

**MINUTES
COUNCIL WORKSHOP
AUGUST 11, 2015 6:30 P.M.
COUNCIL CHAMBERS**

A Council Workshop was held in the Council Chambers and called to order by Mayor Mark Mace at 6:30 p.m. on August 11, 2015.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Doug Poehls
<input checked="" type="checkbox"/> Bruce McGee	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Chuck Dickerson	<input checked="" type="checkbox"/> Scot Stokes
<input checked="" type="checkbox"/> Tom Nelson	<input type="checkbox"/> Bill Mountsier

OTHERS PRESENT:

Heidi Jensen

Public Input

There was no public input.

Executive Review

- Resolution – Accept terms of loan for the SCBA Gear

Heidi stated that the clerk/treasurer recently spoke to the council regarding the InterCap loan for the SCBA gear that the Fire Department purchased with capital expenditures for 2015. This resolution finalizes the loan, as the council previously approved the loan to obtain the funding.

- Resolution – Assessment for Elena Park Maintenance District

Heidi explained that the Elena Park Maintenance District assessment has to be approved every year by the first Monday in September. This is the third year for the assessment, which has been decreased from \$6,500 to \$5,000. This year's remaining balance of \$1,000 will be used to plant some trees in the parks in the District. Staff feels that \$5,000 should be adequate to continue mowing and maintaining the facilities.

Bruce mentioned that the tax roll is not up to date. Heidi will check with the clerk/treasurer.

- Resolution – Finding of no significant impact of Lions Family Park for the West Laurel Interchange Project

Heidi stated that the public works director talked to the council about the West Laurel Interchange Project last winter. The plans were in the conference room for a number of months for anyone to review. With the new interchange, the road will have to be widened by the pond. This will not affect the pond or the park in any way; however, since it is a public park next to the new interchange, the council needs to pass a resolution stating that the city does not find any significant impact. The public works director submitted a memo to the council stating that he did not find any significant impact on the property.

Emelie asked if anyone is aware of what is going on at South Pond.

Heidi explained that the Rotary Club has paired with the Lions Club to establish a better trail system and improve the park in general. They successfully partnered with COP Construction this past spring, and COP Construction donated time and materials. As their "Give Back Day", CHS Refinery donated time at South Pond this year and helped rake rock and work on the trail. It is a trail in progress that is being done in conjunction with multiple groups in town. They are widening the trail, smoothing it out and putting a road mix underneath and a finer gravel on top to make it more accessible.

- Resolution – DEA Task Force Agreement

Heidi stated that the standard agreement, which has been done for several years, keeps one of the city's officers as a DEA Task Force Agent. Chief Musson is in favor of renewing this agreement with DEA and had no concerns with the proposal.

- Resolution – Job Description for Fire/Ambulance Director

Heidi asked Mayor Mace to remove the item from tonight's agenda, which he did.

- Council Issues:

- Update on 2011 Yellowstone River flooding event

Heidi stated that the plans for the intake are 100 percent complete and are currently in environmental review at FEMA. The city has continued to work with the two property owners for easements for the pipe, but it has not progressed in the last two weeks. Letters of final offer will be sent to them soon. Staff is very concerned about the hot weather, how much more exposed the current intake will become and what sort of a drought situation could happen. Staff is always on alert with the backup generator and is not currently recommending any type of water restrictions to the Mayor.

There was a brief discussion regarding the water level at the intake, the suggestion of getting water from a lower section, the possibility of needing to ask the council for a declaration of an emergency, and the progress on State funding for the intake.

Heidi stated that the city recently submitted a Coal Board application for \$269,000. Aside from submitting that application, there has been no contact with the State regarding additional funding in the last two weeks.

Tom questioned if a declaration of an emergency would help the city's position with the State.

Heidi has raised that question as well. One of the State's concerns was that the city is not under their definition of a current state of emergency. Heidi does not know if the Governor's emergency funding would be available if the City of Laurel or Yellowstone County declared an emergency.

Tom asked if the emergency mill fund would have to be used if the city declared an emergency.

Heidi explained that two (2) mills have already been spent and the mills have been budgeted in the 2015-2016 budget and the funds would not have to be reallocated.

Bruce asked if the first intake is out of commission, as it was supposed to provide some supplement to help the city.

Heidi explained that was just for one year. The intake has been completely refilled with gravel and is not useable at this time. The city is waiting for a final decision from the Corps as to whether the intake can remain where it is located or if it will have to be removed.

- Lease Agreements

Heidi had nothing new to report.

There was a brief question regarding properties that are being used with expired agreements, the chart that Heidi provided to the council earlier this year, and the Chamber's meeting on Thursday.

Other items

Chuck stated that, as discussed before, the Park Board can bring items forward under Other Items to possibly be addressed at the next workshop, which is on August 25th. In the Park Board minutes: "From the April 2015 Park Board minutes, to transfer ownership or lease to the Laurel Rod and Gun Club the entire log building located at Riverside Park." The Park Board would like to confirm if the transfer discussions between the CAO and the Laurel Rod and Gun Club would be on the building only and not include the land or the shooting range. Chuck stated that the Laurel Rod and Gun Club wanted to purchase the property, so the board would like clarification if it would just include the building or if it includes the land and the shooting range.

Heidi has not received any contact from the Rod and Gun Club since staff gave them a list of things they needed to complete before they came back to the city. She stated that the Rod and Gun Club does not want to purchase it but they want the city to give it to them as a donation. A lot of discussion would be needed on giving away the parkland.

Chuck stated that the other item was to confirm the shooting moratorium date for the Rod and Gun Club.

Mayor Mace informed him that the date is May 7, 2018.

Chuck stated that the Park Board will bring other items forward for the workshop on August 25th.

Review of draft council agenda for August 18, 2015

Emelie asked regarding the highlighted dates under Dates to Remember on the agenda.

Heidi stated that LURA will only meet on September 21st, not on September 7th, which is Labor Day.

Emelie asked regarding the Public Works Committee meeting on September 7th and questioned whether it should be on the second Monday.

Per the council secretary, the Public Works Committee meetings are scheduled on the Monday between the two council meetings, which would be September 7th.

Emelie stated that, since the August meeting was canceled, she will contact the public works director to decide when to schedule the September meeting. Agenda items would include the Nutting Drain storm drain and the grand opening at the wastewater treatment plant.

The Cemetery Commission will not meet on September 8th, as a meeting is scheduled with Dan Clark on the same day.

Attendance at the August 18, 2015 council meeting

Doug might not be able to attend.

Announcements

Mayor Mace stated that Dan Clark, Local Government Center, will be at the council workshop on September 8th. The meeting will start at 5:30 p.m. and pizza will be provided for the council.

The League of Cities and Towns is scheduled for October 6-9 in Bozeman. Seven rooms have been reserved at the C'mon Inn. Council members need to inform staff and register if they plan to attend.

Scot stated that the Park Board will have a special meeting on Thursday, August 20th, at 5:30 p.m.

Tom invited the council to look at the sprinkler system in action at the cemetery, as it changes the scope of things to be able to shut down and water a completely different area on a moment's notice prior to grave services.

Chuck spoke regarding the Park Board's special meeting on August 20th. As stated in the minutes, the Park Board has an outline for the Riverside Park Master Plan and a park plan vision from the Laurel Rod and Gun Club. Those two park master plans will be the only items discussed at that special Park Board meeting. The board will try to get something ready to present to the council on August 25th.

Chuck has received several comments that there has been a transformation at the container site since there is a new person overseeing things. He has also heard some comments about why the city is spending money there. He thinks it should be noted that this employee has taken ownership up there and probably the majority of it has come out of her own pocket as she tries to make the place pleasant for everyone. Chuck would like kudos sent to her as far as nice job in stepping outside the box.

Heidi explained that most of the stuff is reused items that people donate to her on their way into the facility, so none of that has come out of the city's coffers.

Bruce asked regarding the Insurance Committee meeting.

Heidi stated that the Insurance Committee will meet on August 17th at 1:30 p.m. to establish a committee for a wellness flu shot clinic in October.

Emelie will contact the public works director regarding scheduling the next Public Works Committee meeting.

Recognition of Employees

- Matt Wheeler 6 years of service on August 18th Maintenance Superintendent
- Keith Kolstad 2 years of service on August 5th Code Enforcement
- Thomas Henry 1 year of service on August 1st WWTP

Mayor Mace recognized the employees for their years of service to the City of Laurel.

The council workshop adjourned at 7:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cindy Allen".

Cindy Allen
Council Secretary

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