

**AGENDA**  
**CITY COUNCIL MEETING**  
**CITY OF SHELBY**

March 2, 2020  
6:30 P.M.

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**ROLL CALL OF MEMBERS**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- Regular Council Meeting, 02/18/20 (pgs 5-6)

**APPEARANCE REQUESTS**

- Agenda Items
- Non-Agenda Items

**CLAIMS REPORT 02/28/20 (pgs 7-19)**

**BUILDING INSPECTOR**

- Building Inspector Report – no permits issued

**COMMITTEE REPORTS**

- Minutes of Park & Recreation Committee, 2/24/20 (pgs 20-21)

**CITY ATTORNEY**

- Ordinance No. 840 re: Prohibiting Hand Held Devices While Driving, 2<sup>nd</sup> reading (pgs 22-24)

**CITY FINANCE OFFICER**

- Payroll Expense by Department Report, February 2020 (pg 25)

**CITY SUPERINTENDENT**

- Pool Gutter Grout

**COMMUNITY DEVELOPMENT DIRECTOR**

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**OTHER MATTERS**

- Century Hot Mix (pgs 26-41)
- MT WFP Community Pond Development – comment period for environmental review
- Landfill Engineering Services (pgs 42-44)
- Civic Center Pass Rates

**ADJOURN**

## CITY OF SHELBY MEETING SCHEDULE

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### March 2, 2020

6:00 p.m.      **Audit Committee**  
                    (Mayor, Finance Officer,  
                    Clark, Tustian, Moritz)

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

### March 9, 2020

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

### March 16, 2020

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

### March 30, 2020

6:30 p.m.      **Park & Recreation Meeting**  
                    (Mayor, Superintendent, Rec Director,  
                    Tustian, Kimmet)

## CITY COUNCIL PACKET LISTING

### A. Agenda

### B. Agenda Items

1. Minutes of Regular Council Meeting, 2/18/20
2. Claims Report, 2/28/20
3. Minutes of the Park & Recreation Committee, 2/24/20
4. Ordinance No. 840 (2<sup>nd</sup> rdg) re: Prohibiting Hand Held Devices While Driving
5. Payroll Expense by Department Report, February 2020
6. 2/17/2020 Letter from Century Companies, Inc re: Joint Ownership of Hot Mix Asphalt Plant
7. Amendment No. 21 re: City of Shelby Landfill Engineering Consulting Services

### C. Correspondence

- 1.

### 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  
February 18, 2020

Mayor McDermott called the meeting to order at 6:30 p.m.  
Present were: Sanna Clark, Joe Flesch, Bill Moritz, Trent  
Tustian, Lyle Kimmet and Aaron Heaton, Council Members; Bill  
Hunt, City Attorney; Jade Goroski, Finance Officer; Lorette  
Carter, Community Development Director; Luis Correa,  
Superintendent.

Other citizens present: Ryan Larson, Tyler Larson, Joey Karcher  
and Jennifer Van Heel.

PLEDGE OF ALLEGIANCE

REGULAR MEETING MINUTES 2/3/20

MORITZ MADE A MOTION TO APPROVE THE 2/3/2020 MINUTES.  
SECONDED BY HEATON. VOTE AYES - CLARK, FLESCHE, HEATON,  
KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE.  
ABSTAIN - NONE.

APPEARANCE REQUESTS

- Agenda Items - None
- Non-Agenda - None

COMMITTEE REPORTS

- Law Enforcement Report - Ryan Larson

CITY ATTORNEY

- Ordinance No. 840 re: Prohibiting Hand Held Devices While Driving 1<sup>ST</sup> READING  
KIMMET MADE A MOTION TO RESCIND THE VOTE ON 2/3/20 AND HAVE  
COUNCIL VOTE RATHER THAN A REFERRENDUM. SECONDED BY MORTIZ.  
VOTE AYES - KIMMET. NOES - CLARK, FLESCHE, HEATON, MORITZ,  
TUSTIAN. ABSENT - NONE. ABSTAIN - NONE. MOTION FAILED

MORITZ MADE A MOTION TO APPROVE THE 1<sup>ST</sup> READING WITH NOTED  
CHANGES. SECONDED BY FLESCHE. VOTE AYES - CLARK, FLESCHE,  
HEATON, KIMMET, MORTIZ, TUSTIAN. NOES - NONE. ABSENT - NONE.  
ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, January 2020
2. Bank Account Report, Budget Year to Date, Vendor Summary,

Enterprise Funds, Statement of Expenditures, Revenues, Cash  
Flow Report, 1/31/20

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

3. City of Shelby Delinquent Taxes, 1/31/20

CITY SUPERINTENDENT

Luis updated on what the crew has been working on the past couple  
weeks.

OTHER MATTERS

- Northern Transit Interlocal Contribution  
KIMMET MADE A MOTION TO APPROVE THE ANNUAL \$5,000 CONTRIBUTION.  
SECONDED BY MORTIZ. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET,  
TUSTIAN, MORTIZ. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

ADJOURN

AT 7:40 P.M. FLESCH MADE A MOTION TO ADJOURN THE MEETING.  
SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET,  
TUSTIAN, MORTIZ. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

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

ATTEST:

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

02/27/20  
09:41:05

CITY OF SHELBY  
Claim Details  
For the Accounting Period: 2/20

Page: 1 of 13  
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	
190637	00343 ENERGY LABORATORIES INC	87.00						
1	295819 02/11/19 Lagoon Influent	87.00		32570	5310 430600	300	101000	
190638	00400 UTILITIES UNDERGROUND LOCATION	9.10						
1	15097 01/31/20 5 Locates for 1/20	4.55		32573	5210 430500	300	101000	
2	15097 01/31/20 5 Locates for 1/20	4.55		32573	5310 430600	300	101000	
190639	01137 AQUA TECH LABORATORY	80.00						
1	32378 02/10/20 Monthly Coliform Water Testing	80.00		32579	5210 430500	300	101000	
190640	00539 YEAGLEY, JAMES H	600.00						
1	02/26/20 2/20 Planning Services	600.00			1000 411030	350	101000	
190641	-98526E 01486 USDA RURAL DEVELOPMENT	1,603.00						
1	02/05/20 Fire Hall Improvement Loan	1,371.47			1000 490527	610	101000	
2	02/05/20 Fire Hall Improvement Loan-Int	231.53			1000 490527	620	101000	
190642	-98527E 00111 FIRST STATE BANK	137.20						
1	02/04/20 Monthly Bank Service Charge	34.30			1000 410550	300	101000	
2	02/04/20 Monthly Bank Service Charge	34.30			5210 430570	300	101000	
3	02/04/20 Monthly Bank Service Charge	34.30			5310 430670	300	101000	
4	02/04/20 Monthly Bank Service Charge	34.30			5410 430870	300	101000	
190643	00043 SHELBY GAS ASSOCIATION	4,774.70						
1	02/25/20 2/20 Gas Bill	98.60			1000 411200	343	101000	
2	02/25/20 2/20 Gas Bill	522.50			1000 420400	343	101000	
3	02/25/20 2/20 Gas Bill	522.50			1000 420401	343	101000	
4	02/25/20 2/20 Gas Bill	873.50			1000 460445	343	101000	
5	02/25/20 2/20 Gas Bill	128.70			1000 460442	343	101000	
6	02/25/20 2/20 Gas Bill	129.40			5410 430840	343	101000	
7	02/25/20 2/20 Gas Bill	257.20			1000 430200	343	101000	
8	02/25/20 2/20 Gas Bill	257.20			5210 430500	343	101000	
9	02/25/20 2/20 Gas Bill	257.20			5310 430600	343	101000	
10	02/25/20 2/20 Gas Bill	257.20			5410 430830	343	101000	
11	02/25/20 2/20 Gas Bill	81.88			1000 411202	343	101000	
12	02/25/20 2/20 Gas Bill	81.88			5210 430520	343	101000	
13	02/25/20 2/20 Gas Bill	81.88			5310 430620	343	101000	
14	02/25/20 2/20 Gas Bill	81.86			5410 430820	343	101000	
15	02/25/20 2/20 Gas Bill	73.40			5210 430500	343	101000	
16	02/25/20 2/20 Gas Bill	626.40			1000 460465	343	101000	
17	02/25/20 2/20 Gas Bill	443.40			2936 460463	343	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
190644	00026 MARIAS RIVER ELECTRIC COOP INC	12,171.73					
1	02/25/20 2/20 Electric Bill	77.01			1000 411200	342	101000
2	02/25/20 2/20 Electric Bill	179.47			1000 420400	342	101000
3	02/25/20 2/20 Electric Bill	179.46			1000 420401	342	101000
4	02/25/20 2/20 Electric Bill	56.55			1000 411202	342	101000
5	02/25/20 2/20 Electric Bill	56.55			5210 430520	342	101000
6	02/25/20 2/20 Electric Bill	56.55			5310 430620	342	101000
7	02/25/20 2/20 Electric Bill	56.55			5410 430820	342	101000
8	02/25/20 2/20 Electric Bill	119.85			1000 430200	342	101000
9	02/25/20 2/20 Electric Bill	119.85			5210 430500	342	101000
10	02/25/20 2/20 Electric Bill	119.85			5310 430600	342	101000
11	02/25/20 2/20 Electric Bill	119.86			5410 430830	342	101000
12	02/25/20 2/20 Electric Bill	75.78			1000 440600	342	101000
13	02/25/20 2/20 Electric Bill	75.78			1000 460430	342	101000
14	02/25/20 2/20 Electric Bill	75.96			1000 460465	342	101000
15	02/25/20 2/20 Electric Bill	450.98			1000 460465	342	101000
16	02/25/20 2/20 Electric Bill	58.88			1000 460439	342	101000
17	02/25/20 2/20 Electric Bill	838.02			1000 460442	342	101000
18	02/25/20 2/20 Electric Bill	111.47			1000 460445	342	101000
19	02/25/20 2/20 Electric Bill	3,873.66			2400 430263	342	101000
20	02/25/20 2/20 Electric Bill	3,774.49			5210 430500	342	101000
21	02/25/20 2/20 Electric Bill	938.95			5310 430600	342	101000
22	02/25/20 2/20 Electric Bill	324.83			2936 460463	342	101000
23	02/25/20 2/20 Electric Bill	431.38			5410 430840	342	101000
190645	01851 CT CLEANING	1,200.00					
1	02/26/20 2/20 Janitorial Service	70.00			1000 411202	390	101000
2	02/26/20 2/20 Janitorial Service	70.00			5210 430520	390	101000
3	02/26/20 2/20 Janitorial Service	70.00			5310 430620	390	101000
4	02/26/20 2/20 Janitorial Service	70.00			5410 430820	390	101000
5	02/26/20 2/20 CC Janitorial Service	800.00			1000 460442	300	101000
6	02/26/20 2/20 Williamson Bldg Service	120.00			2936 460463	300	101000
190646	26586S 00144 POSTMASTER	296.49					
1	02/24/20 2/20 UB Postage	98.83			5210 430570	310	101000
2	02/24/20 2/20 UB Postage	98.83			5310 430670	310	101000
3	02/24/20 2/20 UB Postage	98.83			5410 430870	310	101000
190647	02368 OPTUM	25.50					
1	9510040326 02/15/20 HSA Service Fee	6.37			1000 410550	300	101000
2	9510040326 02/15/20 HSA Service Fee	6.38			5210 430570	300	101000
3	9510040326 02/15/20 HSA Service Fee	6.38			5310 430670	300	101000
4	9510040326 02/15/20 HSA Service Fee	6.37			5410 430870	300	101000

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
190648	02389 WELLS FARGO VENDOR FIN SERV	127.70							
	Serial #6507270X								
1	5009285140 02/14/20 2/20 Sharp MX-350 Copier-S	63.85*		32584	1000 430200	200	101000		
2	5009285140 02/14/20 2/20 Sharp MX-350 Copier-S	63.85		32584	1000 420500	200	101000		
190649	00309 PREFERRED OFFICE EQUIPMENT	480.45							
1	32474 02/17/20 2/20 Maintenance & Copies	76.88			1000 411050	300	101000		
2	32474 02/17/20 2/20 Maintenance & Copies	84.49			1000 410550	300	101000		
3	32747 02/17/20 2/20 Maintenance & Copies	84.50			5210 430570	300	101000		
4	32474 02/17/20 2/20 Maintenance & Copies	84.50			5310 430670	300	101000		
5	32474 02/17/20 2/20 Maintenance & Copies	84.49			5410 430870	300	101000		
6	32473 02/17/20 2/20 Maintenance & Copies-Shop	32.79*		32578	1000 430200	300	101000		
7	32473 02/17/20 2/20 Maintenance & Copies-Shop	32.80		32578	1000 420500	300	101000		
190650	01137 AQUA TECH LABORATORY	20.00							
1	32380 02/10/20 NCMRWA Monthly Water Test	20.00		32579	5210 430500	300	101000		
190651	00048 TOOLE COUNTY CLERK & RECORDER	52,165.25							
1	01/31/20 City Judge & Sec-Wages	2,178.99			1000 410360	100	101000		
2	01/31/20 City Judge&Sec-Social Security	133.27			1000 410360	141	101000		
3	01/31/20 City Judge & Sec-Medicare	31.17			1000 410360	142	101000		
4	01/31/20 City Judge & Sec-PERS	188.92			1000 410360	143	101000		
5	01/31/20 City Judge&Sec-UnemploymentIns	2.73			1000 410360	145	101000		
6	01/31/20 City Judge & Sec-Worker's Comp	16.95			1000 410360	146	101000		
7	01/31/20 City Judge-Health Insurance	450.88			1000 410360	147	101000		
8	01/31/20 City Judge-Supplies	42.67			1000 410360	200	101000		
9	01/31/20 City Judge-Phone	19.67			1000 410360	344	101000		
10	01/31/20 Law Enforcement	34,370.00			1000 420000	300	101000		
11	01/31/20 Law Enforcement	4,910.00			5210 420100	300	101000		
12	01/31/20 Law Enforcement	4,910.00			5310 420100	300	101000		
13	01/31/20 Law Enforcement	4,910.00			5410 420100	300	101000		
190652	26585S 02468 T-MOBILE	249.45							
1	02/10/20 Mobile Charge 1/10-2/9/20	26.10			1000 420500	344	101000		
2	02/10/20 Mobile Charge 1/10-2/9/20	47.60			1000 411050	344	101000		
3	02/10/20 Mobile Charge 1/10-2/9/20	47.60			1000 440600	344	101000		
4	02/10/20 Mobile Charge 1/10-2/9/20	19.57			1000 430200	344	101000		
5	02/10/20 Mobile Charge 1/10-2/9/20	19.58			5210 430500	344	101000		
6	02/10/20 Mobile Charge 1/10-2/9/20	19.58			5310 430600	344	101000		
7	02/10/20 Mobile Charge 1/10-2/9/20	19.57			5410 430840	344	101000		
8	02/10/20 Mobile Charge 1/10-2/9/20	12.46			1000 410550	344	101000		
9	02/10/20 Mobile Charge 1/10-2/9/20	12.46*			5210 430570	344	101000		
10	02/10/20 Mobile Charge 1/10-2/9/20	12.47*			5310 430670	344	101000		
11	02/10/20 Mobile Charge 1/10-2/9/20	12.46*			5410 430870	344	101000		

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CITY OF SHELBY  
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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
190653	01285 HUNT, WILLIAM E JR	5,833.33					
1	02/25/20 2/20 Legal Services	1,458.34			1000 411100	350	101000
2	02/25/20 2/20 Legal Services	1,458.33			5210 430513	350	101000
3	02/25/20 2/20 Legal Services	1,458.33			5310 430613	350	101000
4	02/25/20 2/20 Legal Services	1,458.33			5410 430813	350	101000
190654	-98523E 02499 DISH	87.04					
1	02/11/20 Monthly TV at Civic Center	87.04			1000 460442	300	101000
190655	01862 KENCO SECURITY AND TECHNOLOGY	35.00					
1	2012800 03/01/20 3/20 Fire Alarm Monitoring	35.00*			1000 420401	300	101000
190656	01388 3 RIVERS COMMUNICATIONS INC	907.08					
1	02/01/20 2/20 Phone Bill	19.82			1000 420500	344	101000
2	02/01/20 2/20 Phone Bill	33.96			1000 410550	344	101000
3	02/01/20 2/20 Phone Bill	33.96*			5210 430570	344	101000
4	02/01/20 2/20 Phone Bill	33.97*			5310 430670	344	101000
5	02/01/20 2/20 Phone Bill	33.96*			5410 430870	344	101000
6	02/01/20 2/20 Phone Bill	17.42			1000 430200	344	101000
7	02/01/20 2/20 Phone Bill	17.42			5210 430500	344	101000
8	02/01/20 2/20 Phone Bill	17.42			5310 430600	344	101000
9	02/01/20 2/20 Phone Bill	17.42			5410 430830	344	101000
10	02/01/20 2/20 Phone Bill	104.51			1000 460465	300	101000
11	02/01/20 2/20 Phone Bill	171.71			1000 460442	344	101000
12	02/01/20 2/20 Phone Bill	68.48			1000 420400	344	101000
13	02/01/20 2/20 Phone Bill	68.48			1000 420401	344	101000
14	02/01/20 2/20 Phone Bill	4.74*			1000 410200	344	101000
15	02/01/20 2/20 Phone Bill	4.74*			5210 430512	344	101000
16	02/01/20 2/20 Phone Bill	4.74*			5310 430612	344	101000
17	02/01/20 2/20 Phone Bill	4.74*			5410 430812	344	101000
18	02/01/20 2/20 Phone Bill	45.93*			1000 460445	344	101000
19	02/01/20 2/20 Phone Bill	136.70			5310 430600	344	101000
20	02/01/20 2/20 Phone Bill	33.48			5210 430500	344	101000
21	02/01/20 2/20 Phone Bill	33.48			5210 430500	344	101000
190657	-98528E 02520 HD SUPPLY	87.59					
1	W204398584 01/29/20 36"x72" Outdoor Mat	21.89		32046	1000 411202	200	101000
2	W204398584 01/29/20 36"x72" Outdoor Mat	21.90		32046	5210 430520	200	101000
3	W204398584 01/29/20 36"x72" Outdoor Mat	21.90		32046	5310 430620	200	101000
4	W204398584 01/29/20 36"x72" Outdoor Mat	21.90		32046	5410 430820	200	101000

02/27/20

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
190658	01620 KADRMAS, LEE & JACKSON INC.	3,192.57						
1	10132072 01/24/20 WW Treatment Design	3,192.57			5310 430601	950 2282	101000	
190659	01620 KADRMAS, LEE & JACKSON INC.	5,486.01						
1	10132190 01/24/20 Storm Water-Construction Adm	1,311.11			5720 430246	950 2283	101000	
2	10132190 01/24/20 Storm Water-RPR	4,174.90			5720 430246	950 2283	101000	
190660	01620 KADRMAS, LEE & JACKSON INC.	5,918.76						
NCMRWA Grant								
1	10132191 01/24/20 Wellfield Improvements	5,918.76			5210 430501	950 2285	101000	
190661	01620 KADRMAS, LEE & JACKSON INC.	2,192.17						
NCMRWA Grant								
1	10132192 01/24/20 Wellfield Improvements	2,192.17			5210 430501	950 2285	101000	
190662	01620 KADRMAS, LEE & JACKSON INC.	3,333.43						
1	10132221 01/24/20 Humic Water Main Extension	3,333.43			5210 430501	950 2284	101000	
190663	01620 KADRMAS, LEE & JACKSON INC.	120.00						
	10132222 01/24/20 Rail Safety-Bidding	120.00			1000 470120	790	101000	
190664	01805 SYSTEMS	2,700.00						
1	36323 02/04/20 1/20-3/20 Quarterly Fee	366.36			1000 410550	300	101000	
2	36323 02/04/20 1/20-3/20 Quarterly Fee	366.36			5210 430570	300	101000	
3	36323 02/04/20 1/20-3/20 Quarterly Fee	366.39			5310 430670	300	101000	
4	36323 02/04/20 1/20-3/20 Quarterly Fee	366.39			5410 430870	300	101000	
5	36323 02/04/20 1/20-3/20 Quarterly Fee	202.50			1000 460442	300	101000	
6	36323 02/04/20 1/20-3/20 Quarterly Fee	202.50			1000 411050	300	101000	
7	36323 02/04/20 1/20-3/20 Quarterly Fee	76.11*			1000 430200	300	101000	
8	36323 02/04/20 1/20-3/20 Quarterly Fee	76.11			5210 430500	300	101000	
9	36323 02/04/20 1/20-3/20 Quarterly Fee	76.14			5310 430600	300	101000	
10	36323 02/04/20 1/20-3/20 Quarterly Fee	76.14			5410 430830	300	101000	
11	36397 02/07/20 Outlook Contacts/Dual Monitor	78.75			1000 410550	300	101000	
12	36397 02/07/20 Outlook Contacts/Dual Monitor	78.75			5210 430570	300	101000	
13	36397 02/07/20 Outlook Contacts/Dual Monitor	78.75			5310 430670	300	101000	
14	36397 02/07/20 Outlook Contacts/Dual Monitor	78.75			5410 430870	300	101000	
15	36463 02/21/20 Census Computer	52.50			1000 410550	300	101000	
16	36463 02/21/20 Census Computer	52.50			5210 430570	300	101000	
17	36463 02/21/20 Census Computer	52.50			5310 430670	300	101000	
18	36463 02/21/20 Census Computer	52.50			5410 430870	300	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
190665		999998 LORETTE MARIE CARTER Northern Transit Interlocal - Conrad, MT	28.75					
1	02/05/20	Mileage-Carter	28.75*			1000 411050	370	101000
190666		01752 NORTHTOWN DRUG	110.42					
1	58163 01/31/20	Brother Label Tape	45.96		31032	1000 420500	200	101000
2	60160 02/18/20	Brother Ink Cartridges	64.46*		32602	1000 460442	200	101000
190667		01199 TENNANT	237.40					
1	916857840 01/22/20	Oil Filters	100.80*		32427	1000 430200	200	101000
2	916860445 01/23/20	Cabin Filters	136.60*		32427	1000 430200	200	101000
190668		00164 MONTANA RURAL WATER SYSTEMS INC March 25-27, 2020 - Great Falls	185.00					
1	02/05/20	MT Rural Water Conf-Goroski	92.50			5210 430570	370	101000
2	02/05/20	MT Rural Water Conf-Goroski	92.50			5310 430670	370	101000
190669		00047 BEN TAYLOR INC	184.04					
1	22028 01/28/20	RFD-1/20 Fuel	184.04		32319	1000 420401	230	101000
190670		00037 NORTHWEST PIPE FITTINGS INC	1,981.63					
1	2269499 01/27/20	Flange/Bolt Set	144.09		32554	1000 460445	200	101000
2	2275190 02/10/20	(2)Hymax Coupling	1,222.66		32574	5210 430500	200	101000
3	2279227 02/18/20	6" PVC 90 Elbow	57.45		32576	1000 460445	200	101000
4	2277238 02/17/20	Elbow/Coupling/Flange/Bushing	557.43		32576	1000 460445	200	101000
190671		02462 LITTRELL ELECTRIC LLC	151.65					
1	813 01/27/20	Pool Gutter Parts/Outlet/Labor	151.65		32555	1000 460445	900	101000
190672		01713 FRONTLINE AG SOLUTIONS LLC	1,562.76					
1	712308 01/30/20	John Deere 757 Mower Repairs	1,430.03*		32553	1000 460430	300	101000
2	711391 01/27/20	John Deere Z950M Mower Repairs	132.73*		32553	1000 460430	300	101000
190673		00016 GENERAL DISTRIBUTING CO	255.00					
1	839151 01/31/20	Oxygen/Acetylene Lease	120.00*		32557	1000 430200	300	101000
2	721639 02/18/20	Welding Mask	135.00*		32577	1000 430200	200	101000
190674		00088 CARQUEST AUTO PARTS	403.45					
1	2567304431 01/13/20	Diesel Additive	132.36*		32556	1000 430200	200	101000
2	2567304307 01/08/20	Grease Gun/Grease/Gloves	104.05		32556	5310 430600	200	101000
3	2567304253 01/07/20	Wiper Blade	18.74*		32556	1000 430200	200	101000
4	2567303697 12/18/19	Strobe	64.59*		32556	1000 430200	200	101000
5	2567305548 02/12/20	2012 GMC Sierra Door Handl	83.71*		32583	1000 430200	200	101000



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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
190675	00047 BEN TAYLOR INC	2,679.18							
1	49587 01/25/20 UV Plant Propane	561.17			5210 430500	230		101000	
2	21833 01/28/20 1/20 Fuel	294.12		32558	5410 430830	230		101000	
3	21833 01/28/20 1/20 Fuel	157.26*		32558	1000 430200	230		101000	
4	21833 01/28/20 1/20 Fuel	175.86*		32558	1000 430200	230		101000	
5	21833 01/28/20 1/20 Fuel	303.67		32558	5410 430830	230		101000	
6	21833 01/28/20 1/20 Fuel	88.39*		32558	1000 430200	230		101000	
7	21833 01/28/20 1/20 Fuel	229.94		32558	5210 430500	230		101000	
8	21833 01/28/20 1/20 Fuel	135.46*		32558	1000 430200	230		101000	
9	21833 01/28/20 1/20 Fuel	79.40*		32558	1000 430200	230		101000	
10	21833 01/28/20 1/20 Fuel	179.89*		32558	1000 430200	230		101000	
11	21833 01/28/20 1/20 Fuel	2.72*		32558	1000 430200	230		101000	
12	21833 01/28/20 1/20 Fuel	78.64		32558	1000 420500	230		101000	
13	21833 01/28/20 1/20 Fuel	98.17		32558	1000 440600	230		101000	
14	221687 01/16/20 Ceiling Hook	15.84*		32559	1000 460442	200		101000	
15	221075 01/07/20 Scoop Shovel	25.99*		32559	1000 430200	200		101000	
16	221673 01/16/20 Heat Lamp	16.99		32559	5210 430500	200		101000	
17	221679 01/16/20 Pigtail Socket	4.99		32559	5210 430500	200		101000	
18	220751 01/03/20 Saw Blade	16.99		32559	5410 430830	200		101000	
	220734 01/03/20 Wire Brush/Coarse Crimp	7.88*		32559	5410 430840	200		101000	
20	222243 01/24/20 Keys	1.50		32559	1000 460445	200		101000	
21	222068 01/21/20 Coupling/Blade/PVC Pipe	47.86		32559	1000 460445	200		101000	
22	222229 01/23/20 Bolts/Washers	3.50*		32559	1000 430200	200		101000	
23	222146 01/22/20 Screws	0.86*		32559	1000 430200	200		101000	
24	663949 01/09/20 Flap Disk/Cutting Wheel/Funnel	76.97*		32559	1000 430200	200		101000	
25	221115 01/08/20 Grinding Wheel	13.25*		32559	1000 430200	200		101000	
26	221062 01/07/20 Cut Off Wheel	15.90*		32559	1000 430200	200		101000	
27	222241 01/24/20 Plunger	11.99		32559	1000 460465	200		101000	
28	221257 01/10/20 Padlock	16.99*		32560	1000 430200	200		101000	
29	221613 01/15/20 Padlock	16.99*		32560	1000 430200	200		101000	
190676	02370 JUNKERMIER, CLARK, CAMPANELLA,	14,300.00							
1	816575 01/31/20 Finalizing Statements 6/30/19	3,575.00			1000 410530	350		101000	
2	816575 01/31/20 Finalizing Statements 6/30/19	3,575.00			5210 410530	350		101000	
3	816575 01/31/20 Finalizing Statements 6/30/19	3,575.00			5310 410530	350		101000	
4	816575 01/31/20 Finalizing Statements 6/30/19	3,575.00			5410 410530	350		101000	
190677	01095 PETTY CASHIER-PUBLIC WORKS	43.25							
1	2827 11/05/19 Postage	8.30			5210 430500	300		101000	
2	2828 11/25/19 Postage	7.85			5310 430600	300		101000	
3	2829 12/09/19 Postage	8.30			5210 430500	300		101000	
4	2830 12/16/19 Postage	8.75			5210 430500	300		101000	
5	2831 01/06/20 Postage	8.30			5210 430500	300		101000	
6	2832 02/03/20 MSC-Ice	1.75			5310 430600	200		101000	

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190678	00030 MT MUNICIPAL INTERLOCAL	205.00						
1	120015 02/07/20 Deduct Recovery-Michael Payne	51.25			2190 510330	815	101000	
2	120015 02/07/20 Deduct Recovery-Michael Payne	51.25			5210 510330	815	101000	
3	120015 02/07/20 Deduct Recovery-Michael Payne	51.25			5310 510330	815	101000	
4	120015 02/07/20 Deduct Recovery-Michael Payne	51.25			5410 510330	815	101000	
190679	00119 SHELBY VOLUNTEER FIRE DEPT	836.40						
1	01/27/20 RFD-License Plate Markers	815.40*			1000 420401	200	101000	
2	02/04/20 CFD-Accountability Tags	21.00*			1000 420400	200	101000	
190680	01862 KENCO SECURITY AND TECHNOLOGY	358.50						
1	203755 02/06/20 CFD-Alarm System Repair	358.50		32320	1000 420400	300	101000	
190681	02473 JONAS SPRINKLERS & FERTILIZER	927.40						
1	02/06/20 PrePay Select Care Splash Park	927.40*		32561	1000 460430	300	101000	
190682	00041 SHELBY PROMOTER	210.00						
1	SL200602 02/05/20 RFP Engineering/Architectura	52.50			1000 410550	300	101000	
2	SL200602 02/05/20 RFP Engineering/Architectura	52.50			5210 430570	300	101000	
3	SL200602 02/05/20 RFP Engineering/Architectura	52.50			5310 430670	300	101000	
4	SL200602 02/05/20 RFP Engineering/Architectura	52.50			5410 430870	300	101000	
190683	00389 CITY OF CONRAD	50.00						
1	02/07/20 Training Reimbursement	12.50			1000 410100	300	101000	
2	02/07/20 Training Reimbursement	12.50			5210 430511	300	101000	
3	02/07/20 Training Reimbursement	12.50			5310 430611	300	101000	
4	02/07/20 Training Reimbursement	12.50			5410 430811	300	101000	
190684	26584S 999998 ROBERT V TASKER	269.00						
1	3103000083 02/07/20 Light Purchased for CC	269.00*			1000 460442	200	101000	
190685	999998 JADE M GOROSKI	28.75						
	Government Officials & Department Head Training - Conrad, MT							
1	02/11/20 Mileage-Goroski	7.18			1000 410550	370	101000	
2	02/11/20 Mileage-Goroski	7.19			5210 430570	370	101000	
3	02/11/20 Mileage-Goroski	7.19			5310 430670	370	101000	
4	02/11/20 Mileage-Goroski	7.19			5410 430870	370	101000	
190686	02521 PINNACLE PEAK DESIGN	320.00						
1	1031 02/07/20 Website Maintenance	80.00		32451	1000 410550	300	101000	
2	1031 02/07/20 Website Maintenance	80.00		32451	5210 430570	300	101000	
3	1031 02/07/20 Website Maintenance	80.00		32451	5310 430670	300	101000	
4	1031 02/07/20 Website Maintenance	80.00		32451	5410 430870	300	101000	

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190687	-98525E 00144 POSTMASTER	57.19						
1	02/05/20 TBID-Stamps/Envelopes	57.19			7199 212500			101000
190688	-98524E 00144 POSTMASTER	8.25						
1	004 02/05/20 Postage-Grant Mailing	8.25			1000 411050	300		101000
190689	-98522E 01998 DISCOUNT MUGS	298.00						
1	DM4031224 02/11/20 (300)Frisbees-SRTS	298.00			1000 362002			101000
190690	-98521E 01552 HOME DEPOT	1,231.49						
1	W946411582 02/11/20 16-Stair Treads/Wall Cove	1,231.49*		31034	1000 460442	200		101000
190691	999998 TOBIN JACK PICKERING	39.00						
1	02/12/20 CDL Reimbursement-Pickering	39.00			5210 430500	300		101000
190692	00025 HILINE REDI-MIX LLC	1,697.25						
1	SH32370 02/11/20 Flowable Fill	547.50		32572	5210 430500	200		101000
2	SH32369 02/11/20 Flowable Fill	1,149.75		32572	5210 430500	200		101000
190693	01876 TITAN MACHINERY	5,990.73						
Council Approved 2/3/20								
1	13592263 02/11/20 Backhoe Repairs	1,497.68*		32571	1000 430200	369		101000
2	13592263 02/11/20 Backhoe Repairs	1,497.68		32571	5210 430500	369		101000
3	13592263 02/11/20 Backhoe Repairs	1,497.69		32571	5310 430600	369		101000
4	13592263 02/11/20 Backhoe Repairs	1,497.68*		32571	5410 430840	369		101000
190694	00019 HEMMER PLUMBING & HEATING	297.00						
1	9642 02/04/20 Civic Center-Change Shut Offs	297.00		32569	1000 460442	300		101000
190695	-98519E 02522 MACON SUPPLY INC	560.90						
1	913927 02/13/20 Swellstop(Cold Joint Tape)	560.90		32568	1000 460445	200		101000
190696	01780 MONTANA BROOM & BRUSH	38.39						
1	21750 02/07/20 Credit-Toilet Tissue	-48.76*		32567	1000 430200	200		101000
2	1408935 02/07/20 Sanitizer	87.15*		32567	1000 430200	200		101000
190697	02523 ALKOTA CLEANERS	205.00						
1	02/06/20 Pressure Washer Repair	205.00*		32566	1000 430200	300		101000

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190698	-98520E	02524 E-Z TEST POOL SUPPLIES INC	36.09					
1	10790	02/07/20 Pool Wall Step	36.09		32565	1000 460445	200	101000
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190699		02045 NAPA AUTO PARTS	1,184.03					
1	128119	01/29/20 Connector/Cleaner	29.83*		32562	1000 430200	200	101000
2	128073	01/28/20 Filters	53.89*		32562	1000 430200	200	101000
3	128362	02/04/20 Oil Cap	10.69*		32562	5410 430840	200	101000
4	128385	02/04/20 RETURN-Filters	-122.59*		32562	1000 430200	200	101000
5	128131	01/29/20 DEF	10.67		32562	5410 430830	200	101000
6	128116	01/29/20 Belt	55.48*		32562	1000 430200	200	101000
7	128409	02/05/20 Lamp	5.69*		32562	5410 430840	200	101000
8	128400	02/05/20 Filters/Gloves/Floor Dri	225.27*		32562	1000 430200	200	101000
9	128674	02/11/20 RETURN-Filters	-88.75*		32562	1000 430200	200	101000
10	128422	02/05/20 Wire/Plug/Lamp	13.42*		32562	5410 430840	200	101000
11	128677	02/12/20 Filters	258.06*		32562	1000 430200	200	101000
12	128693	02/12/20 Lamp	9.94		32562	5410 430830	200	101000
13	128699	02/12/20 RETURN-Handle	-72.80*		32562	1000 430200	200	101000
14	128416	02/05/20 Antifreeze	190.94		32562	5410 430830	200	101000
15	128437	02/05/20 Circuit Tester/Connector	21.23*		32563	1000 430200	200	101000
16	128660	02/11/20 Door Handle	72.80*		32563	1000 430200	200	101000
17	128112	01/29/20 RETURN-Belt	-43.64*		32563	1000 430200	200	101000
18	128736	02/13/20 Retainer	5.99*		32563	1000 430200	200	101000
19	128653	02/11/20 Door Handle	16.39*		32563	1000 430200	200	101000
20	128634	02/11/20 RETURN-Adapters	-2.52*		32563	5410 430840	200	101000
21	128593	02/10/20 Adapters/Power Steering Fluid	35.37*		32563	5410 430840	200	101000
22	128106	01/29/20 Warranty	-103.12*		32563	1000 430200	200	101000
23	128106	01/29/20 Battery	103.12*		32563	1000 430200	200	101000
24	127037	01/08/20 Filters/Gloves	104.59*		32563	1000 430200	200	101000
25	127046	01/08/20 Filters	80.60*		32563	1000 430200	200	101000
26	127065	01/08/20 Coolant Filter	11.21*		32563	1000 430200	200	101000
27	127402	01/14/20 RETURN-Adapters	-1.82*		32563	5410 430840	200	101000
28	127440	01/15/20 Filters	405.14*		32563	1000 430200	200	101000
29	127441	01/15/20 Filter	14.13*		32563	1000 430200	200	101000
30	127465	01/15/20 RETURN-Filters	-126.17*		32564	1000 430200	200	101000
31	128938	02/18/20 Connector	10.99*		32582	1000 430200	200	101000
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190700		01979 ALLIANT INSURANCE SERVICES INC	92.00					
1	1293247	02/16/20 Notary Bond-Pederson	10.00			1000 410550	300	101000
2	1293247	02/16/20 Notary Bond-Pederson	10.00			5210 430570	300	101000
3	1293247	02/16/20 Notary Bond-Pederson	10.00			5310 430670	300	101000
4	1293247	02/16/20 Notary Bond-Pederson	10.00			5410 430870	300	101000
5	1293249	02/16/20 Notary E&O Policy-Pederson	13.00			1000 410550	300	101000
6	1293249	02/16/20 Notary E&O Policy-Pederson	13.00			5210 430570	300	101000
7	1293249	02/16/20 Notary E&O Policy-Pederson	13.00			5310 430670	300	101000

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8	1293249 02/16/20 Notary E&O Policy-Pederson	13.00			5410 430870	300	101000	
190701	01866 SHELBY PAINT AND HARDWARE	927.73						
1	67868 02/13/20 Tape/Covers/Masks/Liners/Brush	179.30*		32601	1000 460442	200	101000	
2	67569 01/20/20 Batteries	16.98*		32580	1000 430200	200	101000	
3	67570 01/20/20 Batteries	8.49*		32580	1000 430200	200	101000	
4	67576 01/21/20 16ft Ladder	239.99*		32580	1000 460442	200	101000	
5	67586 01/22/20 Ice Melt/Torch Kit	87.96*		32580	1000 430200	200	101000	
6	67654 01/27/20 Keys/Key Fob	8.99		32580	5310 430600	200	101000	
7	67691 02/03/20 Shop Towels/CLR	48.47		32580	1000 460445	200	101000	
8	67697 02/04/20 Palm Sander/Sandpaper	68.95*		32580	1000 460442	200	101000	
9	67700 02/05/20 Fan	24.99*		32580	1000 430200	200	101000	
10	67698 02/05/20 Filter/Spray Paint	23.48*		32580	1000 460442	200	101000	
11	67725 02/11/20 Cat Litter	9.49*		32580	1000 430200	200	101000	
12	67855 02/11/20 Tape	13.98*		32580	1000 460442	200	101000	
13	67866 02/13/20 Bulbs	119.70		32580	2936 460463	200	101000	
14	67867 02/13/20 Scraper/Sander	63.98*		32580	1000 460442	200	101000	
15	67869 02/13/20 Vacuum Bags	4.99		32580	1000 460445	200	101000	
16	67875 02/14/20 Ant Bait	7.99*		32581	1000 430200	200	101000	
190702	-98518E 01825 MONTANA SECRETARY OF STATE	25.00						
1	169703 02/18/20 Notary Renewal-Pederson	6.25			1000 410550	300	101000	
2	169703 02/18/20 Notary Renewal-Pederson	6.25			5210 430570	300	101000	
3	169703 02/18/20 Notary Renewal-Pederson	6.25			5310 430670	300	101000	
4	169703 02/18/20 Notary Renewal-Pederson	6.25			5410 430870	300	101000	
190703	01438 BARRY DAMSCHEN CONSULTING LLC	2,075.00						
1	4 02/10/20 10/19-12/19 Consult & Monitor	2,075.00			5410 430840	350	101000	
190704	02069 NATIONAL LAUNDRY CO	90.83						
1	58945 02/19/20 Red Shop Towels	90.83*		32575	1000 430200	300	101000	
190705	00703 RECREATION SUPPLY CO	52,711.70						
Council Approved 3/22/18								
1	377018 02/17/20 New Pool Gutter & Install	13,000.00		32213	1000 460445	900	101000	
2	377018 02/17/20 New Pool Gutter & Install	39,711.70*		32213	2600 460400	900	101000	
190706	02519 KG BUILDING LLC	2,520.27						
1	10836D 02/17/20 Repair Doors East Shop	501.46*		32587	1000 430200	369	101000	
2	10836D 02/17/20 Repair Doors East Shop	501.46		32587	5410 430830	300	101000	
3	10836D 02/17/20 Repair Doors East Shop	501.46*		32587	5410 430840	369	101000	
4	10834D 02/17/20 (2)Section TD134 16'x24'	266.60*		32587	1000 430200	200	101000	
5	10834D 02/17/20 (2)Section TD134 16'x24'	266.61		32587	5410 430830	200	101000	
6	10834D 02/17/20 (2)Section TD134 16'x24'	266.61*		32587	5410 430840	200	101000	
7	10335D 02/17/20 Repair Door	72.02*		32587	1000 430200	369	101000	

02/27/20  
09:41:05

CITY OF SHELBY  
Claim Details  
For the Accounting Period: 2/20

Page: 12 of 13  
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
8	10335D	02/17/20 Repair Door	72.02		32587	5410 430830	300	101000
9	10335D	02/17/20 Repair Door	72.03*		32587	5410 430840	369	101000
190707		01321 GLACIER MOTOR SALES & SERVICE	565.69					
1	114225	02/19/20 Kit Wiper Motor/Valve/Asm	565.69*		32586	5410 430840	200	101000
190708		02335 CINTAS CORPORATION	24.03					
1	5016114449	02/18/20 Restock Medicine Cabinet	24.03*		32585	1000 430200	200	101000
190709	-98517E	01593 I-STATE TRUCK CENTER	223.30					
1	252127753	01/31/20 Syn Trans Fluid	223.30		32589	5410 430830	200	101000
190710	-98516E	01593 I-STATE TRUCK CENTER	191.77					
1	252127733	01/31/20 Thermostat/Filter/Seal/Hose	191.77		32552	5410 430830	200	101000
190711		00442 SHELBY AREA CHAMBER OF COMMERCE	7,159.05					
1	02/25/20	TBID-2020 Chamber Web Fees	1,548.00			7199 212500		101000
2	02/25/20	TBID-VIC Staff Funding	5,611.05			7199 212500		101000
190712		02340 SCOTT COMPANY TRAVEL GUIDE	897.50					
1	112314	02/20/20 TBID-Vacation Travel Guide Ad	897.50			7199 212500		101000
190713		00039 PETTY CASHIER	7.00					
1	2879	02/20/20 TC C&R 2/20 Legal Filings	1.75			1000 410550	300	101000
2	2879	02/20/20 TC C&R 2/20 Legal Filings	1.75			5210 430570	300	101000
3	2879	02/20/20 TC C&R 2/20 Legal Filings	1.75			5310 430670	300	101000
4	2879	02/20/20 TC C&R 2/20 Legal Filings	1.75			5410 430870	300	101000
190714		00144 POSTMASTER	348.99					
1	02/26/20	3/20 Newsletter - 1178	87.24			1000 410240	310	101000
2	02/26/20	3/20 Newsletter - 1178	87.25			5210 430514	310	101000
3	02/26/20	3/20 Newsletter - 1178	87.25			5310 430614	310	101000
4	02/26/20	3/20 Newsletter - 1178	87.25			5410 430814	310	101000
190715		01376 ESTOP BUSINESS LICENSES	280.00					
1	UID# 30902	02/24/20 2020 Scale License Renewal	280.00*			5410 430840	300	101000

# of Claims 79 Total: 209,031.31

Total Electronic Claims 4,546.82 Total Non-Electronic Claims 204484.49

02/27/20  
09:41:25

CITY OF SHELBY  
Fund Summary for Claims  
For the Accounting Period: 2/20

Page: 13 of 13  
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$80,610.41
2190 COMPREHENSIVE LIABILITY	
101000 Cash-Operating	\$51.25
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,873.66
2600 PARK MAINTENANCE DISTRICT #1	
101000 Cash-Operating	\$39,711.70
2936 WILLIAMSON BLDG RENOVATIONS	
101000 Cash-Operating	\$1,007.93
5210 WATER UTILITY	
101000 Cash-Operating	\$32,617.88
5310 SEWER UTILITY	
101000 Cash-Operating	\$17,830.97
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$19,727.76
5720 STORM DRAINAGE	
101000 Cash-Operating	\$5,486.01
7199 TOURISM BUSINESS IMPROVEMENT DIST (TBID)	
101000 Cash-Operating	\$8,113.74
<b>Total:</b>	<b>\$209,031.31</b>

## **MINUTES OF THE PARK & RECREATION COMMITTEE**

February 24, 2020

In attendance: Gary McDermott, Lyle Kimmert, Luis Correa, Eric Tokerud, Kristen Russell, Jessi LaTray and Lorette Carter reporting.

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

Jessi La Tray reported our weekend attendant – Michele White will be finished on April 1<sup>st</sup>.

Youth racquetball will wrap up at the end of March. The instructors are planning a little tournament for the kids. Jessi asked if she could have ice cream for everyone at the end of the day. Lorette will confirm with Jade.

On February 13<sup>th</sup> five volunteers completed several projects at the Civic Center including sanding the set of bleachers on the south-east side of the gym. Rob will paint the flooring and then replace the bleachers with new stained wood. He is also completing the painting and flooring on the upper level of the racquet ball courts. He will also replace bathroom sinks and counter tops and install coat hooks in the hallway entrance to the gym.

The teen room is nearly finished. Eric volunteered to gather a group of high school students to paint the last wall and possibly add some original art work. He also said some of his students will be contacting Jessi to organize a teen night at the Civic Center.

Jessi reported the door system still has glitches. A new Kenco system is on order.

Steve Herbert will return this week to complete servicing and replacement of belts on the treadmills. He will give Jessi and someone from the city crew lessons on servicing the equipment.

Jessi is still working with Barbie Alvestad of Big Sky Creative Works on the signage for the facility.

Over 20 students attended Youth Night in January. Wednesday, Feb. 26<sup>th</sup> is the next youth night for area churches.

Research continues on a bouldering wall for one of the racquetball courts.

Jessi discussed the rate structure for passes. She asked the group to consider charging firefighter families the monthly discounted family rate and retaining the free rate for individual firefighters. Eric made a motion and Luis seconded to bring this matter before council for approval.

Jessi also discussed the need for CPR and AED training. Luis reported the City is working on scheduling a training for all city personnel. Lorette will follow up with Jade on this.

In other Civic Center business, Gary reported on a request from Vicky Warila of Youth Dynamics to establish a monthly rate for YD mentors and children to use the Civic Center. One suggestion was to charge Youth Dynamics the business recreation pass rate of \$100.00/month. Lorette will follow up with Jade and Gary.

### **City Facilities:**



**Swimming Pool:** Luis reported the new gutter system has been installed and the city crew is getting ready to grout the gutters, then repaint the pool surface. Wall lighting will be replaced in the pool area and a ventilation system will be installed in the coming weeks. The bathrooms are being cleaned/painted and mirrors replaced and the observation room ceiling has been cleaned in anticipation of spray foam. Kristen reported the Swim Team Federation meeting is scheduled for March with swim team sign-ups to follow in April or early May. The swim team would like to schedule a camp for May 16-18<sup>th</sup>.

The City is seeking applications for a pool manager. The job is a 20 hour per week position. Applicants can get an application from City Hall or City Shop.

**Roadrunner Recreation Trail:** Kristen asked about the north parking lot. Luis will have city staff grade and place millings in the parking lot to get rid of the mud and ruts.

**Lake Shel-oole:** Lorette reported the City has begun planning for the Lake Shel-oole welcome sign. Construction will take place in early spring.

The Community Pond Grant for a dock for Lake Shel-oole has been awarded and work will begin in early spring on prepping and graveling the parking lot and road down to the lake. We will also pour a concrete pad to provide easier access to the new dock for those of limited mobility.

#### **Tree Board:**

Lorette reported Arbor Day and Urban Forestry Development funding has been awarded for tree replacement at the Swimming Pool/Splash Park complex and Fire Hall and Shelby Town Hall. Lorette will send bid solicitation letters in early April for planting materials. Arbor Day is Friday, April 24<sup>th</sup>. Lorette will once again organize community cleanup efforts and tree planting within the community.

#### **Other Business**

Upcoming Civic Center: Blood Draw ~ April 2<sup>nd</sup>.  
Chamber Banquet ~ April 29th

## **ORDINANCE NO. 840**

### **A PROPOSED ORDINANCE OF THE CITY OF SHELBY, PROVIDING THAT THE SHELBY, MONTANA CITY CODE BE AMENDED BY ADDING TITLE 7, CHAPTER 10 "USE OF ELECTRONIC COMMUNICATIONS DEVICES WHILE OPERATING A MOTOR VEHICLE"**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHELBY, MONTANA that a new Title, 7, Chapter 10 the Shelby, Montana City Code be added to MOTOR VEHICLES AND TRAFFIC, titled "USE OF ELECTRONIC COMMUNICATIONS DEVICES WHILE OPERATING A MOTOR VEHICLE".

**7-10-1: DEFINITIONS.** As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section, unless the context requires otherwise:

- A. "Hand held electronic communications device" includes wireless or cellular phones, PDAs, Blackberries, smart phones, laptop and notebook computers utilizing VOIP (Voice over internet protocol) technology, wireless and cellular phones utilizing push-to-talk technology, GPS systems, navigational systems, and any other mobile communication device that uses short-wave analog or digital radio transmissions between the device and a transmitter to permit wireless communications to and from the user of the device.
- B. "Immediate physical possession" means touching the handheld electronic communications device, or physically holding the device in one's hand or up to one's ear. Simply having the electronic communications device on one's person or in a motor vehicle does not constitute immediate physical possession.
- C. "Hands free device" is an external device that connects to a wireless telephone, wireless communications device or electronic communications device that allows use of the device without touching the telephone or wireless or electronic communications device with one's hands, and includes voice activated technologies that can be utilized without touching the device.

### **7-10-2: HANDHELD ELECTRONIC COMMUNICATIONS DEVICE USE WHILE DRIVING PROHIBITED**

A. Unless excepted in this Section, it shall be unlawful for a person to use a handheld electronic communications device while operating within city limits a motor vehicle, motorcycle, quadricycle, or a bicycle on a public highway or street including alley as defined by Title 61 of the Montana Code Annotated.

#### **B. Exceptions:**

1. This Section shall not apply to any person reporting a health, fire, safety, or law enforcement emergency to 911.
2. This Section shall not apply to law enforcement and other first responders responding to a call for service when the use of two-way radios is not practical.

3. This Section shall not apply to a driver using a two-way radio within the scope of his or her official duties with governmental fire agencies, ambulance services, law enforcement agencies, emergency responders
4. This Section shall not apply to passengers in a motor vehicle.
5. This Section shall not apply to drivers using a handheld electronic communications device while maintaining a motor vehicle in a stationary position, not in gear, while in a parking lane or space out of moving traffic lanes.
6. This Section shall not apply to persons using a hands free device. Use of a handsfree device is permitted while operating a motor vehicle provided the driver does not touch the wireless telephone or wireless electronic communications device with one's hands while operating a motor vehicle.
7. This Section shall not apply to drivers using two-way radios while in the performance and scope of their work-related duties.

7-10-3: EFFECTIVE DATE. The City Council shall refer this proposed ordinance to a vote of the people by resolution pursuant to Section 7-5-132 Mont. Code Ann (2019). If a majority of the voters approve this ordinance, then it becomes effective 30 days after said approval.

7-10-4: SEVERABILITY: If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

7-10-5: PENALTY. Incarceration shall not be a penalty for a violation of this Ordinance. A person convicted of a violation of this Ordinance shall be fined as follows:

- A. The penalty for a first offense is \$50.
- B. The minimum penalty for a second offense is \$100.
- C. The penalty for third and subsequent offenses is a fine of not less than \$200 or more than \$500.

READ AND PROVISIONALLY ADOPTED by the City Council of the City of Shelby, Montana on the first reading on the 18<sup>th</sup> day of February, 2020, and finally adopted by the City Council of the City of Shelby, Montana on second reading and approved by the mayor, on the \_\_\_\_\_.

\_\_\_\_\_  
GARY McDERMOTT, MAYOR

ATTEST:

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

## **CITY ATTORNEY COMMENTS**

61-1-101 MCA defines:

"Highway" or "public highway" means the entire width between the boundary lines of every publicly maintained way when any part of the publicly maintained way is open to the use of the public for purposes of vehicular travel.

"Street" means the entire width between the boundary lines of every publicly maintained way when any part of the publicly maintained way is open to the use of the public for purposes of vehicular travel.

Thus, the definition of "public highway" as set forth in the first reading draft also includes all city streets and alleys. However, I think that specifying "highway", "street", and "alley" makes it clearer to the public, the court, and law enforcement.

"public highway, streets, and alleys" does not include private parking lots such as Albertson's or Noon's or Best Western, etc. as well as private driveways. To include privately owned lots and driveways, the language would be similar to the DUI language of "...upon the ways of this City open to the public."

# CITY OF SHELBY

## PAYROLL EXPENSE BY DEPARTMENT - 2/2020

CITY HALL	29,571.61
ELECTED OFFICIALS (Mayor & Council)	8,085.63
PARK & RECREATION	3,358.59
PUBLIC WORKS	67,887.04
VOLUNTEERS (Animal Shelter & Firemen )	151.91
- Workers Comp expense only	
<b>TOTAL PAYROLL EXPENSE</b>	<b>\$ 109,054.78</b>

Payroll, Reports, Payroll Register, Preview, Pay Date: whole month, Select a Group: Yes, check Select by Dept box ,double click on individual department (City Hall, Elected, Park & Rec, Public Works and Volunteer), Sequence: Dept/Emp, Enter Total Payroll Expense (Gross Pay + Employer Contributions) above





February 17, 2020

City of Shelby  
Attn. Mayor McDermott  
112 First Street South  
Shelby, MT 59474

Re: Joint Ownership of Hot Mix Asphalt Plant

Mayor McDermott, there are substantial maintenance needs required this year for the pieces of hot plant equipment that the City and Century jointly own. These maintenance needs include reworking and cleaning the hot oil tank, reworking and cleaning the wet scrubber and upgrading the systems controls to operate the plant with changing technology. Century projects these costs will be in the range of \$110,000 to \$120,000.

As the years have passed since this deal was struck in 1993, the markets have changed, and the plant has been predominately a mobile hot plant for Century in its normal course of business. We have split the profits or expenses with the City as per the original operating agreement. Century does not believe that the general benefit of the plant joint ownership agreement is working as originally intended with and for Century and the City. In an effort to provide the City of Shelby with an opportunity to avoid these substantial maintenance costs and get some additional benefit from its original investment we feel it is in the best interests of both parties to proceed with the termination clause of the original contract.

Century had the joint ownership pieces appraised in 2017 and believe the current market value of said pieces to be \$80,000 dollars, excluding the required maintenance. Taking the required maintenance into consideration Century would propose buying out the City's interest in the jointly owned pieces for \$40,000 dollars.

We have appreciated the opportunities this agreement has provided both of us and look forward to maintaining this relationship as we go forward. Please advise if this is acceptable to the City.

Respectfully,

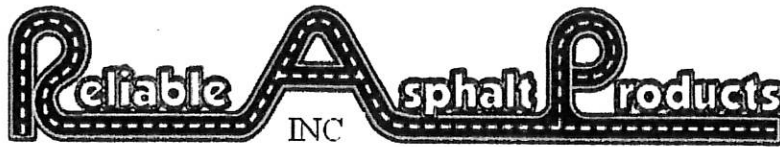
A handwritten signature in blue ink, appearing to read "Aaron Golik", is written over a light blue horizontal line.

Aaron Golik  
Vice President  
Century Companies, Inc.  
406-535-1280

PO Box 579  
510 1st Ave. N.  
Lewistown, MT 59457

406-535-1200  
Fax 406-535-1205

[www.centurycl.com](http://www.centurycl.com)



**February 17, 2017**

Century Companies, Inc.  
PO Box 579  
Lewistown, MT 59457  
406-535-1220

**Attention: Jeff Patnode**

### **Used Asphalt Plant Equipment**

Reliable Asphalt Products, located in Shelbyville, KY, is the Hotmix Asphalt industry's most comprehensive asphalt plant equipment supplier. Since our inception in 2000, we have been a single source supplier, providing every component, part and service needed to successfully run any asphalt producing operation.

Our success and growth has been recognized by contractors and other manufacturers within the asphalt industry, and also landed us the 288<sup>th</sup> position in Entrepreneur Magazine's 2007 Top 500 List for fastest growing companies in the United States.

Charles Grote and Mike Mauzy, founders of Reliable Asphalt Products, brought with them decades of experience in the asphalt industry and assembled a team of employees providing more than 100 years combined experience in the industry as well.

While we pride ourselves on being able to provide "Everything for an Asphalt Plant," we have focused and excelled at locating, evaluating, marketing and selling used and reconditioned equipment. This has made us uniquely qualified in assessing equipment values, regardless of make or model.

Our customers have come to rely on us for accurate equipment assessments due to our knowledge and understanding of historic market pricing, current market trends, and future market directions.

We provide this service for stand-alone components as well as entire plant operations on a regular basis and look forward to providing this service for many years to come.

The following is an Asphalt Plant Evaluation for: **Misc. Asphalt Plant Components**

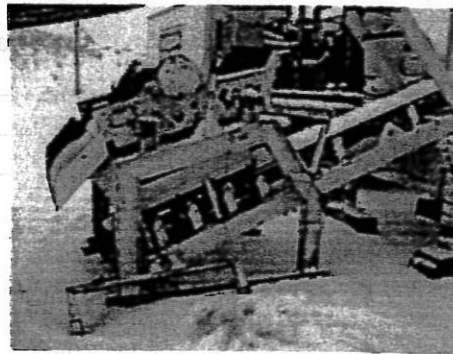
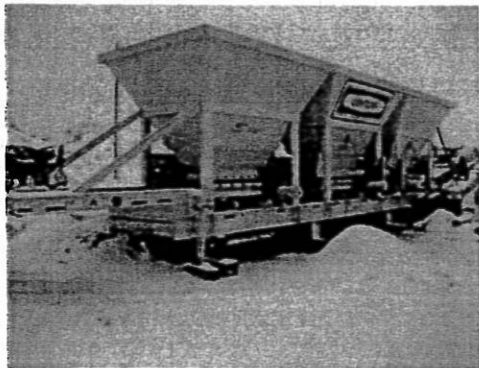
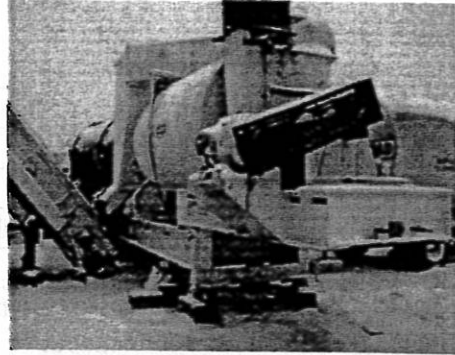
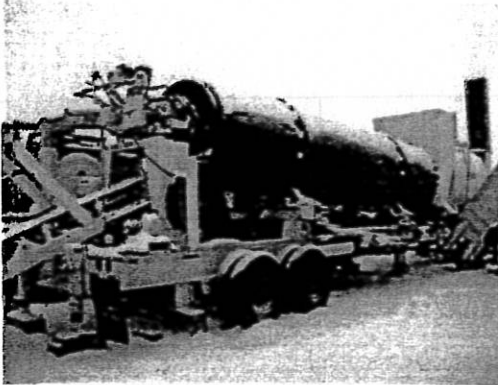
**Sincerely,**

**Mike Mauzy**

**M.Mauzy@ReliableAsphaltProducts**

**502-647-1782**

# Reliable Asphalt Products INC







### Plant Values

Equipment Description			Value
Almix 7228 drum/scrubber			\$35,000
Childers 15,000 gallon electric AC tank			\$15,000
Control shack – feeder controls. Systems ADP20 blending, Systems LC1000 loadout			\$20,000
Buzzer screen			\$7,000
3 bin feeder			\$15,000
Plant in operating condition operated as a complete plant			\$20,000
TOTAL			\$112,000

**Note: This is not an offer to purchase, but a fair representation of what we believe the plant/components would bring in an open market.**

#### \* "Fair Market Value"

"Fair Market Value" is the most probable price, which a property should bring in a competitive and open market under all conditions requisite to a fair sale. A "fair sale" means that buyer and seller are each acting prudently and knowledgeably, and for self interest and assumes that neither the price nor the parties are under undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) buyer and seller are well informed or well advised and are acting in what they consider their own best interests; (3) the property is exposed for a reasonable time in the open market; (4) payment is made in terms of cash or in financial arrangements comparable thereto; (5) the price represents the normal consideration for the property sold unaffected by special or creative financing; or sales concessions granted by anyone associated with the sale.

**COMMERCIAL BILL OF SALE  
FOR BUSINESS PERSONAL PROPERTY, TOOLS,  
EQUIPMENT AND MACHINERY**

The SELLER, The City of Shelby ("SELLER") of Shelby, Mt, in consideration of Forty Thousand dollars (\$40,000.00) and paid to SELLER by Century Companies, Inc ("BUYER") of Lewistown MT, receipt of which is hereby acknowledged, does grant, sell, transfer and deliver to BUYER all interest in the following equipment:

- 12.611 Almix 7228 Drum
- 12.681 Childers 15,000 gallon Asphalt tank
- 12.631 Control trailer with controls
- 12.661 Buzzer screen
- 12.621 3 bin feeder

BUYER shall have all right and title to the goods. SELLER, is the lawful owner(s) of the goods which are free from all encumbrances. The SELLER has the right to sell the goods and will warrant and defend the right against the lawful claims and demands of all persons.

Said business personal property is sold "AS IS", and SELLER make no warranties, either written or implied, as to the merchantability or fitness for any particular purpose.

IN WITNESS WHEREOF, SELLER has executed this agreement at Lewistown, Montana, on \_\_\_\_\_.

By: \_\_\_\_\_

Agent: City of Shelby

By: \_\_\_\_\_

Agent: Century Companies, Inc.

AGREEMENT FOR JOINT OWNERSHIP AND OPERATION OF  
A HOT MIX ASPHALT PRODUCTION PLANT

I. OWNERSHIP AND INVESTMENT COSTS

Depreciation, interest, insurance, taxes, initial set-up costs, etc. will be shared 50-50 via joint ownership by the City and Century. If agreements pursuant to this agreement for any reason provide for something other than simple joint ownership, the effective costs and benefits will nevertheless remain the same.

II. FIRST COST ESTIMATE

The initial investment, including set-up, is estimated at \$200,000, not to exceed \$300,000. Century will seek out and recommend a plant for purchase. The parties must be in mutual agreement as to the purchase of any given plant.

III. FIRST COST FINANCING

The City will investigate the possibility of a loan from the State Board of Investments. It is understood that said Board has the ability to make both commercial and public loans. Nevertheless, it is agreed that the financing process cannot hinder the progress schedule of the project and that interim/permanent financing remains the sole responsibility of the respective parties. Century will provide all financial disclosures deemed appropriate by the City.

IV. MOVE AND SET

It will be Century's responsibility to license the plant, bring it into a good state of repair, move and set the plant, and see that it is operational. Once operational, the cumulative costs to that point will be added to the purchase price of the plant and the sum will be considered the "first cost" described in Paragraph II. Century will perform this work at direct cost plus 5% surcharge to help offset clerical and general administrative costs. The City and Century will work together week by week and mutually agree as to how the move, set and repair money is being allocated. A detailed cost summary by Century will be provided to the JV for review on each Monday AM for the period ending Saturday PM eight (8) calendar days earlier. Although Century will supervise the move and set, it may be advantageous to utilize City equipment and workers. Such would be charged by the City to the JV in the same manner set out above.

V. DEADLINE

The plant purchase and the move and set described in Paragraph IV above must be complete by May 1, 1994.

VI. LOCATION

The City yard will be the location for the plant.

VII. UTILITIES

It is understood that if the plant operates within the city limits that reduced gas and electric rates may be available to the City. Should this materialize, the City will negotiate with the utility company an acceptable billing method. The same rate would apply to Century's use.

VIII. PLANT ACCOUNTING

Century will manage the plant accounting as a matter of routine. The process will be precisely as it is for one of our own plants except that we will capitalize and depreciate 50% of first cost rather than 100% of first cost.

The Shelby JV will be Plant #12-60. Parts, repairs, etc. will be charged to this equipment number. The plant operator and/or mechanic and/or Century management will simply have to assure that the City co-approves any purchases or other expenditures. Rather than implement a cumbersome, inefficient purchase order system, Century will obtain concurrence verbally with formal approval to follow prior to the end of any given accounting period. Century will then invoice the City for 50% of the parts and repair costs associated with the aforementioned accounting period.

The City can maintain its plant account and operating procedures in similar fashion and then assess Century 50% of parts and repair expenses incurred. The parties will exchange copies of internal plant records periodically for check and balance purposes.

Finally, on an annual basis, a credit/charge transaction to more accurately prorate wear part costs against tonnage produced will be mutually calculated by the parties.

IX. PRODUCTION ACCOUNTING

Production for the City will be coded to Job #5005. Production for Century will be coded to Job #5010. Production and other activities related to both will be appropriately split on time cards, plant reports, and vendor invoices. Virtually all activity (labor, materials, supplies, loader hours, etc.) must be charged to Job #5005 or Job #5010 or split between Job #5005 and Job #5010. The plant itself will be charged to one of these aforementioned numbers at the beginning rate of \$3.00/ton. The exception will be for volume job mixing by Century, should this materialize. In this case, a special number will be assigned that job. For routine commercial (small) jobs, Century intends to "buy" mix from Job #5010 at a beginning rate of \$25.00/ton which is an estimated cost (break even) rate. Century will bill any cost it occurs in Job



#5005 to the City. The City may or may not want to develop its own similar job cost allocation system.

As in the plant accounting (Paragraph VIII) the policies remain generally the same. The internal plant rate is not rigid, but rather, may be adjusted in advance from time to time on a mutual basis as experience and volume history is developed.

#### X. DISBURSEMENTS AND CONTRIBUTIONS

As heretofore set out, both the City and Century will be maintaining their own respective accounts for Plant #12-60 (Paragraph VIII). These individual accounts will show "revenue" (the internal charge rate \$3.00/ton to start) and expenses (parts, repair labor & investment costs). Annually, both accounts will be simultaneously audited and brought even by a charge so that both owners share equally in the gain or loss resulting from the plant ownership and the charge rate. In the long term, this account is intended to break even and will be managed as such.

#### XI. SOURCE DOCUMENTS

Primary tracking documents are labor/equipment time cards, bills of lading, invoices and the Daily Hot Plant Report (attached). This report will be filled out each and every time there is activity at the hot plant. Other means of tracking will be explained during initial orientation. For instance, it is conceivable that Century would use a City loader for a short time at the hot plant. We call this a "blue card" transaction, which enables Century to accumulate such hours, report them to the City, and ultimately assess Job #5010 for the resulting charge. Many other tracking situations exist that are routine for Century. An orientation, in Shelby, with Century's Controller and appropriate City people will be conducted.

#### XII. MATERIALS

Aggregate materials will be stored in separate stockpiles and separation tracking is not necessary. Liquid asphalt will be furnished by Century and billed to the City via the Daily Hot Plant Report. This is simple for clerical purposes. Furthermore, this will benefit the City through Century's bulk contracts and also offset related carrying costs by allowing for a small handling charge. Natural gas and/or propane policy will be determined at a later date.

#### XIII. MANAGEMENT

It will be the intent of Century and the City to train a local plant operator as quickly as possible. This person should reside in Shelby and will be employed by Century, the City or both. This person will ultimately handle most plant related field management

functions and furthermore serve as a contact person and communication liaison.

Century will manage the development of this person and also serve as the managing partner in general. It is not and will not be the intention of Century to benefit through management charges. Furthermore, these efforts will be passive and minimal in terms of chargeable services once the program is stabilized. Century should, nevertheless, be entitled to a 50% direct management cost reimbursement when appropriate and mutually agreed to in advance.

#### XIV. TERMINATION

Should either of the parties, for any reason, deem that it is in their best interest to terminate this ownership and operating agreement, they shall have the right to do so. When such notice is given, all outstanding accounts, audits and adjustments will first be brought current. One party shall then buy the other party's co-ownership interest in the Asphalt Plant. The price shall be determined by a simple bidding process which begins with the first party making a reasonable offer. The second party, within seven (7) days, must either accept the offer or add at least 5% to the offer as a counter offer. This process continues until one of the parties accepts.

The termination and buy-out process, unless mutually agreed otherwise, must begin at the beginning of the off-season so that neither party's operations are placed in jeopardy. Good faith is of the essence.

RESPECTFULLY PROPOSED:

Century Companies, JV

  
Jack Morgenstern, President

1/10/94  
Date

AGREED:

City of Shelby

  
Larry J. Bonderud, Mayor

12-22-93  
Date





February 12, 2020

City of Shelby  
Attn. Mayor McDermott  
112 First Street South  
Shelby, MT 59474

Dear Mayor McDermott,

The following is the total plant revenue and repairs accounting on our jointly owned 12-600 hot plant for the year 2019.

Revenue:	1,221.36 TN @ \$4.00/TN = \$4,885.44
	<u>6,396.83 TN @ \$6.00/TN = \$38,380.98</u>
Total Revenue	\$43,266.42
Total Repairs (detail listing enclosed)	<u>(\$21,435.79)</u>
Balance remaining after repairs	\$21,830.63
City of Shelby (50% Share)	\$10,915.32

Let us know if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Tracy Golik".

Tracy Golik  
CFO  
Century Companies, Inc.

PO Box 579  
510 1st Ave. N.  
Lewistown, MT 59457

406-535-1200  
Fax 406-535-1205

[www.centuryci.com](http://www.centuryci.com)



RECEIVED  
MAY 24 2019  
CITY OF SHELBY

May 21, 2019

City of Shelby  
Attn. Mayor McDermott  
112 First Street South  
Shelby, MT 59474

Dear Mayor McDermott,

The following is the total plant revenue and repairs accounting on our jointly owned 12-600 hot plant for the year 2018.

Revenue:	4,432.03 TN @ \$3.50/TN = \$15,512.11
	<u>4,990.25 TN @ \$5.00/TN = \$24,951.25</u>
Total Revenue	\$40,463.35
Total Repairs (detail listing enclosed)	<u>(\$47,350.63)</u>
Balance remaining after repairs	(\$6,887.28)
City of Shelby (50% Share payable to Century)	(\$3,443.64)

Let us know if you have any questions.

Sincerely,

Tracy Golik  
CFO  
Century Companies, Inc.

PO Box 579  
510 1st Ave. N.  
Lewistown, MT 59457

406-535-1200  
Fax 406-535-1205

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February 9, 2018

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FEB 12 2018

CITY OF SHELBY  
Montana

City of Shelby  
Attn. Gary McDermott  
112 First Street South  
Shelby, MT 59474

Dear Mayor McDermott,

The following is the total plant revenue and repairs accounting on our jointly owned 12-600 hot plant for the year 2017.

Revenue:	19,732.22 TN @ \$3.25/TN = \$64,129.71
	<u>5,103.76 TN @ \$4.75/TN = \$24,242.84</u>
Total Revenue	\$88,372.55
Total Repairs (detail listing enclosed)	<u>(\$29,079.02)</u>
Balance remaining after repairs	\$59,293.53
City of Shelby (50% Share)	\$29,646.77

Let us know if you have any questions.

Sincerely,

Tracy Golik  
CFO  
Century Companies, Inc.

PO Box 579  
510 1st Ave. N.  
Lewistown, MT 59457

406-535-1200  
Fax 406-535-1205

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JAN 06 2017  
CITY OF SHELBY

December 30, 2016

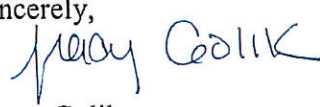
City of Shelby  
Attn. Mayor Bonderud  
112 First Street South  
Shelby, MT 59474

Dear Mayor Bonderud,

The following is the total plant revenue and repairs accounting on our jointly owned 12-600 hot plant for the year 2016.

Revenue:	3,855.74 TN @ \$3.25/TN = \$12,531.16
	<u>4,426.54 TN @ \$4.75/TN = \$21,026.08</u>
Total Revenue	\$33,557.24
Total Repairs (detail listing enclosed)	<u>(\$30,482.85)</u>
Balance remaining after repairs	\$3,074.39
City of Shelby (50% Share)	\$1,537.20

Let us know if you have any questions.

Sincerely,  
  
Tracy Golik  
CFO  
Century Companies, Inc.

PO Box 579  
510 1st Ave. N.  
Lewistown, MT 59457

406-535-1200  
Fax 406-535-1205

[www.centuryci.com](http://www.centuryci.com)

Big Sky Country  
Employer of Choice 38



CENTURY COMPANIES, INC.

January 11, 2016

City of Shelby  
Attn. Mayor Bonderud  
P O Box 743  
Shelby, MT 59474

Dear Mayor Bonderud,

The following is the total plant revenue and repairs accounting on our jointly owned  
12-600 hot plant for the year 2015.

Revenue:	1,211.44 TN @ \$3.25/TN = \$3,937.18
	<u>3,178.19 TN @ \$4.75/TN = \$15,096.38</u>
Total Revenue	\$19,033.56
 Total Repairs (detail listing enclosed)	 <u>\$(10,555.96)</u>
 Balance remaining after repairs	 \$8,477.60
 City of Shelby (50% Share)	 \$4,238.80

Let us know if you have any questions.

Sincerely,

Tracy Golik  
Century Companies



CENTURY COMPANIES, INC.

Mayor, Council

January 26, 2015

City of Shelby  
Attn: Mayor Bonderud  
P O Box 743  
Shelby, MT 59474

Dear Mayor Bonderud,

The following is the total plant revenue and repairs accounting on our jointly owned  
12-600 hot plant for the year 2014.

Revenue:	1,739.09 TN @ \$3.25/TN = \$5,652.04
	<u>2,304.57 TN @ \$4.75/TN = \$10,946.71</u>
Total Revenue	\$16,598.75

Total Repairs (detail listing enclosed)	<u>\$(6,781.57)</u>
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Balance remaining after repairs	\$9,817.18
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City of Shelby (50% Share)	\$4,908.59
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Let us know if you have any questions.

Sincerely,

Tracy Golik  
Century Companies





CENTURY COMPANIES, INC.

RECEIVED

JAN 22 2014

CITY OF SHELBY  
Montana

January 20, 2014

City of Shelby  
Attn. Mayor Bonderud  
P O Box 743  
Shelby, MT 59474

Dear Mayor Bonderud,

The following is the total plant revenue and repairs accounting on our jointly owned  
12-600 hot plant for the year 2013.

Revenue:

3,052.33 TN @ \$3.25/TN = \$9,920.07

5,953.54 TN @ \$4.75/TN = \$28,279.33

Total Revenue

\$38,199.40

Total Repairs (detail listing enclosed)

\$(14,058.86)

Balance remaining after repairs

\$24,140.54

City of Shelby (50% Share)

\$12,070.27

Less: City of Shelby Share from 2012

(\$2,397.02)

City of Shelby Share Balance for 2013

\$9,673.25

Let us know if you have any questions.

Sincerely,

Tracy Golik  
Century Companies

**AMENDMENT NO. 21**

**CITY OF SHELBY LANDFILL  
ENGINEERING CONSULTING SERVICES**

The Original Consultant Agreement for Professional Services ("Agreement") between the City of Shelby, ("Owner") and Barry Damschen Consulting, LLC ("Consultant") for the period of January 1, 2003 through December 31, 2003 shall be amended to provide the same consulting services for the period of January 1, 2020 through December 31, 2020.

**FEE**

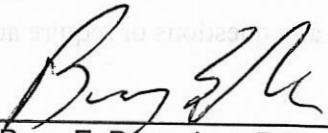
The Consultant shall conduct the work for the Lump Sum Fee of \$8,500.00. The Consultant shall invoice the Owner one fourth of the total fee on a quarterly basis.

This Owner and Consultant hereby agree to this Amendment.

**City of Shelby, Montana**

**Barry Damschen Consulting, LLC**

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Barry E. Damschen, P.E.  
Owner

\_\_\_\_\_  
Attest

2-24-20  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# BARRY DAMSCHEN CONSULTING, LLC

Engineering • Solid Waste Management

January 20, 2020

Mike Eder  
Montana Department of Environmental Quality  
P.O. Box 200901  
Helena, MT 59620

Dear Mike:

Enclosed please find a summary of the year 2019 methane monitoring results from the City of Shelby landfill. There was no methane detected in any of the wells except for a small amount in SHM-1.

If you have any questions or require any additional information, please do not hesitate to contact us.

Sincerely,  
BARRY DAMSCHEN CONSULTING, LLC

Barry E. Damschen, P.E.  
Project Manager

cc: City of Shelby

Enclosure



**CITY OF SHELBY LANDFILL  
METHANE MONITORING RESULTS**  
(All results in percent of total sample)

Quarter	Date	Office	Building	SHM-1	SHM-2	SHM-3	SHM-4	SHM-5A	SHM-5B	
1	3/13/19	0	0.1	0	NR	0	0	0.1	0.2	CO <sub>2</sub>
		0	0	0	NR	0	0	0	0	Methane
		19.1	19.1	19.3	NR	19.2	19.5	19.3	19.2	Oxygen
2	5/20/19	0	0	2.1	0	0	0.9	1.7	0.4	CO <sub>2</sub>
		0	0	0.9	0	0	0	0	0	Methane
		19.5	19.5	13.7	19.1	19.0	18.6	18.0	19.1	Oxygen
3	7/15/19	0	0	4.2	0	0	2.7	2.0	0.3	CO <sub>2</sub>
		0	0	1.1	0	0	0	0	0	Methane
		18.8	18.9	15.4	18.9	18.3	15.5	17.1	18.6	Oxygen
4	11/22/19	0	0	7.3	0.2	0	3.3	0.4	2.3	CO <sub>2</sub>
		0	0	1.9	0	0	0	0	0	Methane
		18.6	18.6	7.2	18.6	18.6	14.9	18.6	17.2	Oxygen

NR = No reading; Cap frozen on