



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, JUNE 13, 2023
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R23-37

NEXT ORD. NO.
O23-03

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

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

Pledge of Allegiance

Roll Call of the Council

Approval of Minutes

- [1.](#) Approval of Minutes of May 23, 2023.

Correspondence

- [2.](#) Police Monthly Report - May 2023.

Council Disclosure of Ex Parte Communications

Public Hearing

Consent Items

NOTICE TO THE PUBLIC

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

- [3.](#) Claims entered through June 9, 2023.
- [4.](#) Approval of Payroll Register for PPE 5/28/2023 totaling \$236,482.94.
- [5.](#) Council Workshop Minutes of June 6, 2023.

Ceremonial Calendar

Reports of Boards and Commissions

- [6.](#) Budget/Finance Committee Minutes of May 23, 2023.
- [7.](#) Emergency Services Committee Minutes of April 24, 2023.

Audience Participation (Three-Minute Limit)

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

Scheduled Matters

- [8.](#) Appointment of Joseph Mutchler to the Airport Authority for a five-year term ending June 30, 2028.
- [9.](#) Appointment of Richard Klose to the Cemetery Commission for a two-year term ending June 30, 2025.
- [10.](#) Appointment of Ken Olson to the Cemetery Commission for a two-year term ending June 30, 2025.
- [11.](#) Appointment of Richard Herr to the City/County Planning Board for two-year terms ending June 30, 2025.
- [12.](#) Appointment of Roger Giese to the City/County Planning Board for two-year terms ending June 30, 2025.
- [13.](#) Appointment of Katie Fjelstad to the Library Board for a five-year term ending June 30, 2028.
- [14.](#) Appointment of Wallace Hall to the Police Commission for a three-year term ending April 30, 2026.
- [15.](#) Appointment of Michelle Mize to the Tree Board for a three-year term ending June 30, 2026.
- [16.](#) Appointment of Riley McIlvain to the Laurel Volunteer Fire Department.
- [17.](#) Resolution No. R23-37: A Resolution Of The City Council Authorizing The Mayor And The Clerk-Treasurer To Open A New Banking Account For Collection Of Fees For Riverside Park.
- [18.](#) Resolution No. R23-38: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Yellowstone Boys And Girls Ranch.
- [19.](#) Resolution No. R23-39: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Laurel Airport Authority.
- [20.](#) Resolution No. R23-40: A Resolution Of The City Council Authorizing One-Year Extension Of Annexation Application For A One Acre Lot Located West Of 8th Avenue Between 1st And 2nd Streets Pursuant To The City Of Laurel's Annexation Policy.
- [21.](#) Resolution No. R23-41: A Resolution Of The City Council Authorizing The Mayor To Approve An Amendment To Task Order For The Project Known As The WTP Lift Well Replacement.
- [22.](#) Resolution No. R23-42: A Resolution Of The City Council Notifying The Yellowstone County Election Administrator Of The City Of Laurel's Desire To Conduct The 2023 City Primary (If Held) And The 2023 General Elections By Mail-In Ballot In Accordance With Mont. Code Ann. § 13-19-202.

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 May 23, 2023.

MINUTES OF THE CITY COUNCIL OF LAUREL

MAY 23, 2023

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Council President Sparks at 6:30 p.m. on 6:31, 2023.

COUNCIL MEMBERS PRESENT: Emelie Eaton Heidi Sparks
 Michelle Mize Richard Herr
 Casey Wheeler Irv Wilke
 Richard Klose Jodi Mackay

COUNCIL MEMBERS ABSENT: None

OTHER STAFF PRESENT: Michele, Braukmann, Civil City Attorney
 Brittney Moorman, Administrative Assistant

Council President Sparks led the Pledge of Allegiance to the American flag.

MINUTES:

Motion by Council Member Wilke to approve the minutes of the regular meeting of May 9, 2023, as presented, seconded by Council Member Eaton. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

CORRESPONDENCE:

- Ron Benner County Appointment To City/County Planning Board
- Beartooth RC&D May Correspondence

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING: None.

CONSENT ITEMS:

- **Claims entered through May 19, 2023.**
 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 July 2022.**
- **Clerk/Treasurer Financial Statements for the month of August 2022.**
- **Clerk/Treasurer Financial Statements for the month of September 2022.**
- **Clerk/Treasurer Financial Statements for the month of October 2022.**
- **Clerk/Treasurer Financial Statements for the month of November 2022.**
- **Clerk/Treasurer Financial Statements for the month of December 2022.**
- **Clerk/Treasurer Financial Statements for the month of January 2023.**
- **Approval of Payroll Register for PPE 5/14/2023 totaling \$223,404.05.**
- **Council Workshop Minutes of May 16, 2023.**

The Council President Sparks asked if there was any separation of consent items. There was none.

Council Minutes of May 23, 2023

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 eight Council Members present voted aye. Motion carried 8-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee Minutes of May 11, 2023.
- Park Board Minutes of May 4, 2023.
- Public Works Committee Minutes of April 17, 2023.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

SCHEDULED MATTERS:

- **Motion to allow Council Member Mize to be absent from the City of Laurel for more than ten days. (LMC 2.12.060)**

Motion by Council Member Eaton to allow Council Member Klose to be absent from the City of Laurel for possibly more than ten days (LMC 2.12.060), seconded by Council Member Klose. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-32: A Resolution Of The City Council Rescheduling The July 4, 2023, Regularly-Scheduled City Council Workshop To July 11, 2023, At 6:30 p.m.**

Motion by Council Member Eaton to approve Resolution No. R23-32, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-33: A Resolution Of The City Council Approving And Authorizing The Disposal Of City Of Laurel Records.**

Motion by Council Member Eaton to approve Resolution No. R23-33, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-34: A Resolution Of The City Council Authorizing The Approval Of The Quote And Master Services And Purchasing Agreement With Axon Enterprise, Inc. For The Purchase Of Body Cameras And Related Equipment For The Laurel Police Department.**

Motion by Council Member Mackay to approve Resolution No. R23-34, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

- **Resolution No. R23-35: A Resolution Of The City Council Declaring Certain City Of Laurel Property As "Surplus" Available For Sale Or Trade To The Public Or Other Governmental Entities Or Vendors.**

Motion by Council Member Mize to approve Resolution No. R23-35, seconded by Council Member Wilke. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT):

Monday, May 29th is Memorial Day. There will be a ceremony at the City Cemetery at 9:00 a.m. There will also be a ceremony at the National Cemetery at noon.

COUNCIL DISCUSSION:

Council Member Eaton recently attended a webinar on grant writing for rural communities. She passed that information off to the Clerk/Treasurer.

DRAFT

This week is National EMS Appreciation Week. Saturday, May 27th, there will be an open house from noon to 2:00 p.m. at the FAP building.

Council was reminded that May is a 5 Tuesday month, and there is no meeting next week.

UNSCHEDULED MATTERS:

- **Resolution No. R23-36: A Resolution Of The City Council Authorizing The Mayor To Execute An Independent Contractor Service Contract With Ace Electric Inc.**

Motion by Council Member Klose to approve Resolution No. R23-36, seconded by Council Member Wilke.

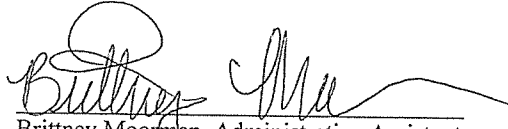
This resolution is to install the electrical control panel on the Elm lift station. The City has received the replacement parts and can proceed with this project.

There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

ADJOURNMENT:

Motion by Council Member Wheeler to adjourn the Council meeting, seconded by Council Member Mize. There was no public comment or Council discussion. A vote was taken on the motion. All eight Council Members present voted aye. Motion carried 8-0.

There being no further business to come before the Council at this time, the meeting was adjourned at 6:46 p.m.


Brittney Moorman, Administrative Assistant

Approved by the Council President Sparks and passed by the City Council of the City of Laurel, Montana, this 13th day of June 2023.

Dave Waggoner, Council President Sparks

Attest:

Kelly Strecker, Clerk/Treasurer

File Attachments for Item:

2. Police Monthly Report - May 2023.



Laurel Police Department

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

Total Calls

Printed on May 31, 2023

[CFS Date/Time] is between '2023-04-24 00:00' and '2023-05-22 23:59' and

[Primary Incident Code->Code : Description] All

Code : Description

Totals

| | | |
|------------------------------|----|----|
| 10-15 : With Prisoner | 0 | 0 |
| : Abandoned Vehicle | 16 | 16 |
| : Agency Assist | 73 | 73 |
| : Alarm - Burglary | 7 | 7 |
| : Alarm - Fire | 3 | 3 |
| AMB : Ambulance | 83 | 83 |
| : Animal Complaint | 11 | 11 |
| : Area Check | 9 | 9 |
| : Assault | 4 | 4 |
| : Bad Checks | 0 | 0 |
| : Barking Dog | 12 | 12 |
| : Bomb Threat | 0 | 0 |
| : Burglary | 0 | 0 |
| : Child Abuse/Neglect | 4 | 4 |
| : Civil Complaint | 16 | 16 |
| : Code Enforcement Violation | 16 | 16 |
| : Counterfeiting | 0 | 0 |

| Code : Description | Totals | |
|---------------------------|---------------|----|
| : Criminal Mischief | 6 | 6 |
| : Criminal Trespass | 7 | 7 |
| : Cruelty to Animals | 4 | 4 |
| : Curfew Violation | 3 | 3 |
| : Discharge Firearm | 2 | 2 |
| : Disorderly Conduct | 13 | 13 |
| : Dog at Large | 30 | 30 |
| : Dog Bite | 2 | 2 |
| DUI : DUI Driver | 4 | 4 |
| : Duplicate Call | 6 | 6 |
| : Escape | 0 | 0 |
| : Family Disturbance | 11 | 11 |
| : Fight | 4 | 4 |
| FIRE : Fire or Smoke | 24 | 24 |
| : Fireworks | 1 | 1 |
| : Forgery | 0 | 0 |
| : Found Property | 4 | 4 |
| : Fraud | 2 | 2 |
| : Harassment | 3 | 3 |
| : Hit & Run | 4 | 4 |
| : Identity Theft | 1 | 1 |

| Code : Description | Totals | |
|---------------------------------|---------------|----|
| : Indecent Exposure | 0 | 0 |
| : Insecure Premises | 0 | 0 |
| : Intoxicated Pedestrian | 2 | 2 |
| : Kidnapping | 0 | 0 |
| : Littering | 0 | 0 |
| : Loitering | 5 | 5 |
| : Lost or Stray Animal | 23 | 23 |
| : Lost Property | 0 | 0 |
| : Mental Health | 3 | 3 |
| : Missing Person | 7 | 7 |
| : Noise Complaint | 10 | 10 |
| : Open Container | 0 | 0 |
| : Order of Protection Violation | 1 | 1 |
| : Parking Complaint | 11 | 11 |
| : Possession of Alcohol | 0 | 0 |
| : Possession of Drugs | 0 | 0 |
| : Possession of Tobacco | 0 | 0 |
| : Privacy in Communications | 1 | 1 |
| : Prowler | 0 | 0 |
| : Public Assist | 62 | 62 |
| : Public Safety Complaint | 6 | 6 |

| Code : Description | Totals | |
|---------------------------|---------------|-----|
| : Public Works Call | 19 | 19 |
| : Report Not Needed | 2 | 2 |
| : Robbery | 0 | 0 |
| : Runaway Juvenile | 3 | 3 |
| : Sexual Assault | 0 | 0 |
| : Suicide | 0 | 0 |
| : Suicide - Attempt | 1 | 1 |
| : Suicide - Threat | 2 | 2 |
| : Suspicious Activity | 154 | 154 |
| : Suspicious Person | 5 | 5 |
| : Theft | 18 | 18 |
| : Threats | 8 | 8 |
| : Tow Call | 0 | 0 |
| : Traffic Accident | 20 | 20 |
| : Traffic Hazard | 2 | 2 |
| : Traffic Incident | 29 | 29 |
| : TRO Violation | 0 | 0 |
| : Truancy | 0 | 0 |
| T/S : Traffic Stop | 131 | 131 |
| : Unattended Death | 0 | 0 |
| : Unknown - Converted | 0 | 0 |

| Code : Description | | Totals | |
|---------------------------|--------------------------------|---------------|-----|
| : | Unlawful Transactions w/Minors | 0 | 0 |
| : | Unlawful Use of Motor Vehicle | 0 | 0 |
| : | Vicious Dog | 2 | 2 |
| : | Warrant | 8 | 8 |
| : | Welfare Check | 10 | 10 |
| Totals | | 930 | 930 |

File Attachments for Item:

5. Council Workshop Minutes of June 6, 2023.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, JUNE 06, 2023**

A Council Workshop was held in Council Chambers and called to order by Mayor Dave Waggoner at 6:30 p.m. on June 6, 2023.

COUNCIL MEMBERS PRESENT:

| | |
|---|--|
| <input checked="" type="checkbox"/> Emelie Eaton | <input checked="" type="checkbox"/> Heidi Sparks |
| <input checked="" type="checkbox"/> Michelle Mize | <input checked="" type="checkbox"/> Richard Herr |
| <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:

Brittney Moorman, Council Administrative Assistant
Nancy Schmidt, Library Director
Corey McIlvain, Fire Captain
Kurt Markegard, Planning Director
JW Hopper, Fire Chief
Kelly Strecker, Clerk/Treasurer

Public Input:

There were none.

General Items

1. One Airport Authority Appointment for a five-year term ending June 30, 2028.

Joseph Mutchler, 2929 Arnold Palmer Drive, introduced himself to Council.

2. Three Cemetery Commission appointments for a two-year term ending June 30, 2025.

Council Member Klose stated it had been an honor to serve on the Cemetery Commission.

3. Three City/County Planning Board appointments for two-year terms ending June 30, 2025.

There was no discussion on the item. The City has only received two letters of interest. There will be one vacancy. If anyone is interested in serving on this Board, they should submit a letter of interest.

4. One Library Board Appointment for a five-year term ending June 30, 2028.

Nancy Schmidt, Library Director, spoke in favor of Katie's reappointment. She read the attached letter into the record.

5. One Police Commission Appointment for a three-year term ending April 30, 2026.

There was no discussion on the item.

6. One Public Works Committee Appointment with no term expiration.

There was no discussion on the item. The City has received no letters of interest. There will be one vacancy. Anyone interested in serving on this Board should submit a letter of interest.

7. Three Tree Board Appointments for a three-year term ending June 30, 2026.

There was no discussion on the item. The City has only received one letter of interest. There will be two vacancies. Anyone interested in serving on this Board should submit a letter of interest.

8. Appointment of Riley McIlvain to the Laurel Volunteer Fire Department.

Corey McIlvain introduced his son, Riley, to Council. Riley will be a 3rd generation firefighter.

Chief Hopper stated that serving with Corey for the past few years has been an honor. It will be an honor to have Riley on the Department as well. The Department currently has three parent/child duos serving on the Department.

Executive Review

9. Resolution - A Resolution Of The City Council Authorizing The Mayor And The Clerk-Treasurer To Open A New Banking Account For Collection Of Fees For Riverside Park.

It was questioned how much the City has collected in camping fees. It was clarified that the Clerk/Treasurer would have those numbers for next week's Council meeting. It was questioned if she could have those numbers before Park Board on Thursday. She stated that she would.

It was questioned if this was a recommendation from the Auditors. It was clarified that the credit card payments come in and muddle the bank statement. This will help keep the bank statements from getting jumbled.

This year there is a dedicated maintenance person in the Park. They have been doing a great job keeping the Park looking nice. They have also been assisting with making sure people are paying.

Someone is willing to park their camper at the Park for the summer to be the caretaker at no cost to the City. Between these people, it should ensure people are paying for their stays.

10. Resolution - A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Yellowstone Boys And Girls Ranch.

It was questioned what amounts we would be charging.

It was clarified that the Yellowstone Boys and Girls Ranch would go from \$10,912.75 to \$13,640.94. The Laurel Airport Authority would be going from \$5,296.54 to \$6,620.68.

Chief Hopper clarified that there had been a 3% annual increase to the contracts in the past. This year the increase was 25%. This is due to the increase in fuel cost and the costly repairs done to Engine 2, which responds to out-of-town calls. There is not an overabundance of calls to either the Yellowstone Boys and Girls Ranch or the Laurel Airport. Both entities have reviewed and signed the contracts.

11. Resolution - A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Laurel Airport Authority.

We discussed with the previous agenda item.

12. Resolution - A Resolution Of The City Council Authorizing One-Year Extension Of Annexation Application For A One Acre Lot Located West Of 8th Avenue Between 1st And 2nd Streets Pursuant To The City Of Laurel's Annexation Policy.

This resolution is to give the developer a year extension. Part of the annexation agreement from last August was that all infrastructure improvements needed to be made prior to annexation. Those improvements would need to be completed by August. Going into the winter, those improvements were not ready for approval this spring.

It was questioned if the Planning Director was recommending the extension. It was clarified that he was recommending the one-year extension.

13. Resolution - A Resolution Of The City Council Authorizing The Mayor To Approve An Amendment To Task Order For The Project Known As The WTP Lift Well Replacement.

This spring, there were issues with downtime on both the project down at the Water Treatment Plant and the S. 4th Street project. KLJ hired an intern to be present and ensure these projects continued progressing as expected. The intern hired has done an excellent job watching over both projects.

It was questioned if more change orders would come down the pipeline from the Water Treatment Plant project. It was clarified there would be change orders coming before Council.

Mayor Waggoner stated that the Water Treatment Plant did very well this past weekend with all the rainwater and flooding. There were no issues like last summer. The Waste Water Treatment Plant, however, did have issues.

They usually pump between 1 million gallons and 3 million gallons. The pump pegged at 10 million gallons on Friday afternoon and never stopped pumping. Staff is still assessing if we lost our bugs used to digest sewage.

Council Issues

Council asked if the City was responsible for parking for downtown businesses. It was clarified that this was correct. Recently Laurel Urban Renewal Agency discussed this topic. For now, they do not want to address parking. They want to look at inadequate infrastructure, such as uneven sidewalks or curbs due to tree roots. People who want a service will be willing to walk to your business.

Council Members noted they liked the idea of having a BBQ for constituents to get to know their Council Members.

Park Board's next meeting is Thursday at 5:30 p.m. in Council Chambers.

It was questioned if we know how much the dump station brings in monthly fees. It was clarified that currently, it is bringing in approximately \$3,500 a month in fees. Eleven customers are utilizing that service.

A Council Member noted that ACE Hardware has a very nice shade curtain. It is approximately 60 feet long and costs about \$3,500 to install. It would be an excellent addition to the splash park. It was asked that Park Board discuss the issue and bring forward a recommendation.

The City has received the first semi-load of equipment and should receive the second later this week. KLJ is working on coordinating a date for the Utah crew to begin work. The area will need to dry out a bit before work can begin.

Council asked if there was an update on the S. 4th Street Project. It was clarified that it is currently a mess, but it will be very nice once it is all done. All utilities have been installed. Once it dries out, they will begin finishing up the project. They will be focusing on rerouting the waterline into S. 5th Street. The goal is to complete the project in the first part of August.

Council thanked those who submitted letters of interest for the various Boards, Commissions, and Committees. Council also noted there were still vacancies and would love to see new faces get involved.

Mayor Waggoner stated that the new retention pond, which isn't even online yet, did hold lots of water. Public Works Department did a great job making sure drains stayed clear. Once the ditch broke, DES called the LVFD, who also did a great job helping direct traffic and monitor the flooding situation.

Mayor Waggoner also thanked the Council for how they dealt with various constituents during this flooding event. He had flooding in his own home he was dealing with.

Mayor Waggoner reminded everyone that if they want to run for Council Member, the filing deadline is June 19, 2023. Please visit the County Elections Office.

Other Items

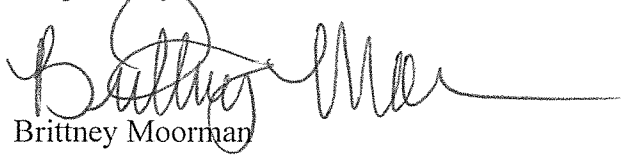
Attendance at Upcoming Council Meeting

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

Announcements

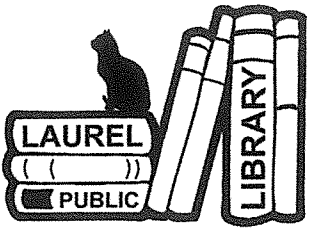
The council workshop adjourned at 7:20 p.m.

Respectfully submitted,

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

Brittney Moorman
Administrative Assistant

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



Laurel Public Library

720 W 3rd St. • Laurel, MT 59044

(406) 628-4961 • library@laurelpubliclibrary.org • www.laurelpubliclibrary.org

June 5, 2023

Mayor Waggoner,

I would like to express my support in reappointing Katie Fjelstad to the library board for a five-year term ending June 30, 2028. Katie was appointed to fill the vacancy created when Dixie Feller passed away in 2020. Katie has spent the last 3 years advocating for the library and our younger patrons. She has been a valuable asset to the board while dealing with book challenges and budget shortfalls.

Please, reappoint Katie to her first full term as a trustee on the Laurel Public Library Board.

Thank you,

Nancy L Schmidt

File Attachments for Item:

6. Budget/Finance Committee Minutes of May 23, 2023.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, May 23, 2023**

Members Present: Richard Klose, Emelie Eaton, Heidi Sparks, Michelle Mize (5:41 p.m.)

Others Present: Kelly Strecker

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 approved May 09, 2023, Budget and Finance Committee meeting minutes. Emelie Eaton moved to approve the minutes of May 09, 2023. Heidi Sparks 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 May 19, 2023. Richard Klose moved to approve the claims and check the register for claims entered through May 19, 2023. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
4. Review and approve Payroll Register for the pay period ending May 14, 2023, totaling \$223,404.05. Heidi Sparks motioned to approve the payroll register for the pay period ending May 14, 2023, totaling \$223,404.05. Emelie Eaton seconded the motion, all in favor, motion passed 3-0.
5. Review and approve July 2022 financial statements. Emelie Eaton moved to approve the July 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
6. Review and approve August 2022 financial statements. Emelie Eaton moved to approve the August 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
7. Review and approve September 2022 financial statements. Emelie Eaton moved to approve the September 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
8. Review and approve October 2022 financial statements. Emelie Eaton moved to approve the October 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
9. Review and approve November 2022 financial statements. Emelie Eaton moved to approve the November 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
10. Review and approve December 2022 financial statements. Emelie Eaton moved to approve the December 2022 financial statements. Michelle Mize seconded the motion, all in favor, motion passed 4-0.
11. Review and approve January 2023 financial statements. Heidi Sparks moved to approve the January 2023 financial statements. Richard Klose seconded the motion, all in favor, motion passed 4-0.

New Business – Vandalism in the City Parks was the topic of discussion. Emelie asked if there was a chance that new cameras could be budgeted for in the parks this year. She suggested that if the price of the cameras was going to be expensive, that maybe we could replace a couple each year. Kelly said that she would get with Chief Langve to get a quote on the cameras. Kelly stated that video surveillance signs were ordered and will be placed on the bathroom doors to restrooms in the parks.

Old Business – There was discussion regarding the resolution for Fire Department Meals. Emelie Eaton suggested having the city attorney look at the resolution, to see if it needs clarification.

Other Items –

1. Review Comp/OT reports for the pay period ending May 14, 2023.

2. Mayor Update – The Mayor was absent from tonight’s meeting.
3. Clerk/Treasurer Financial Update-Kelly stated that the FY 23/24 budget memo was given out at the last department head meeting and new budgets are due to the mayor by June 9, 2023. Kelly stated that union negotiations for Union 316 would be starting next week, and she was busy getting ready for that.

Announcements –

4. The next Budget and Finance Committee meeting will be held on June 13, 2023, at 5:30 pm.
5. Michelle Mize is scheduled to review claims for the next meeting.

Meeting Adjourned at 6:25 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:

7. Emergency Services Committee Minutes of April 24, 2023.



**MINUTES
CITY OF LAUREL
EMERGENCY SERVICES COMMITTEE
MONDAY, APRIL 24, 2023**

The Emergency Services Committee meeting was called to order at 6:00pm on Monday, April 24, 2023, by Chair Heidi Sparks

Members Present: Heidi Sparks- Chair, Irv Wilke- Vice Chair, Richard Klose, Jodi Mackay, Jim Irwin, Bruce McGee (tardy)

Others Present: Police Chief Stan Langve, Ambulance Director Lyndy Gurchiek, Troy Charbonneau- Ambulance Dept, Interim Fire Chief JW Hopper (tardy), Bridger Fournier

Public Input:

General Items

1. Approval of Emergency Services Committee minutes of March 27, 2023. Irv Wilke moved to approve the minutes; Richard Klose seconded- Motion carried 5-0

New Business

2. Update from Emergency Departments
 - a. Police Department Chief Langve – Report attached
 - i. Items to note:
 1. 2 Overtime shifts in the morning and evening- CHS is paying for the overtime expense
 2. No significant increase in traffic on the back roads between Laurel and Billings with the turnaround
 - b. Ambulance Director Lyndy Gurchiek– Reports attached
 - i. Items to note:
 1. “New” Ambulance is almost ready to get into service. This will become the 2nd out vehicle
 2. Community medicine providers should be wrapping up clinical time over the next month
 3. Seasonal staff should be starting in June and working on interviews to add to seasonal staff
 - c. Interim Fire Chief JW Hopper- Report attached
 - i. Items to note:
 1. New officers have been elected, Kelly has the updated Org Chart for the Volunteer Fire Department
 2. New wildland fire engine has been delayed now until September, originally was supposed to be received in March
 3. Engine #2 repairs were on the electrical. This has been completed
 4. Paperwork is turned in and the trucks should be inspected this month for the DNRC Severity Staffing, then will be ready to go for wildland fire season

Old Business:

Other Items:

3. Safety Mill Levy Update:
 - a. Subcommittee being formed for community education. Anyone interested is serving can contact City Attorney Michelle or Mayor Dave

Announcements

4. Next Meeting will be Monday, May 22, 2023, at 6:00pm in Council Chambers

Meeting adjourned at 6:30pm



Laurel Police Department

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

Chief of Police Stanley J Langve

April 24th, 2023

Emergency Services Report April 2023

For the reporting period of March 27th to April 24th, 2023, the FAP had 913 calls for service. This is up 32.9 % (226 total calls) from the same reporting period in 2022. The total crimes reported for the year to date is 380. This is up slightly from last year's 2,827 calls for service and just 7 short of last year's 387 crimes reported. The numbers are very similar to the previous two years; however, they are significantly higher from 2020 which had 2,476 calls for service and 299 crimes reported year to date.

This follows two slower months that I believe were influenced by cold stormy weather and single officer shifts. The increase in calls for service and the ensuing increase in crimes reported is obviously influenced by the increase in traffic from the refinery turnaround. Overtime shifts were authorized starting the 13th of April and will continue through the peak period of the turnaround. Currently, two officers are authorized for the OT shifts in the morning and evenings. We will make adjustments as activities vary.

In the month of April Officer Seibert graduated from the academy and completed the final phase of his Field Training. We were able to get Officer Scott into Law Enforcement Officer Basic #181. He is anticipated to graduate July 6th and will then begin his FTO. He will not be on patrol by himself until the first part of October. Sergeant Anglin has completed week two of the three-week Executive Leadership course at the academy. Officers Spencer and Featherly were also at the academy this month. They attended the weeklong Standardized Field Sobriety and Intoxylizer certification training. Officer Featherly attended a second week to complete his Legal Equivalency training to qualify for his P.O.S.T. certifications with the State of Montana.

Respectfully,

Chief Langve



Laurel Police Department

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

Total Calls

Printed on April 24, 2023

[CFS Date/Time] is between '2023-03-27 00:00' and '2023-04-24 23:59' and

[Primary Incident Code->Code : Description] All

Code : Description

Totals

| | | |
|-----------------------------|----|----|
| 10-15 : With Prisoner | 0 | 0 |
| : Abandoned Vehicle | 28 | 28 |
| : Agency Assist | 60 | 60 |
| : Alarm - Burglary | 11 | 11 |
| : Alarm - Fire | 3 | 3 |
| AMB : Ambulance | 70 | 70 |
| : Animal Complaint | 6 | 6 |
| : Area Check | 6 | 6 |
| : Assault | 3 | 3 |
| : Bad Checks | 0 | 0 |
| : Barking Dog | 3 | 3 |
| : Bomb Threat | 0 | 0 |
| : Burglary | 1 | 1 |
| : Child Abuse/Neglect | 0 | 0 |
| : Civil Complaint | 11 | 11 |
| : Code Enforcment Violation | 1 | 1 |
| : Counterfeiting | 0 | 0 |

| Code : Description | Totals | |
|----------------------|--------|----|
| : Criminal Mischief | 9 | 9 |
| : Criminal Trespass | 3 | 3 |
| : Cruelty to Animals | 0 | 0 |
| : Curfew Violation | 3 | 3 |
| : Discharge Firearm | 0 | 0 |
| : Disorderly Conduct | 7 | 7 |
| : Dog at Large | 24 | 24 |
| : Dog Bite | 4 | 4 |
| DUI : DUI Driver | 5 | 5 |
| : Duplicate Call | 4 | 4 |
| : Escape | 0 | 0 |
| : Family Disturbance | 16 | 16 |
| : Fight | 3 | 3 |
| FIRE : Fire or Smoke | 18 | 18 |
| : Fireworks | 0 | 0 |
| : Forgery | 1 | 1 |
| : Found Property | 3 | 3 |
| : Fraud | 2 | 2 |
| : Harassment | 3 | 3 |
| : Hit & Run | 5 | 5 |
| : Identity Theft | 0 | 0 |

| Code : Description | Totals | |
|---------------------------------|--------|----|
| : Indecent Exposure | 2 | 2 |
| : Insecure Premises | 1 | 1 |
| : Intoxicated Pedestrian | 3 | 3 |
| : Kidnapping | 0 | 0 |
| : Littering | 1 | 1 |
| : Loitering | 2 | 2 |
| : Lost or Stray Animal | 11 | 11 |
| : Lost Property | 3 | 3 |
| : Mental Health | 0 | 0 |
| : Missing Person | 2 | 2 |
| : Noise Complaint | 4 | 4 |
| : Open Container | 0 | 0 |
| : Order of Protection Violation | 0 | 0 |
| : Parking Complaint | 18 | 18 |
| : Possession of Alcohol | 1 | 1 |
| : Possession of Drugs | 0 | 0 |
| : Possession of Tobacco | 3 | 3 |
| : Privacy in Communications | 1 | 1 |
| : Prowler | 0 | 0 |
| : Public Assist | 52 | 52 |
| : Public Safety Complaint | 6 | 6 |

Code : Description**Totals**

| | | |
|-----------------------|-----|-----|
| : Public Works Call | 9 | 9 |
| : Report Not Needed | 2 | 2 |
| : Robbery | 0 | 0 |
| : Runaway Juvenile | 2 | 2 |
| : Sexual Assault | 3 | 3 |
| : Suicide | 0 | 0 |
| : Suicide - Attempt | 1 | 1 |
| : Suicide - Threat | 5 | 5 |
| : Suspicious Activity | 95 | 95 |
| : Suspicious Person | 18 | 18 |
| : Theft | 25 | 25 |
| : Threats | 11 | 11 |
| : Tow Call | 1 | 1 |
| : Traffic Accident | 13 | 13 |
| : Traffic Hazard | 7 | 7 |
| : Traffic Incident | 18 | 18 |
| : TRO Violation | 1 | 1 |
| : Truancy | 1 | 1 |
| T/S : Traffic Stop | 243 | 243 |
| : Unattended Death | 0 | 0 |
| : Unknown - Converted | 0 | 0 |

| Code : Description | Totals | |
|----------------------------------|------------|------------|
| : Unlawful Transactions w/Minors | 0 | 0 |
| : Unlawful Use of Motor Vehicle | 0 | 0 |
| : Vicious Dog | 4 | 4 |
| : Warrant | 10 | 10 |
| : Welfare Check | 21 | 21 |
| Totals | 913 | 913 |

Laurel Emergency Services Report created 4/24/23:

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

2022

1238 requests for service
177 times LEMS was unavailable
48 times AMR was unavailable
351 responses in Ward 5=29% of
calls outside of the city of Laurel

Recent Month Summary:

March 2023:

| | |
|-------------------------------|------------|
| Requests | 102 |
| Missed Calls | 9 = 9% |
| Shortest Delay | 17 minutes |
| Longest Delay | 52 minutes |
| Average Delay | 32 minutes |
| Fire Driver Available | 8 times |
| City Driver Available | 2 times |
| QRU Response With 1 Provider | 3 times ** |
| On A Previous Call | 0 time |
| No Crew / Provider Available | 6 times |
| AMR Transported or Responded | 8 times |
| Red Lodge Transported | 0 times |
| HELP Flight Transported | 0 times |
| Columbus Transported | 1 times |
| Joliet Transported | 0 time |
| Park City Transported | 0 times |
| Beartooth Ambulance | 0 times |
| PD Assisted Pt or Transported | 0 times |
| FD Assisted Pt no transport | 0 times |
| POV Transport | 0 times |
| Refusal or no transport | 0 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
24 responses in Ward 5 = 24 % of calls outside of the city of Laurel

2023 Running Totals

| | January | February | March | April | May | June | July | August | September | October | November | December | Total 2023 |
|--------------------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|------------|
| Requests | 107 | 98 | 102 | | | | | | | | | | 307 |
| Missed Calls | 6 | 10 | 9 | | | | | | | | | | 25 |
| Shortest Delay (minutes) | 25 | 10 | 17 | | | | | | | | | | 10 |
| Longest Delay (minutes) | 28 | 42 | 52 | | | | | | | | | | 52 |
| Average Delay (minutes) | 26 | 30 | 32 | | | | | | | | | | 29 |
| Fire Driver Available | 22 | 14 | 8 | | | | | | | | | | 44 |
| City Driver Available | 2 | 3 | 2 | | | | | | | | | | 7 |
| QRU Response w 1 Provider | 0 | 0 | 3 | | | | | | | | | | 3 |
| On A Previous Call | 6 | 6 | 0 | | | | | | | | | | 12 |
| No Crew / Provider Available | 0 | 4 | 6 | | | | | | | | | | 10 |
| AMR Transported or Responded | 6 | 7 | 8 | | | | | | | | | | 21 |
| Columbus Transported | 0 | 1 | 1 | | | | | | | | | | 2 |
| Joliet Transported | 0 | 1 | 0 | | | | | | | | | | 1 |
| Park City Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| Red Lodge Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| Beartooth Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| HELP Flight Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| POV Transport | 0 | 0 | 0 | | | | | | | | | | 0 |
| PD Assisted Pt or transported | 0 | 1 | 0 | | | | | | | | | | 1 |
| FD Assisted Pt no transport | 0 | 0 | 1 | | | | | | | | | | 1 |
| YCSO Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| MHP Transported | 0 | 0 | 0 | | | | | | | | | | 0 |
| QRU/AMR, Refusal or No Patient | 0 | 0 | 0 | | | | | | | | | | 0 |
| Responses in Ward 5 | 43 | 26 | 24 | | | | | | | | | | 93 |

Other Reporting Information

*correction made after report given

- the new "used" ambulance – it has received all of the mechanical issue updates, cleaned from top to bottom and stocked. Striping quote is scheduled and once that is done it will be ready to go. The plan is to replace our back up ambulance with it, Care 2, and then Care 2 will be parked in the back of the station and able to be used as a back up when one of our others is out for maintenance etc.
- we presented about Laurel EMS at the LEPC meeting in April. Troy continues to be involved with the monthly committee meetings
- crews have been working hard on cleaning up our station and reorganizing
- 2 community medicine providers are working on completing their clinical time at StVs walk in clinic. One of them should be done in the next 2 weeks.
- legal blood draw training is under way and implementation should be this week
- 2 new volunteer EMTs in training should be through the driving portion at this week and start on the patient care end. Two of our seasonal EMTs should be available starting in June. Will work on interviews for hiring a couple more volunteers.
- 1 full time employee still out on light duty, getting better but still waiting for decision on rehab vs surgery
- working on updating policy and procedures
- excited to be working towards education for the citizens for the mill. Again, thank you all so much for your support.



LAUREL FIRE DEPARTMENT

215 West 1st Street • Laurel, Mt • 59044 • Office 406.628.4911 • Fax 406.628.2185

Emergency Services Meeting 3/27/2023

Calls-

- Responded to 23 calls for Month of March.

Training-

- Help Flight Training
- Maintenance on Equipment/Apparatus
- After Action Review (Cotter's Fire)
- Car Fires Class Rom.
- Live Car Fire Training (4/26/2023 @ 6PM)
- Total Training for hours to date for 2023-
 - 1369 Hours
- Attended LEPC meeting with Troy and Lindy

Department News-

- Current Numbers
 - 37 Members
 - 5 Rookie School
 - New Officers have been selected for the department.
- New Truck Update
 - Waiting on the box, should be ready in September.
- New Lights should be completed in May.
- Engine #2 Repairs completed.
- Lots of burn permits.
- Late wildland season.
- Tender Response in City.
- Interstate work-
 - Delays in response.
 - Access issues when responding.
- DNRC Staffing-
 - Chief Certifications.
 - EFF Packets.
- Iso Certification-
 - Remained a 10 this year.
- Hose Test-
 - We be doing hose tests in the next 2 months.
- Misc.-
 - Working on DNRC Grant with Michele.
 - Working on District Contracts with Michele.

File Attachments for Item:

8. Appointment of Joseph Mutchler to the Airport Authority for a five-year term ending June 30, 2028.

Joseph T. Mutchler
2912 Arnold Palmer Dr
Billings, MT 59106
5/18/2023

Dave Waggoner
City of Laurel Mayor
115 West 1st Street
Laurel, MT 59044

Dear Dave Waggoner:

I am writing to you in consideration of the Laurel Airport Authority board member position that is coming vacant in June of 2023. I have been involved in aviation for the last 23 years and have an ample amount of experience I would like to offer. I am retired from active-duty Air Force, have 23 years of aviation maintenance experience, a commercial fixed-wing and rotorcraft license with a Bachelor of Science in Aeronautical Science, and currently fly for Southwest Airlines. I co-own a hangar at the Laurel Airport and spend most of my free time flying, maintaining aircraft, and communicating with most of the locals at the airport. I am a Montana native from the Joliet area where I proudly call home and have numerous relatives within the Laurel community.

If you would like additional information about my experience, you can telephone me at 406-702-6658. Please accept this letter as my application for this position. Thank you.

Sincerely,



Joseph T. Mutchler

RECOMMENDATION FOR LAUREL AIRPORT BOARD

We would like to recommend Joe Mutchler for a position on the Laurel Airport Board.

We believe Joe would be an asset to the board and by signing below, we are giving our support to Joe Mutchler for the Laurel Airport board.

[Signature] BRET MCKENNEY LAUREL 406
AERO - F.B.O. (406) 698-4829

[Signature] Buzz Scholten A&P Mechanic 406 697-4733

Thomas W. Boyce THOMAS W. BOYCE LAUREL 406
AERO - F.B.O. IA MECHANIC (406) 696-8118

[Signature] ELIOT WHITCOMB (406) 694-1873

[Signature] Scott Frank SG Mechanic
Laurel Airport 406-670-8449

[Signature] DONALD SANDRICH SG MOD (503) 502-9213

[Signature] Denim Yarger 3D Aero 907-980-6601

Carl Shopp Green Leasing 2216 GREENING
Laurel Hangar 406-949-2416

[Signature] John Sindelar 2232 Greening
(POB 50221) Laurel MT 406 208-5013

Mark Williams Mark Williams 2311 Greening 406-794-1167

[Signature] Doug Myers Home
1915 Waterwood Dr. (406) 633-5299
Hangar
2420 Rathbun

RECOMMENDATION FOR LAUREL AIRPORT BOARD

We would like to recommend Joe Mutchler for a position on the Laurel Airport Board.

We believe Joe would be an asset to the board and by signing below, we are giving our support to Joe Mutchler for the Laurel Airport board.

| | | |
|------------------------|---------------------------|----------------------------|
| <u>Chris Pedigo</u> | <u>Chris Grez</u> | <u>406-671-2008</u> |
| <u>Arlene Lauer</u> | <u>Arlene Lauer</u> | <u>406-672-0991</u> |
| <u>ED Taylor</u> | <u>2332 East Greening</u> | <u>406-698-6480</u> |
| <u>Hailey Taylor</u> | <u>Hailey Taylor</u> | <u>406-670-2048</u> |
| <u>Dylan Yarger</u> | <u>Dylan Yarger</u> | <u>N743SW 907-306-4289</u> |
| <u>Diesel Yarger</u> | <u>Diesel Yarger</u> | <u>N743SW 907-887-9590</u> |
| <u>Tawnya Yarger</u> | <u>TAWNYA YARGER</u> | <u>N35TW 907-980-6602</u> |
| <u>Dave Gellner</u> | <u>Dave Gellner</u> | <u>N292EC 406-671-5598</u> |
| <u>James P. Scholt</u> | <u>James P. Scholt</u> | <u>N71619 406-860-9992</u> |
| <u>Nes! Scholt</u> | <u>Nes! Scholt</u> | <u>739 D 406-927-6871</u> |

RECOMMENDATION FOR LAUREL AIRPORT BOARD

We would like to recommend Joe Mutchler for a position on the Laurel Airport Board.

We believe Joe would be an asset to the board and by signing below, we are giving our support to Joe Mutchler for the Laurel Airport board.

Jim Wise Jim Wise 2420 Rathbun 406-855-0327

Brenden Smith Brenden Smith 406 (301-702)

Jim Roberts Jim Roberts 2315 GREENING 406-855-4171

PATRICK STEPP PATRICK STEPP 2316 E GREENING 406-396-2814

Jeff Doyle Jeff Doyle 2321 E Greening 406-690-2254

WES KUBITZ Wes Kubitz 2616 Willow Wood 406-647-8441

Jacob Hageman Jacob Hageman 1120 Yale Ave 406-690-3231
Hangar on Greening
Ex Board member

Don Schlegelmilch Don Schlegelmilch 990 Clavhill Rd 406-628-4421

STUART Wheeler Stuart Wheeler 406 AERO 425 359 3931

File Attachments for Item:

9. Appointment of Richard Klose to the Cemetery Commission for a two-year term ending June 30, 2025.

MAYOR WAGGONER;

I would like to remain on the city cemetery board for another term.

City Council Member

Richard A Klose Sr

File Attachments for Item:

10. Appointment of Ken Olson to the Cemetery Commission for a two-year term ending June 30, 2025.

5-25-2023

MAYOR DAVE VARGONER

I AM INTERESTED IN SERVING ON THE
CEMETERY COMMISSION. THANK YOU FOR YOUR CONSIDERATION.

KEN OLSON

File Attachments for Item:

11. Appointment of Richard Herr to the City/County Planning Board for two-year terms ending June 30, 2025.

Sir: Mr Waggoner

I would like to serve 4 more
years on the City County Planning Board
Please reinstate me on the Board

Richard L Herr,

File Attachments for Item:

12. Appointment of Roger Giese to the City/County Planning Board for two-year terms ending June 30, 2025.

I, Roger Giese would like to be reappointed to the City/County Planning Board.

Roger Giese 6-01-23

File Attachments for Item:

13. Appointment of Katie Fjelstad to the Library Board for a five-year term ending June 30, 2028.

May 5, 2023

Dave Waggoner, Mayor

City of Laurel, Montana

Dear Mayor Waggoner,

I am interested in being reappointed to the Library Board. My current term expires June 30, 2023.

Please let me know if you have any questions or concerns at (406) 670-2338.

Thank you,

A handwritten signature in cursive script, appearing to read "Katie Fjelstad".

Katie Fjelstad

2616 Pronghorn Dr. Laurel, MT 59044

File Attachments for Item:

14. Appointment of Wallace Hall to the Police Commission for a three-year term ending April 30, 2026.

4-20-23

Maya Waggoner,

I would like to be Reappointed to
the Laurel Police Commission. Thanks
for your consideration.

Wallace Skell

File Attachments for Item:

15. Appointment of Michelle Mize to the Tree Board for a three-year term ending June 30, 2026.

4/19/23

Mr. Mayor Waggoner

I would be interested in continuing to serve on
the tree board.

Thanks

Michelle Mize

File Attachments for Item:

16. Appointment of Riley McIlvain to the Laurel Volunteer Fire Department.



LAUREL FIRE DEPARTMENT

215 West 1st Street • Laurel, Mt • 59044 • Office 406.628.4911 • Fax 406.628.2185

May 17, 2023

Brittney,

Please move forward with putting the following elected fire fighter in front of the Mayor and City Council.

- **Riley McIlvain**

JW Hopper

Fire Chief

Laurel Volunteer Fire Department

(O) 406-628-4911

(C) 406-860-0782

jwhopper@laurel.mt.gov



File Attachments for Item:

17. Resolution No. R23-37: A Resolution Of The City Council Authorizing The Mayor And The Clerk-Treasurer To Open A New Banking Account For Collection Of Fees For Riverside Park.

RESOLUTION NO. R23-_____

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR AND
THE CLERK-TREASURER TO OPEN A NEW BANKING ACCOUNT FOR
COLLECTION OF FEES FOR RIVERSIDE PARK.**

WHEREAS, City of Laurel Clerk-Treasurer Kelly Strecker has advised that it is necessary to open a new banking account for funds related to fees for camping and other usage of Riverside Park; and

WHEREAS, the Mayor and the Clerk-Treasurer are permitted to open new banking accounts for the City of Laurel upon City Council approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana that the Mayor and the Clerk-Treasurer are hereby authorized to open a new banking account for collection of fees for Riverside Park.

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

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

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

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

RESOLUTION NO. R23-37

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR AND
THE CLERK-TREASURER TO OPEN A NEW BANKING ACCOUNT FOR
COLLECTION OF FEES FOR RIVERSIDE PARK.**

WHEREAS, City of Laurel Clerk-Treasurer Kelly Strecker has advised that it is necessary to open a new banking account for funds related to fees for camping and other usage of Riverside Park; and

WHEREAS, the Mayor and the Clerk-Treasurer are permitted to open new banking accounts for the City of Laurel upon City Council approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana that the Mayor and the Clerk-Treasurer are hereby authorized to open a new banking account for collection of fees for Riverside Park.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

File Attachments for Item:

18. Resolution No. R23-38: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Yellowstone Boys And Girls Ranch.

RESOLUTION NO. R23-38

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO
EXECUTE THE AGREEMENT FOR PROVISION OF FIRE SERVICES BY AND
BETWEEN THE CITY OF LAUREL AND YELLOWSTONE BOYS AND GIRLS
RANCH.**

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

Section 1: Approval. The Agreement for Provision of Fire Services for the Yellowstone Boys and Girls Ranch, by and between the City of Laurel and the Yellowstone Boys and Girls Ranch (hereinafter “the Agreement for Provision of Fire Services”), a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute the Agreement for Provision of Fire Services for the Yellowstone Boys and Girls Ranch on behalf of the City.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

**AGREEMENT FOR PROVISION OF FIRE SERVICES
FOR
THE YELLOWSTONE BOYS AND GIRLS RANCH**

THIS AGREEMENT is made and entered into this 1st day of July, 2023, by and between the City of Laurel, Montana, a municipal corporation (hereinafter “the City”) and the Yellowstone Boys and Girls Ranch (hereinafter “YBGR”).

W I T N E S S E T H

WHEREAS, the City maintains the Laurel Volunteer Fire Department (hereinafter “the LVFD”) and is willing to provide fire protection, prevention, and investigation services to properties within YBGR at the same level as such services are provided to properties within the limits of the City, upon the terms and conditions hereinafter provided;

WHEREAS, attached hereto and by this reference made a part hereof, is YBGR’s boundary description and map;

WHEREAS, YBGR desires to obtain the said fire services from the City by entering into a contract with the City for such services.

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

1. SERVICES

The City will furnish the following services to properties and residents within YBGR at the same level as such services are provided to properties and residents within the limits of the Fire Districts served by the City:

- a. fire protection and suppression;
- b. fire prevention; and
- c. fire investigations.

The City further agrees to provide grassland, rangeland, and timberland fire protection services to properties located within YBGR, at the same level as such services are provided to properties and residents within the limits of the Fire Districts served by the City.

It is mutually covenanted, agreed, and understood that the amount of equipment, the type of equipment, the number of personnel dispatched, the manner of fighting the fire or explosion, etc., shall be in the sole discretion of the City and its personnel.

It is further mutually covenanted, agreed, and understood that, in the event fire, explosion, or emergency calls shall occur simultaneously in YBGR and within the City’s municipal boundaries, the City shall have priority in using its equipment and manpower to protect the City property first, and that protection of City inhabitants and property shall have preference and priority over any call or demand of YBGR.

It is further mutually covenanted, agreed, and understood that the Chief of the LVFD shall conduct the investigation of all fires and/or explosions within the organized fire district and be independently responsible for determining the cause, origin, and circumstances of the same.

YBGR agrees to cooperate with the City and the LVFD in the inspection of the property to be protected and to cooperate in reducing fire risks as may be suggested from time to time by LVFD personnel and/or the City and/or State Fire Inspector.

2. SERVICE AREA

Fire services will be provided to all properties located within the boundaries of YBGR as specified in the Agreement, and as amended from time to time by agreement of the parties. Any enlargement of YBGR will not receive fire service unless approved in writing by the City. The hydrants and water system used for fire suppression by the City will be the sole responsibility for maintenance, care, and upkeep of YBGR.

3. EFFECTIVE

This Agreement shall be effective on July 1, 2023, and shall terminate on June 30, 2024, subject to the provisions of Section 4.

4. RENEWAL AND EXTENSION

This Agreement may be renewed, with the terms and conditions of the renewal Agreement to be as mutually agreed upon by the parties or, prior to expiration, this agreement may be extended for one or more thirty-day period(s) to provide the parties the opportunity to negotiate a new agreement. The parties may extend the agreement in writing, accepted and signed by both the City's Mayor and an authorized official/agent of YBGR.

5. CHARGES AND PAYMENTS

The fees for providing services for this Agreement shall be:

July 1, 2023 - June 30, 2024: \$13,640.94

One-half of the said fees shall be paid on or before December 31, 2023. The remaining one-half shall be paid on or before June 30, 2024.

6. ANNUAL REPORT

The City will furnish an annual written report to YBGR, which will include the number and type of incidents responded to within YBGR by City personnel.

7. MODIFICATION

This Agreement cannot be modified or amended except in writing executed by the parties.

8. TERMINATION

Termination of this Agreement occurs either 1) upon mutual agreement of the parties or 2) upon the termination date contemplated herein. If either party wishes to terminate this Agreement before the termination date, such party shall give written notice to the other party to respond, with the other party's consent or objection, no less than thirty (30) days before the proposed termination.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

CITY OF LAUREL

YELLOWSTONE BOYS AND GIRLS RANCH

Dave Waggoner, Mayor

By_____

ATTEST:

Kelly Strecker, Clerk-Treasurer

File Attachments for Item:

19. Resolution No. R23-39: A Resolution Of The City Council Authorizing The Mayor To Execute The Agreement For Provision Of Fire Services By And Between The City Of Laurel And Laurel Airport Authority.

RESOLUTION NO. R23-39

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO
EXECUTE THE AGREEMENT FOR PROVISION OF FIRE SERVICES BY AND
BETWEEN THE CITY OF LAUREL AND LAUREL AIRPORT AUTHORITY.**

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

Section 1: Approval. The Agreement for Provision of Fire Services for the Laurel Airport Authority, by and between the City of Laurel and the Laurel Airport Authority (hereinafter “the Agreement for Provision of Fire Services”), a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute the Agreement for Provision of Fire Services for the Laurel Airport Authority on behalf of the City.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

**AGREEMENT FOR PROVISION OF FIRE SERVICES
FOR
THE LAUREL AIRPORT AUTHORITY**

THIS AGREEMENT is made and entered into this 1st day of July, 2023, by and between the City of Laurel, Montana, a municipal corporation (hereinafter “the City”) and the Laurel Airport Authority (hereinafter “the Laurel Airport Authority”).

W I T N E S S E T H

WHEREAS, the City maintains the Laurel Volunteer Fire Department (hereinafter “the LVFD”) and is willing to provide fire protection, prevention, and investigation services to properties within the Laurel Airport Authority at the same level as such services are provided to properties within the limits of the City, upon the terms and conditions hereinafter provided;

WHEREAS, attached hereto and by this reference made a part hereof, is the Laurel Airport Authority boundary description and map;

WHEREAS, the Laurel Airport Authority desires to obtain the said fire services from the City by entering into a contract with the City for such services.

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

1. SERVICES

The City will furnish the following services to properties and residents within the Laurel Airport Authority at the same level as such services are provided to properties and residents within the limits of the Fire Districts served by the City:

- a. fire protection and suppression;
- b. fire prevention; and
- c. fire investigations.

The City further agrees to provide grassland, rangeland, and timberland fire protection services to properties located within the Laurel Airport Authority, at the same level as such services are provided to properties and residents within the limits of the Fire Districts served by the City.

It is mutually covenanted, agreed, and understood that the amount of equipment, the type of equipment, the number of personnel dispatched, the manner of fighting the fire or explosion, etc., shall be in the sole discretion of the City and its personnel.

It is further mutually covenanted, agreed, and understood that, in the event fire, explosion, or emergency calls shall occur simultaneously in the Laurel Airport Authority and within the City’s municipal boundaries, the City shall have priority in using its equipment and manpower to protect the City property first, and that protection of City inhabitants and property shall have preference and priority over any call or demand of the Laurel Airport Authority.

It is further mutually covenanted, agreed, and understood that the Chief of the LVFD shall conduct the investigation of all fires and/or explosions within the organized fire district and be independently responsible for determining the cause, origin, and circumstances of the same.

The Laurel Airport Authority agrees to cooperate with the City and the LVFD in the inspection of the property to be protected and to cooperate in reducing fire risks as may be suggested from time to time by LVFD personnel and/or the City and/or State Fire Inspector.

2. SERVICE AREA

Fire services will be provided to all properties located within the boundaries of the Laurel Airport Authority as specified in the Agreement, and as amended from time to time by agreement of the parties. Any enlargement of the Laurel Airport Authority will not receive fire service unless approved in writing by the City. The hydrants and water system used for fire suppression by the City will be the sole responsibility for maintenance, care, and upkeep of the Laurel Airport Authority.

3. EFFECTIVE

This Agreement shall be effective on July 1, 2023, and shall terminate on June 30, 2024, subject to the provisions of Section 4.

4. RENEWAL AND EXTENSION

This Agreement may be renewed, with the terms and conditions of the renewal Agreement to be as mutually agreed upon by the parties or, prior to expiration, this agreement may be extended for one or more thirty-day period(s) to provide the parties the opportunity to negotiate a new agreement. The parties may extend the agreement in writing, accepted, and signed by both the City's Mayor and an authorized official/agent of the Laurel Airport Authority.

5. CHARGES AND PAYMENTS

The fees for providing services for this Agreement shall be:

July 1, 2023 - June 30, 2024: \$6,620.68

One-half of the said fees shall be paid on or before December 31, 2023. The remaining one-half shall be paid on or before June 30, 2024.

6. ANNUAL REPORT

The City will furnish an annual written report to the Laurel Airport Authority, which will include the number and type of incidents responded to within the Laurel Airport Authority by City personnel.

7. MODIFICATION

This Agreement cannot be modified or amended except in writing executed by the parties.

8. TERMINATION

Termination of this Agreement occurs either 1) upon mutual agreement of the parties or 2) upon the termination date contemplated herein. If either party wishes to terminate this Agreement before the termination date, such party shall give written notice to the other party to respond, with the other party's consent or objection, no less than thirty (30) days before the proposed termination.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

CITY OF LAUREL

LAUREL AIRPORT AUTHORITY

Dave Waggoner, Mayor

By_____

ATTEST:

Kelly Strecker, Clerk-Treasurer

File Attachments for Item:

20. Resolution No. R23-40: A Resolution Of The City Council Authorizing One-Year Extension Of Annexation Application For A One Acre Lot Located West Of 8th Avenue Between 1st And 2nd Streets Pursuant To The City Of Laurel's Annexation Policy.

RESOLUTION NO. R23-40

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING ONE-YEAR
EXTENSION OF ANNEXATION APPLICATION FOR A ONE ACRE LOT
LOCATED WEST OF 8TH AVENUE BETWEEN 1ST AND 2ND STREETS PURSUANT
TO THE CITY OF LAUREL’S ANNEXATION POLICY.**

WHEREAS, pursuant to Resolution No. R22-01, the City of Laurel City Council approved the request of Property Owner Lance Hull (hereinafter “the Property Owner”) to file an Annexation Application with City Staff seeking formal annexation to the City; and

WHEREAS, the request to file an Annexation Application applies to a one (1) acre parcel of property located west of 8th Avenue, between 1st and 2nd Streets (hereinafter “the Property”); and

WHEREAS, the Property Owner needs an extension of time to file the Annexation Application, due to circumstances beyond his control; and

WHEREAS, the City is permitted to extend the Property Owner’s time to file the Annexation Application upon approval by City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana that Resolution No. R22-01 is hereby amended to reflect that the Property Owner is granted a one (1) year extension of time, from the date of this Resolution, to file an Annexation Application with City Staff seeking formal annexation of the Property to the City.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

5-24-2023

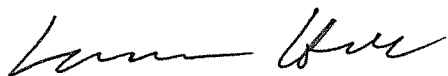
Lance Hull
1009 Davis Circle
Laurel, MT 59044
(406) 208-5920

Good morning Kurt,

I am submitting this letter for a request for an extension on the deadline to complete the city Improvements per our annexation agreement. I am still going to try to complete it on time, but circumstances beyond my control have delayed the project. We seem to be making good progress now, and it shouldn't take much extra time to complete.

Thank you for your consideration,

Lance.



5-24-2023

File Attachments for Item:

21. Resolution No. R23-41: A Resolution Of The City Council Authorizing The Mayor To Approve An Amendment To Task Order For The Project Known As The WTP Lift Well Replacement.

RESOLUTION NO. R23-41

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO
APPROVE AN AMENDMENT TO TASK ORDER FOR THE PROJECT KNOWN AS
THE WTP LIFT WELL REPLACEMENT.**

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

Section 1: Approval. Amendment No. 1 to Task Order No. 2004-01487 for the Project known as The WTP Lift Well Replacement, a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute Amendment No. 1 to Task Order No. 2004-01487 for the Project known as The WTP Lift Well Replacement on behalf of the City.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

This is **EXHIBIT K**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated December 5, 2017.

Amendment No. 1 To Task Order No. 2004-01487

1. Background Data:

- a. Effective Date of Task Order: January 26, 2023
- b. Owner: City of Laurel
- c. Engineer: KLJ Engineering LLC
- d. Specific Project: Water Treatment Plant Lift
Well Replacement Project

2. Description of Modifications

- a. Engineer shall perform the following Additional Services:
RPR Services, from March 14 – March 31, 2023

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$139,292.00
- b. Net change for prior amendments: \$ 0.00
- c. This amendment amount: \$ 7,108.62
- d. Adjusted Task Order amount: \$146,400.62

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is March 14, 2023.

OWNER:

ENGINEER: KLJ Engineering LLC

By: _____

By: _____

Title: _____

Title: Luke LaLiberty

Date
Signed: _____

Date
Signed: June 1, 2023

File Attachments for Item:

22. Resolution No. R23-42: A Resolution Of The City Council Notifying The Yellowstone County Election Administrator Of The City Of Laurel's Desire To Conduct The 2023 City Primary (If Held) And The 2023 General Elections By Mail-In Ballot In Accordance With Mont. Code Ann. § 13-19-202.

RESOLUTION NO. R23-42

A RESOLUTION OF THE CITY COUNCIL NOTIFYING THE YELLOWSTONE COUNTY ELECTION ADMINISTRATOR OF THE CITY OF LAUREL'S DESIRE TO CONDUCT THE 2023 CITY PRIMARY (IF HELD) AND THE 2023 GENERAL ELECTIONS BY MAIL-IN BALLOT IN ACCORDANCE WITH MONT. CODE ANN. § 13-19-202.

WHEREAS, voter turnout in City of Laurel elections has historically been low; and

WHEREAS, Montana law provides a method for conducting mail-in ballot elections for local elections; and

WHEREAS, mail-in ballot elections statistically increase voter turnout in elections; and

WHEREAS, the Yellowstone County Election Administrator, K. V. "Ginger" Aldrich, informed the City that the costs of conducting a mail-in ballot are always going to be less than the costs of conducting a polling place election; and

WHEREAS, mail-in ballot elections remove barriers that keep people from getting to the polls, give people more time to study candidates and issues, and have built-in safeguards that increase the integrity of the election process; and

WHEREAS, the City may hold a Primary Election on September 12, 2023, as required by Mont. Code Ann. § 13-1-104(2); and

WHEREAS, Mont. Code Ann. § 13-14-115(2) provides that:

- (a) The election administrator of the political subdivision may determine that a local nonpartisan portion of a primary election need not be held if (i) the number of candidates for an office exceeds three times the number to be elected to that office in no more than one-half of the offices on the ballot; and (ii) the number of candidates in excess of three times the number to be elected is not more than one for any office on the ballot.
- (b) The election administrator may determine that a primary election for a nonpartisan County office need not be held if fewer than three candidates have filed for that office.
- (c) If the election administrator determines that a primary election be held pursuant to subsection (2)(a) or (2)(b), the election administrator shall conduct the primary election only for the nonpartisan offices that have a sufficient number of candidates that have filed to be elected to that office.

- (d) If the election administrator determines that a primary election need not be held pursuant to subsection (2)(a), (2)(b), or (2)(c) for a nonpartisan office, the administrator shall give notice to the governing body that a primary election will not be held for that office; and

WHEREAS, Mont. Code Ann. § 13-14-115(3) states a governing body may require that a primary election be held if it passes a resolution not more than 10 days after the close of filing by candidates for election stating that a primary election must be held; and

WHEREAS, the City of Laurel will hold a General Election on November 7, 2023, as required by Mont. Code Ann. § 13-1-104(3); and

WHEREAS, the City of Laurel's General Election will include the election of several City Council Members, as well as an Emergency Response Services Mill Levy; and

WHEREAS, pursuant to Mont. Code Ann. § 13-19-104, such elections can be conducted by a mail-in ballot election and the Yellowstone County Election Administrator has determined that a mail-in ballot election conducted in accordance with the provisions of Title 13, Chapter 19, Parts 1-3, MCA, is in the best interests of the City and the electors thereof, and pursuant to Mont. Code Ann. § 13-19-202, the City of Laurel may notify the Yellowstone County Election Administrator of its intent to conduct a mail-in ballot election; and

WHEREAS, the Election Administrator shall prepare a written plan, including a timetable, for the conduct of the elections and shall submit it to the Secretary of State at least 60 days prior to the date set for the election in accordance with Mont. Code Ann. § 13-19-205; and

WHEREAS, pursuant to Mont. Code Ann. § 13-1-302, all costs of the regularly scheduled primary and general elections shall be paid by the counties and other political subdivisions for which the elections are held, and each political subdivision shall bear its proportionate share of the costs as determined by the County governing body; and

WHEREAS, the Office of the County Election Administrator will serve as the place of deposit for ballots within the City limits, and electors who wish to mark their ballot in-person may do so at the Office of the County Election Administrator and deposit their ballot with the election officials at that location; and

WHEREAS, the Election Administrator will have an ADA accessible voter interface device available for disabled electors to mark their ballot independently, privately, and securely at the Office of the County Election Administrator; and

WHEREAS, for any election conducted by mail, ballots must be mailed no sooner than the 20th day and no later than the 15th day before Election Day and all ballots must be mailed the same day in accordance with Mont. Code Ann. § 13-19-207.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, that the City of Laurel hereby notifies the Yellowstone County Election Administrator of the City's desire to conduct the 2023 City Primary (if held) and the 2023 General Election (including election of City Council Members and approval/disapproval of an Emergency Services Mill Levy) by mail-in ballot in accordance with Mont. Code Ann. § 13-19-202; and

BE IT FURTHER RESOLVED THAT, except as provided in Mont. Code Ann. § 13-19-204, the decision to conduct an election under the provisions of Mont. Code Ann. § 13-19-202 is within the sole discretion of the Election Administrator; and

BE IT FURTHER RESOLVED THAT, the City of Laurel Clerk-Treasurer is hereby directed to forward a certified copy of this Resolution to the Yellowstone County Election Administrator in accordance with the provisions of Mont. Code Ann. § 13-19-202; and

BE IT FURTHER RESOLVED THAT, within five (5) days of receiving this request, the Election Administrator shall respond to the City of Laurel Clerk-Treasurer in writing stating that this request is either granted or denied for reasons specified, and if granted, the Election Administrator shall prepare a plan as provided in Mont. Code Ann. § 13-19-205.

Introduced at a regular meeting of the City Council on the 13th day of June, 2023, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the 13th day of June, 2023.

APPROVED by the Mayor the 13th day of June, 2023.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney