

**MINUTES  
COUNCIL WORKSHOP  
JANUARY 26, 2016 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 January 26, 2016.

**COUNCIL MEMBERS PRESENT:**

<input checked="" type="checkbox"/> Emelie Eaton	<input 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 type="checkbox"/> Tom Nelson	<input type="checkbox"/> Bill Mountsier

**OTHERS PRESENT:**

Heidi Jensen, CA)  
Kara Hergenrider, Ambulance Director  
Amber Achten

**Public Input**

There was no public input.

**General items**

- Laurel Volunteer Ambulance - Appointment of Amber Achten  
Kara Hergenrider introduced Amber Achten, who is returning to serve on the Laurel Volunteer Ambulance. The appointment will be on the February 2<sup>nd</sup> council agenda.

**Executive Review**

- Resolution - Change Order No. 1 to Task Order 36 for South Washington Storm Sewer  
Heidi explained that this TIF District project to install the storm sewer on Washington Avenue off Southeast 4<sup>th</sup> Street is currently in winter shutdown. The property was surveyed prior to installation, but two problems were found when the ground was dug up. First, a gas line that was in the way had to be accommodated. Second, the pipes in some of the undeveloped lots had been installed without a lift to flow them into the storm sewer. When the pipes were jet rodded, sewer was being pushed into the T's and clogging them up, leaving rotting storm sewer in undeveloped lots. The change order addressed the gas line and corrected the flow problem.

There was discussion regarding payment of the change order through the TIFD Fund, completion of the project and paving the street in the spring, and the need to make sure the road is maintained through the winter.

- Resolution - Small Service Contract to purchase generator from Yellowstone Electric for Elm Lift Station

Heidi stated that the Elm Lift Station has been problematic with its smells and electrical problems. The pumps were replaced last year, but the pumps are too big for the generator. If the power goes out, the bypass generator used is also not big enough to run the pumps. The public works department

followed the proper steps to get quotes for replacement of the generator and recommends the agreement for \$27,000.

Chuck asked how long the existing 20 KW generator has been in service, the possibility of receiving a credit for the generator, where the 20 KW generator will be used, and if the \$27,000 includes the 50 KW generator and installation.

Heidi said that the \$27,000 includes installation. She will get answers to the questions from the public works director prior to next Tuesday's council meeting.

- Resolution - Approve Schedule of Fees and Charges (PH - February 2, 2016)

Heidi stated that the Schedule of Fees and Charges was reviewed two weeks and nothing has changed since then. The fees will go into effect immediately upon approval.

- Council Issues:
  - Lease Task Force update

Heidi had nothing to report.

- Update on 2011 Yellowstone River flooding event

Heidi stated that the city received the buy/sell agreement for the Howrey property and title insurance has been purchased as a requirement for the sale of the .02 acres that will be used for the control building. Great West Engineering is working on the finished easement for both the Howreys and CHS. The landowners granted permission for the engineers to get on the properties to complete the final surveys. Susan Hayes, the city's contact for this portion of the project, informed Heidi that Great West is working to complete the topographic maps and the specific pin locations for the final construction plans. Heidi stated that everybody is still on board, and the project is still on schedule. The window for bidding time is very small and everything needs to be done before this spring.

#### Other items

Bruce spoke regarding his suggestion of creating an additional fee for the benefit of landlords and tenants. He asked the council to give serious thought to it, as it could be very beneficial to the community as it grows and with rental properties. The fee would be for landlords to get background checks every time they changed tenants. Bruce stated that it needs some review, and he would do the necessary legwork to get information from other places that are doing similar things for the council's perusal.

Chuck asked that the item be on the next workshop agenda for further council discussion.

#### Review of draft council agenda for February 2, 2016

- Public Hearings
  - Schedule of Fees and Charges (Resolution No. R16-08)
  - Ordinance No. O16-01: An ordinance amending Chapter 17.42 of the Laurel Municipal Code to update the City's Sign Code. (PH and 2<sup>nd</sup> reading)
  - Ordinance No. O16-02: An ordinance amending Section 17.26.052 of the Laurel Municipal Code to update the City's Entryway Zoning District Code. (PH and 2<sup>nd</sup> reading)

#### Attendance at the February 2, 2016 council meeting

All council members present will attend. Doug and Bill will be absent.

Announcements

Rick attended the school board's meeting last night. As he was the only council member there, he stated that it would be nice if more council members attended in the future.

Chuck understands Rick's suggestion to attend the school board meetings, but stated that it is difficult to attend another meeting. The council is considering condensing the number of boards, committees and commissions. He also mentioned that council members need to be aware of how many attend a public meeting so that a quorum is not present. Chuck stated that it would be nice to have some school board members attend some council meetings to find out what is going on in the city.

Bruce mentioned that a quorum was not present at last night's Emergency Services Committee meeting, so no meeting could be held. He thinks the city has too many meetings and is on record for saying that the committees and boards need to be condensed. He stated that there is not a good reason for things not to be combined where things fall in the same areas.

Mayor Mace stated that he has tried to contact Dan Clark regarding condensing the committees and boards, but due to computer issues, Dan did not receive his emails. Heidi and the city's IT person have worked on the issues and he will try to contact Dan Clark again.

There was a lengthy discussion regarding consolidation of boards, committees and commissions.

Emelie asked for further discussion about consolidation of boards, committees and commissions at the next council workshop.

Emelie asked for a discussion about how the new sign ordinance affects what is happening at the Chevy dealership. She has had several people comment about how the dealership got their sign, even after the council said it was an inappropriate sign. Rimrock Chevrolet still has the two old signs and she heard that they bought the old Burger King lot.

Heidi stated that she could answer the question. She mentioned that Monica talked about this issue a couple weeks ago. Rimrock Chevrolet was asking for special permission to have two signs on their property and the council denied the variance. If they chose to remove one of their signs, the sign could go up because the new sign ordinance had not been presented to the council or approved yet. Rimrock Chevrolet bought the Burger King lot and erected the sign that the council did not approve. Conditions were placed on the signs, so they still have to comply with the conditions that would have been placed on them if the variance been granted. Rimrock Chevrolet cannot turn the sign on until they are in compliance with the current sign code, which means the sign in front of their business on Southeast 4<sup>th</sup> Street has to come down and be moved to the Burger King lot. Signs like the one they put up will not be permitted under the new sign code, but they got their sign permit prior to the new sign code being adopted. They found a loophole, but they are still in compliance with the current laws and rules.

There was a question about the signage.

Heidi again explained that the blue rectangular Rimrock Chevrolet sign that is currently in front of the dealership on Southeast 4<sup>th</sup> has to be moved to the Burger King lot prior to them turning on the new

sign that was installed on the back side of the property that faces the off ramp. The sign cannot flash and it can only change slides every 60 seconds. The sign cannot do all of the things that it is capable of doing and must comply with the requirements placed upon its sign permit approval.

There was further discussion regarding having a sign on the separate Burger King property, the location of the sign when the council determined it was a hazard, the fact that MDT gave no guidelines that the location was a hazard, and the requirement that the leading edge of the sign has to be ten feet from the property line. There was confusion regarding whether there would be two or three signs. Heidi explained that Rimrock Chevrolet must follow the sign code and all conditions placed on the signs.

Further discussion continued.

Emelie mentioned that the Burger King sign is gone, but the pole still stands. She asked if the pole could be used to put up a sign or if there is a height limit.

Heidi did not know, but she stated that whatever the building official permitted and conditioned for the signs is correct.

Rick asked for clarification about having eight council members attend a school board meeting.

Heidi explained that there cannot be a quorum of council members at a public meeting.

There was further discussion. Mayor Mace encouraged the council members to be aware of how many council members attend meetings that are not posted as council meetings.

#### Recognition of Employees

- |                 |  |                        |
|-----------------|--|------------------------|
| • Cathy Gabrian | 29 years of service on February 23 <sup>rd</sup> | Clerk's Office         |
| • Cheryl Lund   | 28 years of service on February 9 <sup>th</sup>  | Public Works Secretary |
| • Kyle Bryant   | 11 years of service on February 1 <sup>st</sup>  | Police Officer         |
| • Heidi Jensen  | 5 years of service on February 28 <sup>th</sup>  | CAO                    |
| • Jarred Anglin | 1 year of service on February 18 <sup>th</sup>   | Police Officer         |

Mayor Mace recognized the employees for their years of service and mentioned that Cathy Gabrian will retire soon.

The council workshop adjourned at 7:10 p.m.

Respectfully submitted,



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.**