

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
February 1, 2021
6:30 P.M.

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

- General Needs Assessment (pgs. 5-8)
- Show Cause Hearing – Kenneth Robinson, 10th St S – Shelby Heights Addition, Blk 99, Lots 2-19 (pgs. 9-16)

APPROVAL OF MINUTES

- Regular Council Meeting, 01/19/21 (pgs. 17-20)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

CLOSE PUBLIC HEARING

CLAIMS REPORT 1/31/21 (pgs. 21-31)

BUILDING INSPECTOR

- Building Inspector Report (pg.32)

COMMITTEE REPORTS

- Quarterly Safety Committee & Employee Meeting, 1/20/21 (pg. 33)
- Park & Rec Committee Meeting Minutes, 01/25/21 (pgs. 34-35)

CITY ATTORNEY

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CITY FINANCE OFFICER

CITY SUPERINTENDENT

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COMMUNITY DEVELOPMENT DIRECTOR

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OTHER MATTERS

- Urban Supervisor Reappointment (pg.36)
- Lawn mower purchase (pgs. 37-40)

ADJOURN

CITY OF SHELBY MEETING SCHEDULE

February 1, 2021

- 6:00 p.m. **Audit Committee**
 (Mayor, Finance Officer, Clark, Frydenlund, Moritz)
- 6:30 p.m. **Regular City Council Meeting**

February 8, 2021

- 6:30 p.m. **City-County Planning Board**
 (Mayor, Deputy City Clerk, City Planner, Flesch, Clark)

February 16, 2021 (Due to President's Day Holiday)

- 6:30 p.m. **Regular City Council Meeting**

February 22, 2021

- 6:30 p.m. **Park & Recreation Meeting**
 (Mayor, Superintendent, Civic Center Manager,
 Frydenlund, Kimmet)
-

CITY COUNCIL PACKET LISTING

A. Agenda

B. Agenda Items

1. Public Hearing - General Needs Assessment
2. Show Cause Hearing - Kenneth Robinson, 10th St S - Shelby Heights Addition, Blk 99, Lots 2-19
3. Minutes of Regular Council Meeting, 01/19/2021
4. Claims Report, 01/31/2021
5. Building Inspector Report, 1/31/21
6. Quarterly Safety Committee & Employee Meeting, 1/20/21
7. Park & Rec Committee Meeting Minutes, 01/25/2021
8. 1/4/21 Letter from Nea Rice, Administrator for Toole County Conservation District re: Urban Supervisor Reappointment
9. 1/21/21 Quote from Frontline Ag Solutions, LLC re: Lawn mower purchase

C. Correspondence

1. 1/21/21 Letter to Montana Legislators and Members of the Appropriations Committee re: Support of Montana Small Development Centers

D. Reports

- 1.

E. Handouts

- 1.

Policy on Conduct and Manner of Addressing Council

The public is invited to speak on any item after recognition by the presiding officer.

1. Public comments will be accepted only on items within the jurisdiction of the City of Shelby.
2. Comments shall be limited to 5 minutes per meeting, unless such time is extended by a majority vote of the Council members.
3. While the Council is in session, those in attendance must preserve order and decorum. No member of the public shall delay or interrupt the Council proceedings; disturb any member who may be speaking; or refuse to obey the orders of the Council or its presiding officer.
4. Prepared statements are welcome and should be given to the Finance Officer prior to a Council meeting. Prepared statements that are also read, however, shall be deemed unduly repetitious. All prepared statements for public hearings shall become part of the hearing record.
5. All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff.
6. Public members recognized by the presiding officer, shall:
 - a. Stand, if able
 - b. For the record, give his/her name and address
 - c. If applicable, give the person, firm or organization he/she represents
 - d. Limit comments to the matter of fact
 - e. Address the Council as a body and not to any individual member of the Council or City Staff
 - f. Ask no questions of individuals who are Council members, staff or other public members, except through the presiding officer
 - g. Limit comments to a maximum of 5 minutes, unless such time is extended by a majority vote of Council members.

The Council thanks public members for respectfully and courteously providing constructive and valuable information.

*General Needs Assessment
Public Hearing*

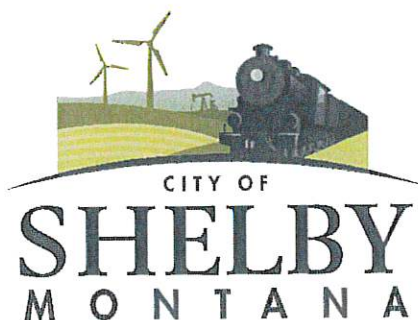
The City of Shelby will hold a public hearing on Monday, February 1, 2021 at 6:30pm at Shelby City Hall, 112 1st St S, Shelby, MT for the purpose of obtaining public comments regarding the City's overall community development needs including the needs of low- and-moderate income persons. The Shelby City Council will also seek the views of citizens on the activities that should be undertaken to meet the identified needs and their relative priority. The City of Shelby may apply for funding from the Montana Community Development Block Grant Program (federal funding administered by the Montana Department of Commerce) and other state and federal funding source to deal with local housing, public facilities or other community needs throughout the year and would like comments or suggestions from local citizen regarding the City of Shelby needs and the type of project which should be considered. Comments may be given orally at the hearing or submitted in writing before February 1, 2021.

Anyone who would like more information or who wants to submit suggestions should contact Mayor Gary Mc Dermott at (406) 434-5222.

PUBLISH: January 20, 2021 and January 27, 2021

FURNISH AFFIDAVIT OF PUBLICATION

CITY OF SHELBY



CAPITAL IMPROVEMENTS PLAN

Revised: 5/2020

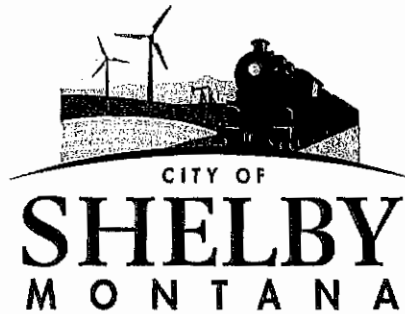
CAPITAL IMPROVEMENTS PRIORITY LIST

NEEDS (priority order)	REMARKS	COSTS	FUNDING SOURCE	YEAR
<i>WATER</i>				
1. Eliminate Tank and attach to High Pressure Zone		1,956,624	TSEP, RRGL, SRF	2014
2. Well Sealing		605,816	City of Shelby	2014
3. 13 th Street Loop		1,735,693	TIGER	2013
4. 4 th Street Loop		137,144	TSEP, CDBG	2015
5. South East Loop		832,271	EDA, CDBG	2016
6. Teton Ave Upgrade & Local Loops		1,204,299	CORP, SRF, TSEP, RRGL	2016
<i>SEWER/WASTEWATER</i>				
1. 4 th Cell Lagoon		2,723,428	City, CDBG, SRF, TSEP	2016
2. Install Sewer Meter		15,238	City of Shelby	2013
<i>STREETS</i>				
1. 13 th Street South Bypass	Industrial	2,000,000	EDA	2013
<i>PARKING</i>				
1. Front Street	BNSF r-o-w	93,125	City of Shelby	2013
2. Main Street Parking Ground	alley access	580,000	Main Street Parking Dist	2014
3. 1 st Street South Parking Ground	1 st St access	580,000	Main Street Parking Dist	2014
<i>FIRE DEPARTMENT</i>				
1. Fire Hall Imprvmnts & Landscaping	Meadowlark	300,000	USDA-RD	2012
2. 65' Aerial Truck		750,000	Homeland Security	2013
<i>PARKS/RECREATION</i>				
1. Roadrunner Park & Inline Skating		130,000	City Park Maint	2013
2. Pool Gutter Replacement		150,000	City Park Maint	2014
3. Pool Structure, weathering		50,000	City Park Maint	2014
<i>MAIN STREET REVITALIZATION</i>				
1. Old Middle School		3,200,000	City, CDBG, EPA	2013
2. Rainbow Hotel		1,060,000	Private sector	2013
3. Williamson Building		285,000	Private sector	2013

NEEDS (priority order)	REMARKS	COSTS	FUNDING SOURCE	YEAR
<i>AIRPORT</i>				
1. Extend Runway to 10,000 feet		10,020,000	FAA	2014
<i>STORM DRAINAGE</i>				
1. Front Street/US Hwy No. 2 – Phase I		1,990,705	TSEP, SRF	2013
2. Front Street/US Hwy No. 2 – Phase II		1,530,485	TSEP, SRF	2014
3. North Shelby Inlet Capacity		1,188,793	TSEP, SRF	2016
4. Shelby Heights		548,758	TSEP, SRF	2016

CITY OF SHELBY

112 First Street South
Shelby, MT 59474
Telephone: (406) 434-5222
FAX: (406) 434-2039
www.shelbymt.com



Mayor: Garry McDermott
Council: Sanna Clark, Pat Frydenlund,
Bill Moritz, Lyle Kimmet,
Joe Flesch, Arron Heaton
Animal Control: Mark Warila
Attorney: William E. Hunt, Jr.
Building Inspector: Rob Tasker
City Planner: Jim Yeagley
Community Development: Lorette Carter
Finance Officer: Jade Goroski
Judge: Joe Rapkotch

December 2, 2020

Kenneth Robinson
1408 Concord Dr.
Billings, MT. 59101

Dear Mr. Robinson:

You are in violation of Title 4, Chapter 6 of the Shelby Municipal Code (S.M.C.), regarding the junk in your yard located at Shelby Heights Add, block 99, lots 2-19, 10th St. South, Shelby, MT 59474. The S.M.C. defines a "nuisance" as:

11. "Nuisance" means anything which is injurious to health, indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property, or which unlawfully obstructs to free passage or use, in the customary manner, or any navigable lake, river, bay, stream, canal or basin or any public park, square, street, or highway including but not limited to:

- A. any junk; or,
- B. any junk vehicle; or
- C. dead animal(s); or
- D. animal waste; or
- E. appliances; or
- F. blighted premises; or a mobile home that is not skirted

4-6-5. Abatement and Mitigation. The abatement or mitigation of conditions which constitute a public nuisance prohibited by this Ordinance shall be accomplished under the provisions of this section.

- A. Upon its own initiative, or within thirty (30) days of receiving a written, signed complaint that a condition of community decay exists, the department shall inspect the subject property to determine whether there is a violation of this ordinance.
- B. If it is determined that there is a violation of this Ordinance, the department shall notify the owner, manager or lessee of the property, or other responsible party in writing of the violation by certified mail, return receipt, and order its

abatement or mitigation within thirty (30) days of their receipt of the letter.

The notice of violation shall:

1. Include a statement specifically describing the violation;
 2. Specify that the owner, manager, or lessee, or other responsible party has thirty (30) days from the receipt of such notice to bring the property into compliance, or to submit a corrective action plan to comply with this ordinance by means of removal, shielding or mitigation of the conditions; and
 3. Advise the owner, manager, or lessee, or other responsible party that if the violation is not resolved, the City of Shelby may undertake abatement or mitigation and assess the costs to the owner.
- C. Upon receipt of a notice of violation, the owner, manager, or lessee, or other responsible party, may submit a plan to the department which shall include.
1. A complete description of the plan to be undertaken.
 2. The date for commencement of the corrective action.
 3. The date for completion of the corrective action. An extension may be granted at the discretion of the department.
- D. The department may accept or reject the plan, accept the plan with modifications, or request additional information before making a final determination.
- E. The owner, manager, or lessee, or other responsible party may appeal the department's final decision according to the procedure set forth in Section 6.

4-6-6. Appeal Process. An alleged violator may appeal a department's decision in writing via certified mail to the Shelby City Council within ten (10) days of the department's final decision regarding:

1. A determination that a community decay violation exists,
2. Rejection of a corrective action plan, or
3. The assessment of a fine for noncompliance.

The City Council shall hold a hearing within forty-five (45) days from the date that the appeal was received. The City Council shall, in writing, affirm, modify or withdraw the department's decision within thirty (30) days after the hearing. Once an appeal for a hearing has been made, the department's decision shall be stayed until the City Council has held the hearing and affirmed, modified or withdrawn the determination of the department. The City Council will issue an order of the City Council's findings signed by the Mayor. The order shall include what, if any, corrective actions are required, the time period for the corrective actions, and that the department or City of Shelby is authorized to remedy the violation and assess costs to the responsible party.

If a violator fails to resolve a violation upon order from the City Council, the department shall be authorized to remedy the violation, and assess costs to the property owner, manager, or lessee, or other responsible party. In the event that a violator does not appeal the department's decision and fails to resolve the violation, the department will bring the matter before the City Council for authorization to complete the corrective action, and assess costs to the property owner, manager, or lessee, or other responsible party. If the assessment is not paid, it shall become a lien upon the property and may be enforced, as is non-payment of property taxes.

4-6-7 Enforcement and Penalties. A violation of this Ordinance, or plan approved under this Ordinance or order issued under this Ordinance shall constitute a misdemeanor. Any person who shall violate any of the provisions of this Chapter shall, upon conviction, thereof, be punishable as provided in Section 1.08.010 Shelby Municipal Code. Each day the violation is in existence may be considered a separate violation. Any court or judge before whom there may be pending any proceeding for the violation of any of the provisions of this chapter, in addition to any fine or other punishment which it may impose for such violation, may order such nuisance abated.

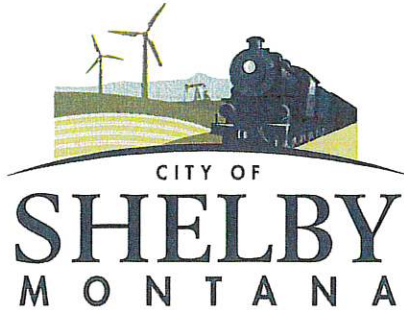
You have until January 2nd, 2021 to comply with this ordinance

BY ORDER OF THE CITY OF SHELBY, MONTANA

Robert Tasker
Building Inspector/Code Official
City of Shelby

CITY OF SHELBY

112 First Street South
Shelby, MT 59474
Telephone: (406) 434-5564
FAX: (406) 434-2039
www.shelbymt.com



Mayor: Garry McDermott
Council: Sanna Clark Clark, Pat Frydenlund,
Bill Moritz, Lyle Kimmet,
Joe Flesch, Aron Heaton
Animal Control: Mark Warila
Attorney: William E. Hunt, Jr.
Building Inspector: Rob Tasker
City Planner: Jim Yeagley
Community Development: Lorette Carter
Finance Officer: Jade Garoski
Judge: Joe Rapkotch

December 2, 2020

Kenneth Robinson
1408 Concord Dr.
Billings, MT. 59101

Dear Mr. Robinson,

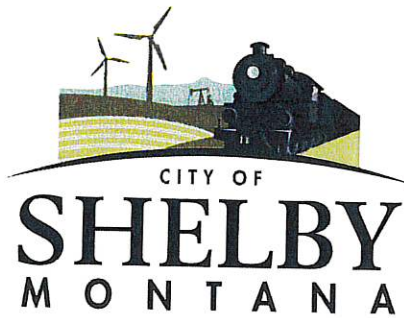
The City of Shelby has received several complaints on the property located at Shelby Heights Add, block 99, lots 2-19, 10th St. South, Shelby, MT. 59474. I was asked to do an inspection on this property and found violations that need to be corrected. There was a large amount of objects throughout the lots. There was also eight (8) unlicensed vehicles (Shelby Municipal Code only allows one (1) per property). These items have to be removed within 30 days or they will be removed by the city at the owners expense. The City of Shelby has asked me to contact and work with you on resolving these issues. I have enclosed a copy of the City of Shelby Ordinances pertaining to these violations. Please feel free to contact me at (406)434-5564.

Thank You,

Robert Tasker
Building Inspector/ Code Official
City of Shelby

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Judge: Joe Rapkoch

"NOTICE OF SHOW CAUSE HEARING"

January 7, 2021

Kenneth Robinson
1408 Concord Dr.
Billings, MT 59101

RE: Abatement of Shelby Heights Add, block 99, lots 2-19 (Community Decay)
10th St. South

You are hereby notified to appear at a hearing to be held on February 1, 2021, 6:30pm, City Hall, 112 1st Street South, City of Shelby, Toole County, Montana, to show cause why the above described property, which has been reported to be a community decay violation in accordance with the building inspector's notice, dated December 2nd, 2020 a copy of which is attached hereto.

This hearing shall be held pursuant to Title 4, Chapter 6 of the Shelby Municipal Code. A copy of the code is available for your review at the Shelby City Hall. If requested from Bill Hunt, City Attorney, 201 Main Street, Shelby, Montana, a copy of all relevant code sections will be provided to you for your review prior to said hearing. At this hearing, you are free to testify or bring other persons to testify on your behalf. At the conclusion of the hearing, the City of Shelby City Council will make its determination, based on the evidence, whether said property is in fact in a Condition of Community Decay and should or should not be abated in accordance with the statement of particulars hereinabove referenced to. You are, of course, entitled to an attorney, at your expense, to represent you at said hearing. You may appeal any unfavorable decision to District Court. Your failure to appear may cause a decision unfavorable to you. An unfavorable decision to you could lead to a lien being placed upon the property, if the City of Shelby has the above described property abated as requested in the December 2nd, 2021 "Notice of Community Decay" hereinabove referred to. Any such lien placed on your property would be in the nature of a tax lien and could lead to a forced sale of the property, in the event the amount of the lien is not paid in full.

DATED THIS 7th day of January, 2021

BY ORDER OF THE SHELBY CITY COUNCIL

William Hunt
City Attorney







MINUTES OF REGULAR COUNCIL MEETING OF THE SHELBY CITY COUNCIL
HELD IN COUNCIL CHAMBERS
January 19, 2021

Mayor McDermott called the meeting to order at 6:30 p.m.
Present were: Sanna Clark, Joe Flesch, Pat Frydenlund, Bill Moritz, Aaron Heaton and Lyle Kimmet (Kimmet arrived at 7:00pm), Council Members; Jade Goroski, Finance Officer; Luis Correa, City Superintendent; Lorette Carter, Community Development Director; Rob Tasker, Building Inspector. Absent & Excused: None.

Other citizens present: Donna Whitt, Chelsea Holling (call in), Jeff Stores & Jack Johannes.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

Mayor McDermott opened the public hearings at 6:34 p.m.

- MT State Parks Land Water Conservation Fund application for Meadowlark Park - Krysko Skate Park
Lorette Carter, Community Development Director gave an overview of the planned park development. She noted the estimated budget for the project is \$122,832.00. The City will request \$61,416.00 in LWCF grant funds with a commitment of \$61,416.00 in cash match and in-kind match of labor and equipment. She also noted correspondence from the Montana Office of Historic Preservation and the numerous letters of support received from adults and students alike.
Councilman Aaron Heaton noted the popularity of the park and the timeliness to complete the park. No other public comment was received at the meeting.
- MT FWP Recreation Trails Division application for the construction of a mountain bike trail system.
Lorette Carter, Community Development Director gave an overview of the planned trail system development. She noted the estimated budget for the project is \$59,680.00 with the City committing a cash match of \$14,920.00. She noted the great number of letters of support from area residents as well as correspondence with the Montana Office of Historic Preservation and Montana Fish Wildlife & Parks area biologists. Fisheries biologist Katie Vivian had no comments, and deferred to the wildlife biologist. Wildlife biologist, Ryan Rauscher provided the following comments:
"Thanks for the opportunity to comment. I recommend the trail be built outside of sensitive time periods for

wildlife, e.g., spring. Mid to late summer would be a good time for construction. I also recommend efforts be made to minimize impacts to native plants and soils by keeping construction focused within the trail zone. Along those lines, I recommend efforts be put forth to minimize off-trail travel by bicycles.

Given increased grizzly bear presence in north-central Montana, I would also recommend trail placement be considered to avoid startling a bear, e.g., long sight distances and minimize blind curves or blind spots where a bicyclist could collide with a bear. Further, any waste disposal facilities, e.g., garbage cans, should be bear resistant.

Again, thanks for the opportunity to comment."

Regards,

Ryan L. Rauscher
Wildlife Biologist
Montana FWP

Councilman Sanna Clark asked if the trail will intersect the Roadrunner Recreation Trail. Finance Officer, Jade Goroski identified shared access to the parking lots with trail design loops not intended to intersect, but follow separate routes of varying degrees of difficulty.

Councilman Aaron Heaton commented how much he missed the ability to mountain bike since moving to Shelby and was very appreciative of the City's efforts to build a mountain bike trail system. He mentioned new staff moving to the area who are thrilled with the Roadrunner Recreation Trail and plans for a single-track mountain bike trail path. No other public comment was received at the meeting.

- Shipping Container Variance
MORITZ MADE A MOTION TO APPROVE THE VARIANCE FOR TWO ADDITIONAL CONTAINERS. SECONDED BY HEATON. VOTE AYES - HEATON, KIMMET, MORITZ, FRYDENLUND. NOES - CLARK, FLESCHE. ABSTAIN NONE.

REGULAR MEETING MINUTES 1/4/21

MORITZ MADE A MOTION TO APPROVE THE 1/4/2021 MINUTES. SECONDED BY FLESCHE. VOTE AYES - CLARK, HEATON, KIMMET, FRYDENLUND, MORITZ, FLESCHE. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

APPEARANCE REQUESTS

- Agenda Items - None

- Non-Agenda Items - None

CLOSE PUBLIC HEARING

Mayor McDermott closed the public hearing at 7:36 p.m.

COMMITTEE REPORTS

- Law Enforcement Report - Donna Whitt

BUILDING INSPECTOR

- N/A

CITY ATTORNEY

- Resolution No. 2028 re: Authorizing Application for Land & Water Conservation Fund Assistance
HEATON MADE A MOTION TO APPROVE RESOLUTION NO. 2028. SECONDED BY MORITZ. VOTE AYES - HEATON, KIMMET, FRYDENLUND, MORITZ, FLESCH, CLARK. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, December 2020
2. Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, 12/31/20
HEATON MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY KIMMET. VOTE AYES - CLARK, KIMMET, FRYDENLUND, MORITZ, FLESCH, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY SUPERINTENDENT

Luis provided an update on what the crew has been working on for the past couple weeks.

COMMUNITY DEVELOPMENT DIRECTOR

OTHER MATTERS

- Roll Outs
HEATON MADE A MOTION TO APPROVE THE PURCHASE FOR \$7,855. SECONDED BY CLARK. VOTE AYES - MORITZ, CLARK, KIMMET, HEATON, FRYDENLUND, FLESCH. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Safety Commission Re-appointment - Dan Whitted
KIMMET MADE A MOTION TO APPROVE THE RE-APPOINTMENT. SECONDED BY MORITZ. VOTE AYES - MORITZ, CLARK, KIMMET,

HEATON, FRYDENLUND, FLESCH. NOES - NONE. ABSENT - NONE.
ABSTAIN - NONE.

- Safety Commission Appointment - Paul Steiner
KIMMET MADE A MOTION TO APPOINT PAUL STEINER. SECONDED BY
MORITZ. VOTE AYES - MORITZ, CLARK, KIMMET, HEATON,
FRYDENLUND, FLESCH. NOES - NONE. ABSENT - NONE. ABSTAIN -
NONE.
- Cushing Terrel Final Submission
MORITZ MADE A MOTION TO ADOPT THE PLAN. SECONDED BY
HEATON. VOTE AYES - MORITZ, CLARK, HEATON, FRYDENLUND,
FLESCH. NOES - NONE. ABSENT - KIMMET. ABSTAIN - NONE.

ADJOURN

AT 8:45 P.M. KIMMET MADE A MOTION TO ADJOURN THE MEETING.
SECONDED BY FLESCH. VOTE AYES - HEATON, CLARK, KIMMET,
FRYDENLUND, MORITZ, FLESCH. NOES - NONE. ABSENT - NONE.
ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

01/29/21
09:20:50

CITY OF SHELBY
Claim Details
For the Accounting Period: 1/21

Page: 1 of 11
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
200495	00343 ENERGY LABORATORIES INC	87.00							
1	371727 01/26/21 Lagoon Influent	87.00		33139	5310 430600	300	101000		
200496	00400 UTILITIES UNDERGROUND LOCATION	7.28							
1	0125098 12/31/20 4 Locates for 12/20	7.28		33118	5210 430500	300	101000		
200497	01137 AQUA TECH LABORATORY	80.00							
1	33984 01/12/21 Monthly Coliform Water Testing	80.00		33131	5210 430500	300	101000		
200498	-98373E 01486 USDA RURAL DEVELOPMENT	1,603.00							
1	01/05/21 Fire Hall Improvement Loan	1,371.47			1000 490527	610	101000		
2	01/05/21 Fire Hall Improvement Loan Int	231.53			1000 490527	620	101000		
200499	-98374E 00111 FIRST STATE BANK	134.20							
1	01/05/21 Monthly Bank Service Charge	33.55			1000 410550	300	101000		
2	01/05/21 Monthly Bank Service Charge	33.55			5210 430570	300	101000		
3	01/05/21 Monthly Bank Service Charge	33.55			5310 430670	300	101000		
4	01/05/21 Monthly Bank Service Charge	33.55			5410 430870	300	101000		
20500	27345S 00144 POSTMASTER	316.54							
1	01/25/21 1/21 UB Postage	105.51			5210 430570	310	101000		
2	01/25/21 1/21 UB Postage	105.52			5310 430670	310	101000		
3	01/25/21 1/21 UB Postage	105.51			5410 430870	310	101000		
200501	-98376E 01486 USDA RURAL DEVELOPMENT	93,629.00							
Water									
1	01/04/21 Multimodal USDA RD Series 2015	27,788.00			5210 490211	610	102210		
2	01/04/21 Multimodal USDA RD Series 2015	32,043.00			5210 490211	620	102210		
3	01/04/21 Multimodal USDA RD Series 2015	33,798.00			2310 490211	620	101000		
200502	-98375E 01486 USDA RURAL DEVELOPMENT	40,212.00							
Sewer									
1	01/04/21 Multimodal USDA RD Series 2015	11,935.00			5310 490211	610	102210		
2	01/04/21 Multimodal USDA RD Series 2015	28,277.00			2310 490211	620	101000		
200503	01137 AQUA TECH LABORATORY	20.00							
1	33983 01/12/21 NCMRWA Monthly Water Test	20.00		33131	5210 430500	300	101000		
200504	00048 TOOLE COUNTY CLERK & RECORDER	3,069.37							
1	12/31/20 City Judge & Sec Wages	2,204.35			1000 410360	100	101000		
2	12/31/20 City Judge & Sec SS	136.15			1000 410360	141	101000		
3	12/31/20 City Judge & Sec Medicare	31.84			1000 410360	142	101000		
4	12/31/20 City Judge & Sec PERS	193.32			1000 410360	143	101000		
5	12/31/20 City Judge & Sec Unemploy Ins	2.72			1000 410360	145	101000		

01/29/21
09:20:50

CITY OF SHELBY
Claim Details
For the Accounting Period: 1/21

Page: 2 of 11
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$				Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
6	12/31/20 City Judge & Sec Workers Comp	16.63			1000 410360	146	101000
7	12/31/20 City Judge Health Insurance	438.63			1000 410360	147	101000
8	12/31/20 City Judge Supplies	24.75			1000 410360	200	101000
9	12/31/20 City Judge Phone	20.98			1000 410360	344	101000
200505	01285 HUNT, WILLIAM E JR	5,833.33					
1	01/26/21 1/21 Legal Services	1,458.34			1000 411100	350	101000
2	01/26/21 1/21 Legal Services	1,458.33			5210 430513	350	101000
3	01/26/21 1/21 Legal Services	1,458.33			5310 430613	350	101000
4	01/26/21 1/21 Legal Services	1,458.33			5410 430813	350	101000
200506	-98372E 02499 DISH	87.04					
1	01/11/21 Monthly TV at Civic Center	87.04			1000 460442	300	101000
200507	Q1862 KENCO SECURITY AND TECHNOLOGY	35.00					
1	2322644 02/01/21 2/21 Fire Alarm Monitoring	35.00			1000 420401	300	101000
200508	00043 SHELBY GAS ASSOCIATION	4,545.50					
1	01/25/21 1/21 Gas Bill	103.50			1000 411200	343	101000
2	01/25/21 1/21 Gas Bill	530.90			1000 420400	343	101000
3	01/25/21 1/21 Gas Bill	530.90			1000 420401	343	101000
4	01/25/21 1/21 Gas Bill	690.10			1000 460445	343	101000
5	01/25/21 1/21 Gas Bill	208.50			1000 460442	343	101000
6	01/25/21 1/21 Gas Bill	222.50			5410 430840	343	101000
7	01/25/21 1/21 Gas Bill	272.08			1000 430200	343	101000
8	01/25/21 1/21 Gas Bill	272.08			5210 430500	343	101000
9	01/25/21 1/21 Gas Bill	272.08			5310 430600	343	101000
10	01/25/21 1/21 Gas Bill	272.06			5410 430830	343	101000
11	01/25/21 1/21 Gas Bill	102.18			1000 411202	343	101000
12	01/25/21 1/21 Gas Bill	102.18			5210 430520	343	101000
13	01/25/21 1/21 Gas Bill	102.18			5310 430620	343	101000
14	01/25/21 1/21 Gas Bill	102.16			5410 430820	343	101000
15	01/25/21 1/21 Gas Bill	67.10			5210 430500	343	101000
16	01/25/21 1/21 Gas Bill	695.00			1000 460465	343	101000
200509	00026 MARIAS RIVER ELECTRIC COOP INC	10,850.86					
1	01/25/21 1/21 Electric Bill	94.76			1000 411200	342	101000
2	01/25/21 1/21 Electric Bill	218.80			1000 420400	342	101000
3	01/25/21 1/21 Electric Bill	218.79			1000 420401	342	101000
4	01/25/21 1/21 Electric Bill	58.01			1000 411202	342	101000
5	01/25/21 1/21 Electric Bill	58.01			5210 430520	342	101000
6	01/25/21 1/21 Electric Bill	58.01			5310 430620	342	101000
7	01/25/21 1/21 Electric Bill	57.99			5410 430820	342	101000
8	01/25/21 1/21 Electric Bill	140.04			1000 430200	342	101000
9	01/25/21 1/21 Electric Bill	140.04			5210 430500	342	101000

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Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
10	01/25/21 1/21 Electric Bill	140.04			5310	430600	342	101000	
11	01/25/21 1/21 Electric Bill	140.05			5410	430830	342	101000	
12	01/25/21 1/21 Electric Bill	72.14			1000	440600	342	101000	
13	01/25/21 1/21 Electric Bill	72.14			1000	460430	342	101000	
14	01/25/21 1/21 Electric Bill	504.45			1000	460465	342	101000	
15	01/25/21 1/21 Electric Bill	45.78			1000	460439	342	101000	
16	01/25/21 1/21 Electric Bill	889.71			1000	460442	342	101000	
17	01/25/21 1/21 Electric Bill	3,881.08			2400	430263	342	101000	
18	01/25/21 1/21 Electric Bill	3,427.45			5210	430500	342	101000	
19	01/25/21 1/21 Electric Bill	596.66			5310	430600	342	101000	
20	01/25/21 1/21 Electric Bill	36.91			5410	430840	342	101000	
200510	01851 CT CLEANING	1,200.00							
1	01/27/21 1/21 Janitorial Service	75.00			1000	411202	390	101000	
2	01/27/21 1/21 Janitorial Service	75.00			5210	430520	390	101000	
3	01/27/21 1/21 Janitorial Service	75.00			5310	430620	390	101000	
4	01/27/21 1/21 Janitorial Service	75.00			5410	430820	390	101000	
5	01/27/21 1/21 CC Janitorial Service	900.00			1000	460442	300	101000	
200511	02368 OPTUM	25.50							
1	9510074269 01/15/21 HSA Service Fee	6.38			1000	410550	300	101000	
2	9510074269 01/15/21 HSA Service Fee	6.38			5210	430570	300	101000	
3	9510074269 01/15/21 HSA Service Fee	6.37			5310	430670	300	101000	
4	9510074269 01/15/21 HSA Service Fee	6.37			5410	430870	300	101000	
200512	02517 VALLI INFORMATION SYSTEMS INC	45.00							
1	63088 12/31/20 Express Pay Online Monthly Fee	15.00			5210	430570	300	101000	
2	63088 12/31/20 Express Pay Online Monthly Fee	15.00			5310	430670	300	101000	
3	63088 12/31/20 Express Pay Online Monthly Fee	15.00			5410	430870	300	101000	
200513	00309 PREFERRED OFFICE EQUIPMENT	436.16							
1	35886 01/15/21 1/21 Maintenance/Copies	62.71			1000	411050	300	101000	
2	35886 01/15/21 1/21 Maintenance/Copies	62.71			1000	410550	300	101000	
3	35886 01/15/21 1/21 Maintenance/Copies	62.71			5210	430570	300	101000	
4	35886 01/15/21 1/21 Maintenance/Copies	62.71			5310	430670	300	101000	
5	35886 01/15/21 1/21 Maintenance/Copies	62.70			5410	430870	300	101000	
6	35885 01/15/21 1/21 Maintenance/Copies CC	69.10			1000	460442	300	101000	
7	35906 01/15/21 1/21 Maintenance/Copies Shop	26.76		33130	1000	430200	300	101000	
8	35906 01/15/21 1/21 Maintenance/Copies Shop	26.76*		33130	1000	420500	300	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
200514	01388 3 RIVERS COMMUNICATIONS INC	898.12					
1	01/01/21 1/21 Phone Bill	19.82			1000 420500	344	101000
2	01/01/21 1/21 Phone Bill	51.76			1000 410550	344	101000
3	01/01/21 1/21 Phone Bill	51.76*			5210 430570	344	101000
4	01/01/21 1/21 Phone Bill	51.76*			5310 430670	344	101000
5	01/01/21 1/21 Phone Bill	51.77*			5410 430870	344	101000
6	01/01/21 1/21 Phone Bill	20.22			1000 430200	344	101000
7	01/01/21 1/21 Phone Bill	20.22			5210 430500	344	101000
8	01/01/21 1/21 Phone Bill	20.22			5310 430600	344	101000
9	01/01/21 1/21 Phone Bill	20.22			5410 430830	344	101000
10	01/01/21 1/21 Phone Bill	171.71			1000 460442	344	101000
11	01/01/21 1/21 Phone Bill	68.48			1000 420400	344	101000
12	01/01/21 1/21 Phone Bill	68.47			1000 420401	344	101000
13	01/01/21 1/21 Phone Bill	7.71*			1000 410200	344	101000
14	01/01/21 1/21 Phone Bill	7.71*			5210 430512	344	101000
15	01/01/21 1/21 Phone Bill	7.71*			5310 430612	344	101000
16	01/01/21 1/21 Phone Bill	7.71*			5410 430812	344	101000
17	01/01/21 1/21 Phone Bill	45.93			1000 460445	344	101000
18	01/01/21 1/21 Phone Bill	137.98			5310 430600	344	101000
19	01/01/21 1/21 Phone Bill	33.48			5210 430500	344	101000
20	01/01/21 1/21 Phone Bill	33.48			5210 430500	344	101000
200515	27344S 02468 T-MOBILE	249.93					
1	01/10/21 Mobile Charge	26.10			1000 420500	344	101000
2	01/10/21 Mobile Charge	47.60			1000 411050	344	101000
3	01/10/21 Mobile Charge	47.60			1000 440600	344	101000
4	01/10/21 Mobile Charge	19.57			1000 430200	344	101000
5	01/10/21 Mobile Charge	19.58			5210 430500	344	101000
6	01/10/21 Mobile Charge	19.58			5310 430600	344	101000
7	01/10/21 Mobile Charge	19.57			5410 430840	344	101000
8	01/10/21 Mobile Charge	12.58			1000 410550	344	101000
9	01/10/21 Mobile Charge	12.59*			5210 430570	344	101000
10	01/10/21 Mobile Charge	12.58*			5310 430670	344	101000
11	01/10/21 Mobile Charge	12.58*			5410 430870	344	101000
200516	01124 FIRST INTERSTATE BANK	924.03					
1	2012192919 12/19/20 Landfill Trust Qtly LF03CL	473.15			5410 430870	300	101000
2	2012192919 12/19/20 Landfill Trust Qtly LF03PO	450.88			5410 430870	300	101000

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
200517	01780 MONTANA BROOM & BRUSH	35.83							
1	1468897 12/30/20 24x33 Liners	8.96		33031	1000	411202	200	101000	
2	1468897 12/30/20 24x33 Liners	8.96		33031	5210	430520	200	101000	
3	1468897 12/30/20 24x33 Liners	8.95		33031	5310	430620	200	101000	
4	1468897 12/30/20 24x33 Liners	8.96		33031	5410	430820	200	101000	
200518	02555 D.J.'S ROTO ROOTER SERVICE	220.00							
1	5130 12/26/20 Auger Sewer 211 1st Ave SE	220.00		33110	5310	430600	300	101000	
200519	00398 FRYDENLUND, MYRON	259.00							
1	594916 12/24/20 Plumbing 211 1st Ave SE	259.00		33109	5310	430600	300	101000	
200520	02362 BARBER ELECTRIC	167.60							
1	1585 12/24/20 Service Well #1	167.60		33108	5210	430500	300	101000	
200521	27342S 00144 POSTMASTER	10.00							
1	01/05/21 Balance Owing Permit #1	1.67			5210	430570	310	101000	
2	01/05/21 Balance Owing Permit #1	1.67			5310	430670	310	101000	
3	01/05/21 Balance Owing Permit #1	1.66			5410	430870	310	101000	
4	01/05/21 Balance Owing Permit #101	1.67			5210	430570	310	101000	
5	01/05/21 Balance Owing Permit #101	1.67			5310	430670	310	101000	
6	01/05/21 Balance Owing Permit #101	1.66			5410	430870	310	101000	
200522	27343S 02409 ABIGAIL ST. LAWRENCE	625.00							
1	440 01/05/21 DNRC Permitting	625.00			5210	430500	300	101000	
200523	00041 SHELBY PROMOTER	216.00							
1	SL210102 01/06/21 HiLine Redi-Mix Variance	48.00*			1000	420500	300	101000	
2	SL210101 01/06/21 MT Land & Water Meadowlark P	48.00			1000	460430	300	101000	
3	SL210201 01/13/21 MT FWP Mountain Bike Trail	48.00			1000	460430	300	101000	
4	SL210402 01/27/21 General Needs Assessment	72.00			1000	411050	300	101000	
200524	00117 QUILL CORPORATION	386.90							
1	13383952 12/30/20 36x48 Chairmat	32.99		33032	1000	411050	200	101000	
2	13615151 01/07/21 2-4" Binders	27.98		33032	1000	411050	200	101000	
3	13656099 01/08/21 2-APC Battery Backups	40.63		33032	1000	430200	200	101000	
4	13656099 01/08/21 2-APC Battery Backups	40.63		33032	5210	430500	200	101000	
5	13656099 01/08/21 2-APC Battery Backups	40.63		33032	5310	430600	200	101000	
6	13656099 01/08/21 2-APC Battery Backups	40.63		33032	5410	430840	200	101000	
7	13656099 01/08/21 Coin Envelopes	14.45*		33032	1000	410550	200	101000	
8	13656099 01/08/21 Coin Envelopes	14.45		33032	5210	430570	200	101000	
9	13656099 01/08/21 Coin Envelopes	14.45		33032	5310	430670	200	101000	
10	13656099 01/08/21 Coin Envelopes	14.44		33032	5410	430870	200	101000	
11	13655472 01/08/21 Copy Paper	26.40*		33032	1000	410550	200	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
12	13655472 01/08/21 Copy Paper	26.41		33032	5210 430570	200	101000	
13	13655472 01/08/21 Copy Paper	26.41		33032	5310 430670	200	101000	
14	13655472 01/08/21 Copy Paper	26.40		33032	5410 430870	200	101000	
200525	00047 BEN TAYLOR INC	190.52						
1	252277 12/03/20 CFD-Utility Mask	4.47		32883	1000 420400	200	101000	
2	26648 12/31/20 RFD-12/20 Fuel	186.05		32883	1000 420401	230	101000	
200526	00276 TRI-CITY INTERLOCAL EQUIPMENT	1,224.00						
1	12/31/20 I-33 Sewer Camera	50.00		33107	5310 430600	300	101000	
2	12/31/20 I-46 New Sewer Jet Truck	1,104.00		33107	5310 430600	300	101000	
3	12/29/20 I-15 Bucket Truck	70.00		33107	1000 430200	300	101000	
200527	02045 NAPA AUTO PARTS	467.26						
1	145029 12/23/20 Filter	3.97		33112	1000 430200	200	101000	
2	145183 12/29/20 Permatex	4.99		33112	5410 430830	200	101000	
3	145241 12/30/20 Floor Dri	27.87		33112	5410 430840	200	101000	
4	146548 01/26/21 Intermix/Bottle	8.99		33136	1000 430200	200	101000	
5	146546 01/26/21 Flex Tubing/Clamp	53.54		33136	5410 430840	200	101000	
6	146448 01/25/21 Grease Fitting	6.92		33136	5410 430840	200	101000	
7	146031 01/15/21 Antifreeze	88.41		33136	5410 430830	200	101000	
8	146304 01/21/21 Oil Filter Wrench	55.04		33136	1000 430200	200	101000	
9	146572 01/27/21 Coolant/Filters	62.57		33136	1000 430200	200	101000	
10	146222 01/20/21 Filters	69.51		33136	1000 430200	200	101000	
11	145886 01/13/21 Filters	12.52		33136	1000 430200	200	101000	
12	145804 01/11/21 Mud Flap	13.24		33136	1000 430200	200	101000	
13	145609 01/07/21 Filter	6.63		33136	1000 430200	200	101000	
14	145572 01/06/21 Spark Plug/Air Freshener	19.10		33136	1000 430200	200	101000	
15	145514 01/06/21 Filter	25.38		33136	1000 430200	200	101000	
16	145377 01/04/21 Stop Leak	8.58		33136	5410 430830	200	101000	
200528	02334 BEN TAYLOR INC.	9.75						
1	409226 12/15/20 DEF	9.75		33114	5410 430830	200	101000	
200529	00047 BEN TAYLOR INC	5,199.16						
1	50984 11/24/20 UV Propane	352.65			5210 430500	230	101000	
2	50893 12/22/20 UV Propane	375.90			5210 430500	230	101000	
3	26449 12/31/20 12/20 Fuel	184.50		33113	1000 430200	230	101000	
4	26449 12/31/20 12/20 Fuel	115.47		33113	1000 430200	230	101000	
5	26449 12/31/20 12/20 Fuel	130.15		33113	5410 430840	230	101000	
6	26449 12/31/20 12/20 Fuel	284.33		33113	1000 430200	230	101000	
7	26449 12/31/20 12/20 Fuel	325.49		33113	1000 430200	230	101000	
8	26449 12/31/20 12/20 Fuel	338.85		33113	5210 430500	230	101000	
9	26449 12/31/20 12/20 Fuel	38.42		33113	1000 430200	230	101000	
10	26449 12/31/20 12/20 Fuel	418.26		33113	5410 430830	230	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
11	26449 12/31/20 12/20 Fuel	64.46		33113	1000 430200	230	101000	
12	26449 12/31/20 12/20 Fuel	128.85		33113	1000 430200	230	101000	
13	26449 12/31/20 12/20 Fuel	215.81		33113	1000 430200	230	101000	
14	26449 12/31/20 12/20 Fuel	254.07		33113	1000 430200	230	101000	
15	26449 12/31/20 12/20 Fuel	151.71		33113	1000 420500	230	101000	
16	26449 12/31/20 12/20 Fuel	67.06		33113	1000 440600	230	101000	
17	26449 12/31/20 12/20 Fuel	31.01		33114	1000 430200	230	101000	
18	712007 11/16/20 12/20 Fuel	275.27		33114	1000 430200	230	101000	
19	253587 12/22/20 Extension Cord	37.99		33115	5210 430500	200	101000	
20	252379 12/08/20 Screws/Fasteners	15.79		33115	1000 430200	200	101000	
21	253981 12/29/20 Batteries	11.99		33115	5210 430500	200	101000	
22	253423 12/21/20 Tape/Battery	25.97		33115	1000 460430	200	101000	
23	252356 12/07/20 Quick Link/Eye Bolt	9.98		33115	1000 460442	200	101000	
24	253430 12/21/20 Cap/PVC Pipe	57.58		33115	1000 430200	200	101000	
25	253534 12/22/20 Spring	16.98		33115	5410 430830	200	101000	
26	252087 12/04/20 Coupling/Brass 1/4x4	10.78		33115	5410 430830	200	101000	
27	252000 12/03/20 Sump Pump	175.99		33115	5310 430600	200	101000	
28	251988 12/03/20 Light Bulb	23.94		33115	5310 430600	200	101000	
29	252457 12/09/20 Bolts/Washers	1.56		33115	1000 430200	200	101000	
30	252469 12/09/20 Blk Ena	5.49		33115	1000 430200	200	101000	
31	253937 12/29/20 300r Clear Lamp	23.98		33115	5410 430840	200	101000	
32	253109 12/17/20 T-Post	46.00		33115	5410 430840	200	101000	
33	251813 12/01/20 Tubing/Seal Clamp	4.08		33116	5410 430840	200	101000	
34	252447 12/08/20 Blk Ena	5.49		33116	1000 430200	200	101000	
35	253082 12/17/20 PVC Pipe/Cap	30.19		33116	1000 430200	200	101000	
36	252326 12/07/20 Proof Chain/Blu Clev Grab	96.88		33116	1000 430200	200	101000	
37	252427 12/08/20 Gates/Drill Bits	334.99		33116	5310 430600	200	101000	
38	253883 12/28/20 Sump Pump	175.99		33116	5310 430600	200	101000	
39	253022 12/16/20 Tubing/Cmp Full Un	6.78		33116	5310 430600	200	101000	
40	253014 12/16/20 Form a Gsk/Hand Sanitizer	29.96		33116	5310 430600	200	101000	
41	252037 12/03/20 Rope Cutter/Rope Clip	60.77		33116	5310 430600	200	101000	
42	252907 12/15/20 Chick Dry Cat	24.99		33116	1000 430200	200	101000	
43	252975 12/16/20 Gry Pr 12oz/Blu Ena	44.43		33116	1000 430200	200	101000	
44	254010 12/30/20 Bucket/Duct Tape	21.97		33116	1000 430200	200	101000	
45	254050 12/30/20 WD 5pk/Tape Measure	50.98		33116	1000 430200	200	101000	
46	253848 12/28/20 Screws	3.16		33116	1000 430200	200	101000	
47	253124 12/17/20 Batteries	11.99		33117	1000 430200	200	101000	
48	252473 12/09/20 Screws	11.80		33117	1000 430200	200	101000	
49	252054 12/04/20 Blu Ena/Blk Ena	11.98		33117	1000 430200	200	101000	
50	251404 12/01/20 Ball Hammer/Handle	56.45		33117	1000 430200	200	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
200530	00088 CARQUEST AUTO PARTS	6.49							
1	2567318142 12/20/20 CFD-Wash Crystals	6.49		32884	1000 420400	200	101000		
200531	01161 USA BLUE BOOK	117.86							
1	466290 01/08/21 Water Testing Supplies	117.86		33125	5210 430500	200	101000		
200532	01593 I-STATE TRUCK CENTER	1,100.13							
1	C252133965 01/12/21 Radiator	1,100.13		33124	5410 430830	200	101000		
200533	00027 MARKS TIRE & ALIGNMENT	2,220.00							
1	63415 12/30/20 (4)Blade Tires	2,220.00		33123	2500 430200	200	101000		
200534	00037 NORTHWEST PIPE FITTINGS INC	4,545.48							
1	2448459 12/29/20 Meter Gaskets	99.45		33122	5210 430500	200	101000		
2	2448497 12/30/20 Meter Gaskets	95.55		33122	5210 430500	200	101000		
3	2441509 01/04/21 (12)1" Procoder Registers	2,619.84		33122	5210 430500	200	101000		
4	2444716 01/04/21 Bolt Packs/8" Flange Check Va	1,730.64		33122	5310 430600	200	101000		
200535	00702 MONTANA SIGN CO	1,715.00							
1	8052 12/31/20 (7)City Park Signs	1,715.00		33121	1000 460430	200	101000		
200536	00034 NORMONT EQUIPMENT CO	323.50							
1	24264 01/08/21 (3)Shovels	102.58		33120	1000 430200	200	101000		
2	24336 01/27/21 Stop Signs/Posts	220.92		33137	1000 430200	200	101000		
200537	999998 MATTHEW E JAMES	217.54							
	Water Operator Test - Helena, MT								
1	01/13/20 Mileage/Meals-James	217.54			5210 430500	370	101000		
200538	02551 TRIPLE TREE ENGINEERING INC	11,360.00							
1	20-42-002 01/12/21 Curb & Gutter Layout Design	11,360.00			5720 430246	950 2283	101000		
200539	273469 01308 FIRST AMERICAN TITLE CO-SHELBY	214.00							
	Ewald/Waters								
1	1055576100 08/21/20 Work Charge 201 1st Ave SE	214.00*			1000 470270	300	101000		
200540	00653 GREAT WEST ENGINEERING	13,490.50							
1	23329 01/22/21 Wellfield Improvements	13,490.50			5210 430501	950 2285	101000		

01/29/21
09:20:51

CITY OF SHELBY
Claim Details
For the Accounting Period: 1/21

Page: 9 of 11
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
200541	01866 SHELBY PAINT AND HARDWARE	287.32							
1	14760 01/18/21 Repair CC Vacuum	25.00		32642	1000 460442	300	101000		
2	71665 12/22/20 Ice Melt	63.96		33134	1000 430200	200	101000		
3	71674 12/23/20 HDMI Cable	13.99		33134	1000 430200	200	101000		
4	71693 12/29/20 Spot Light	54.99		33134	5310 430600	200	101000		
5	71713 01/04/21 Door Knob	69.99		33134	1000 430200	200	101000		
6	71729 01/05/21 Clock/Batteries	11.48		33134	1000 430200	200	101000		
7	71748 01/08/21 Brooms	25.98		33134	1000 430200	200	101000		
8	70006 01/11/21 Conduit/Elbow/Union	33.51		33134	1000 430200	200	101000		
9	70013 01/12/21 Return-Conduit	-27.93		33134	1000 430200	200	101000		
10	70013 01/12/21 Coupler/Conduit	16.35		33134	5410 430840	200	101000		
200542	00442 SHELBY AREA CHAMBER OF COMMERCE	15,000.00							
1	01/27/21 TBID Chamber Staffing Donation	15,000.00			7199 212500		101000		
200543	-98371E 02543 ARLO TECHNOLOGIES	9.99							
1	01/25/21 Subscription Sec Camera Shop	9.99		33133	1000 430200	300	101000		
200544	01984 BIG SKY CREATIVE WORKS	140.00							
1	2021-01-18 01/18/21 Splash Park Sign	140.00		33132	1000 460445	200	101000		
200545	02069 NATIONAL LAUNDRY CO	84.76							
1	44686 01/20/21 Red Shop Towels	84.76		33129	1000 430200	300	101000		
200546	01118 PACIFIC STEEL & RECYCLING	229.64							
1	7508646 01/21/21 Steel	229.64		33128	5310 430600	200	101000		
200547	01321 GLACIER MOTOR SALES & SERVICE	14.90							
1	W 117738 01/19/21 Pan Plug/Oil Plug Washer	14.90		33127	1000 430200	200	101000		
200548	00213 HIGHLINE COMMUNICATIONS	8,620.00							
1	81624 01/20/21 16)2-Way Radios&10 Antenna Kit	1,724.00		33126	1000 430200	200	101000		
2	81624 01/20/21 16)2-Way Radios&10 Antenna Kit	1,724.00		33126	5210 430500	200	101000		
3	81624 01/20/21 16)2-Way Radios&10 Antenna Kit	1,724.00		33126	5310 430600	200	101000		
4	81624 01/20/21 16)2-Way Radios&10 Antenna Kit	1,724.00		33126	5410 430830	200	101000		
5	81624 01/20/21 16)2-Way Radios&10 Antenna Kit	1,724.00		33126	5410 430840	200	101000		
200549	-98370E 02556 GOOGLE	9.99							
1	22184 01/26/21 NGO App Data Log Add On	9.99			5210 430500	300	101000		

01/29/21
09:20:51

CITY OF SHELBY
Claim Details
For the Accounting Period: 1/21

Page: 10 of 11
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
200550	00039 PETTY CASHIER	82.93						
1	2900 01/04/21 TC Treas 05 Freightliner Plate	20.60			5410 430830	300	101000	
2	2901 01/11/21 Francine Deeble CC Refund	21.00			1000 460442	300	101000	
3	2902 01/21/21 TC C&R 1/21 Legal Filings	1.75			1000 410550	300	101000	
4	2902 01/21/21 TC C&R 1/21 Legal Filings	1.75			5210 430570	300	101000	
5	2902 01/21/21 TC C&R 1/21 Legal Filings	1.75			5310 430670	300	101000	
6	2902 01/21/21 TC C&R 1/21 Legal Filings	1.75			5410 430870	300	101000	
7	2903 01/26/21 Matthew James Fuel Reimburse	34.33			1000 430200	230	101000	
200551	01805 SYSTEMS	47.50						
1	39204 01/25/21 O365 Licenses	9.50			1000 411050	300	101000	
2	39204 01/25/21 O365 Licenses	9.50			1000 410550	300	101000	
3	39204 01/25/21 O365 Licenses	9.50			5210 430570	300	101000	
4	39204 01/25/21 O365 Licenses	9.50			5310 430670	300	101000	
5	39204 01/25/21 O365 Licenses	9.50			5410 430870	300	101000	
200552	00049 TRACTOR & EQUIPMENT CO	224.25						
1	397837 01/26/21 Washers	224.25		33138	5410 430830	200	101000	
200553	00088 CARQUEST AUTO PARTS	62.43						
1	2567319633 01/28/21 Headlight	9.79		33135	1000 430200	200	101000	
2	2567319189 01/15/21 9 Step Drill	52.64		33135	1000 430200	200	101000	
# of Claims		59	Total:	233,424.09				
Total Electronic Claims		135,685.22	Total Non-Electronic Claims		97738.87			

01/29/21
09:20:51

CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 1/21

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Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$21,686.19
2310 TAX INCREMENT FINANCING DISTRICT (TIFD)	
101000 Cash-Operating	\$62,075.00
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,881.08
2500 STREET MAINTENANCE DISTRICT NO. 1	
101000 Cash-Operating	\$2,220.00
5210 WATER UTILITY	
101000 Cash-Operating	\$26,499.19
102210 Cash-Revenue Bond Sinking & Interest	\$59,831.00
5310 SEWER UTILITY	
101000 Cash-Operating	\$9,548.00
102210 Cash-Revenue Bond Sinking & Interest	\$11,935.00
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$9,388.63
5720 STORM DRAINAGE	
101000 Cash-Operating	\$11,360.00
7199 TOURISM BUSINESS IMPROVEMENT DIST (TBID)	
101000 Cash-Operating	\$15,000.00
Total:	\$233,424.09

Building Inspector Report January 2021

1/28/2021

Permit	Date	Zone	Name	Addition	Block	Lot	Address	Permit For	Evaluation	FEE
4422	1/7/2021	LDR	Crystal May	Rosedale	51	pt'2&3	411 6th Ave S	zoning-home occupation	-	24.00
4423	1/25/2021	CB	Mt Highline Leasing	Shelby 2nd	11	24-26	402 Front St	zoning-sign permit	NA	24.00
									\$ -	\$ 48.00
2 Permits issued this Month									Job Evaluation Totals	TOTALS

FISCAL YTD TOTALS	
Number of Permits	12
Permit Fees	\$ 2,890.00
Total Job Values	\$ 229,000.00

QUARTERLY SAFETY COMMITTEE & EMPLOYEE MEETING

January 20, 2021

10:00 a.m.

Present: Mayor Gary McDermott, Council Member Bill Moritz; City Hall - Lorette Carter, Sarah Clary, Tammy Pederson, Lori Stratton; Public Works - Hunter Barnes, Luis Correa, Lance Hoover, Matthew James, Colton Lampert, Tobin Pickering, Alex Stratton and Rob Tasker.

The minutes from the last meeting were reviewed.

Discussion was held on the following items:

- There is still safety equipment needed such as fall protection devices for climbing the prison water tank and a grinder for the sewer line.
- The clothing allowance was increased from \$150 to \$300 per fiscal year for employees to shop local.
- The next city project will be the clearance and demolition of the old Bitterroot school. We need to check on specific procedures for asbestos removal.
- The wellfield project will need to be rebid.
- The Krysko Skate Park project needs some sidewalk removal and finish work done.
- City Hall could use an outside dusk to dawn light in front of the drive up when its winter and gets dark earlier as it's hard to see if customers are there.

The next meeting will be held Wednesday, February 17, 2021 @ 10:00 a.m. at City Hall.

Meeting adjourned at 10:30 a.m.

Reported by Tammy Pederson

MINUTES OF THE PARK & RECREATION COMMITTEE

January 25, 2021

In attendance: Pat Frydenlund, Lyle Kimmet, Kristen Russell, Eric Tokerud, Luis Correa, Jessi LaTray, guest Malcolm Russell and Lorette Carter.

Civic Center Facility Manager Report:

Jessi, Facility Manager reported the 8-man station has been installed and is getting lots of use. The weight room needs to be rearranged with the potential to move some of the machines to another room within the Civic Center. The next machine to be replaced in the new budget year will be the leg press. Jessi mentioned the idea of converting one of the racquetball courts into a climbing wall. She also is considering moving the toddler room to the same racquetball court and moving some of the weight room equipment down to the toddler room to allow for more space in the weight room.

In other Civic Center matters, classes are picking up as well as numbers roller skating. A high school student is offering childcare during the Thursday evening Hi-Fit classes. The next blood draw is February 4th.

Lastly, Jessi discussed the need for a credit card system to accept payment for facility passes. The system presented was a Square Reader which is used with a cell phone. The system charges a 2.6% + \$.10 per transaction. She mentioned the great number of people wanting to use cards to pay for passes. Jessi will continue to work on this with Finance Officer Jade Goroski.

Rob Tasker has started work back in the facility, completing the bleachers and railing in the gym; completing the entrance way lockers and hooks; and completing the painting and flooring upstairs in the racquetball court area.

Luis mentioned the storage shed in the parking lot of the Civic Center. There is very old equipment in the shed which will be offered to the fire department or other interested parties or landfilled. The City plans to use the shed to store city mowers and park maintenance equipment.

City Facilities:

Roadrunner Recreation Trail: The application for Montana FWP Urban Trail Program funding for the single-track mountain bike trail has been submitted. The estimated project cost is \$74,000 with the City applying for \$59,680.00 in grant funds and the balance provided by the City in cash and in-kind match (20% match). Grant award notification will be in late spring with the hope, that if awarded, construction can begin in mid-to-late summer 2021.

Lorette received no word from CoreCivic prison industries or Thadd White on the potential to build one or two shade structures for the trail.

Krisko Skate Park: The application for funding from the Montana State Parks Land Water Conservation Fund has been submitted. The City applied for \$61,416.00 in grant dollars with the City providing a cash and in-kind match of \$61,416.00 (1:1 match). Total project cost is estimated at \$122,832.00.

Eric Tokerud asked if the City might consider installing a bathroom in Meadowlark Park. He also asked when the security camera will be installed at the skate park. Kristen Russell noted the large amount of trash left at the park daily. Lorette and Luis will take these comments to Mayor McDermott and Council for consideration.

Ice Rink: Luis reported the ice rink is still not filled as the weather has not remained cold enough to sustain the ice.

Tree Board:

The City has been awarded funding for Ash tree removal and replanting in the amount of \$5,565.00. The City's match to the award is \$5,565.00 which will come from other forestry grant awards and in-kind labor and use of city equipment. The City has received grant funding from the MCFU of \$600; Urban Forestry of \$2,000 and Arbor Day of \$750.00. Lorette will be visiting with DNRC Forestry Division specialists this week to finalize agreements and establishing a time frame for work to begin.

New Business:

Eric Tokerud asked if the City might consider installing internet capabilities at the swimming pool this summer to utilize for recreation passes and consider a credit card system for the pool as well.

Eric Tokerud also mentioned his JMG classes will be happy to provide maintenance on the street planters along Oilfield Avenue this spring.

Kristen Russell noted the State Federation meeting for the swim team is planned for March. The Shelby team hopes to host the first meet of the season the first week of June.

With no further business, the next meeting is scheduled for Monday, February 22, 2021.

Reported by: Lorette Carter

January 4, 2021

Shelby City Council
Attn: Mayor Gary McDermott
112 1st Street South
Shelby, MT 59474

RE: Urban Supervisor Reappointment

Dear Mayor McDermott:

As you know, Montana law allows the incorporated cities located within the Toole County Conservation District to appoint a representative to the District board. This "urban supervisor" as they are known, is appointed by the City to a 3-year term as a full-voting member of the board representing the city's interests.

Ms. Elisha Dempsey has served on the TCCD many projects that benefit Shelby's interests in conservation. Elisha has stated an interest in continuing in her current role as an urban supervisor with the Toole Conservation District and therefore, we respectfully request the reappointment of Elisha to another 3-year term. This term will commence immediately. Please respond in written form to accept this representation.

Thank you for your time and prompt attention to this matter.

Cordially yours,

TOOLE COUNTY CONSERVATION DISTRICT



Nea L. Rice
Administrator

YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include the following information in Purchase Order or Letter of Intent:

☐ Shipping address

☐ Billing address

Vendor: John Deere Company

☐ 2000 John Deere Run Cary,
NC 27513

☐ Contract name and/or number

☐ Signature

☐ Tax exempt certificate, if applicable

For any questions, please contact:

Joe Flesch

Frontline Ag Solutions, LLC
127 South Main Street
Conrad, MT 59425

Tel: 406-278-5531

Mobile Phone: 406-239-2660

Fax: 406-278-5641

Email: j.flesch@frontlineag.com



JOHN DEERE



**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Frontline Ag Solutions, LLC
127 South Main Street
Conrad, MT 59425
406-278-5531
info@frontlineag.com

Quote Summary

Prepared For:

CITY OF SHELBY
112 1ST ST S
SHELBY, MT 59474
Business: 406-434-5222

Delivering Dealer:

Frontline Ag Solutions, LLC
Joe Flesch
127 South Main Street
Conrad, MT 59425
Phone: 406-278-5531
Mobile: 406-239-2660
j.flesch@frontlineag.com

SOURCEWELL MEMBER #2437
SOURCEWELL CONTRACT #062117-DAC

Quote ID: 23525779
Created On: 21 January 2021
Last Modified On: 25 January 2021
Expiration Date: 28 January 2021

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z950M ZTrak	\$ 14,793.00	\$ 11,471.11 X	1 =	\$ 11,471.11
Contract: Sourcewell Grounds Maintenance 062117-DAC (PG NB CG 70)				
Price Effective Date: January 20, 2021				
JOHN DEERE Z950M ZTrak	\$ 14,793.00	\$ 11,471.11 X	1 =	\$ 11,471.11
Contract: Sourcewell Grounds Maintenance 062117-DAC (PG NB CG 70)				
Price Effective Date: January 20, 2021				
Equipment Total				\$ 22,942.22

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 22,942.22
Trade In	
SubTotal	\$ 22,942.22
Total	\$ 22,942.22
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 22,942.22

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

Selling Equipment



Quote Id: 23525779 Customer Name: CITY OF SHELBY

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Frontline Ag Solutions, LLC
127 South Main Street
Conrad, MT 59425
406-278-5531
info@frontlineag.com

JOHN DEERE Z950M ZTrak

Contract: Sourcewell Grounds Maintenance 062117-DAC
(PG NB CG 70)

Suggested List *

\$ 14,793.00

Price Effective Date: January 20, 2021

Selling Price *

\$ 11,471.11

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0693TC	Z950M ZTrak	1	\$ 12,129.00	23.00	\$ 2,789.67	\$ 9,339.33	\$ 9,339.33
Standard Options - Per Unit							
001A	United States/Canada	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1040	24x12N12 Michelin X Tweel Turf for 54 In. and 60 In. Decks	1	\$ 949.00	23.00	\$ 218.27	\$ 730.73	\$ 730.73
1505	60 In. Mulch On Demand Mower Deck	1	\$ 870.00	23.00	\$ 200.10	\$ 669.90	\$ 669.90
2093	Fully Adjustable Suspension Seat with Armrests (24" High Back)	1	\$ 495.00	23.00	\$ 113.85	\$ 381.15	\$ 381.15
Standard Options Total			\$ 2,314.00		\$ 532.22	\$ 1,781.78	\$ 1,781.78
Other Charges							
	Customer Setup	1	\$ 350.00			\$ 350.00	\$ 350.00
Other Charges Total			\$ 350.00			\$ 350.00	\$ 350.00
Suggested Price							\$ 11,471.11
Total Selling Price			\$ 14,793.00		\$ 3,321.89	\$ 11,471.11	\$ 11,471.11

JOHN DEERE Z950M ZTrak

Contract: Sourcewell Grounds Maintenance 062117-DAC
(PG NB CG 70)

Suggested List *

\$ 14,793.00

Price Effective Date: January 20, 2021

Selling Price *

\$ 11,471.11

* Price per item - includes Fees and Non-contract items



JOHN DEERE



Selling Equipment

Quote Id: 23525779 Customer Name: CITY OF SHELBY

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513

FED.ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

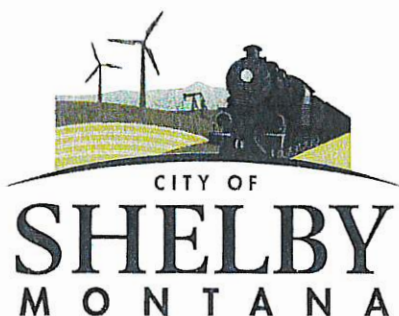
Frontline Ag Solutions, LLC
127 South Main Street
Conrad, MT 59425

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Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
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	Customer Setup	1	\$ 350.00			\$ 350.00	\$ 350.00
Other Charges Total			\$ 350.00			\$ 350.00	\$ 350.00
Suggested Price							\$ 11,471.11
Total Selling Price			\$ 14,793.00		\$ 3,321.89	\$ 11,471.11	\$ 11,471.11

CITY OF SHELBY

112 First Street South
Shelby, MT 59474
Telephone: (406) 434-5222
FAX: (406) 434-2039
www.shelbymt.com



Mayor: Gary McDermott
Council: Joe Flesch, Sanna Clark, Aaron Heaton, Lyle Kimmet, Bill Moritz, Pat Frydenlund
Animal Control: Mark Warila
Attorney: William E. Hunt, Jr.
City Supt.: Luis Correa
Building Inspector: Rob Tasker
Community Development: Lorette Carter
Finance Officer: Jade Goroski
Judge: Joe Rapkoch

January 21, 2021

Lorette Carter, Community Development Director
City of Shelby
112 1st St. So.
Shelby, MT 59474
(406) 434-5222
shbcdc@3rivers.net

Dear Montana Legislators and Members of the Appropriations Committees,

My name is Lorette Carter and I am the Community Development Director for the City of Shelby.

I am writing in full support of the Montana Small Business Development Centers (SBDC) and in particular, the SBDC center serving Toole County and our neighbors in Glacier, Pondera, Teton, Cascade, Judith Basin and Fergus counties.

With world events beyond our control, Shelby, like many other rural communities faced the hardship and devastation of business shutdowns early last year. Area businesses were shuttered not knowing for how long and federal and state programs were not reaching our rural community fast enough to save our small family businesses. A small group of dedicated business owners and city government staff spearheaded a local campaign ~ Toole County Forward in which to provide financial assistance to our small businesses. Partner and advocate in this program was Rich Gannon and our regional SBDC. Their expertise provided the template for the application process and Rich provided his time and expertise in assisting each business in developing a business plan and providing insight and direction moving forward. To date, Toole County Forward and the SBDC has provided nearly \$150,000 in financial support and technical resources in sustaining our rural family businesses.

The SBDC has also assisted in several new business start-ups, providing technical support and resources which have provided a solid base for business success. The SBDC has been an incredible partner and advocate for business retention and development. Our rural communities have very few resources in which to direct our business entrepreneurs with resources and expertise critical to their survival and success.

On behalf of Mayor Gary McDermott and the Shelby City Council, I ask and urge you and your fellow legislators to continue to support the Montana SBDC and our regional office located at Great Falls Development Authority. Small business is the heart and soul of our community, our region and our state. Please continue to support the Montana Small Business Development Centers in their mission to advocate for, educate and assist our small businesses.

Sincerely,



Lorette Carter
Community Development Director
City of Shelby

Cc: Mayor Gary McDermott
Shelby City Council