



**AGENDA  
CITY OF LAUREL  
CITY COUNCIL WORKSHOP  
TUESDAY, MARCH 16, 2021  
6:30 PM  
COUNCIL CHAMBERS**

**Public Input:** *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, 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.*

*Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony and written evidence. The City Council will base its decision on the record created during the public hearing. Any comments provided tonight will not be included in the record or considered by the City Council.*

### **General Items**

#### **Executive Review**

1. Resolution - A Resolution Of The City Council To Amend The Large Grant Request Program Budget Pursuant To The Recommendation Of The Laurel Urban Renewal Agency.
2. Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign A Memorandum Of Understanding With The Laurel Lions Club And Laurel Community Foundation Accepting Donations For Improvements At The Laurel Lion's Family Park.
3. Ordinance - An Ordinance Amending Certain Chapters Of Title 14 Of The Laurel Municipal Code Relating To The Adoption And Enforcement Of Building Codes For The City Of Laurel As Required By The State Of Montana.

#### **Council Issues**

4. Individual Duck Variance
5. Review Ordinance 6.16.010.

#### **Other Items**

#### **Review of Draft Council Agendas**

6. Draft Council Agenda for March 23, 2021.

#### **Attendance at Upcoming Council Meeting**

#### **Announcements**

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. Resolution - A Resolution Of The City Council To Amend The Large Grant Request Program Budget Pursuant To The Recommendation Of The Laurel Urban Renewal Agency.

**RESOLUTION NO. R21-\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL TO AMEND THE LARGE GRANT REQUEST PROGRAM BUDGET PURSUANT TO THE RECOMMENDATION OF THE LAUREL URBAN RENEWAL AGENCY.**

WHEREAS, the City Council previously created the Laurel Urban Renewal Agency (LURA), pursuant to Ordinance No. 08-09 as codified at Title 18, Chapters 18.02 and 18.04 of the Laurel Municipal Code, to provide input and recommendations regarding the most effective uses of resources gained from the Tax Increment Finance (TIF) District; and

WHEREAS, the City Council appointed a LURA Board of Commissioners, pursuant to Resolution No. R08-123, who are responsible for providing guidance and recommendations to the City Council as to the best use of unencumbered available tax increment funds consistent with the Urban Renewal Plan that was additionally adopted by the City Council and codified at Chapter 18.04.020 of the Laurel Municipal Code; and

WHEREAS, the City Council previously created a grant program called the Large Grant Request Program and the Program initially included a maximum grant of \$75,000 per eligible grantee for qualified projects which was subsequently raised to \$100,000 by the City Council; and

WHEREAS, the LURA Board of Commissioners determined that based upon the program's success and the increasing numbers of requests for grants, that it is in the best interest of the City to further increase the budget from \$225,000 to \$275,000; and

WHEREAS, the City Council reviewed the recommendation provided by the LURA Board of Commissioners and Staff and has determined that increasing the budget available for the Large Grant Request Program is consistent with the goals and objectives contained in the City's Urban Renewal Plan and is in the best interest of the City of Laurel and its citizens.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the Large Grant Request Program Budget is modified and increased to \$275,000. The remaining terms and conditions of the Large Grant Request Program shall remain in effect.

Introduced at a regular meeting of the City Council on \_\_\_\_\_, 2021, by Council Member \_\_\_\_\_.

PASSED and APPROVED by the City Council of the City of Laurel this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED by the Mayor this \_\_ day of \_\_\_\_\_, 2021.

CITY OF LAUREL

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Thomas C. Nelson, Mayor

ATTEST:

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Bethany Langve, Clerk-Treasurer

Approved as to form:

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Sam S. Painter, Civil City Attorney

**File Attachments for Item:**

2. Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign A Memorandum Of Understanding With The Laurel Lions Club And Laurel Community Foundation Accepting Donations For Improvements At The Laurel Lion's Family Park.

**RESOLUTION NO. R21-\_\_**

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO  
SIGN A MEMORANDUM OF UNDERSTANDING WITH THE LAUREL LIONS  
CLUB AND LAUREL COMMUNITY FOUNDATION ACCEPTING DONATIONS  
FOR IMPROVEMENTS AT THE LAUREL LION'S FAMILY PARK.**

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

Section 1: Approval. The Memorandum of Understanding ("MOU") between the City of Laurel, Laurel Lions Club, and Laurel Community Foundation, a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor and the City Clerk of the City of Laurel are hereby given authority to execute the MOU on behalf of the City.

Introduced at a regular meeting of the City Council on \_\_\_\_\_, 2021, by  
Council Member \_\_\_\_\_.

PASSED and APPROVED by the City Council of the City of Laurel this \_\_\_\_ day of  
\_\_\_\_\_, 2021.

APPROVED by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF LAUREL

\_\_\_\_\_  
Thomas C. Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Bethany Langve, Clerk-Treasurer

Approved as to form:

\_\_\_\_\_  
Sam S. Painter, Civil City Attorney

## MEMORANDUM OF UNDERSTANDING

The City of Laurel (“City”), Laurel Lions Club (“Lions Club”), and the Laurel Community Foundation (“Foundation”) enter into this Memorandum of Understanding (“MOU”) for the purpose of formalizing their mutual agreement to transfer funds from the Lions Club and Foundation to the City of Laurel for the purpose of providing financial assistance to the City for the on-going project located at the Laurel Lion’s Family Park, located in Laurel, Montana. The project constitutes the design and construction of a fishing pier and trail improvements and hereinafter shall be referred to as “Project.”

WHEREAS, the City of Laurel applied for grant funds from the Montana Department of Justice, Natural Resource Damage Program (“MTDOJ”) to be utilized for the planning, design and construction of an eligible restoration project as part of MTDOJ’s settlement of a local oil spill;

WHEREAS, the City entered into an agreement per City Council Resolution No. R20-68 with MTDOJ to construct a fishing pier and trail improvements at the Laurel Lion’s Park as an eligible restoration project;

WHEREAS, the Lions Club and Foundation collected donated funds through the Lions International and other local donors to provide as matching funds to the City to support the Project; and

WHEREAS, in order to assist the City to pay for the engineering and construction of the Project it will be necessary to transfer both the Lions Club and Foundation’s respective funds to the City to help pay for a portion of the overall Project; and

WHEREAS, the City, Lions Club, and Foundation enter into this MOU to accomplish the transfer and payment of funds for the Project.

International Grant Funds and to the City for the purpose of paying for expenses related to the project; and

BASED on the recitals, the City, Lions Club, and foundation agree as follows:

1. The City will initially front the cost of engineering and construction for the Project so long as the Parties agree to utilize a competitive bid process and as a result of the bid process there are sufficient grant funds to pay for the Project.
2. If there are sufficient grant funds available to construct the Project, the City shall award the Project to the lowest responsible competitive bidder that is in the best interest of the Parties in order to proceed with the Project.
3. The City shall first utilize MTDOJ grant funds to pay for the construction. The City shall notify the Lion’s Club and Foundation when the City’s MTDOJ grant funds are spent. The Lions Club and Foundation agree to transfer their grant funds to the City

to pay for the remaining construction to complete the Project within ten (10) business days of receiving notice from the City.

4. The Parties acknowledge and agree that if it appears the total amount of available grant funds are not sufficient to pay for the Project, the City may rebid, postpone or terminate the Project until sufficient funds are available to proceed with construction of the Project. Any delay in the Project may jeopardize the availability of the MTDOJ grant funds.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
City Mayor

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Laurel Lions Club President

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Laurel Community Foundation

**File Attachments for Item:**

3. Ordinance - An Ordinance Amending Certain Chapters Of Title 14 Of The Laurel Municipal Code Relating To The Adoption And Enforcement Of Building Codes For The City Of Laurel As Required By The State Of Montana.

## ORDNANCE NO O21-\_\_

### AN ORDINANCE AMENDING CERTAIN CHAPTERS OF TITLE 14 OF THE LAUREL MUNICIPAL CODE RELATING TO THE ADOPTION AND ENFORCEMENT OF BUILDING CODES FOR THE CITY OF LAUREL AS REQUIRED BY THE STATE OF MONTANA.

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating chapters, sections and subsections to address situations and problems within the City and to remain in accordance with Montana law; and

WHEREAS, the City's Public Works Department Staff worked with Building Officials from the State of Montana to prepare the amendments to the Laurel Municipal Code to remain consistent and in accordance with the rules adopted by the State of Montana, Building Codes Bureau.

WHEREAS, City Staff prepared, reviewed, and approved the following amendments to the existing Title 14 as noted herein and hereby recommends the same to the City Council for their full approval.

#### **Title 14 BUILDINGS AND CONSTRUCTION**

##### **Chapter 14.12 - INTERNATIONAL BUILDING CODE, 2018 EDITION**

##### **NEW SECTIONS:**

##### 14.12.030 – Modifications to the International Building Code

- A. Section 101.1 – Insert: City of Laurel – So that it reads: These regulations shall be known as the Building Code of City of Laurel, hereinafter referred to as “this code.”
- B. Section 1612.3 – Insert: Yellowstone County, Montana and Incorporated Area and November 6, 2013 – So that it reads: “The Flood Insurance Study for Yellowstone County, Montana and Incorporated Area dated November 6, 2013, as amended or revised with the accompanying Flood Insurance Rate Map (FIRM) and Flood Boundary and Floodway Map (FBFM) and related supporting data along with any revisions thereto.

##### 14.12.040 – Violation – Penalty

Any person violating a provision of this chapter may, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.

## **Chapter 14.16 - INTERNATIONAL RESIDENTIAL BUILDING CODE, 2018 EDITION**

### **NEW SECTIONS:**

#### 14.16.030 – Modifications to the International Residential Building Code

- A. Section R101.1 – Insert: City of Laurel – So that it reads: These provisions shall be known as the Residential Code for One- and Two-family Dwellings of City of Laurel and shall be cited as such and will be referred to herein as “this code”.

#### 14.16.040 – Violation – Penalty

Any person violating a provision of this chapter may, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.

## **Chapter 14.18 - INTERNATIONAL EXISTING BUILDING CODE, 2018 EDITION**

### **NEW SECTIONS:**

#### 14.18.030 – Modifications to the International Existing Building Code.

- A. Section 101.1 – Insert: the City of Laurel – So that it reads: These regulations shall be known as the Existing Building Code of the City of Laurel, herein referred to as “this code”.

#### 14.18.040 – Violation – Penalty

Any person violating a provision of this chapter may, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.

## **Chapter 14.22 - INTERNATIONAL ENERGY CONSERVATION CODE, 2018 EDITION**

### **NEW SECTIONS:**

#### 14.22.030 – Modifications to the International Energy Conservation Code.

- A. Section C101.1 – Insert: the City of Laurel – so that the section reads; This code shall be known as the Energy Conservation Code of the City of Laurel, and shall be cited as such. It is referred to herein as “this code”.
- B. Section R101.1 – Insert: the City of Laurel – so that the section reads: This code shall be known as the Energy Conservation Code of the City of Laurel, and shall be cited as such. It is referred to herein as “this code”.

#### 14.22.040 – Violation – Penalty

Any person violating a provision of this chapter may, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.

## Chapter 14.23 - INTERNATIONAL SWIMMING POOL AND SPA CODE, 2018 EDITION

### NEW SECTIONS:

#### 14.16.030 – Modifications to the International Swimming Pool and Spa Code

A. Section 101.1 – Insert: The City of Laurel – So that it reads: These regulations shall be known as the Swimming Pool and Spa Code of the City of Laurel, hereinafter referred to as “this code”.

B. Section 105.6.2 shall be amended to read – The fees for work shall be as established in the fee schedule adopted by resolution of the City Council.

#### 14.16.040 – Violation – Penalty

Any person violating a provision of this chapter may, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.

This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on \_\_\_\_\_, 2021, by Council Member \_\_\_\_\_.

PASSED and ADOPTED by the Laurel City Council on second reading this \_\_\_\_ day of \_\_\_\_\_, 2021, upon motion of Council Member \_\_\_\_\_.

APPROVED BY THE MAYOR this \_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF LAUREL

\_\_\_\_\_  
Thomas C. Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Bethany Langve, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Sam Painter, Civil City Attorney

**File Attachments for Item:**

6. Draft Council Agenda for March 23, 2021.



**AGENDA  
CITY OF LAUREL  
CITY COUNCIL MEETING  
TUESDAY, MARCH 23, 2021  
6:30 PM  
COUNCIL CHAMBERS**

NEXT RES. NO.  
R18-XX

NEXT ORD. NO.  
O18-XX

**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 March 9, 2021.

**Correspondence**

2. Laurel Chamber of Commerce Agenda for March 11, 2021; Laurel Chamber of Commerce Minutes of February 11, 2021.
3. Beartooth RC&D Correspondence

**Council Disclosure of Ex Parte Communications**

**Public Hearing**

**Consent Items**

**NOTICE TO THE PUBLIC**

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

4. Claims entered through March 19, 2021.
5. Approval of Payroll Register for PPE 3/7/2021 totaling \$196,720.40.

**Ceremonial Calendar**

**Reports of Boards and Commissions**

6. Budget/Finance Committee Minutes 2.23.2021.
7. Budget/Finance Committee Minutes of March 9, 2021.
8. Tree Board Minutes of February 18, 2021.
9. Public Works Committee Minutes of February 8, 2021.

**Audience Participation (Three-Minute Limit)**

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

### **Scheduled Matters**

10. Resolution - A Resolution Of The City Council To Amend The Large Grant Request Program Budget Pursuant To The Recommendation Of The Laurel Urban Renewal Agency.
11. Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign A Memorandum Of Understanding With The Laurel Lions Club And Laurel Community Foundation Accepting Donations For Improvements At The Laurel Lion's Family Park.
12. Ordinance - An Ordinance Amending Certain Chapters Of Title 14 Of The Laurel Municipal Code Relating To The Adoption And Enforcement Of Building Codes For The City Of Laurel As Required By The State Of Montana.

### **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**

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### **DATES TO REMEMBER**