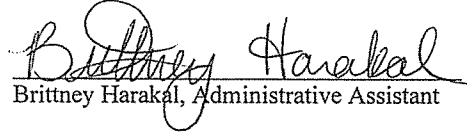
UNSCHEDULED MATTERS: None.

draft

ADJOURNMENT:

Motion by Council Member Klose 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 6:37 p.m.


Brittney Harakal, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 27th day of February 2024.

Dave Waggoner, Mayor

Attest:

Kelly Strecker, Clerk/Treasurer

File Attachments for Item:

4. Council Workshop Minutes of February 20, 2024.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, FEBRUARY 20, 2024**

A Council Workshop was held in Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on February 20, 2024.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Tom Canape	<input type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Michelle Mize	<input checked="" type="checkbox"/> Jessica Banks
<input checked="" type="checkbox"/> Casey Wheeler	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Jodi Mackay

OTHERS PRESENT:

Michele Braukmann, Civil City Attorney
Brittney Harakal, Council Administrative Assistant
Kelly Strecker, Clerk/Treasurer
Kurt Markegard, Planning Director
JW Hopper, Fire Chief
KC Beiber, Fire Captain
Matt Wheeler, Public Works Director
Ryan Welsh, KLJ

Public Input:

There was no public comment.

Mayor Waggoner took a moment to thank KC Beiber for his service. KC is an 11-year veteran of the Laurel Volunteer Fire Department. He is a Staff Sergeant in the Montana Army National Guard. He is a UH60 Crew Chief. He has served 17 years, including two tours in Iraq from 2011 to 2012 and from 2023 to 2024. One tour in Saudi Arabia and Kuwait in 2019-2020. He has served with A Company, C Company, and D Company 1-189 Aviation out of Helena, MT. A company 3-126 Aviation based out of Joint Base Cape Code, MA.

General Items

1. Appointment of Dennis Eaton to the Public Works Committee.

There was no discussion on the item.

Executive Review

2. Resolution - Resolution Of The City Council Of Intent To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel And Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

There was no discussion on the item.

3. Resolution - A Resolution Of The City Council Approving The Standards For Public Works Manual For The City Of Laurel Public Works Department.

This resolution has been pulled from next week's agenda. In the original task order, there was an outlined approval process. The Public Works Committee needs to review and recommend approval.

Ryan Welsh, KLLJ, briefly reviewed the changes made to the document. These Public Works Standards closely resemble the City of Billings standards to help with continuity for builders doing work within both communities. There were significant changes to the stormwater discharge sections of the standards.

It was questioned if the Council could receive the redlined version to be able to see all the changes that have been made.

It was questioned if developers would adhere to the stormwater discharge changes. It was clarified that the changes affect the stormwater required to be stored on site.

It was questioned if the Public Works Committee could receive the changes made before their next meeting on Monday. It was clarified that that document would be sent later this week.

4. Resolution - A Resolution Of The City Council Approving Amendments To Appropriations And Revenues For The City Of Laurel's Fiscal Year 2023-2024 Budget.

The Clerk/Treasurer reviewed the attached exhibit.

5. Resolution - A Resolution Of The City Council Authorizing The Mayor To Reschedule City Council Meetings Set On 2024 Holidays.

There was no discussion on this item.

Council Issues

6. MoCones Public Hearing

The Planning Director reviewed the attached Staff report. He reiterated that there is no action before Council to vote on. There will be a public hearing only.

7. Sprinkler System at Kiwanis Park Discussion

The Public Works Director stated that the Park Board would like to have a sprinkler system installed at Kiwanis Park. This is one of the last few parks where pipes have to be laid manually. It is not an efficient use of manpower. He plans to put this in next year's budget. So far, they have received quotes for 89k and 79.5k. The Park Board would like to use the money made in Riverside Park from the derailment to complete this project.

Council noted that when they agreed to lease space in Riverside Park, it was with the understanding that those monies would be spent on park improvements even though those funds are part of the General Fund.

After Kiwanis Park, the only Park left to need a sprinkler system will be Nutting Park. These are big and expensive projects for our parks, so it is nice to get another Park taken care of.

Other Items

Council asked for clarification if Budget Amendments also go to the Budget/Finance Committee. It was clarified that the Council approves the Budget, so it must also be approved by the Council and have a public hearing.

Council asked that there be a discussion on the cap for properties for Street Maintenance. It was clarified that there will be an upcoming discussion regarding the cap on properties.

Attendance at Upcoming Council Meeting

All Council Members present will be in attendance at next week's meeting.

Announcements

The council workshop adjourned at 6:55 p.m.

Respectfully submitted,



Brittney Harakal
Administrative Assistant

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

EXHIBIT A

**Budget Amendment
Fiscal Year 2023-2024**

Fund 2250 – Planning Appropriations

Original Appropriation	\$ 136600.00
Amended Appropriation	<u>\$ 168135.00</u>
Increase in Appropriation:	\$ 31535.00

The City had to contract with KLJ to help with the planning duties and demands. The cost of this contract was considerably higher than the cost of a staff position. The Planning Department was granted a grant reimbursement for zoning regulations this year to offset these additional appropriations.

Fund 2250 – Planning Revenues

Original Budgeted Revenues	\$ 118135.00
Amended Budgeted Revenues	<u>\$ 168135.00</u>
Increase in Revenues:	\$ 50000.00

The Planning Department received a grant reimbursement for zoning regulations this year.

Fund 2821 – HB 473 – Gas Tax

Original Appropriation	\$ 450000.00
Amended Appropriation	<u>\$ 650000.00</u>
Increase in Appropriation:	\$ 200000.00

Increase appropriations due to new gas tax laws.

Fund 2821- HB 473- Gas Tax

Original Budgeted Revenues	\$ 279598.00
Amended Budgeted Revenues	<u>\$ 615521.00</u>
Increase in Revenues:	\$ 335923.00

Unanticipated Revenue due to new gas tax laws.

Fund 3508 – SID #118 – S Washington Ave Sidewalks

Original Revenue	\$	13132.00
Amended Revenue	\$	<u>14072.00</u>
Increase in Revenue :	\$	940.00

Error when inputting budget numbers in budget book. This will have no effect on cash reserves.

Fund 2850 – 911 Emergency

Original Revenue	\$	57504.00
Amended Revenue	\$	<u>68055.00</u>
Increase in Revenue:	\$	10551.00

Error in budget book. The wrong revenue amount was entered. This will not affect cash reserves.

Fund 2310 – TIFD

Original Appropriation	\$	2564901.00
Amended Appropriation	\$	<u>3423839.00</u>
Increase to Appropriation:	\$	858938.00

There was a miscalculation in the budget book on the number of mills we receive from county for this fund. We were able to increase appropriation due to increased mills

Fund 2310 – TIFD

Original Revenue	\$	1013800.00
Amended Revenue	\$	<u>1364738.00</u>
Increase in Revenue :	\$	350937.00

There was a miscalculation in the budget book on the number of mills we receive from county for this fund.

Fund 2880 – Library Grant

Original Revenue	\$	4883.00
Amended Revenue	\$	<u>6105.00</u>
Increase in Revenue	:	\$ 1222.00

The library received more revenue this year than expected. Increase revenue for unexpected increase.

Fund 2992 – ARPA

Original Appropriation	\$	1759302.00
Amended Appropriation	\$	<u>2857302.00</u>
Increase in Appropriation:	\$	1098000.00

This is a budget correction for phase two of the ARPA allocated monies. This was left out of the budget due to grant completion.

Fund 2992 – APRA

Original Revenue	\$	15000.00
Amended Revenue	\$	<u>113000.00</u>
Increase in Revenue:	\$	1098000.00

This is a budget correction for phase two of the ARPA allocated monies. This was left out of budget due to grant completion.

Fund 7030 – Library Federation

Original Appropriation	\$	4467.00
Amended Appropriation	\$	<u>7397.00</u>
Increase in Appropriation:	\$	2930.00

Unanticipated Revenue from the state Library. Increase appropriation to offset the unexpected revenue.

Fund 7030 – Library Federation

Original Revenue	\$	5100.00
Amended Revenue	\$	<u>8030.00</u>
Increase in Revenue:	\$	2930.00

Unanticipated Revenue from the State Library. Increase appropriation to offset the unexpected revenue.



LAUREL CITY-COUNTY PLANNING DEPARTMENT

STAFF REPORT

TO: Laurel City Council
FROM: Kurt Markegard Planning Director
RE: Laurel School Board's decision to let MoCones operate on public lands
DATE: March 16, 2024

INTRODUCTION:

Del Henman investigated operating his ice cream business on school property. Mr. Henman was advised to inform the Laurel School District that they needed to inform the City of their intentions to use public lands contrary to City of Laurel's zoning regulations as allowed per MCA 76-2-402. The Planning Director requested a review of state law with the City Attorney and the conclusion was made that the Laurel School District can use their land for this purpose if the City Council holds a Public Hearing, and the School District sends a representative to the hearing.

City Council is given no authority in state law to approve or deny the Laurel School District intentions to use public land contrary to local zoning regulations.

FINDINGS OF FACT:

The Laurel City Council is given no authority in state law to approve or deny the Laurel School District intentions to use public land contrary to local zoning regulations.

Montana Code Annotated 2023

TITLE 76. LAND RESOURCES AND USE

CHAPTER 2. PLANNING AND ZONING

Part 4. Application to Governmental Agencies Group and Foster Homes

Local Zoning Regulations -- Application To Agencies

76-2-402. Local zoning regulations -- application to agencies. (1) Whenever an agency proposes to use public land contrary to local zoning regulations, a public hearing must be held and the agency shall attend the public hearing.

(2) The local governing body shall hold a hearing within 30 days of the date the agency gives notice to the local governing body of its intent to develop land contrary to local zoning regulations.

History: En. Sec. 2, Ch. 397, L. 1981; amd. Sec. 1, Ch. 362, L. 2021.

Exhibit "A" Location for MoCones



File Attachments for Item:

5. Budget/Finance Committee Minutes of February 13, 2024.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, February 13, 2024**

Members Present: Michelle Mize, Casey Wheeler, Richard Klose

Others Present: Kelly Strecker, Mayor David Waggoner

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve January 23, 2024, Budget and Finance Committee meeting minutes. Michelle Mize moved to approve the minutes of January 23, 2024. Casey Wheeler seconded the motion, all in favor, motion passed 3-0.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through February 09, 2024. Casey Wheeler moved to approve the claims and check the register for claims entered through February 09, 2024. Michelle Mize seconded the motion, all in favor, motion passed 3-0.
4. Review and approve Payroll Register for the pay period ending January 21, 2024, totaling \$227,721.63. Michelle Mize motioned to approve the payroll register for the pay period ending January 21, 2024, totaling \$227,721.63. Casey Wheeler seconded the motion, all in favor, motion passed 3-0.
5. Review and approve Payroll Register for the pay period ending February 04, 2024, totaling \$237,276.35. Michelle Mize motioned to approve the payroll register for the pay period ending February 04, 2024, totaling \$237,276.35. Casey Wheeler seconded the motion, all in favor, motion passed 3-0.
6. Review and approve the 2024 January Utility Billing Adjustments, Michelle Mize moved to approve the 2024 January Utility Billing Adjustments. Casey Wheeler seconded the motion, all in favor, motion passed 3-0.
7. Review and approve the December 2023 monthly financial statement. Michelle Mize moved to approve the December 2023 monthly financial statement. Casey Wheeler seconded the motion, all in favor, motion passed 3-0.

New Business –None

Old Business – None

Other Items –

1. Review Comp/OT reports for the pay period ending January 21, 2024.
2. Review Comp/OT reports for the pay period ending February 4, 2024.
3. Mayor Update – The Mayor stated that the contractor for the Splash Park will be here the first week of March.
4. Clerk/Treasurer Financial Update-Kelly said that she has been working on the bus transit reports and grant. She stated that there are several things that need to be completed for the grant process. She noted that the council will be seeing the contract and coordination plan at council tonight.
5. Update claim review schedule for upcoming meetings. March 12-Richard Klose, March 26-Heidi Sparks, April 9-Casey Wheeler, April 23-Michele Mize, May 14-Richard Klose, May 28-Heidi Sparks, June 11-Casey Wheeler, June 25-Michelle Mize.

Announcements –

6. The next Budget and Finance Committee meeting will be held on February 27, 2024, at 5:30 pm.
7. Michelle Mize is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:15 p.m.

Respectfully submitted,



Kelly Strecker
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:

6. City/County Planning Board Minutes of November 15, 2023.



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, NOVEMBER 15, 2023
6:00 PM
CITY COUNCIL CHAMBERS**

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.*

Judy called the meeting to order at 6:10 pm and asked for a roll call. Jon Klasna, Roger Geise, Richard Herr, Richard Klose, Judy Goldsby are in attendance.

Staff, Kurt Markegard and Forrest Sanderson

1. Public Comment

No Public Comments

General Items

2. Minutes Approval

Kurt will have the minutes for the committee at a future date.

New Business

3. Napa Signs- Entryway Zoning District

The Napa store has moved next to the old IGA building and are wanting to get their sign installed. Kurt explained that the signs meet the current code and will replace the temporary canvas signs they put up until approval has been received. Richard Klose moved to approve the Napa signs and Jon Klasna seconded the motion and the vote was 5-0 to approve.

4. Zoning Code Update and setting up a public hearing.

Forrest went over the draft zoning regulations and the zoning map. The draft zoning regulations are where he feels comfortable sending them out for Public Comment and setting the Public Hearing. The planning board discussed the regulations and asked Forrest questions about some of the regulations. After discussion, Jon Klasna moved to set a public hearing for December 20th, 2023, at 6pm at City Hall Council Chambers. Richard Klose seconded the motion, and the vote was 5-0 to approve.

5. Review the Draft Changes to the Growth Management Plan and setting a Public Hearing for December 20th, 2023.

Kurt explained that during the work sessions in October, all the draft changes are complete and only a few grammar items needed to be cleaned up and a new title page needs to be inserted. Forrest explained the process to adopt the growth policy and the need to approve the document through a Planning Board resolution. The growth policy is ready to be presented for a Public Hearing and

Kurt will make sure it is advertised starting next week. Richard Herr moved to set the Public Hearing on December 20th, 2023 at 6pm for the 2023 update to the 2020 Growth Policy as requested by the Board of County Commissioners and the City Council of the City of Laurel. Richard Klose seconded the motion, and the vote was 5-0 to approve.

The Planning Board will be meeting on the 20th of December at 6pm to hold Public Hearings.

Old Business

Other Items

Announcements

Judy asked if everyone could be at the meeting on the 20th and Richard Herr questioned if he was still on the board. Kurt explained that his seat on the board is separate from the City Council position. Kurt asked Richard Herr to please consider not resigning from the Planning Board as we need his participation to maintain a quorum.

Judy asked for a motion to adjourn the meeting, Roger motioned, and Richard Herr seconded, the motion to adjourn passed 5-0. The meeting was adjourned at 7:15pm.

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:

7. City/County Planning Board Minutes of December 20, 2023.

**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, DECEMBER 20, 2023**

MEMBERS PRESENT

Forrest Sanderson called for roll call,

Roger Giese

Ron Benner

Richard Herr

Richard Klose

Jon Klasna

Gavin Williams

Judy Goldsby

Staff,

Kurt Markegard

Forrest Sanderson

Brittnay Harakal

Others attended and some signed in on a sign-in sheet in lobby.

Public Input:

No Public Comments on non-agenda items.

Discloser of Ex Parte Communication

Public Hearing

1. Judy went over the process for the growth management plan that the Yellowstone County Commissioners had tasked the Planning Board to update for Laurel-Yellowstone City-County Growth Management Plan 2023 Update. Judy introduced Kurt Markegard to open the public hearing and Kurt gave a brief review of the Growth Management Plan update and the county and city resolutions. Kurt explained that the planning board has had numerous meetings throughout the summer. Workshop meetings that were publicly noticed in YCN. This meeting was noticed in YCN and Laurel Outlook. We have received over 200 comments. There are some comments that the board may want to consider. Kurt asked that everyone is given due respect. Kurt turned the meeting back over to the chair.

Judy asked that with the number of people at the meeting Judy asked for a three-minute time limit. Judy asked for people to come to the podium and introduce themselves and their address. The meeting was record and the minutes will indicate when on the recording when members of the public spoke to the planning board. See recording for comments.

- a. Steve Krum, 24th avenue, -14 minutes until 17 minutes 29 seconds.
- b. Barb Emineth, 501 Alder Ave,- 17 minutes 40 seconds until 20 minutes and 30 seconds.

- c. Pricilla Bell, 1310 Wild Horse Drive, - 20 minutes and 40 seconds until 23 minutes and 53 seconds
- d. Carol Blades, 1809 Denitis Lane – 24 minutes and 0 seconds until 26 minutes and 0 seconds.
- e. Cara Ronan, 1721 Nicolas Lane and Seitz Ronan. – 26 minutes and 15 seconds until 31 minutes and 0 seconds.
- f. Zack Ditie –1721 Nicolas Lane – 31 minutes and 5 seconds until 33 minutes 15 seconds.
- g. Kasey Felder, 1434 McMullan Lane – 33 minutes and 25 seconds until 34 minutes 41 seconds. Walked away from the microphone so hard to hear her testimony.
- h. Katie Harrison, 2901 6th Ave S. Billings, MEIC – 34 minutes and 55 seconds until 38 minutes and 14 seconds.
- i. Mike Penfold, 3552 Prestwick Rd, -38 minutes and 38 seconds until 40 minutes and 55 seconds.
- j. Kris Glen, 209 Yellowstone Ave, -41 minutes and 10 seconds until 44 minutes and 20 seconds.
- k. Mary Fitzpatrick, 631 Clark, -44 minutes 35 seconds until 46 minutes until 46 minutes 47 seconds.
- l. Aaron Felder 1434 McMullan, -46 minutes and 55 seconds until 48 minutes and 10 seconds.
- m. Julie Holzer, 16 South Platt Red Lodge, - 48 minutes and 25 seconds until 51 minutes and 29 seconds.
- n. Larry Bean, 2905 Harrow Drive Billings, -51 minutes and 42 seconds until 55 minutes and 2 seconds.
- o. Heather Calderwood, 101 Cottonseed Ln, 55 minutes and 40 seconds until 58 minutes and 20 seconds.

Kurt explained that the public hearing is to gather public testimony and is not to be engaged with the public at this time.

Ron Benner asked the chair to be excused as he has a prior engagement and will review the minutes. Ron left at 59 minutes and 30 seconds.

- p. Jessie Gallagos, 1358 Windmill Circle, 59 minutes and 35 seconds until 60 minutes and 15 seconds.
- q. Adele Honor, 1109 Delphinium Billings, 60 minutes and 30 seconds until 63 minutes and 25 seconds.

- r. Mitchell Werbell, representing NWE, Land use Attorney, 63 minutes and 45 seconds until 66 minutes and 57 seconds.
- s. Patrick Certain, West of Laurel, 67 minutes and 14 seconds until 67 minutes and 55 seconds.
- t. Karen Stears, 311 Parkhill Drive, 68 minutes and 10 seconds until 71 minutes 20 seconds.
- u. Phil Gibert, 320Fairway View Drive, 71 minutes and 25 seconds until 73 minutes and 20 seconds.
- v. Lori Herman, 175 South Magelssen Rd, 73 minutes and 35 seconds until 74 minutes and 50 seconds.
- w. Gilbert Berdett, S 56th Street, 75 minutes and 10 seconds until 77 minutes 50 seconds.
- x. Dawn Calderwood, East of Laurel, 78 minutes and 15 seconds until 78 minutes and 59 seconds.

Judy asked three times if anyone else would like to speak and seeing none she closed the public hearing at 79 minutes at 25 seconds or at 7:19 pm.

Judy moved to take a break to let people that wanted to leave could, but Forrest wanted to ask the chair to deviate from the meeting agenda so that the Public Hearing on the Growth Policy could be followed by the growth management policy discussion and possible action.

The meeting was in recess from 82 minutes until 90 minutes and 5 seconds. Judy called the meeting back to order.

Forrest asked if the members of the board wanted to adjust the agenda so that discussion could take place on the item with members of the public present. Gavin motion to adjust agenda at 91 minutes at 40 seconds Klose seconded the motion and after no discussion the vote 6-0.

New Business item #5

5. Klose move to table the resolution to recommend the update to the growth policy by January 17th, 2024, and Gavin seconded the motion. Judy asked for public comment on the tabling motion and Percilla Bell volunteered to help for the next meeting. Cara Ronan asked if there was any more discussion tonight and Judy said that no more discussion will take place tonight. Gil Burdett ask to move to February. Kurt clarified that there was already a motion to table the issue to January meeting and clarified that this is not a zoning issue. Kurt asked to have comments for the growth management policy at future meetings on the policy and explained that the board has three choices to either approve, amend, or reject the update on the policy. Kurt explained that the plan is an update for the betterment of the entire community. Kurt thanked the public for its participation. Steve Krum spoke about the growth policy. Forrest reminded the board that they could table the policy again in January. The vote wat 6-0 to move the growth policy recommendation to January 17th, 2024.

Public Hearing

2. Yellowstone County Subdivision Regulations started at 1 hour and 46 minutes and 30 seconds.

Kurt explained the reasons why the County wants to reaffirm the current subdivision regulations that were adopted in 2017 and match what we are currently doing for subdivision regulations around the City of Laurel.

Judy opened the public comment for the subdivision regulations.

Percilla Bell 1310 Wildhorse Drive, Water issues clay soil. Mandated that soil testing is performed and passed. She spoke from 1 hour 48 minutes until 1 hour 48 minutes and 32 seconds.

Michael Cantrell 1950 Saddleback Drive. Spoke from 1 hour 48 minutes and 41 seconds until 1 hour 51 minutes.

Kurt explained that if citizens have some questions, they could ask staff or the board.

Judy asked 3 times for any more comments. Judy closed the public hearing at 1 hour and 52 minutes.

Public Hearing

3. Zoning Regulations for the City of Laurel 1 hour and 50 minutes.

Kurt explained that the City of Laurel received a grant to amend the zoning regulations for the City of Laurel. The city hired KLJ engineering to write the new zoning ordinances and then Forrest Sanderson left KLJ and started his own business Peaks Planning. Forrest is subcontracted to KLJ and Forrest started speaking at 1 hour 55 minutes and 5 seconds of the changes to the zoning for Laurel City limits. Forrest finished introducing the item of city zoning at 2 hours and 10 minutes at 35 seconds.

Judy asked for public comments on the zoning.

Steve Krum asked questions about the map. He spoke from 2 hours and 11 minutes and 31 seconds until 2 hours 14 minutes. Forrest helped clarify some of Steve's comments.

Aaron Felder got up to speak about the zoning but sat down once he realized that this had nothing to do with county properties.

Judy closed the public hearing at 2 hours 14 minutes and 47 seconds.

General Items

4. Minutes

Gavin moved to approve the minutes from the November meeting Klose seconded the motion and the vote 6-0.

New Business

6. Yellowstone County Subdivision Regulations requested by the County Commissioners Kurt introduced the item at 2 hours 15 minute and 56 seconds. Kurt explained the subdivision regulations and the history of the County approving the subdivision regulations. Kurt also explained the fee schedule for subdivisions and exempt plats. Kurt had not received any comments or emails about the subdivision regulations.

Gavin motioned to approve the subdivision regulations for the County and Klose seconded the motion. Forrest stated that now the board could have a discussion. No discussion from the board so Judy asked for public comments on the motion.

Priscilla Bell spoke at 2 hours 23 minutes and 20 seconds about ag land being subdivided with wells. What is going to happen after this. How do we offer police fire and ambulance. Boundaries? In MT developer complete environmental assessment that is submitted with subdivision take care of water, sewer, stormwater.

Forrest answered the questions Priscilla Bell asked and he spoke about the DEQ having the power to look at subdivision regulations.

Kasey Felder spoke from 2 hours 26 minutes and 28 seconds and asked if the regulations are tied to growth policy. She asked if it would be wise to postpone the regulations.

Forrest answered her questions and stated.

Steve Krum spoke at 2 hours 27 minutes and 50 seconds. Indicated that there is too much information being presented tonight.

Kurt stated that there are statutory regulations to process land subdivisions and that the County did adopt the subdivision regulation in 2017 but didn't have the proper record in place.

Judy asked for a vote on the motion at 2 hours 33 minutes and 52 seconds. The vote was 6-0.

7. Motion for City of Laurel Zoning Regulations. 2 hours 34 minutes and 30 seconds. Gavin moved to approve the Laurel zoning regulations as presented and Richard Herr seconded the motion.

Judy asked for any discussion or public comments. There was no discussion, and the vote was 6-0

Will be forwarded to Council.

8. Yellowstone County's request to consider Zoning Regulations around Laurel in the planning jurisdiction started at 2 hours 36 minutes.

Kurt informed the board that Yellowstone County wants to have adopt zoning as what was thought around Laurel. Kurt asked the board to move this item to a further date to discuss the zoning in the county. Kurt asked Forrest to give the board more information about zoning that the county wants to adopt. Forrest went over part 1 and part 2 zoning regulations. Kurt read the zoning resolution to the

planning board that the County sent over to this board. Forrest also believed the public had a right to know about what is being adopted. Kurt explained that we are still waiting for a Judge to decide who has jurisdiction around Laurel. If the judge rules that that if the City has jurisdiction that this is a moot point.

Kasy Felder spoke at 2 hours 53 minutes and 33 seconds. She asked about the judge's ruling and her opinion is that this isn't right.

Kurt asked Kasy a question about the judges ruling and what to do if they find that there is no zoning around Laurel.

Steve Krum spoke at 2 hours 54 minutes and 50 seconds. Steve said that having no zoning is an assumption.

Gavin asked about going to a public hearing. Forrest stated that the County is trying to go for part 2 zoning. Forrest went on to say that the County's desires are noble but thought maybe interim zoning may be a better way to process zoning.

Kurt went over the interlocal agreement and said that the agreement is silent about zoning.

Gavin moved to table the discussion on county zoning.

Gavin motion to table to until discussion until Jan 17 and Roger seconded the motion. Roger asked Kurt to reach out and ask why this zoning is moving forward. Forrest asked if the board wanted to amend the motion to have staff reach out to and talk to the County. The motion was amended to have staff reach out and get clarification. Kurt explained that he put this on the agenda for the board to discuss and will get more information. Kurt explained that marijuana businesses are being kicked out of Billings and they are calling to find out where they can be around Laurel. Kurt explained the city adopted zoning for marijuana, but the county has not for around Laurel.

The motion passed 6-0.

9. Schedule of Fees and Charges for Planning Items. Exempt plat fees changed by the Montana Legislature. This item started at 3 hours and 12 minutes and 45 seconds.

Kurt explained the fees for exempt plat for inside the City of Laurel should go from \$200.00 to \$400.00. Kurt said that we need this for the City's update to their schedules of fees and charges.

Klose moved to approve the changes from \$200.00 to \$400.00 for exempt plat. Gavin seconded the motion. Jon asked if there are any other fees that need to be charged. Kurt explained that there were no other fees at this time. Kurt also stated there is time that it takes to process planning items and that fees need to cover the items to take care of planning items.
6-0.

Old Business

Other Items

10. Next City/County Planning Board Meeting will be held on January 17, 2024.

The next meeting will be held on the 17th of January.

It was moved by Gavin and seconded by Herr to adjourn the meeting. All were in favor 6-0 meeting ended at 3 hours 16 minutes and 40 seconds.

These minutes are supplemental to the audio/video recording.

File Attachments for Item:

8. City/County Planning Board Minutes of January 17, 2024.



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, JANUARY 17, 2024
6:00 PM
COUNCIL CHAMBERS**

Call to Order

Ron Benner
Richard Klose
Gavin Williams
Richard Herr
Judy Goldsby

Staff,

Kurt Markegard
Forrest Sanderson

Approval of Agenda

Previous Meeting Minutes

- No minutes to approve due to staff absence for two weeks.

Public Comment Period

Carol Blades, 1809 Denittis Lane, - started speaking at 1 minute and 16 seconds until 3 minutes and 50 seconds.

Pricilla Bell, 1310 Wild Horse Drive, - started speaking at 4 minutes and 7 seconds until 7 minutes and 6 seconds.

Greg Childs, Theil Road, started speaking at 7 minutes and 20 seconds until 8 minutes and 24 seconds.

Allen Catchpole, 4603 Palisades Park Drive, started speaking at 8 minutes and 35 seconds until 12 minutes and 20 seconds.

Phil Gibert, 320 Fairway View Drive, started speaking at 12 minutes and 38 seconds until 16 minutes and 20 seconds.

Disclosure of Conflict of Interest

None declared.

Disclosure of Ex-Parte Communication

None declared.

Old Business

- Tabled Growth Management Policy Update

Judy opened the subject by reading a statement she had prepared and started speaking at 17 minutes and 16 seconds until 19 minutes and 17 seconds.

Judy brought up the tabling of the growth management policy update from the December 20th, 2023, meeting update and she suggested to table it again as we were waiting for some direction from the County Commissioners or the County Attorneys office on how to proceed with land use maps.

Judy asked the board for a motion to retable the growth policy recommendation. Gavin moved and Richard Klose seconded the motion. Forrest asked for clarification about a workshop coming up on January 31st for the public to comment on the growth policy and setting up a public hearing on Feb 21, 2024, to discuss the changes that may happen at the January 31st workshop meeting. Judy confirmed that what she was thinking would be the proper procedure.

Cara Ronan spoke about some information she wanted to supply for the workshop and started speaking at 21 minutes and 24 seconds until 21 minutes and 35 seconds.

Kris Glenn spoke from 21 minutes and 45 seconds until 22 minutes and 6 seconds.

Kurt stated that draft minutes will be posted to the website for the planning board and the public to view along with the video from the meetings.

Forrest asked for paper copies to be distributed and Kurt stated the minutes will be the video recording of the meeting.

Kris Glenn asked about the future meeting from 24 minutes 57 seconds until 26 minutes 19 seconds.

Steve Krum – asked about the notice of the agenda for the future meetings and spoke from 26 minutes 55 seconds until 29 minutes and 50 seconds.

Judy asked for the vote 6-0 to retable the growth policy update to a workshop meeting on January 31, 2024, and another public hearing on the 21st of February 2024.

Forrest stated to the public that they were the well-behaved public he has ever seen.

City of Laurel Zoning Ordinance Discussion due to Judge Salvagni Ruling discussion started at 31 minutes 30 seconds.

Forrest – brief the board on the Judge Salvagni Ruling on January 2, 2024, that puts bills into litigation on bills SB323, SB528, SB 382, SB245. The judge’s ruling put an injunction on SB323 and SB528. Forrest spoke about the bills and what they were about and how it relates to the zoning updates. Forrest said he would strike out the language in the zoning update with the injunction and forward the updated code to the City Council.

Ron motion to remove those items and second by Klose. The vote was 6-0 to forward the recommendation to the City Council removing the language that had to do with SB323 and SB528.

This issue was over at 37 minutes and 20 seconds.

Yellowstone County's request to consider Zoning Regulations around Laurel in the planning jurisdiction. Discussion started at 37 minutes and 30 seconds.

Kurt briefly explained that the County wanted to adopt zoning regulations and he feels that until the growth policy is settled and adopted to ask for more time and to send back to Yellowstone County no recommendation at this time until the Growth Policy is adopted.

Gavin made the motion and Jon Klasna seconded the motion. Judy asked for public comment on the motion.

Michelle Kelly lives on North Magelssen Road, spoke from 39 minutes and 21 seconds until 41 minutes and 13 seconds.

Kurt informed the board he wanted to clarify that no zone changes are on the table and the community is misunderstood. The issue is a future land use map. If there is a zone change, that would come before the board in the future.

Steve Krum spoke from 43 minutes and 12 seconds until 44 minutes and 6 seconds.

Ron Benner asked Forrest to clarify zoning law changed from 1998-1999. Ron started speaking at 44 minutes 22 seconds. Ron mentions 3 options and we could also ask for more time. Forrest responded to Ron's questions about the matter pending in district court in Yellowstone County. The court will tell us what the answer is. Forrest started speaking at 45 minutes and 47 seconds. Forrest talked about zoning and the ways to enact zoning for city and county governments. Ron asked a few follow up questions and asked if the planning board doesn't get a recommendation what happens then? Forrest indicated that this board must respond.

Richard Herr at 51 minutes and 33 seconds asked where do we stand if Cenex builds oil tanks on their land all the way east to the truck stop? Kurt answered that the interlocal agreement is silent on zoning and the Court decision will help clarify who has responsibility. Kurt started speaking at 52 minutes and 0 seconds.

Forrest ended the conversation and Judy called for a vote at 1 hour 3 minutes and 4 seconds. The vote was 6-0.

New Business

Sign Permit – Black Chip Casino in Entryway Zoning started at 1 hour 4 minutes and 20 seconds.

Kurt briefly explained the sign permit for 3 signs for Black Chip Casino. Kurt reviewed the sign permit months ago and rejected the proposal. The sign cannot project higher than the building. The building needed to be added onto the top of the building. The parapet needs to be extended and then the sign is permitted. The owners of the building have extended a parapet so the sign will comply. Kurt is now recommending that this board approves the sign permit.

Gavin moved to approve the sign permit and the motion was seconded by Jon. Ron asked if the parapet is done? Kurt was not sure if the parapet is done. Kurt will check and not issue a permit until the parapet to until the work is completed. The motion was approved 5-1 with Ron Benner opposed at 1 hour 10 minutes.

Nominate and Vote on President and Vice President item was discussed at 1 hour 10 minutes 40 seconds of recording.

Judy asked if there were nominations for President. Judy was nominated and no one else. Gavin moved to approve Judy as president and Richard Herr seconded the motion. The vote for Judy to be president was 6-0.

Judy asked for vice-president nominations. Richard Herr suggested Richard Klose and Forrest responded that a sitting member of the City Council should probably not be an officer. Ron Benner moved to have Jon Klasna and Richard Klose seconded it. The vote was 5-1 with Jon opposed.

Setting Next Board Meeting Date and Time item was discussed at 1 hour 13 minutes.

January 31st work session and the next regular meeting will be February 21, 2024.

Agenda Items for Next Board Meeting item was discussed at 1 hour 13 minutes and 14 seconds.

An individual is interested in a seat for this board for the conservation district position that is vacant. Judy will contact them and see if they want to fill the position with the conservation district.

School annexation item to discuss on Mogan Field. Ron asked if it was a public hearing. The answer is yes.

Forrest also said a public hearing on the growth policy.

Announcements

Adjournment was at 1 hour and 22 minutes as 25 seconds.

Ron moved to adjourn the meeting. Gavin seconded and the vote was 6-0.

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.

File Attachments for Item:

9. Library Board Minutes of January 9, 2024.

MINUTES
CITY OF LAUREL
Library Board

01/09/2024

06:02 PM

Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Katie Fjelstad	X Arthur Vogele, Board Chair
X Kate Manley	X Lela Schlitz – via Zoom
X Nancy Schmidt, Secretary	X Mary Nelson
X Clair Killebrew – Foundation Liaison	

OTHERS PRESENT: None

1. Public Input

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

- a. Addressing the Board – None

2. General Items

- a. The minutes for December 2023 were presented for approval. Arthur motioned the minutes be approved as presented, Lela seconded the motion. Motion passed.
- b. Correspondence – the following were received this month: a \$25 donation from Ray Wells, \$250 donation to the foundation from Virginia Gomer, \$20 from Lora Caton for the shelves and \$40 from one of the groups that meets in the library every month.
- c. Circulation Report – (compared to the same time period as last year) *Traffic*: down 0.1%; *circulation*: all items circulated totaled 3,873 (including 795 eBooks), book circulation was down 0.1%, media circulation was even, eBook checkouts for this month was 22.4% of total book circulation, we circulated 765 items to partners and 178 items from other libraries; *computers*: internet use was down 6.1%, children’s use was up 12.5%, wi-fi use down 54.22%; *patron cards*: city patrons make up 62.8% of registered users, county is 28.2% and state/out of county has 8.98% of our registered patrons. There were 57 tech assists in December.

3. New Business

- a. Four library staff have an overage of allowable vacation time on the books. In the next couple of months, you may see a skeleton staff at the library while those with too many hours takes time off. We have until the end of March to use as much time as possible.
- b. Nancy attended an online meeting of the federation coordinator’s a few days ago. The main topic of discussion was the extra funding the Commission is sending to each federation. It is going to be used for trustee training in Billings in May while the remainder is split among the eligible federation libraries – about \$300 each. Library trustees suggested brining someone in to do training on campaigning for a mill levy.

4. Old Business

- a. The council will be approving the annual schedule of fees and charges at its meeting tonight. The main changes for the library were the standardizing of the amounts charged for copies/prints. If anyone feels that we need to make changes to our fees and/or fines charged at the library, they are welcome to bring this to the board anytime in the next year.
- b. The musical story time that was presented by the Billings Symphony was very well attended. We had 20 children accompanied by 15 adults attend to presentation. There were 6 performers that played four string instruments, a narrator and the leader. We are very willing to sponsor more of these story times in the future.
- c. The fundraiser was held on Saturday, December 30, 2023 at the Palace Lanes. Mike and Eli attended the fundraiser with their families to represent the library. The total number of attendees wasn't shared with the library but \$2, 716 was raised for the library to be used for new shelving. This amount will pay for ½ of a full shelving unit. A great shoutout to the Laurel Small Business Alliance for raising funds to help the library replace its old shelving!
- d. Our latest set of book shelves have been set up and put into their permanent place in the library. Mike and Eli have done most of the work in replacing the shelves. They've spent a great deal of time moving out unstable shelves and replacing them with those that can still be used for a couple more years.

5. Other Items

- a. Upcoming Items:
 1. It is time to start thinking about the mill levy campaign. Nancy will send out an email to the City Mayor and City Attorney to schedule a mill levy meeting.
 2. The final approval of the library license plates failed for the library. The MHP felt that the letters/number didn't have enough contrast with the background. The letters will be changed to white to see if there will be enough contrast.

6. Announcements

- a. The next regular meeting is February 13, 2024 at 6:00 pm in the library community room. A Zoom link will be added to the next agenda.

Meeting adjourned at 6:52 pm.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Library Director
Secretary for the Board

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

File Attachments for Item:

10. Appointment of Dennis Eaton to the Public Works Committee.

Dennis Eaton
Post Office Box 159
Laurel, Montana 59044-0159

Laurel Mayor Dave Waggoner
Post Office Box 10
Laurel, Montana 59044-0010


December 10, 2023

Dear Mayor Waggoner:

I understand there are openings on the Public Works committee. I would be interested in sitting on this committee. I have over 35 years of experience in the clean water industry doing everything from selling to installing to repairing equipment that provides clean water. While I know this is not everything that the Public Works committee handles, through the years I have dealt with management at CHS, the railroad, talked to school board representatives, talked with many small city councils both in Montana and North Dakota, talked with state legislators, governors and members Congress. I understand that getting all the infrastructure, and money for it, isn't glamorous, but it is essential. While I don't expect to be asked to do any of these things for this committee, my experience gives me a perspective on the difficulties of seeing a project through from beginning to end.

I was concerned that my current employment would be considered a conflict of interest but after speaking with my boss, John, I was told that my position is to serve Laurel when asked, and he did not see any conflict of interest. I would appreciate your appointment of me to the Laurel Public Works.

Sincerely,



Dennis Eaton

File Attachments for Item:

11. Resolution No.R24-11: Resolution Of The City Council Of Intent To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel And Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

RESOLUTION NO. R24-11

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

WHEREAS, the City Council previously adopted Resolution No. R24-04 establishing the City of Laurel’s fees and charges for various services into a Schedule of Fees and Charges, to enable citizens to have immediate access to the various fees and charges levied by the City for various services, in a format that is easy to obtain and simple to understand;

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;

WHEREAS, at the direction of the City Council, City Staff prepared the attached Schedule of Fees and Charges for the City Council's consideration;

WHEREAS, the City Council desires to have at least one public hearing to gather public input and comments prior to adopting the Resolution approving the proposed Schedule of Fees and Charges; and

WHEREAS, a public hearing is set to gather public input and comments prior to adopting a Resolution approving the proposed Schedule of Fees and Charges.

NOW THEREFORE BE IT RESOLVED that the City Council hereby approves the Resolution of Intent to adopt the Schedule of Fees and Charges attached hereto and incorporated by reference herein; and

THEREFORE BE IT RESOLVED that a public hearing is set on the 12th day of March 2024 at 6:30 p.m.

Introduced at a regular meeting of the City Council on the 27th day of February 2024 by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel, Montana on the 27th day of February 2024.

APPROVED by the Mayor on the 27th day of February 2024.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

CITY OF LAUREL
SCHEDULE OF FEES AND CHARGES
AS OF TUESDAY, _____, 2024 / RESOLUTION NO. R24-__

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

<u>Item</u>	<u>Fee</u>
Returned Check	\$50.00
Document Photocopying	
First three pages	No Charge
Copies in excess of three pages per page	\$0.25
Discovery Fee	
Fee for production of discovery documents – Flat fee for USB Drive	\$10.00
Additional Discovery Fee for Mailed Documents	\$10.00
Public Records Request/FOIA Request	
Research City Records (Per Hour)	\$50.00
Research by Contracted Staff (Per Hour)	\$150.00- \$250.00
Research by City Attorney (Per Hour)	\$250.00
Dog License Fees and Renewals before April 1 (Must be renewed each year)	
Spayed Female/Neutered Male	\$20.00
Un-spayed Female/Un-neutered Male	\$30.00
Dog License Renewals after April 1	
Spayed Female/Neutered Male	\$30.00
Un-spayed Female/Un-neutered Male	\$40.00
Dog Kennel before April 1 (Must be renewed each year)	
Non-Commercial	\$50.00
Commercial	\$75.00
Chicken License Fee – Flat Fee	\$25.00
Business License	
General	\$100.00
Beer and/or Wine	\$400.00
Three Apartments	\$50.00
Four Apartments	\$60.00
Five or more Apartments	\$95.00
Pawn Shop	\$200.00
Utilities	\$400.00
Amusement Machines	\$100.00
Live Music	\$100.00
Junk	\$100.00
Liquor	\$500.00
Franchises	\$400.00
Sexually Oriented Business	\$750.00

Police Department Fees and Charges

<u>Item</u>	<u>Fee</u>
Victims Report	\$10.00
Case Report	\$40.00
Case Report with Pictures	\$55.00
Vehicle Accident Report – Form Only	\$20.00
Vehicle Accident Report with Pictures	\$35.00
Audio Recording	\$75.00
Vehicle Impound – Per Day 1 st Week	\$45.00
Vehicle Impound – Per Day after 1 st Week	\$70.00
Dog Impound Fee – 1 st in Calendar Year	\$35.00
Dog Impound Fee – Subsequent in Calendar Year	\$50.00
Dog Boarding Fee – 24 Hours After Notification – Per Day	\$100.00
Fingerprint Card	\$35.00
Subsequent Fingerprint Cards – Per Card	\$5.00
False Alarm – 3 rd and Consecutive in Calendar Year	\$100.00

Library

<u>Item</u>	<u>Fee</u>
Photocopy Fees – per page	
Black & White	\$0.10
Color	\$0.20
Printer Fees – per page	
Black and White	\$0.10
Color	\$0.20
Lost or Damaged Book	Cost
Library Cards for Non-Residents	No Charge
Interlibrary Loan Postage (per item not available via Courier – after 3)	\$5.00
Community Room	
Use during library hours – for profit fee charged - per hour	\$3.00
Use after hours (per hour or any portion of an hour – for profit)	\$30.00
Refundable Cleaning Deposit	\$30.00
Library Card Replacement Fee (per card)	\$2.00
Fax Fees (per page)	
Send	No Charge
Receive	\$0.10

Fire Department Fees and Charges

<u>Item</u>	<u>Fee</u>
Incident Report (NFIRS Copy)	\$50.00
Photograph Copies – Digital (USB)	\$35.00
Fire Suppression Fees Charged to Non-Resident or for Code or Ordinance Violations	
Base Rate for First Hour of Response for Working Fires, Rescue Operations, Hazmat or Large-Scale Incidents	\$2,000.00
Base Rate for First Hour of Service Assist Calls or Minor Calls	\$1,500.00
For Each Fireman – Per Hour	\$50.00
Base Rate for Assist and Investigate – Per Hour	\$250.00
Rates for Additional Hours after the First Hour of Any Response (Time Calculated from Time of Response to Return to Service)	
Engine #1	\$500.00
Engine #2	\$500.00
Engine #4	\$500.00
Squad 5	\$500.00
Tender #1	\$225.00
Tender #2	\$225.00
Support #1	\$225.00
Command 1	\$250.00
Command 2	\$250.00
Brush #3	\$250.00
Brush #4	\$250.00
Brush #5	\$250.00
Business Inspections within jurisdiction – Marketing Fireworks, Firecrackers, and other Pyrotechnics	\$250.00
False Fire Alarms – Per Calendar Year	
First	No Charge
Second	\$400.00
Third	\$800.00
Fourth+	\$1,000.00
Fire Extinguisher Training	
10 Students	\$250.00
Additional Per Student	\$25.00

Ambulance Service Fees

<u>Code</u>	<u>Definition</u>	<u>Charge</u>
A0425	Ambulance Mileage (per loaded mile)	\$20.00
A0428	Transport, BLS non-emergent	\$850.00
	Out of District Fee	\$150.00
A0429	Transport, BLS emergent	\$1,200.00
	Out of District Fee	\$150.00
A0426	Transport, ALS non-emergent	\$1,000.00
	Out of District Fee	\$150.00
A0427	Transport, ALS emergent	\$1,400.00
	Out of District Fee	\$150.00
A0433	Transport, ALS 2 emergent	\$1,600.00
	Out of District Fee	\$150.00
A0434	Specialty Care Transport	\$2,000.00
A0424	Extra Ambulance Attendant	\$100.00
A0382	BLS routine supplies	\$100.00
A0398	ALS routine supplies	\$200.00
A0384	Defibrillation supplies	\$160.00
A0394	IV Supplies	\$75.00
A0396	Intubation	\$175.00
A0422	Oxygen	\$75.00
A0420	Waiting time (with patient)	\$75.00
	Stand by Rate QRU (1 person) (per hour)	\$75.00
	Stand by Rate Ambulance (2 person) (per hour)	\$100.00
TNT1	Simple response (lift assist, etc.)	\$25.00
TNT2	Response, treatment using BLS Supplies / no transport	\$50.00
TNT3	Response, treatment using ALS or ALS2 Supplies / no transport	\$100.00
	Glucagon	\$300.00
	Patient Care Report Copy (HIPAA Compliant)	\$25.00

Water Rates & Charges

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R11-110)	
System Development Fees (Based on Line Size) - Water	
¾ Inch	\$2,500.00
1 Inch	\$4,475.00
1 ¼ Inch	\$6,950.00
1 ½ Inch	\$10,000.00
2 Inch	\$17,850.00
3 Inch	\$40,000.00
4 Inch	\$71,425.00
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 services as requested.	
Curb Box Repair Insurance Fee – Per Month Per Water Account	\$1.00
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	\$60.00
Heavy Equipment Rate Per Hour	\$100.00
Other Fees for Repairs, etc.	
Frozen or Damaged Meter	
Replacement Meter or Meter Parts	Cost + 25%
Plus the Labor/Operator Rate Per Hour	\$60.00
OR Overtime Hourly Rate if Called Out After Hours	\$90.00
Hydrant Meter Rental – Per Month (Prorated Plus the Total Usage)	\$476.00
Utility Billing Fees and Deposits	
New Accounts or Re-Establishing an Account	\$35.00
Restoring Service to a Delinquent Account	\$75.00
Deposit for New Meter Accounts, No Service in Previous Year	\$170.00
Charge for Check Returned by Bank as Unpaid	\$50.00

Wastewater Rates & Charges

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R11-110)	
Septic Dump Fee -	\$60.00 Minimum up to 1,000 Gallons plus \$0.06 per gallon thereafter
Septic Clean-up Fee for Spillage (Resolution No. R15-96)	\$40.00
System Development Fees (Based on Line Size) – Sewer	
Residential – Each Housing Unit (Duplex=2 units; Triplex=3 units; Four-plex=4 units; etc.	\$2,700.00
Commercial – Based on Water Meter Size; Includes Subdivision for Rent or Lease	
¾ Inch	\$2,700.00
1 Inch	\$4,833.00
1 ¼ Inch	\$7,506.00
1 ½ Inch	\$10,800.00
2 Inch	\$19,278.00
3 Inch	\$43,200.00
4 Inch	\$77,139.00
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

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R22-77)	
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 Billings Landfill Rates
Replacement Waste Container – Due to Negligence	Cost x 1.50
All Tires – Per Tire	\$5.00
Container Site Waste – Business and Non-City Residents and/or City Residents that do not use City Solid Waste Services	
Minimum	\$10.00
Per Additional Cubic Yard	\$10.00
Non-Residential Garbage Disposal Rate Schedule – See Current Resolution (R22-77)	

Park and Recreation Fees and Charges

<u>Item</u>	<u>Fee</u>
Shelter Reservation	\$50.00
Special Event Application Fee	\$35.00
Special Event in Parks	
One Day Closure	\$100.00
Two Day Closure	\$150.00
Youth Activities	Fee can be waived by the Mayor
Garbage Cans for Special Events – Per 100 Gallons – Prepaid	Residential Garbage Rate
Special Event Clean-Up Fee – Per Hour/Per Employee	\$45.00
Riverside Park Camping Fees	
Tent Space (per night)	\$20.00
Back-in Space (per night)	\$25.00
Pull Through Space (per night)	\$30.00
Riverside Park Building Reservation Fee	
Small Meeting Room	\$50.00
Large Meeting Room W/ Kitchen	\$400.00
Damage/Cleaning Deposit – Refundable Upon Inspection	\$400.00
Monthly Meetings in Small Room W/ Use of Large Room Once – Per Year	\$750.00

Cemetery Fees

<u>Item</u>	<u>Fee</u>
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	\$550.00
Baby Grave	\$400.00
Non-Residents	
Full Grave	\$700.00
Baby Grave	\$450.00
Opening and Closing	
Full Grave	\$380.00
Full Grave on Saturday mornings	\$480.00
Baby Grave	\$300.00
Baby Grave on Saturday mornings	\$350.00
Cremation	\$250.00
Cremation on Saturday mornings	\$300.00
Two Cremations on single plot	\$325.00
Two Cremations on single plot on Saturday mornings	\$400.00
Set Cremation Urn at existing Headstones	\$40.00
Private Sale of any plot – Transfer Processing Fee	\$45.00
Disinterment Fee for full burial	\$400.00
Disinterment Fee for cremains	\$325.00

Planning Item

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Annexation into the City of Laurel (80 acres or less)	\$ 750.00	+ \$35.00/acre
Annexation into the City of Laurel (81 acres or more)	\$ 750.00	+ \$55.00/acre
Cash in Lieu of Parking spaces outside of the Central Business District	\$ 850.00	+ \$25.00/space
Conditional Use Application (Commercial)	\$ 1,350.00	
Conditional Use Application (Residential)	\$ 850.00	
Floodplain Permit	\$ 300.00	
Home Occupations	\$ 200.00	
Outdoor Seating	\$ 300.00	+\$25.00/day
Planned Unit Development Concept Plan	\$ 850.00	
Planned Unit Development Preliminary Plan	\$ 1,350.00	+\$50.00/acre
Planned Unit Development Final Plan	\$ 1,600.00	+\$25.00/acre
Review of Buildings for Lease or Rent	\$ 350.00	
Site Plan Review Fee (Commercial)	\$ 600.00	
Site Plan Review Fee (Residential)	\$ 350.00	
Special Review (Commercial)	\$ 1,350.00	
Special Review (Residential)	\$ 850.00	
Special Review Applications resubmitted within one year of a withdrawal request made after the legal advertising	\$ 600.00	
Staff Research	\$ 50.00	Per Hour
Temporary Use Permit	\$ 450.00	
Vacation of Street or Alley	\$ 350.00	
Variance (Commercial)	\$ 1,350.00	
Variance (Residential)	\$ 850.00	
Variance Applications resubmitted within one year of a withdrawal request made after the legal advertising	\$ 850.00	
Zone Change	\$ 1,350.00	+ \$45.00/acre
Zone Change Applications resubmitted within 1 year of a withdrawal request made after the legal advertising	\$ 850.00	
Zoning Compliance/Verification Letter	\$ 200.00	
Zoning Map Amendment	\$ 1,750.00	+ \$45.00/acre

Subdivision

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:	\$ 350.00	
Corrections or Vacations of Recorded Final Subdivision Plats or Supporting Documents	\$ 350.00	
Exempt Subdivision	\$ 400.00	
Preliminary Plat (Minor)	\$ 1,950.00	+ \$50.00/lot
Final Plat (Minor)	\$ 1,350.00	
Preliminary Plat, Major Subdivision, 6 to 40 lots	\$ 2,250.00	+ \$25.00/lot
Final Plat, Major Subdivision, 6 to 40 lots	\$ 1,750.00	
Preliminary Plat, Major Subdivision, 41 to 200 lots	\$ 2,950.00	+ \$25.00/lot
Final Plat, Major Subdivision, 41 to 200 lots	\$ 2,500.00	
Preliminary Plat, Major Subdivision, Over 200 lots	\$ 3,750.00	+ \$25.00/lot
Final Plat, Major Subdivision, Over 200 lots	\$ 3,500.00	
Major Adjustments for Minor Subdivisions	\$ 750.00	
Major Adjustments for Major Subdivision, 6 to 40 lots	\$ 1,350.00	
Major Adjustments for Major Subdivision, 41 to 200 lots	\$ 1,850.00	
Major Adjustments for Major Subdivision, Over 200 lots	\$ 2,350.00	
Minor Adjustments, Major and Minor Subdivisions	\$ 350.00	
Pre-Application Meeting	\$ 750.00	+ \$25.00/lot
Subdivision for Rent or Lease, Final Plan	\$ 1,500.00	
Subdivision for Rent or Lease, Preliminary Plan	\$ 1,250.00	
All Appeals the same as the Application Fee		

Building Permit

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Additional Plan Review required by changes, additions or revisions to plans (minimum charge - one half hour)	\$ 100.00	Per Hour
Additional Re-Inspection Fee	\$ 100.00	
Building Permit	-	See Appx. A
Deck Permit	\$25.00	Per sq.ft.
Demolition Permit – Residential	\$500.00	
Demolition Permit – Commercial	-	See Appx. A
Encroachment Permit	\$ 150.00	
Fence Permit	\$ 100.00	
Fire Inspection (includes one follow-up inspection)	\$ 100.00	
Mobile Home Blocking Permit (includes two-meter inspections)	\$ 100.00	
Moving Permit	\$ 250.00	
Photocopies (over 3 pages)	\$ 0.25	Per Page
Plan Review (Commercial)	-	65% of Building Permit Fee
Plan Review (Residential)	-	50% of Building Permit Fee
Plotter Photocopies	\$ 10.00	Per page
Right-of-way Excavation Permit (Gravel)	\$ 150.00	
Right-of-way Excavation Permit (Paved)	\$ 200.00	
Roofing Permit (Commercial)	\$ 250.00	
Roofing Permit (Residential)	\$ 150.00	
Siding Installation Permit	\$ 100.00	
Sidewalk, Driveway Approach, Curb & Gutter Permit	\$ 150.00	
Sign Permit	\$1.00	Per sq.ft.
Sign Plan Review Fees	\$2.00	Per sq.ft.
Sign – Face Change	\$30.00	Per face
Solar Permit Residential	\$250.00	
Solar Permit Commercial	\$300.00	
Temporary Sign Permit	\$ 75.00	
Temporary Structure Permit	\$ 150.00	
Window and/or Door Replacement Installation Permit – No Structural Modifications	\$ 75.00	Per structure or building

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 published by the International Code Council. For remodel projects, the total valuation is based on the documented project cost. (RPR is Residential Plan Review, CPR is Commercial Plan Review)

<u>Valuation</u>		<u>Building Permit</u>	<u>Residential Plan Review</u>	<u>Commercial Plan Review</u>
<u>From</u>	<u>To</u>			
\$ 1.00	\$ 500.00	\$ 36.00	\$ 18.00	\$ 23.40
\$ 501.00	\$ 600.00	\$ 40.50	\$ 20.25	\$ 26.33
\$ 601.00	\$ 700.00	\$ 45.00	\$ 22.50	\$ 29.25
\$ 701.00	\$ 800.00	\$ 49.50	\$ 24.75	\$ 32.18
\$ 801.00	\$ 900.00	\$ 54.00	\$ 27.00	\$ 35.10
\$ 901.00	\$ 1,000.00	\$ 58.50	\$ 29.25	\$ 38.03
\$ 1,001.00	\$ 1,100.00	\$ 63.00	\$ 31.50	\$ 40.95
\$ 1,101.00	\$ 1,200.00	\$ 67.50	\$ 33.75	\$ 43.88
\$ 1,201.00	\$ 1,300.00	\$ 72.00	\$ 36.00	\$ 46.80
\$ 1,301.00	\$ 1,400.00	\$ 76.50	\$ 38.25	\$ 49.73
\$ 1,401.00	\$ 1,500.00	\$ 81.00	\$ 40.50	\$ 52.65
\$ 1,501.00	\$ 1,600.00	\$ 85.50	\$ 42.75	\$ 55.58
\$ 1,601.00	\$ 1,700.00	\$ 90.00	\$ 45.00	\$ 58.50
\$ 1,701.00	\$ 1,800.00	\$ 94.50	\$ 47.25	\$ 61.43
\$ 1,801.00	\$ 1,900.00	\$ 99.00	\$ 49.50	\$ 64.35
\$ 1,901.00	\$ 2,000.00	\$ 103.50	\$ 51.75	\$ 67.28
\$ 2,001.00	\$ 3,000.00	\$ 125.50	\$ 62.25	\$ 80.93
\$ 3,001.00	\$ 4,000.00	\$ 145.50	\$ 72.75	\$ 94.58
\$ 4,001.00	\$ 5,000.00	\$ 166.50	\$ 83.25	\$ 108.23
\$ 5,001.00	\$ 6,000.00	\$ 187.50	\$ 93.75	\$ 121.88
\$ 6,001.00	\$ 7,000.00	\$ 208.50	\$ 104.25	\$ 135.53
\$ 7,001.00	\$ 8,000.00	\$ 229.50	\$ 114.75	\$ 149.18
\$ 8,001.00	\$ 9,000.00	\$ 250.50	\$ 125.25	\$ 162.83
\$ 9,001.00	\$ 10,000.00	\$ 271.50	\$ 135.75	\$ 176.48
\$ 10,001.00	\$ 11,000.00	\$ 292.50	\$ 146.25	\$ 190.13
\$ 11,001.00	\$ 12,000.00	\$ 313.50	\$ 156.75	\$ 203.78
\$ 12,001.00	\$ 13,000.00	\$ 335.50	\$ 167.25	\$ 217.43
\$ 13,001.00	\$ 14,000.00	\$ 355.50	\$ 177.75	\$ 231.08
\$ 14,001.00	\$ 15,000.00	\$ 376.50	\$ 188.25	\$ 244.73
\$ 15,001.00	\$ 16,000.00	\$ 397.50	\$ 198.75	\$ 258.38
\$ 16,001.00	\$ 17,000.00	\$ 418.50	\$ 209.25	\$ 272.03
\$ 17,001.00	\$ 18,000.00	\$ 439.50	\$ 219.75	\$ 285.68

\$ 18,001.00	\$ 19,000.00	\$ 460.50	\$ 230.25	\$ 299.33
\$ 19,001.00	\$ 20,000.00	\$ 481.50	\$ 240.75	\$ 312.98
\$ 20,001.00	\$ 21,000.00	\$ 502.50	\$ 251.25	\$ 326.63
\$ 21,001.00	\$ 22,000.00	\$ 523.50	\$ 261.75	\$ 340.28
\$ 22,001.00	\$ 23,000.00	\$ 544.50	\$ 272.25	\$ 353.93
\$ 23,001.00	\$ 24,000.00	\$ 565.50	\$ 282.75	\$ 367.58
\$ 24,001.00	\$ 25,000.00	\$ 586.50	\$ 293.25	\$ 381.23
\$ 25,001.00	\$ 26,000.00	\$ 601.50	\$ 300.75	\$ 390.98
\$ 26,001.00	\$ 27,000.00	\$ 616.50	\$ 308.25	\$ 400.73
\$ 27,001.00	\$ 28,000.00	\$ 633.00	\$ 316.50	\$ 411.45
\$ 28,001.00	\$ 29,000.00	\$ 648.00	\$ 324.00	\$ 421.20
\$ 29,001.00	\$ 30,000.00	\$ 663.00	\$ 331.50	\$ 430.95
\$ 30,001.00	\$ 31,000.00	\$ 678.00	\$ 339.00	\$ 440.70
\$ 31,001.00	\$ 32,000.00	\$ 693.00	\$ 346.50	\$ 450.45
\$ 32,001.00	\$ 33,000.00	\$ 708.00	\$ 354.00	\$ 460.20
\$ 33,001.00	\$ 34,000.00	\$ 723.00	\$ 361.50	\$ 469.95
\$ 34,001.00	\$ 35,000.00	\$ 738.00	\$ 369.00	\$ 479.70
\$ 35,001.00	\$ 36,000.00	\$ 753.00	\$ 376.50	\$ 489.45
\$ 36,001.00	\$ 37,000.00	\$ 768.00	\$ 384.00	\$ 499.20
\$ 37,001.00	\$ 38,000.00	\$ 784.50	\$ 392.25	\$ 509.93
\$ 38,001.00	\$ 39,000.00	\$ 799.50	\$ 399.75	\$ 519.68
\$ 39,001.00	\$ 40,000.00	\$ 814.50	\$ 407.25	\$ 529.43
\$ 40,001.00	\$ 41,000.00	\$ 829.50	\$ 414.75	\$ 539.18
\$ 41,001.00	\$ 42,000.00	\$ 844.50	\$ 422.25	\$ 548.93
\$ 42,001.00	\$ 43,000.00	\$ 859.50	\$ 429.75	\$ 558.68
\$ 43,001.00	\$ 44,000.00	\$ 874.50	\$ 437.25	\$ 568.43
\$ 44,001.00	\$ 45,000.00	\$ 889.50	\$ 444.75	\$ 578.18
\$ 45,001.00	\$ 46,000.00	\$ 904.50	\$ 452.25	\$ 587.93
\$ 46,001.00	\$ 47,000.00	\$ 919.50	\$ 459.75	\$ 597.68
\$ 47,001.00	\$ 48,000.00	\$ 934.50	\$ 467.25	\$ 607.43
\$ 48,001.00	\$ 49,000.00	\$ 949.50	\$ 474.75	\$ 617.18
\$ 49,001.00	\$ 50,000.00	\$ 964.50	\$ 482.25	\$ 626.93
\$ 50,001.00	\$ 51,000.00	\$ 976.50	\$ 488.25	\$ 634.73
\$ 51,001.00	\$ 52,000.00	\$ 987.00	\$ 493.50	\$ 641.55
\$ 52,001.00	\$ 53,000.00	\$ 997.50	\$ 498.75	\$ 648.38
\$ 53,001.00	\$ 54,000.00	\$ 1,008.00	\$ 504.00	\$ 655.20
\$ 54,001.00	\$ 55,000.00	\$ 1,018.50	\$ 509.25	\$ 662.03
\$ 55,001.00	\$ 56,000.00	\$ 1,029.00	\$ 514.50	\$ 668.85
\$ 56,001.00	\$ 57,000.00	\$ 1,039.50	\$ 519.75	\$ 675.68
\$ 57,001.00	\$ 58,000.00	\$ 1,050.00	\$ 525.00	\$ 682.50
\$ 58,001.00	\$ 59,000.00	\$ 1,060.50	\$ 530.25	\$ 689.33

\$ 59,001.00	\$ 60,000.00	\$ 1,071.00	\$ 535.50	\$ 696.15
\$ 60,001.00	\$ 61,000.00	\$ 1,081.50	\$ 540.75	\$ 702.98
\$ 61,001.00	\$ 62,000.00	\$ 1,092.00	\$ 546.00	\$ 709.80
\$ 62,001.00	\$ 63,000.00	\$ 1,102.50	\$ 551.25	\$ 716.63
\$ 63,001.00	\$ 64,000.00	\$ 1,113.00	\$ 556.50	\$ 723.45
\$ 64,001.00	\$ 65,000.00	\$ 1,123.50	\$ 561.75	\$ 730.28
\$ 65,001.00	\$ 66,000.00	\$ 1,134.00	\$ 567.00	\$ 737.10
\$ 66,001.00	\$ 67,000.00	\$ 1,144.50	\$ 572.25	\$ 743.93
\$ 67,001.00	\$ 68,000.00	\$ 1,155.00	\$ 577.50	\$ 750.75
\$ 68,001.00	\$ 69,000.00	\$ 1,165.50	\$ 582.75	\$ 757.58
\$ 69,001.00	\$ 70,000.00	\$ 1,176.00	\$ 588.00	\$ 764.40
\$ 70,001.00	\$ 71,000.00	\$ 1,186.50	\$ 593.25	\$ 771.23
\$ 71,001.00	\$ 72,000.00	\$ 1,197.00	\$ 598.50	\$ 778.05
\$ 72,001.00	\$ 73,000.00	\$ 1,207.50	\$ 603.75	\$ 784.88
\$ 73,001.00	\$ 74,000.00	\$ 1,218.00	\$ 609.00	\$ 791.70
\$ 74,001.00	\$ 75,000.00	\$ 1,228.50	\$ 614.25	\$ 798.53
\$ 75,001.00	\$ 76,000.00	\$ 1,239.00	\$ 619.50	\$ 805.35
\$ 76,001.00	\$ 77,000.00	\$ 1,249.50	\$ 624.75	\$ 812.18
\$ 77,001.00	\$ 78,000.00	\$ 1,260.00	\$ 630.00	\$ 819.00
\$ 78,001.00	\$ 79,000.00	\$ 1,270.50	\$ 635.25	\$ 825.83
\$ 79,001.00	\$ 80,000.00	\$ 1,281.00	\$ 640.50	\$ 832.65
\$ 80,001.00	\$ 81,000.00	\$ 1,291.50	\$ 645.75	\$ 839.48
\$ 81,001.00	\$ 82,000.00	\$ 1,302.00	\$ 651.00	\$ 846.30
\$ 82,001.00	\$ 83,000.00	\$ 1,312.50	\$ 656.25	\$ 853.13
\$ 83,001.00	\$ 84,000.00	\$ 1,323.00	\$ 661.50	\$ 859.95
\$ 84,001.00	\$ 85,000.00	\$ 1,333.50	\$ 666.75	\$ 866.78
\$ 85,001.00	\$ 86,000.00	\$ 1,344.00	\$ 672.00	\$ 873.60
\$ 86,001.00	\$ 87,000.00	\$ 1,354.50	\$ 677.25	\$ 880.43
\$ 87,001.00	\$ 88,000.00	\$ 1,365.00	\$ 682.50	\$ 887.25
\$ 88,001.00	\$ 89,000.00	\$ 1,375.50	\$ 687.75	\$ 894.08
\$ 89,001.00	\$ 90,000.00	\$ 1,386.00	\$ 693.00	\$ 900.90
\$ 90,001.00	\$ 91,000.00	\$ 1,396.50	\$ 698.25	\$ 907.73
\$ 91,001.00	\$ 92,000.00	\$ 1,407.00	\$ 703.50	\$ 914.55
\$ 92,001.00	\$ 93,000.00	\$ 1,417.50	\$ 708.75	\$ 921.38
\$ 93,001.00	\$ 94,000.00	\$ 1,428.00	\$ 714.00	\$ 928.20
\$ 94,001.00	\$ 95,000.00	\$ 1,438.50	\$ 719.25	\$ 935.03
\$ 95,001.00	\$ 96,000.00	\$ 1,449.00	\$ 724.50	\$ 941.85
\$ 96,001.00	\$ 97,000.00	\$ 1,459.50	\$ 729.75	\$ 948.68
\$ 97,001.00	\$ 98,000.00	\$ 1,470.00	\$ 735.00	\$ 955.50
\$ 98,001.00	\$ 99,000.00	\$ 1,480.50	\$ 740.25	\$ 962.33
\$ 99,001.00	\$ 100,000.00	\$ 1,491.00	\$ 745.50	\$ 969.15

- \$100,001 - \$500,000: \$1491.00 for the first \$100,000, plus \$6.40 for each additional \$1,000 or portion thereof.
- \$500,001 - \$1,000,000: \$4,051.00 for the first \$500,000 plus \$5.47 for each additional \$1,000 or portion thereof.
- \$1,000,000 and up: \$6,239.00 for the first \$1,000,000 plus \$4.58 for each additional \$1,000 or portion thereof.
- Residential Plan Review = 50% of Permit Fee
- Commercial Plan Review = 65% of Permit Fee
- If work has started prior to issuance of a permit, the Building Permit Fee will double.
- Basements
 - Finished - \$50 per sq.ft.
 - Unfinished – refer to the most recent ICC Building Valuation Table

File Attachments for Item:

12. Resolution No. R24-12: A Resolution Of The City Council Approving Amendments To Appropriations And Revenues For The City Of Laurel's Fiscal Year 2023-2024 Budget.

RESOLUTION NO. R24-12

A RESOLUTION OF THE CITY COUNCIL APPROVING AMENDMENTS TO APPROPRIATIONS AND REVENUES FOR THE CITY OF LAUREL'S FISCAL YEAR 2023-2024 BUDGET.

WHEREAS, the City of Laurel (hereinafter "the City") adopted all funds revenues and appropriations for Fiscal Year 2023-2024 on September 5, 2023;

WHEREAS, it is necessary to amend certain budgets as required by Mont. Code Ann. § 7-6-4006(3) and (4); and

WHEREAS, the increase in appropriations and revenues are due to unbudgeted amounts that will be offset by a decrease in reserves.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the City Council hereby directs the Clerk-Treasurer to amend the budget as reflected on the attached Exhibit "A" in order to comply with Mont. Code Ann. § 7-6-4006(3) and (4); and

BE IT FURTHER RESOLVED that the above amendments are retroactive to June 30, 2023.

Introduced at a regular meeting of the City Council on the 27th day of February 2024 by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 27th day of February 2024.

APPROVED by the Mayor the 27th day of February 2024.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

EXHIBIT A

Budget Amendment Fiscal Year 2023-2024

Fund 2250 – Planning Appropriations

Original Appropriation	\$ 136600.00
Amended Appropriation	<u>\$ 168135.00</u>
Increase in Appropriation:	\$ 31535.00

The City had to contract with KLJ to help with the planning duties and demands. The cost of this contract was considerably higher than the cost of a staff position. The Planning Department was granted a grant reimbursement for zoning regulations this year to offset these additional appropriations.

Fund 2250 – Planning Revenues

Original Budgeted Revenues	\$ 118135.00
Amended Budgeted Revenues	<u>\$ 168135.00</u>
Increase in Revenues:	\$ 50000.00

The Planning Department received a grant reimbursement for zoning regulations this year.

Fund 2821 – HB 473 – Gas Tax

Original Appropriation	\$ 450000.00
Amended Appropriation	<u>\$ 650000.00</u>
Increase in Appropriation:	\$ 200000.00

Increase appropriations due to new gas tax laws.

Fund 2821- HB 473- Gas Tax

Original Budgeted Revenues	\$ 279598.00
Amended Budgeted Revenues	<u>\$ 615521.00</u>
Increase in Revenues:	\$ 335923.00

Unanticipated Revenue due to new gas tax laws.

Fund 3508 – SID #118 – S Washington Ave Sidewalks

Original Revenue	\$	13132.00
Amended Revenue	\$	<u>14072.00</u>
Increase in Revenue	:	\$ 940.00

Error when inputting budget numbers in budget book. This will have no effect on cash reserves.

Fund 2850 – 911 Emergency

Original Revenue	\$	57504.00
Amended Revenue	\$	<u>68055.00</u>
Increase in Revenue:	\$	10551.00

Error in budget book. The wrong revenue amount was entered. This will not affect cash reserves.

Fund 2310 – TIFD

Original Appropriation	\$	2564901.00
Amended Appropriation	\$	<u>3423839.00</u>
Increase to Appropriation:	\$	858938.00

There was a miscalculation in the budget book on the number of mills we receive from county for this fund. We were able to increase appropriation due to increased mills

Fund 2310 – TIFD

Original Revenue	\$	1013800.00
Amended Revenue	\$	<u>1364738.00</u>
Increase in Revenue	:	\$ 350937.00

There was a miscalculation in the budget book on the number of mills we receive from county for this fund.

Fund 2880 – Library Grant

Original Revenue	\$	4883.00
Amended Revenue	\$	<u>6105.00</u>
Increase in Revenue	:	\$ 1222.00

The library received more revenue this year than expected. Increase revenue for unexpected increase.

Fund 2992 – ARPA

Original Appropriation	\$	1759302.00
Amended Appropriation	\$	<u>2857302.00</u>
Increase in Appropriation:	\$	1098000.00

This is a budget correction for phase two of the ARPA allocated monies. This was left out of the budget due to grant completion.

Fund 2992 – APRA

Original Revenue	\$	15000.00
Amended Revenue	\$	<u>113000.00</u>
Increase in Revenue:	\$	1098000.00

This is a budget correction for phase two of the ARPA allocated monies. This was left out of budget due to grant completion.

Fund 7030 – Library Federation

Original Appropriation	\$	4467.00
Amended Appropriation	\$	<u>7397.00</u>
Increase in Appropriation:	\$	2930.00

Unanticipated Revenue from the state Library. Increase appropriation to offset the unexpected revenue.

Fund 7030 – Library Federation

Original Revenue	\$	5100.00
Amended Revenue	\$	<u>8030.00</u>
Increase in Revenue:	\$	2930.00

Unanticipated Revenue from the State Library. Increase appropriation to offset the unexpected revenue.

File Attachments for Item:

13. Resolution No. R24-13: A Resolution Of The City Council Authorizing The Mayor To Reschedule City Council Meetings Set On 2024 Holidays.

RESOLUTION NO. R24-13

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO
RESCHEDULE CITY COUNCIL MEETINGS SET ON 2024 HOLIDAYS.**

WHEREAS, the City Council for the City of Laurel (hereinafter “the City”) has regularly-scheduled City Council Meetings on November 5, 2024 at 6:30 p.m. and December 24, 2024 at 6:30 p.m.;

WHEREAS, November 5, 2024 is the recognized holiday of Election Day;

WHEREAS, December 24, 2024 is the recognized holiday of Christmas Eve;

WHEREAS, the City Council desires to move the November 5, 2024 City Council Meeting to November 4, 2024, beginning at 6:30 p.m.; and

WHEREAS, the City Council desires to move the December 24, 2024 City Council Meeting to December 23, 2024, beginning at 6:30 p.m.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the November 5, 2024 City Council Meeting is hereby moved from November 5, 2024 at 6:30 p.m. to November 4, 2024 at 6:30 p.m., and the December 24, 2024 City Council Meeting is hereby moved from December 24, 2024 at 6:30 p.m. to December 23, 2024 at 6:30 p.m.

Introduced at a regular meeting of the City Council on the 27th day of February 2024, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 27th day of February 2024.

APPROVED by the Mayor the 27th day of February 2024.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney