

**AGENDA**  
**CITY COUNCIL MEETING**  
**CITY OF SHELBY**  
February 4, 2019  
6:30 P.M.

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**ROLL CALL OF MEMBERS**  
**PLEDGE OF ALLEGIANCE**

**OPEN PUBLIC HEARING**

- General Needs Assessment

**APPROVAL OF MINUTES**

- Regular Council Meeting, 1/22/19 (pgs 5-7)

**APPEARANCE REQUESTS**

- Agenda Items – Bloom Medical Marijuana
- Non-Agenda Items

**CLAIMS REPORT 01/31/19 (pgs 8-21)**

**BUILDING INSPECTOR**

- Building Inspector Report, no permits issued
- Golf Course Building Permit

**COMMITTEE REPORTS**

- Minutes of Park & Recreation Committee, 1/28/19 (pgs 22-24)

**CLOSE PUBLIC HEARING**

**CITY ATTORNEY**

- Ordinance No 837 (2<sup>nd</sup> rdg) re: Removing Conflicting Language from Garbage Rates (pg 25)
- Resolution No. 1990 re: Budgetary Authority Resolution for The CDBG Program Grant (pg 26)
- Interlocal Agreements re: Garbage / Kevin & Sunburst
- Commercial Dumping Fees

**CITY FINANCE OFFICER**

- Payroll Expense by Department Report, January 2019 (pg 27)

**CITY SUPERINTENDENT**

- Superintendent's Report (pg 33)
- Landfill Policy re: Seasonal Opening

**COMMUNITY DEVELOPMENT DIRECTOR**

- MLIA Grant Opportunity
- Preservation – scope of work review (pgs 28-30)
- ICS Class (pg 31)

**OTHER MATTERS**

- Vote for Ward 3 Council Seat
- Oath of Office
- Councilman Heaton Absences (pg 32)

**ADJOURN**



## CITY COUNCIL PACKET LISTING

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A. Agenda

B. Agenda Items

1. Minutes of Regular Council Meeting, 1/22/19
2. Claims Report, 01/31/19
3. Minutes of the Park & Recreation Committee, 1/28/19
4. Ordinance No. 837 (2nd rdg) re: Removing Conflicting Language from Garbage Rates
5. Resolution No. 1990 re: Budgetary Authority Resolution for the CDBG Program Grant
6. Payroll Expense by Department Report, January 2019
7. Letter from Ryan Wendel, KLJ re: Scope & Budget for Main Street Shelby National Register of Historic Places Nomination & Historic Preservation Plan
8. ICS Class Information
9. 1/29/19 Email from Aaron Heaton re: City Council Absence

C. Correspondence

1. 1/24/19 Memorandum from Anna M. Miller, DNRC re: Shelby Loans
2. Committee Listings

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.

**MINUTES OF REGULAR COUNCIL MEETING OF THE SHELBY CITY COUNCIL  
HELD IN COUNCIL CHAMBERS  
January 22, 2019**

Mayor McDermott called the meeting to order at 6:30 p.m. Present were: Lyle Kimmet, Debra Clark, Trent Tustian, Bill Moritz and Aaron Heaton, Council Members; Bill Hunt, City Attorney; Jade Goroski, Finance Officer; Loren Skartved, City Superintendent; Lorette Carter, Community Development Director. Absent and Excused: None.

Other citizens present: Joe Flesch, Lance Hoover, David Irvin, Donna Whitt, Jesse Lamb, Derek Hurley and Stephanie Hurley.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

KIMMET MADE A MOTION TO APPROVE THE 1/9/2019 MINUTES. SECONDED BY MORITZ. VOTE: AYES - CLARK, KIMMET, MORITZ, HEATON. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.

**APPEARANCE REQUESTS**

- Stephanie Hurley - Crime Victim Advocate Program
- David Irvin - Northern Transit Interlocal
- Jesse Lamb - Ward 3 Vacancy
- Joe Flesch - Ward 3 Vacancy

**COMMITTEE REPORTS**

- Law Enforcement Report - Donna Whitt
- Fire Department - N/A
- Minutes of City County Planning Board Meeting
- Minutes of Safety Committee Meeting

**CITY ATTORNEY**

- Ordinance No. 836 (2<sup>nd</sup> reading) RE: Garbage Rates  
KIMMET MADE A MOTION TO APPROVE THE SECOND READING OF ORDINANCE NO. 836. SECONDED BY MORITZ. VOTE: AYES - CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Ordinance No. 837 (1<sup>st</sup> reading) RE: Conflicting Language  
TUSTIAN MADE A MOTION TO APPROVE THE FIRST READING OF ORDINANCE NO. 837. SECONDED BY HEATON. VOTE: AYES - CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

**CITY FINANCE OFFICER**

- City Judge's Report, December 2018
- Bank Account Report, Budget Year to Date, Vendor Summary,

Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, Project Budgets, 12/31/2018

MORITZ MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY CLARK. VOTE: AYES - CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

- City of Shelby Delinquent Taxes, 12/31/2018

### CITY SUPERINTENDENT

Loren included a copy of his report as part of the packet.

### COMMUNITY DEVELOPMENT DIRECTOR

- The city has received notification of review of the TSEP application for wellfield improvements by the Joint Appropriations Long-Range Planning Subcommittee on Monday, January 28<sup>th</sup>.
- We have started a list of large items left near dumpsters and in alleys that we are trying to contact property owners for removal. Thanks to Loren and the staff for assistance in addressing this problem.
- We are gathering information on several public notification systems. The city is working in cooperation with our DES - Disaster Emergency Services Coordinator, Cindy Combs to try and fund a new system.
- We will have a project update on the Shelby Rail Safety improvements on Tuesday, January 29<sup>th</sup> via a conference call.
- Parks & Rec Committee meets Monday, January 28<sup>th</sup> at 6:30pm. We will review the Business Recreation Pass Program.
- Monday, February 4<sup>th</sup>, we will conduct a needs assessment public hearing. Council will be asked to review the city's current projects and seek public input and direction on community needs.

### OTHER MATTERS

- Declaration of Ward #3 Vacancy  
KIMMET MADE A MOTION TO APPROVE WARD 3 VACANCY. SECONDED BY TUSTIAN. VOTE: AYES - CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Council Member Moritz  
CLARK MADE A MOTION TO APPROVE MORITZ BEING OUT OF TOWN FROM APRIL 7-24. SECONDED BY CLARK. VOTE: AYES - CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- MDT Construction Agreement
- MDT Construction Agreement
- Change Order #4 Storm Water Improvements

**MORTIZ MADE A MOTION TO APPROVE CHANGE ORDER #4. SECONDED BY TUSTIAN. VOTE: AYES – CLARK, KIMMET, TUSTIAN, MORITZ, HEATON. NOES – NONE. ABSENT – NONE. ABSTAIN - NONE.**

**ADJOURN**

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

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GARY MCDERMOTT, MAYOR

ATTEST:

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JADE GOROSKI, FINANCE OFFICER

01/31/19  
13:14:17

CITY OF SHELBY  
Claim Details  
For the Accounting Period: 1/19

\* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
180503			01806 ALARM SERVICE INC	35.00					
1	R 95080	01/21/19 2/19 Fire Alarm Monitoring		35.00			1000 420401	300	101000
180504			00343 ENERGY LABORATORIES INC	77.00					
1	209738	01/16/19 Lagoon Influent		77.00		31907	5310 430600	300	101000
180505			01650 PETTY CASHIER	141.18					
1	2644	03/28/18 Postage		8.50			1000 411050	300	101000
2	2645	05/10/18 Pizza Hut-TBID		81.88			7199 212500		101000
3	2646	05/29/18 Hardware Hank-Bucket		3.99			1000 411050	200	101000
4	2647	06/20/18 Postage		7.70			1000 411050	300	101000
5	2648	11/07/18 Postage		5.15			1000 411050	300	101000
6	2649	01/03/19 Carter-Exercise CD's		20.99			1000 460442	200	101000
7	2650	01/22/19 Carter-Exercise DVD		12.97			1000 460442	200	101000
180506			01137 AQUA TECH LABORATORY	180.00					
1	30336	12/05/18 Monthly Coliform Water Testing		80.00		31908	5210 430500	300	101000
2	30487	01/07/19 NCMRWA Monthly Water Test		20.00		31908	5210 430500	300	101000
3	30485	01/07/19 Monthly Coliform Water Testing		80.00		31908	5210 430500	300	101000
180507			00539 YEAGLEY, JAMES H	600.00					
1	01/31/19	1/19 Planning Services		600.00			1000 411030	350	101000
180508	-98676E		01486 USDA RURAL DEVELOPMENT	1,603.00					
1	01/07/19	Fire Hall Improvement Loan		1,371.47			1000 490527	610	101000
2	01/07/19	Fire Hall Improvement Loan-Int		231.53			1000 490527	620	101000
180509			01285 HUNT, WILLIAM E JR	5,000.00					
1	01/28/19	1/19 Legal Services		1,250.00			1000 411100	350	101000
2	01/28/19	1/19 Legal Services		1,250.00			5210 430513	350	101000
3	01/28/19	1/19 Legal Services		1,250.00			5310 430613	350	101000
4	01/28/19	1/19 Legal Services		1,250.00			5410 430813	350	101000
180510	-98675E		00111 FIRST STATE BANK	131.50					
1	01/03/19	Monthly Bank Service Charge		32.88			1000 410550	300	101000
2	01/03/19	Monthly Bank Service Charge		32.88			5210 430570	300	101000
3	01/03/19	Monthly Bank Service Charge		32.87			5310 430670	300	101000
4	01/03/19	Monthly Bank Service Charge		32.87			5410 430870	300	101000

01/31/19  
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CITY OF SHELBY  
Claim Details  
For the Accounting Period: 1/19

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Report ID: AP100

\* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
180511		00043 SHELBY GAS ASSOCIATION	6,716.40					
1	01/25/19	1/19 Gas Bill	122.60			1000 411200	343	101000
2	01/25/19	1/19 Gas Bill	645.30			1000 420400	343	101000
3	01/25/19	1/19 Gas Bill	645.30			1000 420401	343	101000
4	01/25/19	1/19 Gas Bill	668.20			1000 460445	343	101000
5	01/25/19	1/19 Gas Bill	421.80			1000 460442	343	101000
6	01/25/19	1/19 Gas Bill	181.80			5410 430840	343	101000
7	01/25/19	1/19 Gas Bill	348.70			1000 430200	343	101000
8	01/25/19	1/19 Gas Bill	348.70			5210 430500	343	101000
9	01/25/19	1/19 Gas Bill	348.70			5310 430600	343	101000
10	01/25/19	1/19 Gas Bill	348.70			5410 430830	343	101000
11	01/25/19	1/19 Gas Bill	113.25			1000 411202	343	101000
12	01/25/19	1/19 Gas Bill	113.25			5210 430520	343	101000
13	01/25/19	1/19 Gas Bill	113.25			5310 430620	343	101000
14	01/25/19	1/19 Gas Bill	113.25			5410 430820	343	101000
15	01/25/19	1/19 Gas Bill	93.00			5210 430500	343	101000
16	01/25/19	1/19 Gas Bill	1,422.60			1000 460465	343	101000
17	01/25/19	1/19 Gas Bill	668.00			2936 460463	343	101000
180512		00026 MARIAS RIVER ELECTRIC COOP INC	11,668.68					
1	01/25/19	1/19 Electric Bill	117.75			1000 411200	342	101000
2	01/25/19	1/19 Electric Bill	217.81			1000 420400	342	101000
3	01/25/19	1/19 Electric Bill	217.80			1000 420401	342	101000
4	01/25/19	1/19 Electric Bill	58.73			1000 411202	342	101000
5	01/25/19	1/19 Electric Bill	58.73			5210 430520	342	101000
6	01/25/19	1/19 Electric Bill	58.73			5310 430620	342	101000
7	01/25/19	1/19 Electric Bill	58.74			5410 430820	342	101000
8	01/25/19	1/19 Electric Bill	148.22			1000 430200	342	101000
9	01/25/19	1/19 Electric Bill	148.22			5210 430500	342	101000
10	01/25/19	1/19 Electric Bill	148.22			5310 430600	342	101000
11	01/25/19	1/19 Electric Bill	148.21			5410 430830	342	101000
12	01/25/19	1/19 Electric Bill	74.07			1000 440600	342	101000
13	01/25/19	1/19 Electric Bill	74.07			1000 460430	342	101000
14	01/25/19	1/19 Electric Bill	266.46*			1000 460465	342	101000
15	01/25/19	1/19 Electric Bill	50.15			1000 460439	342	101000
16	01/25/19	1/19 Electric Bill	897.96			1000 460442	342	101000
17	01/25/19	1/19 Electric Bill	49.93			1000 460445	342	101000
18	01/25/19	1/19 Electric Bill	3,873.66			2400 430263	342	101000
19	01/25/19	1/19 Electric Bill	3,875.81			5210 430500	342	101000
20	01/25/19	1/19 Electric Bill	682.47			5310 430600	342	101000
21	01/25/19	1/19 Electric Bill	390.10			2936 460463	342	101000
22	01/25/19	1/19 Electric Bill	52.84			5410 430840	342	101000

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Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
180513		01851 CT CLEANING	1,200.00					
1	01/29/19	1/19 Janitorial Service	70.00			1000 411202	390	101000
2	01/29/19	1/19 Janitorial Service	70.00			5210 430520	390	101000
3	01/29/19	1/19 Janitorial Service	70.00			5310 430620	390	101000
4	01/29/19	1/19 Janitorial Service	70.00			5410 430820	390	101000
5	01/29/19	1/19 CC Janitorial Service	800.00			1000 460442	300	101000
6	01/29/19	1/19 Williamson Bldg Service	120.00			2936 460463	300	101000
180514		01388 3 RIVERS COMMUNICATIONS INC	946.08					
1	01/01/19	1/19 phone bill	12.39			1000 420500	344	101000
2	01/01/19	1/19 phone bill	31.93			1000 410550	344	101000
3	01/01/19	1/19 phone bill	31.93			5210 430570	344	101000
4	01/01/19	1/19 phone bill	31.93			5310 430670	344	101000
5	01/01/19	1/19 phone bill	31.93			5410 430870	344	101000
6	01/01/19	1/19 phone bill	23.96			1000 430200	344	101000
7	01/01/19	1/19 phone bill	23.96			5210 430500	344	101000
8	01/01/19	1/19 phone bill	23.96			5310 430600	344	101000
9	01/01/19	1/19 phone bill	23.96			5410 430830	344	101000
10	01/01/19	1/19 phone bill	96.76			1000 460465	300	101000
11	01/01/19	1/19 phone bill	164.37			1000 460442	344	101000
12	01/01/19	1/19 phone bill	64.60			1000 420400	344	101000
13	01/01/19	1/19 phone bill	64.60			1000 420401	344	101000
14	01/01/19	1/19 phone bill	4.74			1000 410200	344	101000
15	01/01/19	1/19 phone bill	4.74			5210 430512	344	101000
16	01/01/19	1/19 phone bill	4.74			5310 430612	344	101000
17	01/01/19	1/19 phone bill	4.74			5410 430812	344	101000
18	01/01/19	1/19 phone bill	45.93			1000 460445	344	101000
19	01/01/19	1/19 phone bill	136.70			5310 430600	344	101000
20	01/01/19	1/19 phone bill	33.48			5210 430500	344	101000
21	01/01/19	1/19 phone bill	51.11			5210 430500	344	101000
22	01/01/19	1/19 phone bill	33.62			5210 430500	344	101000
180515	25591S	00144 POSTMASTER	298.23					
1	01/24/19	1/19 UB Postage	99.41			5210 430570	310	101000
2	01/24/19	1/19 UB Postage	99.41			5310 430670	310	101000
3	01/24/19	1/19 UB Postage	99.41			5410 430870	310	101000
180516	-98674E	01486 USDA RURAL DEVELOPMENT	93,629.00					
		Water						
1	01/02/19	Multimodal USDA RD Series 2015	24,420.00			2310 490211	620	101000
2	01/02/19	Multimodal USDA RD Series 2015	25,925.13			5210 490211	610	102210
3	01/02/19	Multimodal USDA RD Series 2015	43,283.87			5210 490211	620	102210

01/31/19  
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180517	-98673E	01486 USDA RURAL DEVELOPMENT	40,212.00					
		Sewer						
1	01/02/19	Multimodal USDA RD Series 2015	11,135.26			5310 490211	610	102210
3	01/02/19	Multimodal USDA RD Series 2015	16,644.74			5310 490211	620	102210
4	01/02/19	Multimodal USDA RD Series 2015	12,432.00			2310 490211	620	101000
180518		00048 TOOLE COUNTY CLERK & RECORDER	52,510.84					
1	12/31/18	Animal Control-cell phone	23.22			1000 440600	344	101000
2	12/31/18	City Judge & Sec-Wages	2,264.40			1000 410360	100	101000
3	12/31/18	City Judge&Sec-Social Security	138.46			1000 410360	141	101000
4	12/31/18	City Judge & Sec-Medicare	32.38			1000 410360	142	101000
5	12/31/18	City Judge & Sec-PERS	194.06			1000 410360	143	101000
6	12/31/18	City Judge&Sec-UnemploymentIns	5.54			1000 410360	145	101000
7	12/31/18	City Judge & Sec-Worker's Comp	16.47			1000 410360	146	101000
8	12/31/18	City Judge-Health Insurance	356.50			1000 410360	147	101000
9	12/31/18	City Judge-Supplies	124.97			1000 410360	200	101000
10	12/31/18	City Judge-Phone	19.63			1000 410360	344	101000
11	12/31/18	Community Development-cell	52.36			1000 411050	344	101000
12	12/31/18	Building-cell phone	23.38			1000 420500	344	101000
13	12/31/18	Law Enforcement	34,370.00			1000 420000	300	101000
14	12/31/18	Law Enforcement	4,910.00			5210 420100	300	101000
15	12/31/18	Law Enforcement	4,910.00			5310 420100	300	101000
16	12/31/18	Law Enforcement	4,910.00			5410 420100	300	101000
17	12/31/18	Supt/Foreman/Shop On-call cell	32.80			1000 430200	344	101000
18	12/31/18	Supt/Foreman/Shop On-call cell	32.80			5210 430500	344	101000
19	12/31/18	Supt/Foreman/Shop On-call cell	32.80			5310 430600	344	101000
20	12/31/18	Supt/Foreman/Shop On-call cell	32.80			5410 430830	344	101000
21	12/31/18	Water Department-cell phone	28.27			5210 430500	344	101000
180519		02368 OPTUM	17.00					
1	9510001259	01/15/19 HSA Service Fee	4.25			1000 410550	300	101000
2	9510001259	01/15/19 HSA Service Fee	4.25			5210 430570	300	101000
3	9510001259	01/15/19 HSA Service Fee	4.25			5310 430670	300	101000
4	9510001259	01/15/19 HSA Service Fee	4.25			5410 430870	300	101000
180520		00309 PREFERRED OFFICE EQUIPMENT	473.23					
1	27927	01/15/19 1/19 Maintenance & Copies	89.73			1000 410550	300	101000
2	27927	01/15/19 1/19 Maintenance & Copies	61.69			1000 411050	300	101000
3	27927	01/15/19 1/19 Maintenance & Copies	89.73			5210 430570	300	101000
4	27927	01/15/19 1/19 Maintenance & Copies	89.73			5310 430670	300	101000
5	27927	01/15/19 1/19 Maintenance & Copies	89.73			5410 430870	300	101000
6	27926	01/15/19 1/19 Maintenance & Copies-Shop	13.15		31906	1000 430200	300	101000
7	27926	01/15/19 1/19 Maintenance & Copies-Sho	13.15		31906	5210 430500	300	101000
8	27926	01/15/19 1/19 Maintenance & Copies-Shop	13.16		31906	5310 430600	300	101000

01/31/19  
13:14:17

CITY OF SHELBY  
Claim Details  
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Report ID: AP100

\* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9	27926	01/15/19 1/19 Maintenance & Copies-Shop		13.16		31906	5410 430840	300	101000
180521		02389 WELLS FARGO VENDOR FIN SERV		127.70					
		Serial #6507270X							
1	69226863	01/16/19 1/19 Sharp MX-350 Copier-Sho		31.93		31922	1000 430200	200	101000
2	69226863	01/16/19 1/19 Sharp MX-350 Copier-Sho		31.93		31922	5210 430500	200	101000
3	69226863	01/16/19 1/19 Sharp MX-350 Copier-Sho		31.92		31922	5310 430600	200	101000
4	69226863	01/16/19 1/19 Sharp MX-350 Copier-Sho		31.92		31922	5410 430840	200	101000
180522	25587S	01200 U S BANK TRUST-SPA LOCKBOX		301,505.85					
		Council Approved 1/9/19							
1	WRF-09132	01/10/19 08 Water Main Imp-Payoff		301,000.00*			5210 490206	610	102210
2	WRF-09132	01/10/19 08 Water Main Imp-Payoff		505.85*			5210 490206	620	102210
180523	25588S	01200 U S BANK TRUST-SPA LOCKBOX		331,455.13					
		Council Approved 1/9/19							
1	WRF-06087	01/10/19 Ser01 Drinking Water Payoff		331,000.00*			5210 490205	610	102210
2	WRF-06087	01/10/19 Ser01 Drinking Water Payoff		455.13*			5210 490205	620	102210
180524	25589S	01200 U S BANK TRUST-SPA LOCKBOX		841,540.00					
		Council Approved 1/9/19							
		2010 Loan C							
1	WRF-11235	01/10/19 Water Main Replacement Payo		840,000.00*			5210 490210	610	102210
2	WRF-11235	01/10/19 Water Main Replacement Payo		1,540.00*			5210 490210	620	102210
180525	25590S	02458 FLESCHE, JOE		6,500.00					
		Council Approved 1/9/19							
		Serial #MOHXOPA018940							
1	01/09/19	2006 John Deere Gator		3,250.00			1000 430200	900	101000
2	01/09/19	2006 John Deere Gator		3,250.00*			2920 460443	900	101000
180526		02334 BEN TAYLOR INC.		1,097.50					
1	653993	01/09/19 DEF		117.00		31850	5410 430840	230	101000
2	654007	01/15/19 Powertrain		118.10		31904	1000 430200	230	101000
3	654052	01/29/19 Kerosene		215.60		31927	1000 430200	200	101000
4	654052	01/29/19 Kerosene		215.60		31927	5210 430500	200	101000
5	654052	01/29/19 Kerosene		215.60		31927	5310 430600	200	101000
6	654052	01/29/19 Kerosene		215.60		31927	5410 430840	200	101000
180527	-98679E	01545 AMAZON.COM		481.84					
1	1127947638	01/08/19 Hach Pocket Colorimeter		456.81		31901	5210 430500	200	101000
2	1127947638	01/08/19 Hach DPD Chlorine Powder		25.03		31901	5210 430500	200	101000

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180528	-98678E	01545 AMAZON.COM	125.43					
1	1122056600	01/07/19 4" PVC Flow Meter	125.43		31903	1000 460445	200	101000
180529	-98677E	01545 AMAZON.COM	208.95					
1	1121190901	01/08/19 (3)2pk LED Flood Lights	128.97		31902	1000 430200	260	101000
2	1121190901	01/08/19 (2)LED Mini Bar Strobe Lig	79.98		31902	1000 430200	260	101000
180530		00119 SHELBY VOLUNTEER FIRE DEPT	405.00					
1	01/06/19	RFD-Big Sky Creative Works	405.00			1000 420401	300	101000
180531		01124 FIRST INTERSTATE BANK	713.99					
1	1812192020	12/19/18 Landfill Trust Qtly Fee-LF	360.98			5410 430870	300	101000
2	1812192020	12/19/18 Landfill Trust Qtly Fee-LFO	353.01			5410 430870	300	101000
180532		01805 SYSTEMS	444.25					
1	32797	01/09/19 MSO365 Fee 12/18-2/19	57.60			1000 410550	300	101000
2	32797	01/09/19 MSO365 Fee 12/18-2/19	57.60			5210 430570	300	101000
3	32797	01/09/19 MSO365 Fee 12/18-2/19	57.60			5310 430670	300	101000
4	32797	01/09/19 MSO365 Fee 12/18-2/19	57.60			5410 430870	300	101000
5	32797	01/09/19 MSO365 Fee 12/18-2/19	57.60			1000 411050	300	101000
6	32788	01/09/19 Server Refresh	31.25			1000 410550	300	101000
7	32788	01/09/19 Server Refresh	31.25			5210 430570	300	101000
8	32788	01/09/19 Server Refresh	31.25			5310 430670	300	101000
9	32788	01/09/19 Server Refresh	31.25			5410 430870	300	101000
10	32788	01/09/19 Server Refresh	31.25			1000 411050	300	101000
180533	-98672E	01545 AMAZON.COM	29.00					
1	1120349095	01/08/19 Hach DPD Chlorine Powder	29.00			5210 430500	200	101000
180534	-98671E	01230 ALBERTSONS	9.48					
1	6142330877	01/09/19 Dish Soap/Coffee	2.37		31636	1000 410550	200	101000
2	6142330877	01/09/19 Dish Soap/Coffee	2.37		31636	5210 430570	200	101000
3	6142330877	01/09/19 Dish Soap/Coffee	2.37		31636	5310 430670	200	101000
4	6142330877	01/09/19 Dish Soap/Coffee	2.37		31636	5410 430870	200	101000
180535	-98670E	01545 AMAZON.COM	42.94					
1	1141646913	01/14/19 Key Cabinet	10.73			1000 410550	200	101000
2	1141646913	01/14/19 Key Cabinet	10.73			5210 430570	200	101000
3	1141646913	01/14/19 Key Cabinet	10.74			5310 430670	200	101000
4	1141646913	01/14/19 Key Cabinet	10.74			5410 430870	200	101000

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180536		01988 FIELDSTONE OFFICE SUPPLY	48.23					
1	121269	01/09/19 Ink/Desk Calendar	40.13		31562	1000 460442	200	101000
2	121279	01/10/19 Date Stamp	2.02			1000 410550	200	101000
3	121279	01/10/19 Date Stamp	2.02			5210 430570	200	101000
4	121279	01/10/19 Date Stamp	2.03			5310 430670	200	101000
5	121279	01/10/19 Date Stamp	2.03			5410 430870	200	101000
180537		00117 QUILL CORPORATION	326.80					
1	4234212	01/14/19 Wipes/Puffs/Coffee/Spoons/For	29.72		31637	1000 410550	200	101000
2	4234212	01/14/19 Wipes/Puffs/Coffee/Spoons/For	29.73		31637	5210 430570	200	101000
3	4234212	01/14/19 Wipes/Puffs/Coffee/Spoons/For	29.72		31637	5310 430670	200	101000
4	4234212	01/14/19 Wipes/Puffs/Coffee/Spoons/For	29.72		31637	5410 430870	200	101000
5	4561008	01/24/19 Keurig Brewer	42.40		31638	1000 410550	200	101000
6	4561008	01/24/19 Keurig Brewer	42.40		31638	5210 430570	200	101000
7	4561008	01/24/19 Keurig Brewer	42.40		31638	5310 430670	200	101000
8	4561008	01/24/19 Keurig Brewer	42.40		31638	5410 430870	200	101000
9	4533810	01/24/19 Book Copy Viewstand	9.57		31638	1000 410550	200	101000
10	4533810	01/24/19 Book Copy Viewstand	9.58		31638	5210 430570	200	101000
11	4533810	01/24/19 Book Copy Viewstand	9.58		31638	5310 430670	200	101000
12	4533810	01/24/19 Book Copy Viewstand	9.58		31638	5410 430870	200	101000
180538		02012 SHOPKO	18.28					
1	8692	01/16/19 Dog Treats	18.28		28187	1000 440600	200	101000
180539		01463 KIMMET, LYLE	240.00					
1		01/18/19 Refinish Gym/Racquetball Floor	240.00			1000 460442	300	101000
180540		01956 KIMMET, LYNN	220.00					
1		01/18/19 Refinish Gym/Racquetball Floor	220.00			1000 460442	300	101000
180541		01620 KADRMAS, LEE & JACKSON INC.	4,218.55					
		NCMRWA Grant						
1	10111761	01/15/19 Wellfield Improvements	4,218.55			5210 430501	950 2285	101000
180542		01620 KADRMAS, LEE & JACKSON INC.	20,409.53					
1	10111760	01/15/19 Storm Water-Survey	1,949.16			5720 430246	950 2283	101000
2	10111760	01/15/19 Storm Water-Construction Adm	3,050.96			5720 430246	950 2283	101000
3	10111760	01/15/19 Storm Water-RPR	15,409.41			5720 430246	950 2283	101000

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180543		01620 KADRMAS, LEE & JACKSON INC.	3,320.33					
1	10111759	01/15/19 Storm Water Phase II-Design	3,320.33			5720 430246	950 2283	101000
180544		01620 KADRMAS, LEE & JACKSON INC.	1,453.73					
1	10111565	01/15/19 WW Treatment Design	1,453.73			5310 430601	950 2282	101000
180545		999998 RANDI LYNN LAMB	136.08					
		CPO Course - Great Falls, MT - 1/21-1/22/19						
1	01/23/19	Mileage/Meals-Lamb	136.08			1000 460445	300	101000
180546		01780 MONTANA BROOM & BRUSH	283.82					
1	1334429	01/16/19 Toilet Paper	24.38		31912	1000 430200	200	101000
2	1334429	01/16/19 Toilet Paper	24.38		31912	5210 430500	200	101000
3	1334429	01/16/19 Toilet Paper	24.38		31912	5310 430600	200	101000
4	1334429	01/16/19 Toilet Paper	24.38		31912	5410 430830	200	101000
5	1334429	01/16/19 RFD-Paper Towels	29.53		31912	1000 420401	200	101000
6	1333042	01/09/19 Toilet Paper/Paper Towel/Disi	156.77		31912	1000 460442	200	101000
180547		01400 CHEMICAL MONTANA CO	780.00					
1	24562	01/10/19 Sodium Hypochlorite 53gal Drum	780.00		31911	5210 430500	200	101000
180548		02285 KANN MANUFACTURING CORP	51.56					
1	19303	01/14/19 Cable Threaded	51.56		31910	5410 430830	200	101000
180549		00041 SHELBY PROMOTER	514.46					
1	JT 24258	12/12/18 Public Work Receipt Books	514.46		31909	5410 430840	200	101000
180550	-98669E	02459 SPRINGHILL SUITES	102.58					
		CPO Course - Great Falls, MT - 1/21-1/22/19						
1	63631	01/22/19 Lodging-Lamb	102.58		31905	1000 460445	300	101000
180551		00485 BIG SKY FIRE EQUIPMENT	50.65					
1	125721	01/10/19 Restock Medicine Cabinet-Shop	12.66		31913	1000 430200	260	101000
2	125721	01/10/19 Restock Medicine Cabinet-Shop	12.67		31913	5210 430500	260	101000
3	125721	01/10/19 Restock Medicine Cabinet-Shop	12.66		31913	5310 430600	260	101000
4	125721	01/10/19 Restock Medicine Cabinet-Shop	12.66		31913	5410 430830	260	101000
180552		00047 BEN TAYLOR INC	4,446.37					
1	44650	12/11/18 UV Plant Propane	607.60			5210 430500	230	101000
2	40595	12/29/18 UV Plant Propane	387.50			5210 430500	230	101000
3	15885	12/31/18 12/18 Fuel	353.93		31914	1000 430200	230	101000
4	15885	12/31/18 12/18 Fuel	742.40		31914	5410 430830	230	101000
5	15885	12/31/18 12/18 Fuel	101.79		31914	5310 430600	230	101000
6	15885	12/31/18 12/18 Fuel	335.13		31914	5410 430840	230	101000

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7	15885	12/31/18 12/18 Fuel		75.14		31914	5210 430500	230	101000
8	15885	12/31/18 12/18 Fuel		67.20		31914	5210 430500	230	101000
9	15885	12/31/18 12/18 Fuel		18.01		31914	1000 460430	230	101000
10	15885	12/31/18 12/18 Fuel		52.19		31914	1000 460430	230	101000
11	15885	12/31/18 12/18 Fuel		195.79		31914	5310 430600	230	101000
12	15885	12/31/18 12/18 Fuel		135.54		31914	1000 460430	230	101000
13	15885	12/31/18 12/18 Fuel		237.77		31914	5210 430500	230	101000
14	15885	12/31/18 12/18 Fuel		85.78		31914	1000 420500	230	101000
15	15885	12/31/18 12/18 Fuel		96.52		31914	1000 440600	230	101000
16	658782	12/03/18 Windshield Washer Fluid		40.77		31915	1000 430200	200	101000
17	658782	12/03/18 Windshield Washer Fluid		40.76		31915	5210 430500	200	101000
18	658782	12/03/18 Windshield Washer Fluid		40.76		31915	5310 430600	200	101000
19	658782	12/03/18 Windshield Washer Fluid		40.76		31915	5410 430840	200	101000
20	189991	12/20/18 Sock Adapt/Screws/Bolts/Bit		27.50		31915	1000 460430	200	101000
21	188515	12/01/18 Chick Dry Cat		25.99		31915	1000 440600	200	101000
22	189847	12/18/18 Ratch Tie/Tarp/Rubb St		51.71		31915	5410 430830	200	101000
23	188520	12/01/18 Shop Towels/Form a Gsk		24.96		31915	5210 430500	200	101000
24	188901	12/04/18 Spring Snap		4.99		31915	5410 430840	200	101000
25	632199	12/19/18 Clamps		20.60		31915	5410 430840	200	101000
26	188432	12/01/18 Slim Pocket Light USB		25.00		31915	5210 430500	200	101000
27	190177	12/23/18 PVC Pipe/Coupling		33.48		31915	5210 430500	200	101000
28	189586	12/13/18 Putty/Putty Knife/Spackle		24.56		31915	1000 460442	200	101000
29	190339	12/27/18 Tint Base Gal		33.99		31915	1000 460442	200	101000
30	189490	12/13/18 Screws/Sandpaper		8.58		31915	1000 460442	200	101000
31	188441	12/01/18 Bolts/30 Amp Breaker/Elec Tape		69.14		31915	1000 460465	369	101000
32	188497	12/01/18 Wire/Blk Cable/Cable Clamp		49.37		31915	1000 460465	369	101000
33	188499	12/01/18 RETURN-30 Amp Breaker		-22.99		31916	1000 460465	369	101000
34	188540	12/01/18 RETURN-30 Amp Breaker		-22.99		31916	1000 460465	369	101000
35	188877	12/04/18 Wire/Connectors		10.10		31916	5310 430600	200	101000
36	188886	12/04/18 Screws/Bit/Form a Gsk/Rag		47.36		31916	5310 430600	200	101000
37	188938	12/04/18 Ylw Connectors/Org Connectors		2.55		31916	5310 430600	200	101000
38	190262	12/26/18 Towels/Gloves/Scraper/Pulley		106.43		31916	5310 430600	200	101000
39	189454	12/12/18 Handy Box/Clamp/Box Cover		4.26		31916	5310 430600	200	101000
40	188452	12/01/18 Bit/Flange/Plug/Screws/Elbow		80.22		31916	5310 430600	200	101000
41	190553	12/31/18 Milk House Heater		26.99		31916	5310 430600	200	101000
42	632192	12/07/18 Bleach		23.92		31916	5210 430500	200	101000
43	189588	12/13/18 Propane		9.60		31916	5210 430500	200	101000
44	189886	12/18/18 Hamm Bit		31.99		31916	5210 430500	200	101000
45	188584	12/04/18 Epoxy		10.98		31916	5210 430500	200	101000
46	188954	12/05/18 Hose Clamps		4.58		31916	5210 430500	200	101000
47	188641	12/01/18 Cable/Cord		44.96		31916	1000 430200	200	101000
48	189762	12/17/18 Tape		18.99		31916	1000 430200	200	101000
49	189778	12/17/18 Screws/Fasteners		35.16		31916	1000 430200	200	101000
50	UC25480	12/07/18 Receipt on Account		-20.95			5210 430500	200	101000

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180553		01863 PURE BLISS CYCLE INC	56.19					
1	37102	01/23/19 Taillight Unit Assy	56.19		31918	1000 430200	200	101000
180554		01866 SHELBY PAINT AND HARDWARE	60.97					
1	12949	12/31/18 CFD-Water Filters	15.98		31852	1000 420400	200	101000
2	13053	01/18/19 RFD-Shovel	44.99		31852	1000 420401	200	101000
180555		01946 ALL SEASON HEATING & AIR	1,344.77					
1	33494	01/25/19 Service Call Pool Boiler	1,344.77		31926	1000 460445	369	101000
180556		02069 NATIONAL LAUNDRY CO	107.43					
1	54868	01/23/19 Red Shop Towels	26.85		31925	1000 430200	300	101000
2	54868	01/23/19 Red Shop Towels	26.86		31925	5210 430500	300	101000
3	54868	01/23/19 Red Shop Towels	26.86		31925	5310 430600	300	101000
4	54868	01/23/19 Red Shop Towels	26.86		31925	5410 430840	300	101000
180557		01876 TITAN MACHINERY	163.89					
1	11934451	01/17/19 Curtain Street Right	163.89		31924	2500 430200	200	101000
180558		01866 SHELBY PAINT AND HARDWARE	162.59					
1	64623	12/20/18 Keys	4.00		31923	1000 460465	300	101000
2	64685	01/02/19 Blades/Knife	47.96		31923	1000 460465	300	101000
3	64757	01/03/19 Power Strip/TV Stand/Hole Set	84.97		31923	1000 460442	200	101000
4	64758	01/03/19 Mop	15.98		31923	1000 460465	300	101000
5	64739	01/17/19 Keys/Screws	9.68		31923	1000 460442	200	101000
180559	-98668E	01545 AMAZON.COM	67.92					
1	1122980000	01/07/19 Digital Reader/Test Strips	67.92		31921	1000 460445	200	101000
180560		02340 SCOTT COMPANY TRAVEL GUIDE	897.50					
1	112007	01/25/19 TBID-Advertising 2019	897.50			7199 212500		101000
180561		01700 ORKIN, INC	1,224.13					
1	26226760	01/29/19 Civic Center-Year in Advance	1,218.82		31928	1000 460442	300	101000
2	180392250	02/04/19 CC-Balance Due 2/4/19 Servi	5.31			1000 460442	300	101000
180562		02045 NAPA AUTO PARTS	5,630.59					
1	108125	01/28/19 Battery/Pressure Washer	63.58		31919	1000 430200	200	101000
2	108125	01/28/19 Battery/Pressure Washer	63.60		31919	5210 430500	200	101000
3	108125	01/28/19 Battery/Pressure Washer	63.60		31919	5310 430600	200	101000
4	108125	01/28/19 Battery/Pressure Washer	63.60		31919	5410 430840	200	101000
5	107594	01/16/19 Floor Dri	51.30		31919	5410 430840	200	101000
6	107591	01/16/19 (2)Worklight	19.98		31919	1000 430200	200	101000
7	107805	01/21/19 16" Exactfitb	10.99		31919	1000 430200	200	101000

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8	107711	01/17/19 Rainx Weather Beat	15.98		31919	5410 430840	200	101000
9	107621	01/16/19 Grommet/Lamp/Red-Tacky	50.42		31919	5410 430830	200	101000
10	107287	01/10/19 Pliers	28.72		31919	5310 430600	200	101000
11	108117	01/28/19 Cable Tie/Terminals	2.95		31919	1000 430200	200	101000
12	108117	01/28/19 Cable Tie/Terminals	2.94		31919	5210 430500	200	101000
13	108117	01/28/19 Cable Tie/Terminals	2.94		31919	5310 430600	200	101000
14	108117	01/28/19 Cable Tie/Terminals	2.94		31919	5410 430840	200	101000
15	108018	01/25/19 Cap Screw/Cross Member Cable	67.61		31919	5410 430830	200	101000
16	107871	01/22/19 Wiper	12.99		31919	1000 430200	200	101000
17	107264	01/10/19 Adj Wrench/Ring Terminal	3.37		31919	1000 430200	200	101000
18	107264	01/10/19 Adj Wrench/Ring Terminal	3.37		31919	5210 430500	200	101000
19	107264	01/10/19 Adj Wrench/Ring Terminal	3.37		31919	5310 430600	200	101000
20	107264	01/10/19 Adj Wrench/Ring Terminal	3.37		31919	5410 430840	200	101000
21	106972	01/03/19 Hot Water PW Gas Eng	1,149.75		31919	1000 430200	200	101000
22	106972	01/03/19 Hot Water PW Gas Eng	1,149.75		31919	5210 430500	200	101000
23	106972	01/03/19 Hot Water PW Gas Eng	1,149.75		31919	5310 430600	200	101000
24	106972	01/03/19 Hot Water PW Gas Eng	1,149.75		31919	5410 430840	200	101000
25	107566	01/16/19 Fittings	31.50		31919	5410 430830	200	101000
26	107656	01/17/19 Ptex Spray Adhes	1.99		31919	1000 430200	200	101000
27	107656	01/17/19 Ptex Spray Adhes	2.00		31919	5210 430500	200	101000
28	107656	01/17/19 Ptex Spray Adhes	2.00		31919	5310 430600	200	101000
29	107656	01/17/19 Ptex Spray Adhes	2.00		31919	5410 430840	200	101000
30	108083	01/28/19 Work Light/Rocker LED/Wire	87.40		31919	1000 430200	200	101000
31	108084	01/28/19 Reman/Air Dryer	367.08		31919	1000 430200	200	101000
180563		01862 KENCO SECURITY AND TECHNOLOGY	30.00					
1	1525429	02/01/19 Access Control 2/18-4/19	30.00		31929	5410 430840	300	101000
180564	-98667E	02285 KANN MANUFACTURING CORP	145.47					
1	19390	01/28/19 Spring Extn/Block, Rubber	145.47		31930	5410 430830	200	101000
180565		01903 1ST CHOICE PLUMBING LLC	462.50					
1	6262	01/25/19 Hydro Jet Sewer Line at CC	462.50		31931	1000 460442	369	101000
180566	-98666E	01545 AMAZON.COM	327.42					
1	1123228502	01/29/19 Winch/Winch Mount	163.71		31933	1000 430200	200	101000
2	1123228502	01/29/19 Winch/Winch Mount	163.71		31933	1000 460430	200	101000
180567		00312 HELENA SAND & GRAVEL INC	782,506.89					
1	5	01/20/19 Storm Water App #5	782,506.89			5720 430246	950 2283	101000

01/31/19  
13:14:17

CITY OF SHELBY  
Claim Details  
For the Accounting Period: 1/19

Page: 12 of 14  
Report ID: AP100

\* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
180568			00001 DEPARTMENT OF REVENUE	7,904.10					
1	5	01/20/19 App #5 Helena Sand & Gravel		7,904.10			5720 430246	950 2283	101000
180569			00037 NORTHWEST PIPE FITTINGS INC	1,528.95					
1	295770	01/28/19 (2)1/2" Sample Tap Valve		39.18		31932	5210 430500	200	101000
2	280040	01/28/19 (2)2" E-Coder Pit Gal Register		455.36		31932	5210 430500	200	101000
3	280040	01/28/19 (2)2" Turbine Pit Gal Register		455.36		31932	5210 430500	200	101000
4	280040	01/28/19 Freight		35.88		31932	5210 430500	200	101000
5	294807	01/28/19 Reducer/Bushing/Nipples/Valves		494.09		31932	5210 430500	200	101000
6	295768	01/28/19 (6)Brass Nipples		49.08			5210 430500	200	101000
180570			02097 FASTENAL COMPANY	29.48					
1	198464	01/29/19 M4/M6/M8/Connectors/SAE		7.37		31936	1000 430200	200	101000
2	198464	01/29/19 M4/M6/M8/Connectors/SAE		7.37		31936	5210 430500	200	101000
3	198464	01/29/19 M4/M6/M8/Connectors/SAE		7.37		31936	5310 430600	200	101000
4	198464	01/29/19 M4/M6/M8/Connectors/SAE		7.37		31936	5410 430840	200	101000
180571			00039 PETTY CASHIER	232.70					
1	2798	01/09/19 TC Treas 2012 Chevy Renewal		20.60			5210 430500	300	101000
2	2798	01/09/19 TC Treas 2012 Chevy Renewal		20.60			5210 430500	300	101000
3	2798	01/09/19 TC Treas 2005 FRHT Renewal		30.90			5410 430830	300	101000
4	2799	01/23/19 Travelers-Bond Title 06 Gator		100.00			1000 430200	300	101000
5	2800	01/11/19 TC Treasurer Specialty Plate		40.00			7427 411850	800	101000
6	2851	01/23/19 TC Treasurer 2006 Gator Plate		20.60			1000 430200	300	101000
# of Claims				69	Total: 2539,630.66				
Total Electronic Claims				137,116.53	Total Non-Electronic Claims		2402514.13		

01/31/19  
13:14:28

CITY OF SHELBY  
Claims on Hold  
For the Accounting Period: 1/19

\* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period ( 3/18) ****									
170676		01620 KADRMAS, LEE & JACKSON INC.		21,061.71					
1	10097598	03/09/18 Rail Safety-Project Initiati		17,385.64			1000 470120	790	101000
2	10097598	03/09/18 Rail Safety-Prelim/FinalDesi		3,676.07			1000 470120	790	101000
*** Claim from another period ( 4/18) ****									
170779		01620 KADRMAS, LEE & JACKSON INC.		9,748.69					
1	10098779	04/11/18 Rail Safety-Prelim/FinalDesi		9,748.69			1000 470120	790	101000
*** Claim from another period ( 5/18) ****									
170837		01620 KADRMAS, LEE & JACKSON INC.		6,345.97					
1	10099826	05/09/18 Rail Safety-Project Initiati		54.66			1000 470120	790	101000
2	10099826	05/09/18 Rail Safety-Prelim/FinalDesi		6,291.31			1000 470120	790	101000
*** Claim from another period ( 6/18) ****									
170922		01620 KADRMAS, LEE & JACKSON INC.		5,162.76					
1	10101218	06/11/18 Rail Safety-Project Initiati		1,404.51			1000 470120	790	101000
2	10101218	06/11/18 Rail Safety-Prelim/FinalDesi		3,758.25			1000 470120	790	101000
*** Claim from another period ( 7/18) ****									
180038		01620 KADRMAS, LEE & JACKSON INC.		1,591.85					
1	10102477	07/05/18 Rail Safety-Project Initiati		774.69			1000 470120	790	101000
2	10102477	07/05/18 Rail Safety-Prelim/FinalDesi		817.16			1000 470120	790	101000
*** Claim from another period ( 8/18) ****									
180132		01620 KADRMAS, LEE & JACKSON INC.		1,108.87					
1	10103967	08/09/18 Rail Safety-Project Initiati		803.91			1000 470120	790	101000
2	10103967	08/09/18 Rail Safety-Prelim/FinalDesi		304.96			1000 470120	790	101000
*** Claim from another period ( 9/18) ****									
180222		01620 KADRMAS, LEE & JACKSON INC.		1,780.03					
1	10105368	09/10/18 Rail Safety-Project Initiati		457.79			1000 470120	790	101000
2	10105368	09/10/18 Rail Safety-Prelim/FinalDesi		1,322.24			1000 470120	790	101000
*** Claim from another period (12/18) ****									
180463		01620 KADRMAS, LEE & JACKSON INC.		909.21					
1	10109338	12/05/18 Rail Safety-Project Initiati		602.78			1000 470120	790	101000
2	10109338	12/05/18 Rail Safety-Prelim/FinalDesi		306.43			1000 470120	790	101000
				# of Claims	69	Total:		47,709.09	

01/31/19  
13:14:37

CITY OF SHELBY  
Fund Summary for Claims  
For the Accounting Period: 1/19

Page: 14 of 14  
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$61,609.47
2310 TAX INCREMENT FINANCING DISTRICT (TIFD)	
101000 Cash-Operating	\$36,852.00
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,873.66
2500 STREET MAINTENANCE DISTRICT NO. 1	
101000 Cash-Operating	\$163.89
2920 TRAILS GRANT	
101000 Cash-Operating	\$3,250.00
2936 WILLIAMSON BLDG RENOVATIONS	
101000 Cash-Operating	\$1,178.10
5210 WATER UTILITY	
101000 Cash-Operating	\$21,892.26
102210 Cash-Revenue Bond Sinking & Interest	\$1,543,709.98
5310 SEWER UTILITY	
101000 Cash-Operating	\$11,952.76
102210 Cash-Revenue Bond Sinking & Interest	\$27,780.00
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$12,208.31
5720 STORM DRAINAGE	
101000 Cash-Operating	\$814,140.85
7199 TOURISM BUSINESS IMPROVEMENT DIST (TBID)	
101000 Cash-Operating	\$979.38
7427 SPECIALTY LICENSE PLATES (SHELBY)	
101000 Cash-Operating	\$40.00
<b>Total:</b>	<b>\$2,539,630.66</b>

## MINUTES OF THE PARK & RECREATION COMMITTEE

Held at Shelby City Hall

January 28, 2019

In attendance: Gary McDermott, Loren Skartved, Lyle Kimmet, Eric Tokerud, Elisha Dempsey, Locke Mellott, Jason Gray, Jessi LaTray, guests Peder Underdal and Maria Price and Lorette Carter reporting.

**Minutes:** The minutes of the November 26, 2018 were included for review.

### **Civic Center Facility Manager Report:**

Jessi started work at the Civic Center on December 19<sup>th</sup>. Her office hours are Monday through Thursday from 2:00 to 7:00pm and Friday from 2:00 to 6:00pm. She has seen a steady increase in usage as she has created a calendar of work out opportunities and roller skating. Monday and Wednesday are work out stations from 4:00 to 6:00pm; Tuesday is roller skating from 4:00-6:00pm and spinning at 5:45pm and 7:00pm; Thursday is a work out video at 5:15pm and yoga at 7:00pm in racquetball room #1. There is also basketball at 7:00pm on Thursday evenings.

Jessi is working with a couple other individuals to lead classes during the work week. She is also working with the Toole County Sheriff's Office to conduct a self-defense class. She is looking for fundraising opportunities as some weight equipment needs repairs as well as to purchase new equipment for the facility. She is looking for additional kids' activities and the potential to paint murals in the facility. Eric offered to connect her with art teacher, Celion Aspenson. Matt Kultgen has also offered to donate workout posters to display all the Civic Center has to offer. Elisha Dempsey, coordinator at the Sagebrush Food Pantry also suggested nutritional posters for the hallway adjacent to the Pantry in the Civic Center. She also offered the facility some additional weight room equipment. Jessi will visit with Elisha on this.

TJ Wanken has offered to purchase a new bench and repair the existing benches in the weight room. Jessi asked if the City could give him a free month's pass in appreciation. Locke suggested the City also give Scott and Nick Welker a free pass if they were not thanked previously for the weight rack they built and Matt for the posters. The committee approved the recommendation to City Council.

Jessi asked for approval to get a quote to wax the bathroom floors and for a security camera system as the existing system is obsolete.

### **City Superintendent Report:**

- **Middle School:** Loren recapped the State Fire Marshall's assessment of the Middle School gym which prohibited use until the sheet rock was replaced; exits identified more clearly; and all fire exits accessible. Loren and the city crew did complete most of the sheet rocking. There is still some areas to be completed. Peder Underdal of All Seasons is working on the new heater system for the gym area. The Marias Valley Archers hosted the Polar Sizzler last weekend with over 80 shooters. They appreciated the nice facility in which to compete. The Shelby Strong bench has been placed at the Middle School bus stop. The bench was purchased with grant funds from the Toole County Prevention grant.

- **City Parks:** Lorette reported the Shelby Market and Music group has received permission to install a gate on the back side of City Park for musicians accessing the park gazebo.
- **City Hall:** Thanks to City crew for moving a concrete bench to the front of City Hall.
- **Roadrunner Recreation Trail:** Loren reported the City has purchased a used side-by-side with a broom attachment to keep the trail swept throughout the year. The equipment will need a cab to protect the driver.
- **Swimming Pool/Splash Park:** Loren presented a tentative schedule for the summer season. He noted the hour break from 5-6:00pm for lifeguards to take a dinner break. The swim team could then use the facility for practice rather than at noon. Peder discussed the swim team members and coaches schedules and lifeguard needs. Peder will take the proposed schedule to the Swim Team board and report at the next meeting. Peder noted the proposed date for the Shelby Swim Meet is Saturday, June 15<sup>th</sup>. Peder also noted swim team sign-ups will be May 1<sup>st</sup> which the pool manager will need to be on hand to sell summer passes.

#### Tree Board:

- **Urban Forestry Program Development Grant:** Word has been received of grant funding for new tree purchases as well as transferring trees from the Wild Turkey Tree Farm to public areas within Shelby.
- **East Entrance:** The City is waiting on a cost estimate from Forde Nursery for the softscape design. Raquel Myers has provided a cost/hour estimate to design a new welcome sign for the east end.

#### Old Business:

- **Business Recreation Program:** Lorette provided a copy of current sign up documentation. She noted Mayor McDermott, CFO, Jade Goroski and herself have been working on the program in making it more viable for smaller firms. Eric suggested the City consider a pay scale relative to employee numbers. Eric suggested the following:
  - 25 or less ~ \$50.00 monthly
  - 26-49 ~ \$100.00 monthly
  - 50 and over ~ \$150.00 monthly

Discussion will continue on improving this program.

- **Parks & Rec Department Exploratory:** No action taken.

#### Open Forum

- **Moonlight Madness:** Locke reported on the 3-on-3 basketball tournament which took place January 4<sup>th</sup> at the Civic Center. Twenty-one teams participated. He felt they could host many more teams, but the tourney would need to be played in school gyms and a winner/loser bracket established. Locke's intent was to get more people to see how great our Civic Center is. The event had a small shortfall, but they were able to donate to the Sagebrush Food Pantry. He hopes to have it the weekend of December 27<sup>th</sup> & 28<sup>th</sup>, 2019 to catch more college kids this year.

- **Kids Activities:** Maria brought up the potential for summer kid activities which not all may be athletic activities such as art class or computer skills. She also brought up the idea of parent-share time or a parent co-op to assist with more kid activities. Mayor McDermott will visit with Supt. Elliott Crump on the after school program on the number of attendees and any planned activities for this summer. Lorette will also contact other entities on putting together a resource list of summer activities for kids.
- **Lake Shel-oole:** Elisha asked about Lake Shel-oole and making it access friendly. She noted Jerry Lamb had a floating dock he would like to donate to Lake Shel-oole. She also noted the Toole County Conservation District may have grant opportunities for projects related to improving Lake Shel-oole as a community amenity. Lorette will contact MT FPW area biologists on Lake Shel-oole before presenting to City Council for potential improvements.
- **Ice Rink:** Loren noted the city crew tried to fill the ice rink but it immediately absorbed into the soil.
- **Pars & Rec Committee:** Maria Price and Donato Rigg have agreed to join the committee.
- **The following are the dates for upcoming Civic Center activities:**
  - April 4, 2019 – Blood Drawing
  - June 6, 2019 – Blood Drawing
  - August 8, 2019 – Blood Drawing
  - October 3, 2019 – Blood Drawing
  - December 12, 2019 – Blood Drawing

**ORDINANCE NO. 837**

**AN ORDINANCE AMENDING TITLE 1-ADMINISTRATION, CHAPTER 12-SCHEDULE OF FEES, PART 3 GARBAGE / LANDFILL EXEMPTION FROM FEES**

WHEREAS, the City of Shelby's City Council intends that the rates as established in 1-12-3 S.M.C. are for customers who dump typical waste in the Municipal landfill; and

WHEREAS, the City Council does not intend that these rates are applicable to any customer who dumps large amounts of waste such as debris from building demolition or waste that requires special handling; and

WHEREAS, 1-12-3(A)(3) S.M.C. conflicts with the City Council's intentions by exempting all commercial and residential customers receiving City of Shelby garbage service "from paying any further fees when utilizing the landfill" as established by 1-12-3 S.M.C.; and

WHEREAS, the City Council has determined to remove or delete 1-12-3(A)(3) S.M.C. from the Shelby Municipal Code in order to resolve this conflict.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SHELBY, MONTANA that 1-12-3(A) of the Shelby Municipal Code shall be amended by deleting the following section of that ordinance and is no longer in effect in the City of Shelby, Montana:

1-12-3(A)(3) USERS USING GARBAGE SERVICE: All commercial and residential customers receiving Municipal garbage service are exempt from paying any further fees when utilizing the City of Shelby's Municipal landfill

BE IT FURTHER ORDAINED that the remaining sections of 1-12-3(A) S.M.C. remain as specified in the Ordinance.

FIRST, passed and approved by the Council of the City of Shelby, Montana this 22nd day of January, 2019.

\_\_\_\_\_  
Gary W. McDermott, Mayor

Attest:

\_\_\_\_\_  
Jade Goroski, Finance Officer

*FINALLY, passed and approved by the Council of the City of Shelby, Montana this 4<sup>th</sup> day of February, 2019.*

\_\_\_\_\_  
Gary W. McDermott, Mayor

Attest:

\_\_\_\_\_  
Jade Goroski, Finance Officer

RESOLUTION NO. 1990

A BUDGETARY AUTHORITY RESOLUTION FOR THE  
CDBG PROGRAM GRANT

WHEREAS, the City of Shelby was awarded CDBG funds in the amount of \$450,000 for Phase II of the Storm Drainage Project, for which no provision was made in fiscal 2018-19 City budget; and,

WHEREAS, the City of Shelby may appropriate federal or state money received during the fiscal year by formal resolution; and,

NOW, THEREFORE, BE IT RESOLVED that the City of Shelby is authorized to accept the following grant funding to perform the above-stated project; and the City Council of the City of Shelby, Montana, hereby appropriates the sum of \$450,000 and directs the City Finance Officer to allocate said amount to the following program activities:

<u>Expenditure Code</u>	<u>Activity Cost</u>
Storm Drainage-Capital Outlay, Construction 5720-430246-950	\$450,000
<u>Revenue/Cash Code</u> CDBG 380102 (cash 101000)	<u>\$450,000</u>

BE IT FURTHER RESOLVED that the above appropriation shall become effective on February 4, 2019.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHELBY,  
MONTANA, AND APPROVED BY THE MAYOR THIS 4TH DAY OF FEBRUARY, 2019.

\_\_\_\_\_  
GARY MCDERMOTT, MAYOR

ATTEST:

\_\_\_\_\_  
JADE GOROSKI, FINANCE OFFICER

CITY OF SHELBY

**PAYROLL EXPENSE BY DEPARTMENT - 1/2019**

CITY HALL	25,833.37
ELECTED OFFICIALS (Mayor & Council)	7,204.29
PARK & RECREATION	1,609.25
PUBLIC WORKS	61,504.56
VOLUNTEERS (Animal Shelter & Firemen )	143.01
- Workers Comp expense only	
<b>TOTAL PAYROLL EXPENSE</b>	<b>\$ 96,294.48</b>

Payroll, Reports, Payroll Register, Preview, Pay Date: whole month, Select a Group: Yes, check Select by Dept box, uncheck Skip Volunteers box, double click by individual department, Sequence: Dept/Emp, Enter Total Payroll Expense (Gross Pay + Employer Contributions) above

Lorette Carter  
City of Shelby  
112 1<sup>st</sup> St. South  
Shelby, MT 59474  
(406) 434-5222  
shbcdc@3rivers.net

RE: Scope and Budget for Main Street Shelby National Register of Historic Places Nomination and Historic Preservation Plan

KLJ proposes to draft a National Register of Historic Places (NRHP) District (District) nomination and a Historic Preservation Plan (HPP) for a portion of Main Street in Shelby Montana. The proposed portion includes the north and south sides of Main Street between Montana Avenue to the east and 4<sup>th</sup> Avenue to the west (Project Area), which includes 37 buildings fronting Main Street. Given the budgetary constraints outlined to KLJ by the City of Shelby (City), KLJ can complete this portion of Main Street within those parameters. As outlined by the City in the RFP, KLJ's scope of work includes the following task:

- Perform a records search and background research of the Project area;
- conduct public outreach with Project area business owners and interested parties in Shelby, MT;
- record all buildings with the Project Area;
- prepare and submit a NRHP District nomination for the Project area; and
- prepare a Historic Preservation Plan for the District.

#### **Background and Archival Research**

Following the award of the contract, KLJ will conduct public outreach and historic background research for the Project Area. To facilitate background research, KLJ will initiate consultation with the Montana State Historic Preservation Office (SHPO) and conduct a records search of the Project Area to identify all previous cultural resource work and obtain any associated records. During this outreach, KLJ will inform the SHPO of the project and request any specific guidance and resources to assist with the District nomination. KLJ will also work with the City, Toole County Assessor's Office, local historic societies, and libraries to begin compiling the necessary historical documentation required to formulate periods of significance and evaluate the proposed District and its component buildings. This review is important to develop sufficient and specific knowledge about the history and resources within the proposed district and formulate an approach to recordation and evaluation.

#### **Public Outreach**

Along with background research, KLJ will begin a program of public outreach to land and business owners, historical societies, and other interested parties. This outreach will focus on integrating the cultural values, historic elements and development goals of the community. KLJ will begin this process by soliciting input from the owners and tenants of the buildings to be evaluated for inclusion in the District nomination. These individuals will represent the most important element of public outreach as they are within areas directly impacted by the formation of a District. In addition, KLJ will coordinate with the City to determine other avenues of public outreach via City Council Meetings, public notifications, and discussions with City officials regarding their vision for the future of Shelby that incorporates its rich history. KLJ has not budgeted for attendance at any City Council or other meetings. If such meetings are required a change of scope may be necessary to facilitate these meetings.

### **Field Research**

KLJ will conduct a detailed building inventory of all the structures within the Project Area to acquire the necessary architectural details required for NRHP nomination. Given the provided budgetary requirements focusing on the Project Area/Main Street will provide the most direct route to creating of a NRHP district with the most potential for future renovation and reuse as well as potential for Historic Preservation tax credits. This inventory will record the structural elements of each building including historic and modern designs, focusing on NRHP significant architectural elements. This inventory will also evaluate their integrity based on the NRHP standards. All buildings will be documented following NRHP standards and site forms will be completed for each property. Along with recording the Project Area buildings, KLJ will document all visual elements that define the proposed District and assess their effect on the historic character and integrity of Main Street. The fieldwork will also map the District and its elements on Trimble GPS units to provide data for sub-meter accurate maps required to demarcate and provide accurate coordinates for the NRHP nomination.

### **National Register of Historic Places District Nomination**

Following fieldwork, KLJ and sub consultant Delia Hagen will prepare a NRHP District nomination for the Project Area. The report will follow the guidelines established by the National Parks Service (NPS) Bulletin 16 (1997) outlining the requirements and format for nominations. The nomination will be on a NRHP nomination form 10-900. The form will include a table of contents, statement of historic context(s), documentation of associated property types, geographical data on the District, a summary of identification and evaluation methods, and a bibliography. Per NPS standards the report will include numerous high-resolution photographs of the district and individual properties. KLJ will submit a draft of the District nomination to the MT SHPO for review and comments. KLJ assumes the revisions identified by the SHPO will be minimal. If significant revisions are required additional work may be necessary. The cost and scope of this cannot be determined at this time. Following revisions, the document will again be submitted to the SHPO for consideration by the State review board. If the nomination is approved by the State board it will be submitted to the NPS.

### **Historic Preservation Plan**

In conjunction with the NRHP District nomination, KLJ's will work with the City, to draft a historic preservation and development plan. This plan will be developed in close coordination with the City and the public to ensure community values and goals are included as a foundational element. The plan will set goals for historic preservation and development including; defining a vision for downtown preservation, an implementation schedule, and provide guidance on rehabilitation projects and new construction. The program will focus on those NRHP District structures that have a high potential for renovation and reuse and provide suggestions for compatible development. Per the Request for Qualifications, this plan will be submitted to the Shelby City Council for approval.

### **Project Timeline**

KLJ's proposed project will follow the timeline supplied by the City in the Request for Qualifications. Following the award of the contract, KLJ will immediately begin consultation with the City and Montana SHPO to initiate the project. In addition, KLJ will immediately initiate public outreach and begin background research. Concurrently, by late January 2019 KLJ will record all the buildings in the Project area. Along with fieldwork, KLJ will conduct historic research at local historical societies and libraries. KLJ anticipates the fieldwork and field research to be completed by early February 2019.

Following fieldwork, KLJ will begin drafting the NRHP District nomination and historic preservation plan. KLJ will have draft copies of these documents submitted to the City by the end of March 2019. Following

the City's comments KLJ will submit the revised draft to the Montana SHPO for review. KLJ anticipates a 30-day review period with comments received by the end of April 2019. KLJ will then complete revisions and submit final documents to the SHPO and City in May 2019.

**Cost Assumptions**

Based on our conversations last week the below table presents cost options for a variety of options including the NRHP nomination of Main Street only; NRHP nomination of Main Street and government buildings; NRHP nomination of main street and historic preservation plan; NRHP nomination of Main Street, government buildings, and a historic preservation plan.

The cost estimate does not include any additional studies beyond what has been described above. Depending on the results of the project additional work may be necessary to further identify or comply with NRHP standards, based on reviewer comments. In addition, based on KLJ's knowledge of Shelby and its Main Street we will draft a strong argument for NRHP significance. However, the NRHP process is subject to reviewers and KLJ makes no guarantees that the District will be formally listed if the MT SHPO or NPS determines it is not significant for listing on the NRHP.

Project Description	Anticipated Costs
NRHP Nomination Main Street	\$29,900.00
NRHP Nomination Main Street and Government Buildings	\$38,101.80
NRHP Nomination and HPP Main Street	\$40,181.60
NRHP Nomination and HPP Main Street and Government Buildings	\$46,900.80

We look forward to working with the City to help meet your cultural resource needs. If you have any questions, please contact me at 406-447-3356 or [ryan.wendel@kljeng.com](mailto:ryan.wendel@kljeng.com)

Sincerely,



Ryan Wendel (M.A., RPA)  
Cultural Resource Department Director  
KLJ Engineering Inc.

# ICS Class

- ❖ ICS700: Introduction to National Incident Management System (NIMS)
- ❖ ICS100: Introduction to Incident Command System (ICS)
- ❖ ICS200: ICS for Single Resources & initial Action Incidents
- ❖ ICS800: Introduction to National Response Framework

March 13, 2019

9 am to 5 pm

Marias Medical Center  
Conference Room

Hosted by Toole County DES

Lunch Served



*Class open to everyone but is limited to 40 participants so RSVP today!  
These classes are prerequisite for ICS300 class in May.*

**Please RSVP by March 8 to Cindy Combs  
450-6261 or [des@toolecountymt.gov](mailto:des@toolecountymt.gov)**

## Lori Stratton

---

**From:** Jade Goroski  
**Sent:** Tuesday, January 29, 2019 6:55 AM  
**To:** Lori Stratton  
**Subject:** FW: City Council Absence

Lori,

Please add the email from Aaron to the council packet and list as an agenda item under other matters.

**From:** Aaron Heaton [mailto:aaronheaton@gmail.com]  
**Sent:** Monday, January 28, 2019 5:34 PM  
**To:** Jade Goroski <jade@shelbymt.com>; Gary McDermott <garym@3rivers.net>; Gary McDermott <gary@shelbymt.com>  
**Subject:** City Council Absence

Gary, Jade and City Council Members,

I am writing to request an extended leave of absence from regular city council meetings.

I have been mandated to the Southern border deployment on February 3, 2019, to assist with an influx of traffic.

Please excuse me from all city council meetings during the month of February.

Thank you,

Aaron Heaton  
406-450-8953  
aaronheaton

DEPARTMENT OF NATURAL RESOURCES  
AND CONSERVATION



STEVE BULLOCK, GOVERNOR

1539 ELEVENTH AVENUE

STATE OF MONTANA

DIRECTOR'S OFFICE: (406) 444-2074

FAX: (406) 444-2684

PO BOX 201601  
HELENA, MONTANA 59620-1601

**MEMORANDUM**

**To:** Jade Goroski, Finance Officer  
City of Shelby, Montana

**From:** Anna M. Miller, Financial Bureau Chief  
Conservation and Resource Development Division

**Date:** January 24, 2019

**Re:** Shelby Loans WRF-06087, WRF-09132, WRF-11235

A handwritten signature in blue ink, appearing to read "Anna M. Miller", written over the "From:" field.

The loans to the City of Shelby were paid off on January 23, 2019. Enclosed are your original bonds stamped paid in full as of January 2019.

We have enjoyed working with you. Should you have a need to borrow again, please let us know.

cc: Tricia Elpel – D & W w/  
Cid Sivils – DNRC w/o  
Shelby WRF-06087 w/  
Shelby WRF-09132 w/  
Shelby WRF-11235 w/

**CITY OF SHELBY COMMITTEES**

	<u>Telephone Number</u>		<u>Term</u>	
	<u>Work</u>	<u>Home</u>	<u>Expires</u>	<u>Yr</u>
<b><u>AUDIT</u></b> (meets at 7:00 p.m. prior to first council meeting each month to review & sign claims)				
<u>Mayor</u>				
1. Gary McDermott	434-5186	450-1173	open term	<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>City Council Members</u>				
2. Debra Clark (Ward 1)	434-5176	450-3853	open term	<a href="mailto:debclark2007@yahoo.com">debclark2007@yahoo.com</a>
3. Trent Tustian (Ward 2)			open term	<a href="mailto:luke.leelaw@gmail.com">luke.leelaw@gmail.com</a>
4. Bill Moritz (Ward 3)		424-2183	open term	<a href="mailto:bimoritz@3rivers.net">bimoritz@3rivers.net</a>
<u>Finance Officer</u>				
5. Jade Goroski	434-5222	NA		<a href="mailto:jade@shelbymt.com">jade@shelbymt.com</a>

**BOARD OF ADJUSTMENTS/ZONING** (meets as needed)

- 5 members appointed by mayor, subject to council approval, for 3-year terms

<u>Mayor</u>				
Gary McDermott	434-5186	450-1173	open term	<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>City Council Members</u>				
1. _____ (Ward 1)	434-2431	450-5886	1/1/2021	3
2. Lyle Kimmet (Ward 2)		434-2521	1/1/2022	3
3. Bill Moritz (Ward 3)		424-2183	1/1/2021	3
<u>Non City Council Members</u>				
4. Sue Smith PO Box 202, Shelby	434-2535	434-5319	1/1/2022	3
5. Robert Longcake 301 Valley St, Shelby	434-5567	434-5230	1/1/2020	3
6. Brice Kluth PO Box 670	434-5567	434-5170	1/1/2020	3

**COMMUNITY DEVELOPMENT/HOUSING TASK FORCE ADVISORY**

- 7 members who are residents of the city

<u>Mayor</u> - Gary McDermott				
	434-5186	450-1173	open term	<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>City Council Members</u>				
Debra Clark (Ward 1)		434-5496	open term	<a href="mailto:debclark2007@yahoo.com">debclark2007@yahoo.com</a>
Bill Moritz (Ward 3)		424-2183	open term	<a href="mailto:bimoritz@3rivers.net">bimoritz@3rivers.net</a>
<u>Community Development Director</u>				
Lorette Carter 560 5th Ave S, Shelby	424-8799	434-5433	Ad Hoc	<a href="mailto:shbcdc@3rivers.net">shbcdc@3rivers.net</a>
<u>Non City Council Members</u>				
1. Jeanne McDonough 140 Main St, Shelby	434-5156		Ad Hoc	

**CITY OF SHELBY COMMITTEES**

	<u>Telephone Number</u>		<u>Term</u>	<u>Yr</u>
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<b><u>FIRE COMMITTEE</u></b> (meets as needed)				
<u>Mayor</u> - Gary McDermott	434-5186	450-1173	open term	<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>City Council Members</u>				
Debra Clark (Ward 1)	434-5176	434-5496	open term	<a href="mailto:debclark2007@yahoo.com">debclark2007@yahoo.com</a>
Lyle Kimmet (Ward 2)				<a href="mailto:kimmetlyle@gmail.com">kimmetlyle@gmail.com</a>
<u>Non City Council Members</u>				
Todd Howell, Fire Chief		460-0574	open term	

**INDUSTRIAL PARK** (meets as needed)

*(Port of Northern Montana/NETA Board serves as the Industrial Park Board)*

<u>Appointed</u> - Larry Bonderud, director			open term	
Dwaine Iverson, treasurer			open term	
Kathy Alvestad, secretary			open term	
<u>Board Members</u>				
1. Buff Hartwell, Commissioner TC Courthouse, 226 1st St S	424-8310		open term	(county appointment)
2. Dan Whitted, Vice Chairman PO Box 721, Shelby	434-2172	434-2158	open term	(city appointment)
3. Travis Clark PO Box 295, Shelby	434-5201		12/31/2018	5
4. Joe Freithem 658 Telstad Rd, Shelby	434-2370		12/31/2019	5
5. Jay Lanius 940 Eagle Dr, Shelby	335-2211	434-7179	12/31/2019	5
6. Gary Iverson PO Box 99, Sunburst MT 59482		937-7050	12/31/2020	5
7. Byron Kluth, Chairman 260 Main St, Shelby	434-5567	434-2559	12/31/2021	5
8. Mark Cole PO Box 950, Shelby	434-5583	434-5724	12/31/2021	5
9. Pat Simons PO Box 644, Shelby		434-7139	12/31/2022	5

**MARIAS HERITAGE CENTER BOARD**

1. Lorette Carter (city rep) 112 1st St S, Shelby	434-5222		12/31/2021	3
2. Jade Goroski (city rep) 112 1st St S, Shelby	434-5222		12/31/2020	3
3. Heidi Alford (county rep)			12/31/2020	3
4. Vickie Sulenes (county rep)			12/31/2021	3
5. Deb Brandon (county rep/comm)	424-8310		open term	

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<b><u>PARK &amp; RECREATION</u></b> (meets last Monday of each month, 6:30 p.m.)				
<u>Mayor</u>				
Gary McDermott	434-5186	450-1173	open term	<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>Council Members</u>				
Lyle Kimmet (Ward 2)		434-2521	open term	<a href="mailto:kimmetlyle@gmail.com">kimmetlyle@gmail.com</a>
Trent Tustian (Ward 2)		231-1780	open term	<a href="mailto:tustiancitycouncil@gmail.com">tustiancitycouncil@gmail.com</a>
Luke Casey (Ward 3)	434-5244		open term	<a href="mailto:luke.leelaw@gmail.com">luke.leelaw@gmail.com</a>
<u>Non City Council Members</u>				
Elisha Dempsey 324 6th Ave S, Shelby		460-1131	open term	<a href="mailto:elishadempsey@yahoo.com">elishadempsey@yahoo.com</a>
Eric Tokerud 231 9th Ave N, Shelby		424-5726	open term	<a href="mailto:tokeklan@yahoo.com">tokeklan@yahoo.com</a>
Jayson Gray PO Box 876 , Shelby		460-1199	open term	<a href="mailto:jaysongray@live.com">jaysongray@live.com</a>
Matt Clark			open term	<a href="mailto:mccarpenter99@hotmail.com">mccarpenter99@hotmail.com</a>
Superintendent Loren Skartved	450-4319			
Com Dev Dir Lorette Carter	424-8799			

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<b><u>PLANNING BOARD (CITY-COUNTY)</u></b>					
<i>Membership MCA 76-1-201, 202</i>					
<u>Mayor</u> (not a member but attends the meetings)					
Gary McDermott	434-5186	450-1173	open term		<a href="mailto:garym@3rivers.net">garym@3rivers.net</a>
<u>City Planner (advisor)</u>					
Jim Yeagley		590-7121	open term		<a href="mailto:bicyclinginmt@yahoo.com">bicyclinginmt@yahoo.com</a>
1817 4th Ave N, Great Falls MT 59401					
<u>Deputy Clerk attends and takes minutes</u>					
<u>County Commissioners' Appointment</u> (2 official members reside outside the city limits but within jurisdictional area of planning board and may be employed by or hold office in the county)					
1. Mallory Riphenburg		450-0851	4/1/2019	2	<a href="mailto:mkfurr@gmail.com">mkfurr@gmail.com</a>
PO Box 586, Shelby					
2.			4/1/2018	2	-
<u>City Council Appointment</u> (2 official members reside within city limits and may be employed by or hold public office in the city)					
3. _____, Council (Ward 3)					
_____, Shelby					
			open term		-
4. Debra Clark, Council (Ward 1) (chairman)		424-5496	open term		<a href="mailto:debclark2007@yahoo.com">debclark2007@yahoo.com</a>
PO Box 762, Shelby					
<u>Mayor Appointment</u> (2 citizen members who reside within city limits)					
5. Gary Sulenes		450-2643	4/1/2020	2	<a href="mailto:vsulenes@hotmail.com">vsulenes@hotmail.com</a>
PO Box 233, Shelby					
6. Scott O'Brien		434-2578	4/1/2019	2	<a href="mailto:scottobrien41@hotmail.com">scottobrien41@hotmail.com</a>
961 Turner Ave, Shelby					
<u>County Commissioners' Appointment</u> (2 members who reside in the jurisdictional area of the city-county planning brd)					
7. Bob Longcake		434-5043	4/1/2019	2	<a href="mailto:boblongcake@yahoo.com">boblongcake@yahoo.com</a>
301 Valley St, Shelby					
8. Guy Dubois	424-8370	434-9367	4/1/2020	2	<a href="mailto:gdubois@mt.gov">gdubois@mt.gov</a>
115 Plum St, Shelby					
<u>Selected by the 8 officers and citizen members above from the board of supervisors of a conservation district provided for in MCA 76-15-311. If there is no member of the board of supervisors of a conservation district who is able or willing to serve on the planning board, the 9th member of the city-county planning board shall be selected by the 8 officers and citizen members above with the approval of the board of county commissioners and the city council</u>					
9. Roger Smedsrud		434-2090	6/13/2020	2	<a href="mailto:rsmedsrud@yahoo.com">rsmedsrud@yahoo.com</a>
126 12th Ave N, Shelby					

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<b><u>PUBLIC SAFETY COMMISSION (CITY-COUNTY)</u></b> (meets as needed)				
<u>Non Council Members (city representatives)</u>				
1. Norman Seymour 117 W Central Ave, Shelby		434-7228	12/31/2019	4
2. Dan Whitted PO Box 721, Shelby	434-2172	434-2158	12/31/2020	4
<u>Non Council Members (joint city-county representatives)</u>				
3. Wally Howery 734 Benton Ave, Shelby	434-2871	434-2273	12/31/2020	4
<u>Non Council Members (county representatives)</u>				
4. Donna Whitt (sheriff) PO Box 550, Shelby	434-5585		open	
5. George Nickol HC74, Box 76, Ledger MT 59456			12/31/2018	4
6. Steve Osgood	450-1688		12/31/2018	4
7. Joe Pehan (commissioner)	424-8210		open	

**SAFETY COMMITTEE** (meets monthly on 3rd Wednesday at 8:30 a.m.)

*Members shall be appointed by the Mayor from each of the following: Safety Coordinator (current Superintendent), At-Large Member-1, City Council-1, City Hall-1, Fire Dept-1, Civic Center or Pool-1, Public Works Dept-2*

Safety Coordinator (city superintendent)

1. Loren Skartved	434-5564	open term	<a href="mailto:loren@3rivers.net">loren@3rivers.net</a>
<u>At-Large Member</u>			
2. Gary McDermott	434-5186	open term	<a href="mailto:gary@shelbymt.com">gary@shelbymt.com</a>
<u>City Council Member</u>			
3. Bill Moritz (Ward 3)	424-2183	open term	<a href="mailto:bjmoritz@3rivers.net">bjmoritz@3rivers.net</a>
<u>City Hall representative</u>			
4. Jade Goroski	434-5222	open term	<a href="mailto:jade@shelbymt.com">jade@shelbymt.com</a>
<u>Civic Center/Pool representative</u>			
5. Jesse LaTray	434-5114	open term	<a href="mailto:shelbyciviccenter@shelbymt.com">shelbyciviccenter@shelbymt.com</a>
<u>Fire Department representative</u>			
6. Todd Howell, Fire Chief	460-0574	open term	
<u>Public Works representatives</u>			
7. Brian Roark	434-5564	open term	
8. Terry Bentley	434-5564	open term	
<u>Deputy Clerk takes minutes</u>			

**CITY OF SHELBY COMMITTEES**

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**TRI-CITY EQUIPMENT INTERLOCAL***(meets quarterly on the 3rd Thursday of the month, 7:30 p.m. Rotate meeting place - Conrad, Shelby, Cut Bank).*

<b>City of Shelby, 112 1st St S, Shelby MT 59474</b>			<b>434-5222 phone</b> <b>434-2039 fax</b>
Gary McDermott, Mayor 227 8th Ave S, Shelby MT 59474	434-5222 <a href="mailto:garym@3rivers.net">garym@3rivers.net</a>	450-1173	open term
Aaron Heaton, Council (Ward 1) 912 Cedar Ave, Shelby MT 59474		450-8953	open term
Bill Moritz, Council (Ward 3) 807 7th St S, Shelby MT 59474	<a href="mailto:bjmoritz@3rivers.net">bjmoritz@3rivers.net</a>	424-2183	open term
Loren Skartved, Superintendent 810 6th St S, Shelby MT 59474	434-5564 <a href="mailto:loren@3rivers.net">loren@3rivers.net</a>	424-2256	NA cell 450-4319
<b>City of Conrad, 413 S Main St, Conrad MT 59425</b>			<b>271-3623 phone</b> <b>271-5602 fax</b>
Wendy Judish, Mayor 616 S Maryland, Conrad MT 59425	271-3623 <a href="mailto:mayor@cityofconrad.com">mayor@cityofconrad.com</a>	278-5910	open term cell 289-0496
Ron Widhalm, Council Member 509 S Iowa, Conrad MT 59425	278-3422 <a href="mailto:ron@cityofconrad.com">ron@cityofconrad.com</a>	278-5698	open term
Cory Rilley, Council Member 15 N Wisconsin, Conrad MT 59425	<a href="mailto:cory@cityofconrad.com">cory@cityofconrad.com</a>		open term
Richard Anderson, Superintendent 707 S Iowa, Conrad MT 59425	271-5821 <a href="mailto:pwd@3rivers.net">pwd@3rivers.net</a>	278-5475	NA cell 576-7129
<b>City of Cut Bank, 221 W Main St, Cut Bank MT 59427</b>			<b>873-5526 phone</b> <b>873-2455 fax</b>
Dan Raemaeker, Mayor	873-5526 <a href="mailto:mayor@cityofcutbank.org">mayor@cityofcutbank.org</a>		open term
Kevin Quinlan, Council Member <b>Vice Chairman (1/2016)</b> 1020 1st St E, Cut Bank MT 59427	<a href="mailto:quey421@hotmail.com">quey421@hotmail.com</a>	cell 951-0835	open term
Timothy Curtis, Council Member <b>Chairman (1/2016)</b>	<a href="mailto:curtiscitycouncil@bresnan.net">curtiscitycouncil@bresnan.net</a>	873-2433	open term cell 391-2433
Jim Suta, City Superintendent 215 2nd Ave SW, Cut Bank MT 59427	873-3363 <a href="mailto:cbsupt@cityofcutbank.org">cbsupt@cityofcutbank.org</a>	391-2719	NA
Linda Burley <b>Treasurer</b>	873-5526 <a href="mailto:cbclerk@cityofcutbank.org">cbclerk@cityofcutbank.org</a>		open term

MAYOR IS NON-VOTING MEMBER OF ALL COMMITTEES EXCEPT FOR TRI-CITY EQUIPMENT INTERLOCAL.