

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

ROLL CALL OF MEMBERS
PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Regular Council Meeting, 2/19/19 (pgs 5-6)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

CLAIMS REPORT 02/28/19 (pgs 7-21)

BUILDING INSPECTOR

- Building Inspector Report, no permits issued

COMMITTEE REPORTS

- Minutes of Park & Recreation Committee, 2/25/19 (pgs 22-31)
 - Historic Shelby High Facility Use Agreement

CITY ATTORNEY

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CITY FINANCE OFFICER

- Payroll Expense by Department Report, February 2019 (pg 32)
- Annual Landfill Trust Deposit (pgs 33-39)

CITY SUPERINTENDENT

- Superintendent's Report

COMMUNITY DEVELOPMENT DIRECTOR

-

OTHER MATTERS

-

ADJOURN

CITY COUNCIL PACKET LISTING

- A. Agenda
- B. Agenda Items
 - 1. Minutes of Regular Council Meeting, 2/19/19
 - 2. Claims Report, 02/28/19
 - 3. Minutes of Park & Rec Committee Meeting, 2/25/19
 - 4. Payroll Expense by Department Report, February 2019
 - 5. 2/22/19 Memo from Jade Goroski re: Annual Landfill Trust Deposit
- C. Correspondence
 - 1. 2/19/19 Minutes and Information from Northern Transit Interlocal Meeting
 - 2. March 2019 Newsletter
- 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 19, 2019**

Mayor McDermott called the meeting to order at 6:38 p.m. Present were: Lyle Kimmet, Debra Clark, Trent Tustian, Bill Moritz, Joe Flesch and Aaron Heaton, Council Members; Bill Hunt, City Attorney; Jade Goroski, Finance Officer; Rob Tasker, Building Inspector; Lorette Carter, Community Development Director. Absent and Excused: None.

Other citizens present: Lance Hoover, Ron Buck, Cindy Combs and Jim Yeagley.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

TUSTIAN MADE A MOTION TO APPROVE THE 2/04/2019 MINUTES. SECONDED BY KIMMET. VOTE: AYES - CLARK, KIMMET, MORITZ, HEATON, TUSTIAN, FLESCHE. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

MORITZ MADE A MOTION TO APPROVE THE 2/07/2019 MINUTES. SECONDED BY KIMMET. VOTE: AYES - CLARK, KIMMET, MORITZ, HEATON, TUSTIAN, FLESCHE. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

APPEARANCE REQUESTS

- Cindy Combs - DES Coordinator
- Anthony Botts - Snowplowing

COMMITTEE REPORTS

- Law Enforcement Report - N/A
- Fire Department - Ron Buck
- Minutes of City County Planning Board Meeting

CITY ATTORNEY

- City of Shelby/Merchants Association/MRE Welcome Sign
MORITZ MADE A MOTION TO APPROVE THE MOU. SECONDED BY TUSTIAN. VOTE: AYES - CLARK, KIMMET, MORITZ, HEATON, TUSTIAN, FLESCHE. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY FINANCE OFFICER

- City Judge's Report, January 2019
- Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, Project Budgets, 1/31/2019
CLARK MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY HEATON. VOTE: AYES - CLARK, KIMMET, MORITZ, HEATON, TUSTIAN, FLESCHE. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- City of Shelby Delinquent Taxes, 1/31/2019

CITY SUPERINTENDENT

Brian Roark, acting superintendent, submitted a report of events for the last two weeks and plans for the following week.

COMMUNITY DEVELOPMENT DIRECTOR

- The Preservation Grant is going to be re-bid as the original bid did not include the full scope of work as directed by the Main Street Program and CDBG – Planning Division.
- The start-up documentation for Phase II of the storm water drainage project is complete. The comment period related to the environmental impact of the project begins Wednesday, February 20, 2019 followed by a comment period for the release of funds for the project at which time the Department of Commerce can issue approval for release of funds.
- Our engineering team is working on a cost estimate of an environmental assessment as required by the Army Corp of Engineers for the wellfield project investment.
- The “Welcome to Shelby” sign has been approved for placement on the west corner of the MRE warehouse yard. The revised sign has been approved by the Merchant Association and a MOU has been drafted for use of space; ownership of sign; and maintenance of the sign.
- The Montana State Library Montana Land Information Act grant application has been submitted for data collection electronic equipment replacement.
- The Shelby Tourism Business Improvement District has approved additional support of the Carousel Rest Area of Shelby.
- The Northern Transit Interlocal met Tuesday, Feb. 19th.
- The Parks & Rec Committee meets Monday, February 25th at 6:30pm at City Hall.
- We are working on a Facility Use Agreement for Historic Shelby High for future use.

OTHER MATTERS

- N/A

ADJOURN

AT 8:25 P.M. KIMMET MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY HEATON. VOTE: AYES – CLARK, KIMMET, MORITZ, HEATON, TUSTIAN, FLESC. NOES – NONE. ABSENT – NONE. ABSTAIN – NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

02/28/19
14:51:49

CITY OF SHELBY
Claim Details
For the Accounting Period: 2/19

Page: 1 of 15
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
180575			01806 ALARM SERVICE INC	35.00					
1	R 95521	02/20/19 3/19 Fire Alarm Monitoring		35.00			1000 420401	300	101000
180576			00343 ENERGY LABORATORIES INC	77.00					
1	215809	02/20/19 Lagoon Influent		77.00		31953	5310 430600	300	101000
180577			00400 UTILITIES UNDERGROUND LOCATION	16.38					
1	9015097	01/31/19 9 Locates for 1/19		16.38		31945	5210 430500	300	101000
180578			01137 AQUA TECH LABORATORY	80.00					
1	30609	02/05/19 Monthly Coliform Water Testing		80.00		31938	5210 430500	300	101000
180579			00539 YEAGLEY, JAMES H	600.00					
1	02/26/19	2/19 Planning Services		600.00			1000 411030	350	101000
180580	-98663E		01486 USDA RURAL DEVELOPMENT	1,603.00					
1	02/05/19	Fire Hall Improvement Loan		1,371.47			1000 490527	610	101000
2	02/05/19	Fire Hall Improvement Loan-Int		231.53			1000 490527	620	101000
180581			01285 HUNT, WILLIAM E JR	7,500.00					
1	02/26/19	2/19 Legal Services		1,875.00			1000 411100	350	101000
2	02/26/19	2/19 Legal Services		1,875.00			5210 430513	350	101000
3	02/26/19	2/19 Legal Services		1,875.00			5310 430613	350	101000
4	02/26/19	2/19 Legal Services		1,875.00			5410 430813	350	101000
180582	-98664E		00111 FIRST STATE BANK	131.80					
1	02/04/19	Monthly Bank Service Charge		32.95			1000 410550	300	101000
2	02/04/19	Monthly Bank Service Charge		32.95			5210 430570	300	101000
3	02/04/19	Monthly Bank Service Charge		32.95			5310 430670	300	101000
4	02/04/19	Monthly Bank Service Charge		32.95			5410 430870	300	101000
180583			00043 SHELBY GAS ASSOCIATION	7,888.60					
1	02/25/19	2/19 Gas Bill		145.80			1000 411200	343	101000
2	02/25/19	2/19 Gas Bill		806.10			1000 420400	343	101000
3	02/25/19	2/19 Gas Bill		806.10			1000 420401	343	101000
4	02/25/19	2/19 Gas Bill		365.00			1000 460445	343	101000
5	02/25/19	2/19 Gas Bill		625.00			1000 460442	343	101000
6	02/25/19	2/19 Gas Bill		266.60			5410 430840	343	101000
7	02/25/19	2/19 Gas Bill		460.70			1000 430200	343	101000
8	02/25/19	2/19 Gas Bill		460.70			5210 430500	343	101000
9	02/25/19	2/19 Gas Bill		460.70			5310 430600	343	101000
10	02/25/19	2/19 Gas Bill		460.70			5410 430830	343	101000
11	02/25/19	2/19 Gas Bill		140.25			1000 411202	343	101000
12	02/25/19	2/19 Gas Bill		140.25			5210 430520	343	101000

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13	02/25/19	2/19 Gas Bill		140.25			5310 430620	343	101000
14	02/25/19	2/19 Gas Bill		140.25			5410 430820	343	101000
15	02/25/19	2/19 Gas Bill		105.80			5210 430500	343	101000
16	02/25/19	2/19 Gas Bill		1,566.80			1000 460465	343	101000
17	02/25/19	2/19 Gas Bill		797.60			2936 460463	343	101000
180584		00026 MARIAS RIVER ELECTRIC COOP INC		12,330.48					
1	02/25/19	2/19 Electric Bill		85.01			1000 411200	342	101000
2	02/25/19	2/19 Electric Bill		195.40			1000 420400	342	101000
3	02/25/19	2/19 Electric Bill		195.40			1000 420401	342	101000
4	02/25/19	2/19 Electric Bill		59.46			1000 411202	342	101000
5	02/25/19	2/19 Electric Bill		59.46			5210 430520	342	101000
6	02/25/19	2/19 Electric Bill		59.46			5310 430620	342	101000
7	02/25/19	2/19 Electric Bill		59.46			5410 430820	342	101000
8	02/25/19	2/19 Electric Bill		159.25			1000 430200	342	101000
9	02/25/19	2/19 Electric Bill		159.25			5210 430500	342	101000
10	02/25/19	2/19 Electric Bill		159.25			5310 430600	342	101000
11	02/25/19	2/19 Electric Bill		159.25			5410 430830	342	101000
12	02/25/19	2/19 Electric Bill		72.25			1000 440600	342	101000
13	02/25/19	2/19 Electric Bill		72.25			1000 460430	342	101000
14	02/25/19	2/19 Electric Bill		75.96			1000 460430	342	101000
15	02/25/19	2/19 Electric Bill		230.76*			1000 460465	342	101000
16	02/25/19	2/19 Electric Bill		44.33			1000 460439	342	101000
17	02/25/19	2/19 Electric Bill		785.90			1000 460442	342	101000
18	02/25/19	2/19 Electric Bill		44.84			1000 460445	342	101000
19	02/25/19	2/19 Electric Bill		3,873.66			2400 430263	342	101000
20	02/25/19	2/19 Electric Bill		4,191.22			5210 430500	342	101000
21	02/25/19	2/19 Electric Bill		777.15			5310 430600	342	101000
22	02/25/19	2/19 Electric Bill		367.04			2936 460463	342	101000
23	02/25/19	2/19 Electric Bill		444.47			5410 430840	342	101000
180585		01851 CT CLEANING		1,200.00					
1	02/27/19	2/19 Janitorial Service		70.00			1000 411202	390	101000
2	02/27/19	2/19 Janitorial Service		70.00			5210 430520	390	101000
3	02/27/19	2/19 Janitorial Service		70.00			5310 430620	390	101000
4	02/27/19	2/19 Janitorial Service		70.00			5410 430820	390	101000
5	02/27/19	2/19 CC Janitorial Service		800.00			1000 460442	300	101000
6	02/27/19	2/19 Williamson Bldg Service		120.00			2936 460463	300	101000
180586		01388 3 RIVERS COMMUNICATIONS INC		943.25					
1	02/01/19	2/19 phone bill		12.39			1000 420500	344	101000
2	02/01/19	2/19 phone bill		31.02			1000 410550	344	101000
3	02/01/19	2/19 phone bill		31.02			5210 430570	344	101000
4	02/01/19	2/19 phone bill		31.02			5310 430670	344	101000
5	02/01/19	2/19 phone bill		31.02			5410 430870	344	101000

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6	02/01/19	2/19 phone bill	24.30			1000 430200	344	101000
7	02/01/19	2/19 phone bill	24.30			5210 430500	344	101000
8	02/01/19	2/19 phone bill	24.30			5310 430600	344	101000
9	02/01/19	2/19 phone bill	24.30			5410 430830	344	101000
10	02/01/19	2/19 phone bill	96.76			1000 460465	300	101000
11	02/01/19	2/19 phone bill	163.96			1000 460442	344	101000
12	02/01/19	2/19 phone bill	64.60			1000 420400	344	101000
13	02/01/19	2/19 phone bill	64.60			1000 420401	344	101000
14	02/01/19	2/19 phone bill	4.74			1000 410200	344	101000
15	02/01/19	2/19 phone bill	4.74			5210 430512	344	101000
16	02/01/19	2/19 phone bill	4.74			5310 430612	344	101000
17	02/01/19	2/19 phone bill	4.74			5410 430812	344	101000
18	02/01/19	2/19 phone bill	45.93			1000 460445	344	101000
19	02/01/19	2/19 phone bill	136.70			5310 430600	344	101000
20	02/01/19	2/19 phone bill	33.48			5210 430500	344	101000
21	02/01/19	2/19 phone bill	51.11			5210 430500	344	101000
22	02/01/19	2/19 phone bill	33.48			5210 430500	344	101000
180587	25644S	00144 POSTMASTER	286.67					
1	02/22/19	2/19 UB Postage	95.55			5210 430570	310	101000
2	02/22/19	2/19 UB Postage	95.56			5310 430670	310	101000
3	02/22/19	2/19 UB Postage	95.56			5410 430870	310	101000
180588		00048 TOOLE COUNTY CLERK & RECORDER	52,720.19					
1	01/31/19	Animal Control-cell phone	23.12			1000 440600	344	101000
2	01/31/19	City Judge & Sec-Wages	2,448.83			1000 410360	100	101000
3	01/31/19	City Judge&Sec-Social Security	149.90			1000 410360	141	101000
4	01/31/19	City Judge & Sec-Medicare	35.06			1000 410360	142	101000
5	01/31/19	City Judge & Sec-PERS	209.87			1000 410360	143	101000
6	01/31/19	City Judge&Sec-UnemploymentIns	6.37			1000 410360	145	101000
7	01/31/19	City Judge & Sec-Worker's Comp	17.72			1000 410360	146	101000
8	01/31/19	City Judge-Health Insurance	356.50			1000 410360	147	101000
9	01/31/19	City Judge-Supplies	6.75			1000 410360	200	101000
10	01/31/19	City Judge-Travel & Education	102.98			1000 410360	370	101000
11	01/31/19	City Judge-Phone	19.63			1000 410360	344	101000
12	01/31/19	Community Development-cell	52.43			1000 411050	344	101000
13	01/31/19	Building-cell phone	23.12			1000 420500	344	101000
14	01/31/19	Law Enforcement	34,370.00			1000 420000	300	101000
15	01/31/19	Law Enforcement	4,910.00			5210 420100	300	101000
16	01/31/19	Law Enforcement	4,910.00			5310 420100	300	101000
17	01/31/19	Law Enforcement	4,910.00			5410 420100	300	101000
18	01/31/19	Supt/Foreman/Shop On-call cell	33.42			1000 430200	344	101000
19	01/31/19	Supt/Foreman/Shop On-call cell	33.42			5210 430500	344	101000
20	01/31/19	Supt/Foreman/Shop On-call cell	33.42			5310 430600	344	101000
21	01/31/19	Supt/Foreman/Shop On-call cell	33.40			5410 430830	344	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
22	01/31/19	Water Department-cell phone	34.25			5210 430500	344	101000
180589		02368 OPTUM	17.00					
1	9510005283	02/15/19 HSA Service Fee	4.25			1000 410550	300	101000
2	9510005283	02/15/19 HSA Service Fee	4.25			5210 430570	300	101000
3	9510005283	02/15/19 HSA Service Fee	4.25			5310 430670	300	101000
4	9510005283	02/15/19 HSA Service Fee	4.25			5410 430870	300	101000
180590		00309 PREFERRED OFFICE EQUIPMENT	496.48					
1	28265	02/15/19 2/19 Maintenance & Copies	87.20			1000 410550	300	101000
2	28265	02/15/19 2/19 Maintenance & Copies	72.16			1000 411050	300	101000
3	28265	02/15/19 2/19 Maintenance & Copies	87.20			5210 430570	300	101000
4	28265	02/15/19 2/19 Maintenance & Copies	87.20			5310 430670	300	101000
5	28265	02/15/19 2/19 Maintenance & Copies	87.20			5410 430870	300	101000
6	28333	02/25/19 2/19 Maintenance & Copies-Shop	75.52		31951	1000 420500	200	101000
180591		02389 WELLS FARGO VENDOR FIN SERV	127.70					
		Serial #6507270X						
1	69353404	02/17/19 2/19 Sharp MX-350 Copier-Sho	31.93		31966	1000 430200	200	101000
2	69353404	02/17/19 2/19 Sharp MX-350 Copier-Sho	31.93		31966	5210 430500	200	101000
3	69353404	02/17/19 2/19 Sharp MX-350 Copier-Sho	31.92		31966	5310 430600	200	101000
4	69353404	02/17/19 2/19 Sharp MX-350 Copier-Sho	31.92		31966	5410 430840	200	101000
180592	-98662E	01145 MONTANA STATE	225.00					
		March 26-28, 2019 - Kalispell, MT						
1	01/24/19	Water/Wastewater School-Correa	112.50			5210 430500	370	101000
2	01/24/19	Water/Wastewater School-Correa	112.50			5310 430600	370	101000
180593		00359 BLACK MOUNTAIN SOFTWARE	100.00					
1	24259	02/07/19 CASS Certification	25.00		31641	1000 410550	300	101000
2	24259	02/07/19 CASS Certification	25.00		31641	5210 430570	300	101000
3	24259	02/07/19 CASS Certification	25.00		31641	5310 430670	300	101000
4	24259	02/07/19 CASS Certification	25.00		31641	5410 430870	300	101000
180594	-98661E	02460 ADVANCED REPORTING LLC	237.37					
1	2019010176	01/31/19 Background Check	237.37			1000 460442	300	101000
180595		01620 KADRMAS, LEE & JACKSON INC.	1,039.48					
1	10112765	02/06/19 WW Treatment Design	1,039.48			5310 430601	950 2282	101000

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180596		01620 KADRMAS, LEE & JACKSON INC.		4,613.24					
1	10112924	02/07/19 Storm Water-Survey		1,083.17			5720 430246	950 2283	101000
2	10112924	02/07/19 Storm Water-Construction Adm		3,530.07			5720 430246	950 2283	101000
180597		01620 KADRMAS, LEE & JACKSON INC.		2,689.96					
1	10112923	02/07/19 Storm Water Phase II-Design		2,689.96			5720 430246	950 2283	101000
180598		01620 KADRMAS, LEE & JACKSON INC.		23,052.32					
		NCMRWA Grant							
1	10112925	02/07/19 Wellfield Improvements		23,052.32			5210 430501	950 2285	101000
180599	-98660E	00144 POSTMASTER		117.30					
1	366	02/07/19 Storm Water Draw Postage		7.30			5720 430246	950 2283	101000
2	366	02/07/19 2 Rolls of Stamps		27.50			1000 410550	300	101000
3	366	02/07/19 2 Rolls of Stamps		27.50			5210 430570	310	101000
4	366	02/07/19 2 Rolls of Stamps		27.50			5310 430670	310	101000
5	366	02/07/19 2 Rolls of Stamps		27.50			5410 430870	310	101000
180600		00047 BEN TAYLOR INC		88.28					
1	16561	01/29/19 RFD-1/19 Fuel		88.28		31853	1000 420401	230	101000
180601		00119 SHELBY VOLUNTEER FIRE DEPT		322.29					
1	193689	02/02/19 CFD-Devoe's-Lumber for Shelves		322.29			1000 420400	200	101000
180602		00037 NORTHWEST PIPE FITTINGS INC		1,220.00					
		2/1/19-1/31/20							
1	197282	02/01/19 Annual Maintenance Arb N Sight		1,220.00		31639	5210 430500	300	101000
180603		01805 SYSTEMS		2,566.25					
1	33009	02/04/19 Quarterly Fee 1/19-3/19		366.36		31640	1000 410550	300	101000
2	33009	02/04/19 Quarterly Fee 1/19-3/19		366.36		31640	5210 430570	300	101000
3	33009	02/04/19 Quarterly Fee 1/19-3/19		366.39		31640	5310 430670	300	101000
4	33009	02/04/19 Quarterly Fee 1/19-3/19		366.39		31640	5410 430870	300	101000
5	33009	02/04/19 Quarterly Fee 1/19-3/19		202.50		31640	1000 460442	300	101000
6	33009	02/04/19 Quarterly Fee 1/19-3/19		202.50		31640	1000 411050	300	101000
7	33009	02/04/19 Quarterly Fee 1/19-3/19		76.11		31640	1000 430200	300	101000
8	33009	02/04/19 Quarterly Fee 1/19-3/19		76.11		31640	5210 430500	300	101000
9	33009	02/04/19 Quarterly Fee 1/19-3/19		76.14		31640	5310 430600	300	101000
10	33009	02/04/19 Quarterly Fee 1/19-3/19		76.14		31640	5410 430830	300	101000
11	33116	02/08/19 Server Refresh		50.00		31642	1000 410550	300	101000
12	33116	02/08/19 Server Refresh		50.00		31642	5210 430570	300	101000
13	33116	02/08/19 Server Refresh		50.00		31642	5310 430670	300	101000
14	33116	02/08/19 Server Refresh		50.00		31642	5410 430870	300	101000
15	33116	02/08/19 Server Refresh		50.00		31642	1000 411050	300	101000

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16	33182	02/26/19	Installed Backup-Lorette	39.37			1000 411050	300	101000
17	33182	02/26/19	Installed Backup-Lori	9.84			1000 410550	300	101000
18	33182	02/26/19	Installed Backup-Lori	9.84			5210 430570	300	101000
19	33182	02/26/19	Installed Backup-Lori	9.85			5310 430670	300	101000
20	33182	02/26/19	Installed Backup-Lori	9.85			5410 430870	300	101000
21	33183	02/26/19	Server Refresh	12.50			1000 411050	300	101000
22	33183	02/26/19	Server Refresh	12.50			1000 410550	300	101000
23	33183	02/26/19	Server Refresh	12.50			5210 430570	300	101000
24	33183	02/26/19	Server Refresh	12.50			5310 430670	300	101000
25	33183	02/26/19	Server Refresh	12.50			5410 430870	300	101000
180604			00030 MT MUNICIPAL INTERLOCAL	750.00					
1	118017	02/11/19	Deduct Recovery-S. Ballantyne	187.50			2190 510330	815	101000
2	118017	02/11/19	Deduct Recovery-S. Ballantyne	187.50			5210 510330	815	101000
3	118017	02/11/19	Deduct Recovery-S. Ballantyne	187.50			5310 510330	815	101000
4	118017	02/11/19	Deduct Recovery-S. Ballantyne	187.50			5410 510330	815	101000
180605			02071 CENTRAL MONTANA	1,875.00					
1	02/12/19		TBID-Central MT Display Ad	1,875.00			7199 212500		101000
180606			02398 CAROUSEL REST AREA OF SHELBY	5,000.00					
1	02/12/19		TBID-Support	5,000.00			7199 212500		101000
180607	-98659E	01552	HOME DEPOT	279.00					
1	H310361563	02/04/19	Hot One 4000W Heater	279.00		31016	5310 430600	200	101000
180608	-98658E	01552	HOME DEPOT	18.20					
1	H310361566	02/04/19	80 lb. Gray Concrete	18.20		31015	2936 460463	200	101000
180609			01438 BARRY DAMSCHEN CONSULTING LLC	2,025.00					
1	4 01/29/19	10/18-12/18	Consult & Monitor	2,025.00*			5410 430840	350	101000
180610			01620 KADRMAS, LEE & JACKSON INC.	7,766.18					
1	10113058	02/13/19	Rail Safety-Project Initiati	1,893.02			1000 470120	790	101000
2	10113058	02/13/19	Rail Safety-Prelim/FinalDesi	5,873.16			1000 470120	790	101000
180611			00398 FRYDENLUND, MYRON	87.00					
1	235387	02/12/19	Rekey Doors Southwest Entrance	30.00		31017	1000 460442	300	101000
2	235387	02/12/19	Rekey Doors North Entrance	30.00		31017	1000 460442	300	101000
3	235387	02/12/19	Rekey Door West Entrance	15.00		31017	1000 460442	300	101000
4	235387	02/12/19	6 Keys	12.00		31017	1000 460442	200	101000

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180612	-98657E	01803	MT.GOV	65.00					
			Annual Building Codes Conference - Bozeman, MT						
1	14THNNBLDN	02/19/19	Building Codes Conf-Tasker	65.00			1000 420500	370	101000
180613		00164	MONTANA RURAL WATER SYSTEMS INC	250.00					
1	2019021539	02/15/19	2019 Membership Dues	125.00			5210 430500	300	101000
2	2019021539	02/15/19	2019 Membership Dues	125.00			5310 430600	300	101000
180614	-98656E	01994	BEST BUY	159.99					
1	BBY0180560	02/14/19	Dell Monitor	39.99*		31643	1000 410550	215	101000
2	BBY0180560	02/14/19	Dell Monitor	40.00		31643	5210 430570	215	101000
3	BBY0180560	02/14/19	Dell Monitor	40.00		31643	5310 430670	215	101000
4	BBY0180560	02/14/19	Dell Monitor	40.00		31643	5410 430870	215	101000
180615		01742	NORTHERN TRANSIT INTERLOCAL	2,500.00					
1	02/21/19		Operational Costs-2nd Payment	2,500.00			1000 430200	300	101000
180616	-98655E	02461	STAYBRIDGE SUITES	280.06					
			Rural Water Conference - Great Falls						
1	24287143	02/22/19	Lodging-Roark	280.06			5210 430500	370	101000
180617	-98654E	02461	STAYBRIDGE SUITES	280.06					
			Rural Water Conference - Great Falls						
1	26589551	02/22/19	Lodging-Postma	280.06			5310 430600	370	101000
180618		01124	FIRST INTERSTATE BANK	16,004.00					
			Landfill Trust Annual - Closure & Post-Closure						
1	02/22/19		Lndfill Trust Annual Closure	9,327.00*			5410 430840	581	101000
2	02/22/19		LndfillTrustAnnual PostClosure	6,677.00*			5410 430840	581	101000
180619		00041	SHELBY PROMOTER	104.00					
1	SL190801	02/20/19	FONSI Storm Water Phase II	104.00			5720 430246	950 2283	101000
180620		01903	1ST CHOICE PLUMBING LLC	1,012.50					
1	6209	12/07/18	Hydro Jest Sewer Line @ CC	275.00		31944	1000 460442	369	101000
2	6272	02/06/19	Locate Sewer Line @ CC	275.00		31944	1000 460442	369	101000
3	6299	02/19/19	Clear Mainline @ Old City Hall	462.50		31955	1000 411200	300	101000
180621		01704	STEEL ETC.	99.40					
1	561933	01/31/19	Flat Bar Cut into 16-1/2" pcs	32.50		31942	5410 430830	200	101000
2	561933	01/31/19	Flat Bar Cut into 8-1/2" pcs	51.90		31942	5410 430830	200	101000
3	561933	01/31/19	Processing/Cutting	15.00		31942	5410 430830	300	101000

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180622	02031 MIDWAY RENTAL	321.30							
	Christmas Lights								
1	17-995446 01/08/19 65' Genie Boomlift Rental	321.30		31939	1000 460430	300		101000	
180623	02012 SHOPKO	25.97							
1	7520 02/12/19 Dawn/Tide	6.49		31940	1000 430200	200		101000	
2	7520 02/12/19 Dawn/Tide	6.49		31940	5210 430500	200		101000	
3	7520 02/12/19 Dawn/Tide	6.49		31940	5310 430600	200		101000	
4	7520 02/12/19 Dawn/Tide	6.50		31940	5410 430840	200		101000	
180624	02339 GREATLAND CRANE INSPECTION INC	750.00							
	Annual Lift Inspections								
1	1391 02/12/19 Automotive Lift/Overhead Crane	187.50		31937	1000 430200	300		101000	
2	1391 02/12/19 Automotive Lift/Overhead Crane	187.50		31937	5210 430500	300		101000	
3	1391 02/12/19 Automotive Lift/Overhead Crane	187.50		31937	5310 430600	300		101000	
4	1391 02/12/19 Automotive Lift/Overhead Crane	187.50		31937	5410 430830	300		101000	
180625	02412 CORE & MAIN	2,345.21							
1	K014303 01/29/19 (2)Repair Kit, Minor, Seal	900.26		31943	5210 430500	200		101000	
2	K014303 01/29/19 Seal, Mech	178.28		31943	5210 430500	200		101000	
3	J781796 01/29/19 Shaft,Nut & Clean Seal Chambe	1,266.67		31943	5210 430500	200		101000	
180626	02069 NATIONAL LAUNDRY CO	36.60							
1	62410 02/20/19 Red Shop Towels	36.60		31950	5310 430600	300		101000	
180627	00047 BEN TAYLOR INC	3,062.32							
1	44846 01/08/19 Williamson Park Propane	232.50			5210 430500	230		101000	
2	44893 01/16/19 UV Plant Propane	434.16			5210 430500	230		101000	
3	16351 01/29/19 1/19 Fuel	63.38		31946	5310 430600	200		101000	
4	16351 01/29/19 1/19 Fuel	283.88		31946	1000 430200	230		101000	
5	16351 01/29/19 1/19 Fuel	541.00		31946	5410 430830	230		101000	
6	16351 01/29/19 1/19 Fuel	125.03		31946	5310 430600	230		101000	
7	16351 01/29/19 1/19 Fuel	62.85		31946	1000 430200	230		101000	
8	16351 01/29/19 1/19 Fuel	196.05		31946	5310 430600	230		101000	
9	16351 01/29/19 1/19 Fuel	49.07		31946	5210 430500	230		101000	
10	16351 01/29/19 1/19 Fuel	6.45		31946	1000 460430	230		101000	
11	16351 01/29/19 1/19 Fuel	144.39		31946	1000 430200	230		101000	
12	16351 01/29/19 1/19 Fuel	175.86		31946	5310 430600	230		101000	
13	16351 01/29/19 1/19 Fuel	37.92		31946	1000 460430	230		101000	
14	16351 01/29/19 1/19 Fuel	5.11		31946	5310 430600	230		101000	
15	16351 01/29/19 1/19 Fuel	198.12		31946	5210 430500	230		101000	
16	16351 01/29/19 1/19 Fuel	36.01		31947	1000 420500	230		101000	
17	16351 01/29/19 1/19 Fuel	81.94		31947	1000 440600	230		101000	
18	192155 01/25/19 Bolts/Nuts/Washers	1.94		31948	5410 430830	200		101000	

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19	191972	01/22/19	Spring/Socket/Flex Ratc	54.26		31948	5410 430830	200	101000
20	191039	01/10/19	Screws/Bolts/Nuts	21.45		31948	5410 430830	200	101000
21	632359	01/22/19	Socket	1.20		31948	5410 430830	200	101000
22	191406	01/15/19	Bolts/Nuts	7.78		31948	5310 430600	200	101000
23	190700	01/04/19	Zep Floor Finish/Batteries	44.95		31948	5310 430600	200	101000
24	190698	01/04/19	GE 32W WW Par/Blk Ena	45.48		31948	1000 460465	369	101000
25	190831	01/07/19	(4)Grinding Wheel	23.56		31948	5410 430830	200	101000
26	192114	01/24/19	Salt Bags/Entry Locks	79.78		31948	1000 460442	200	101000
27	191511	01/17/19	Nipple	5.99		31948	5210 430500	200	101000
28	191497	01/16/19	Nipple/Union Red	38.98		31948	5210 430500	200	101000
29	191496	01/16/19	Keys	4.50		31948	1000 460442	200	101000
30	191013	01/09/19	Keys	7.50		31948	1000 460442	200	101000
31	191260	01/13/19	Propane/Util Light/Lighter	32.28		31948	5210 430500	200	101000
32	190622	01/03/19	Light Bulbs	18.95		31494	1000 460465	369	101000
180628		02335	CINTAS CORPORATION	79.09					
1	5012993772	02/26/19	Restock Medicine Cabinet	19.77		31644	1000 410550	200	101000
2	5012993772	02/26/19	Restock Medicine Cabinet	19.78		31644	5210 430570	200	101000
3	5012993772	02/26/19	Restock Medicine Cabinet	19.77		31644	5310 430670	200	101000
4	5012993772	02/26/19	Restock Medicine Cabinet	19.77		31644	5410 430870	200	101000
180629		02334	BEN TAYLOR INC.	805.40					
1	654185	02/27/19	Powerdrive 10W	805.40		31952	5410 430840	230	101000
180630		02462	LITTRELL ELECTRIC	190.18					
1	552	02/15/19	Repair Compactor @ Town Pump	190.18		31954	5410 430830	300	101000
180631		01946	ALL SEASON HEATING & AIR	111.25					
1	33657	02/12/19	Service Call Old Middle School	111.25		31956	1000 460465	300	101000
180632		01866	SHELBY PAINT AND HARDWARE	281.85					
1	64839	01/29/19	Gas Can/Paint Pens/Primer	53.96		31957	5210 430500	200	101000
2	64901	01/29/19	Spot Light	54.99		31957	5210 430500	200	101000
3	13120	02/13/19	Shovel/4x4 Connection	17.98		31957	5210 430500	200	101000
4	64851	01/30/19	11 Keys	22.00		31957	5310 430600	200	101000
5	64893	02/07/19	(2)Heaters	59.98		31957	5310 430600	200	101000
6	64888	02/09/19	Barrel Bolt	7.49		31957	1000 460442	200	101000
7	13119	02/13/19	Tide/Bleach	16.98		31957	1000 460442	200	101000
8	13121	02/14/19	Fill Valve	11.99		31957	1000 460442	200	101000
9	64852	01/31/19	9 Keys	18.00		31957	1000 460442	200	101000
10	65002	02/08/19	Door Handle	10.99		31957	1000 460465	369	101000
11	64883	02/06/19	Plunger	7.49		31957	1000 411200	200	101000

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180633	25645S 00144 POSTMASTER	342.41							
1	02/28/19 3/19 Newsletter - 1168	85.60			1000 410240	310		101000	
2	02/28/19 3/19 Newsletter - 1168	85.61			5210 430514	310		101000	
3	02/28/19 3/19 Newsletter - 1168	85.60			5310 430614	310		101000	
4	02/28/19 3/19 Newsletter - 1168	85.60			5410 430814	310		101000	
180634	02293 SUPPLYWORKS	45.00							
1	477758122 02/12/19 Case 30x36 Liners	45.00		31563	1000 460442	200		101000	
180635	01483 SWS EQUIPMENT	44,100.30							
	Council Approved 8/6/18								
	Council Approved 11/5/18								
1	0111520-IN 02/08/19 (4)20 Yard Dropbox Tub Sty	24,195.60		31941	5410 430831	900		101000	
2	0111520-IN 02/08/19 Freight	1,760.00		31941	5410 430831	900		101000	
3	0111520-IN 02/08/19 (23)3 Yard Containers	18,144.70		31941	5410 430830	200		101000	
180636	02045 NAPA AUTO PARTS	1,593.83							
1	108230 01/30/19 Hydraulic Filter	17.20		31958	5410 430840	200		101000	
2	109473 02/19/19 Oil Filter	14.98		31958	5410 430840	200		101000	
3	108611 02/06/19 (25)Tire Chain Cross Chains	61.18		31958	1000 430200	200		101000	
4	108611 02/06/19 (25)Tire Chain Cross Chains	61.19		31958	5210 430500	200		101000	
5	108611 02/06/19 (25)Tire Chain Cross Chains	61.19		31958	5310 430600	200		101000	
6	108611 02/06/19 (25)Tire Chain Cross Chains	61.19		31958	5410 430840	200		101000	
7	108928 02/11/19 Power Steering Fluid	17.99		31958	1000 430200	200		101000	
8	108480 02/04/19 Battery	47.70		31958	1000 460430	200		101000	
9	107895 01/22/19 Air Filter	10.08		31958	5210 430500	200		101000	
10	108154 01/29/19 Piston Hand Pump	63.24		31958	1000 430200	200		101000	
11	108154 01/29/19 Piston Hand Pump	63.25		31958	5210 430500	200		101000	
12	108154 01/29/19 Piston Hand Pump	63.25		31958	5310 430600	200		101000	
13	108154 01/29/19 Piston Hand Pump	63.25		31958	5410 430840	200		101000	
14	100978 09/11/18 Threadlocker	6.99		31958	1000 460442	200		101000	
15	108610 02/06/19 Scraper	3.24		31958	1000 430200	200		101000	
16	108610 02/06/19 Scraper	3.25		31958	5210 430500	200		101000	
17	108610 02/06/19 Scraper	3.25		31958	5310 430600	200		101000	
18	108610 02/06/19 Scraper	3.25		31958	5410 430840	200		101000	
19	108572 02/05/19 Wind De-Icer	2.55		31958	5410 430830	200		101000	
20	108346 02/01/19 Cross Member Cable	62.00		31958	5410 430830	200		101000	
21	108831 02/09/19 Snowbrush/De-Icer/Shop Towels	20.53		31958	5410 430840	200		101000	
22	108835 02/09/19 JB Weld	7.64		31958	2500 430200	200		101000	
23	108880 02/09/19 Power Steering Fluid	17.99		31958	2500 430200	200		101000	
24	105917 12/12/18 Vise Hammer	154.99		31959	5410 430840	200		101000	
25	107894 01/22/19 Filters	5.54		31959	1000 430200	200		101000	
26	107894 01/22/19 Filters	5.56		31959	5210 430500	200		101000	
27	107894 01/22/19 Filters	5.56		31959	5310 430600	200		101000	

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28	107894	01/22/19	Filters	5.56		31959	5410 430840	200	101000
29	108804	02/08/19	RETURN-Plugs/3 Wire Plug/Lamp	-9.72		31959	1000 430200	200	101000
30	108804	02/08/19	RETURN-Plugs/3 Wire Plug/Lamp	-9.73		31959	5210 430500	200	101000
31	108804	02/08/19	RETURN-Plugs/3 Wire Plug/Lamp	-9.73		31959	5310 430600	200	101000
32	108804	02/08/19	RETURN-Plugs/3 Wire Plug/Lamp	-9.73		31959	5410 430840	200	101000
33	108684	02/07/19	Core Deposit	-46.25		31959	1000 430200	200	101000
34	108684	02/07/19	Core Deposit	-46.25		31959	5210 430500	200	101000
35	108684	02/07/19	Core Deposit	-46.25		31959	5310 430600	200	101000
36	108684	02/07/19	Core Deposit	-46.25		31959	5410 430840	200	101000
37	108989	02/12/19	Blower Motor	18.89		31959	2500 430200	200	101000
38	108759	02/08/19	Hose Reel	399.00		31959	5410 430840	200	101000
39	108611	02/06/19	(25)Tire Chain Cross Chains	61.18		31959	1000 430200	200	101000
40	108611	02/06/19	(25)Tire Chain Cross Chains	61.19		31959	5210 430500	200	101000
41	108611	02/06/19	(25)Tire Chain Cross Chains	61.19		31959	5310 430600	200	101000
42	108611	02/06/19	(25)Tire Chain Cross Chains	61.19		31959	5410 430840	200	101000
43	108977	02/12/19	(4)Wire Braid Hose/(4)Coupling	10.98		31959	1000 430200	200	101000
44	108977	02/12/19	(4)Wire Braid Hose/(4)Coupling	10.98		31959	5210 430500	200	101000
45	108977	02/12/19	(4)Wire Braid Hose/(4)Coupling	10.98		31959	5310 430600	200	101000
46	108977	02/12/19	(4)Wire Braid Hose/(4)Coupling	10.98		31959	5410 430840	200	101000
47	108229	01/30/19	Filters	40.43		31959	5410 430840	200	101000
48	109169	02/14/19	Argon Carbon Dioxide/Hazmat	23.56		31959	1000 430200	200	101000
49	109169	02/14/19	Argon Carbon Dioxide/Hazmat	23.57		31959	5210 430500	200	101000
50	109169	02/14/19	Argon Carbon Dioxide/Hazmat	23.57		31959	5310 430600	200	101000
51	109169	02/14/19	Argon Carbon Dioxide/Hazmat	23.57		31959	5410 430840	200	101000
52	107222	01/09/19	Disp Gloves/Air Freshener/Luca	11.30		31969	1000 430200	200	101000
53	107222	01/09/19	Disp Gloves/Air Freshener/Luca	11.31		31969	5210 430500	200	101000
54	107222	01/09/19	Disp Gloves/Air Freshener/Luca	11.31		31969	5310 430600	200	101000
55	107222	01/09/19	Disp Gloves/Air Freshener/Luca	11.31		31969	5410 430840	200	101000
56	108096	01/28/19	Air Filter	1.16		31969	1000 430200	200	101000
57	108096	01/28/19	Air Filter	1.17		31969	5210 430500	200	101000
58	108096	01/28/19	Air Filter	1.17		31969	5310 430600	200	101000
59	108096	01/28/19	Air Filter	1.17		31969	5410 430840	200	101000
60	108283	01/31/19	Cable Tie	3.24		31969	1000 430200	200	101000
61	108283	01/31/19	Cable Tie	3.25		31969	5210 430500	200	101000
62	108283	01/31/19	Cable Tie	3.25		31969	5310 430600	200	101000
63	108283	01/31/19	Cable Tie	3.25		31969	5410 430840	200	101000
180637		00088	CARQUEST AUTO PARTS	362.03					
1	2567291014	02/11/19	Epoxy	7.99		31960	2500 430200	200	101000
2	2567290717	02/04/19	Diesel Additive	11.99		31960	5410 430830	200	101000
3	2567290410	01/25/19	(50)Parts	182.09		31960	5410 430830	200	101000
4	2567290326	01/23/19	Rubber Spider Bungee	53.32		31960	5210 430500	200	101000
5	2567290326	01/23/19	Rubber Spider Bungee	53.32		31960	5310 430600	200	101000
6	2567290326	01/23/19	Rubber Spider Bungee	53.32		31960	5410 430840	200	101000

02/28/19
14:51:49

CITY OF SHELBY
Claim Details
For the Accounting Period: 2/19

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
180638		00027 MARKS TIRE & ALIGNMENT	797.50					
1	56101	02/22/19 (4)New Tires Unit #702	720.00		31961	5210 430500	200	101000
2	56078	02/20/19 Blade-Dismount/Mount	57.50		31967	2500 430200	300	101000
3	55964	02/05/19 Flat Repair-On Call Truck	5.00		31967	1000 430200	300	101000
4	55964	02/05/19 Flat Repair-On Call Truck	5.00		31967	5210 430500	300	101000
5	55964	02/05/19 Flat Repair-On Call Truck	5.00		31967	5310 430600	300	101000
6	55964	02/05/19 Flat Repair-On Call Truck	5.00		31967	5410 430840	300	101000
180639		01376 ESTOP BUSINESS LICENSES	280.00					
1	UID# 30902	02/28/19 2019 Scale License Renewal	280.00		31965	5410 430840	300	101000
180640	-98653E	01593 I-STATE TRUCK CENTER	197.94					
1	C252120930	02/13/19 RSVR-Power	197.94		31964	2500 430200	200	101000
180641		01271 CONANT HEATING & COOLING	190.00					
1	2214	02/26/19 Service Furnace WilliamsonBldg	190.00		31963	2936 460463	300	101000
180642		00300 AMERICAN PIPE & SUPPLY CO	97.20					
1	99321	02/25/19 (12)1 1/4 Soft K Coper	97.20		31962	1000 460442	200	101000
180643	-98652E	01545 AMAZON.COM	136.26					
1	1148361074	02/26/19 (3)Wear Bar 66"	136.26		31019	1000 430200	200	101000
180644		01439 CONRAD BUILDING CENTER INC	3,745.36					
1	439555	02/05/19 84-5/8x4x12 Typex Drywall	1,470.00*			1000 460465	200	101000
2	439555	02/05/19 40-3/4x4x8 Fire Proof Ply	2,080.00*			1000 460465	200	101000
3	439555	02/05/19 50-Square Metal Drywall Corner	75.00*			1000 460465	200	101000
4	439555	02/05/19 8-Drywall Simpler Bit	12.00*			1000 460465	200	101000
5	439555	02/05/19 3-5pk Utility Knife Blades	8.37*			1000 460465	200	101000
6	439555	02/05/19 Box Drywall Screws	99.99*			1000 460465	200	101000
180645		01713 FRONTLINE AG SOLUTIONS LLC	206.49					
1	614654	02/19/19 Support (Gator)	206.49*		31968	2920 460443	200	101000
# of Claims			71	Total:	220,983.92			
Total Electronic Claims			3,730.98	Total Non-Electronic Claims	217252.94			

02/28/19
14:52:03

CITY OF SHELBY
Claims on Hold
For the Accounting Period: 2/19

Page: 13 of 15
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
*** 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
180610		01620 KADRMAS, LEE & JACKSON INC.		7,766.18					
1	10113058	02/13/19 Rail Safety-Project Initiati		1,893.02			1000 470120	790	101000
2	10113058	02/13/19 Rail Safety-Prelim/FinalDesi		5,873.16			1000 470120	790	101000

of Claims 71 Total: 55,475.27

02/28/19
14:52:13

CITY OF SHELBY
Claim from Another Period Cancelled in this Period
For the Accounting Period: 2/19

Page: 14 of 15
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		
*** Cancelled in 2/19 ***									
*** Claim from another period (1/19) ***									
180573	01713 FRONTLINE AG SOLUTIONS LLC	1,615.67							
Rob Tasker returned this 2/6/19									
1	611190 01/30/19 Weather Enclosure	403.91		31935	1000 430200	200	101000		
2	611190 01/30/19 Weather Enclosure	403.92		31935	5210 430500	200	101000		
3	611190 01/30/19 Weather Enclosure	403.92		31935	5310 430600	200	101000		
4	611190 01/30/19 Weather Enclosure	403.92		31935	5410 430840	200	101000		
	# of Claims	1	Total:				1,615.67		

MINUTES OF THE PARK & RECREATION COMMITTEE

Held at Shelby City Hall

February 25, 2019

In attendance: Lyle Kimmet, Jessi LaTray, Jade Goroski, Locke Mellott, Maria Price, Donato Rigg and Lorette Carter reporting.

Minutes: The minutes of the January 28, 2019 were included for review.

Facility Manager Report:

Jessi reported on the sewer line issues plaguing the Civic Center in January. The city crew was able to complete a temporary fix, but the line will need to be replaced or pipe burst this summer. Jessi was very grateful to the city crew for their work.

Current exercise classes ~ spinning and yoga and self-guided work out stations continue at the Civic Center. Darcy White will begin a noon exercise class with Mayor approval. Jessi is also hoping to have another instructor in the coming month.

Roller skating is going well on Tuesdays after school. Staff have put up barriers so kids skating are not accessing the racquetball area and climbing on the kickboxing bags. A message was also posted to Facebook to encourage parents to speak to their kids about this. Jessi is looking for other youth activities.

Jessi is working on a mural contest for late spring/summer. She is also working with the Sheriff's office on a self-defense class for early this spring. Two of the three wrestling mats will be moved to Historic Shelby High for use and one mat kept. The volunteers of the Sagebrush Food Pantry will assist the City in cleaning the Civic Center mat.

She also asked about the Waiver of Liability for all users of the Civic Center. Lorette will refer this to City Attorney Bill Hunt.

Current repairs needed: (1) Hole in the gym wall of weight room; (2) Paint gouge upstairs of racquetball courts; (3) Hooks are needed behind the door of the spinning room for jump ropes and exercise bands.

Other Civic Center business: Lorette will send the Business Recreation Program information to Luca Furnare and Bob Brusven as many of their staffs use the facility.

City Facilities

- **Historic Shelby High (old Middle School):** Lorette and Jade reported on the current status of the gym area. Much of the new sheetrock has been installed with higher sections still to be completed. Local volunteers and city staff completed the sheet rocking to date. Area donors purchased the sheetrock and heating unit for the gym. All Seasons is completing the heater installation. There has been an inquiry into using the gym facility for dance classes this spring. A Facility Use Agreement and Inspection Checklist was presented for committee review. With a change to the rental cost as "to be determined" by a case-by-case basis, the committee moved to recommend the agreement and checklist for council approval. Lyle Kimmet noted when the work is completed, he has been paid by Shannon McAllister to refinish the floor.

- **Roadrunner Recreation Trail:** The City has received several positive comments on the sweeping of the trail.
- **Swimming Pool/Splash Park:** No new information was presented.

Tree Board:

- **East Entrance:** The City has entered into an agreement with Forde Nursery for the softscape design. We must also submit an MDT application for any change in the welcome signage. This will be completed when a sign design is finalized and layout of the park completed.

Old Business:

- **Parks & Rec Department Exploratory:** No action taken as Trent was not in attendance.
- **Lake Sheloole:** Lorette reported she is in contact with MT FWP. The City will need to complete a joint Application for Proposed Work in Montana Streams, Wetlands and Floodplains and Other Water Bodies with MDT to begin any planning and subsequent bank work at Lake Sheloole. There is also a Community Pond grant funding source the City could apply for next year. It has a 30% match requirement. She also contacted the Toole County Conservation District and they said there is no funding source for improvements to Lake Sheloole. Lorette will reach out to area Walleye or Trout Unlimited groups for support. MDT also reported the fisheries biologist will be conducting a species sampling this spring in Lake Sheloole in the hopes of diversifying the fish population.
- **Summer Activity List:** Lorette has contacted several groups on creating a resource list of summer activities for area children. School District #14 has a list started, which she will add the information from other resources. The hope is to have the list ready at the end of the school year to be distributed through the school. Conversation also continued on the summer RECCS program and potential to deliver lunches to area children at different locations including the library, city parks or the Splash Park. Maria will speak with Julie Olsen, RECCS director.

New Business:

- **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

Open Form:

- **Meadowlark Park:** Committee members discussed the chain link fence around the park, noting it was not welcoming and gave the impression it was a dog park. Donato suggested an opening or gateway be installed on the 6th Street North side. He also suggested edging be placed around trees to keep mowers from damaging the young trees.

- **Former tennis courts:** Committee members also discussed the old tennis courts. Donato said the skateboard/rollerblading stuff left there is dangerous. He also noted it is not a good surface for skateboarding or rollerblading. It was suggested the City install some basketball hoops in this area for half-court games for all ages.
- **Family Bike Club:** Donato mentioned he is considering starting a Family Bike Club that could meet on a regular basis to do family bike rides around the Shelby Area. He mentioned a Missoula non-profit – Free Cycle that he may be able to get some bikes for kids who don't have a bike.
- **Concrete bench murals:** Donato also suggested a mural contest for our community concrete benches.

With no further business, the meeting was adjourned.

CITY OF SHELBY
HISTORIC SHELBY HIGH
FACILITY USE AGREEMENT

THIS FACILITY USE AGREEMENT, made and entered into this _____ day of _____, 20____, by and between the following:

THE CITY OF SHELBY, a Montana municipal corporation, 112 1st St S, Shelby, Montana 59474, hereinafter designated as CITY,
and

_____, Phone # _____
WITNESSETH;

WHEREAS, the CITY owns a certain premise which is suitable for the LESSEE; and

WHEREAS, the LESSEE use is for _____; and

WHEREAS, the CITY desires to allow use of certain city premises, as described below, to the LESSEE.

NOW, THEREFORE, in consideration of the use by the LESSEE of the same premises, the mutual covenants, promises and representations herein made, the Parties agree as follows:

1. **TERM DATES:** _____ to _____.
DAYS OF WEEK: _____.
TIME PERIOD EACH DAY: _____.
2. **PREMISES:** Building Name &/or Area: Historic Shelby High gymnasium
Address: 333 6th Avenue South
3. **USE:** Said premises shall be used exclusively by the LESSEE during the above period except when the CITY and LESSEE can coordinate and schedule events that will not interfere with the LESSEE'S uses. Such uses shall be submitted to the City Council in writing for approval at least fourteen (14) days prior to the proposed event. Approval or disapproval of the proposed use shall be the responsibility of the City Council.
4. **EXAMINATION:** LESSEE shall carefully examine the premises and all of its facilities and equipment, know the condition thereof, agree to accept the same in the condition which they are now, and agree to return the same in their present condition except for ordinary and reasonable wear and tear, damage by the elements, and damages whereof the CITY is compensated by insurance or otherwise.
5. **CONSIDERATION:** The consideration from LESSEE to the CITY shall be as follows:
____ Facility User Fee – determined by City Hall
____ \$20.00 Key Deposit Paid Cash ____/Check # _____ Date: _____
____ \$150.00 Cleaning Deposit Paid _____ Date: _____
____ City Hall approves issue of key _____ Date: _____
____ City personnel inspects facility/area _____ Date: _____
____ Key Collected and Deposit \$ RETURNED _____ Date: _____
____ Key Collected and Deposit \$ KEPT _____ Date: _____

LESSEE shall clean up and deposit all trash and litter from the premises. Clean the restrooms as often as needed to provide clean, sanitary restrooms for public

use. The CITY will empty the dumpsters serving the premises.

6. **IMPROVEMENTS:** Any improvements made by LESSEE to the area covered by this AGREEMENT shall become the property of the CITY unless otherwise stipulated in the terms of this AGREEMENT.
7. **ASSIGNMENT:** This AGREEMENT is not assignable by the LESSEE in whole or in part without the prior written approval of the City Attorney for the City of Shelby.
8. **NON-DISCRIMINATION:** The undersigned, either as an individual or on behalf of a group or organization, hereby agrees that this facility shall not be used in any manner that would discriminate against any person or persons on the basis of sex, marital status, age, physical or mental handicap, race, creed, religion, color, or national origin.
9. **INDEMNIFICATION / INSURANCE:** The LESSEE shall indemnify the CITY and hold it harmless from and against all claims, damages, losses and expenses arising out of or resulting from the LESSEE'S negligent acts or omissions or those of a sub-contractor, agent or anyone directly or indirectly employed by the LESSEE.

The LESSEE shall carry **minimum** liability insurance in the amount of **Seven Hundred and Fifty Thousand and No/100 Dollars (\$750,000) for each accident, and One Million Five Hundred Thousand and no/100 Dollars (\$1,500,000) aggregate (MCA Section 2-9-108(1) (1997)).** **The LESSEE shall provide the City a Certificate of Insurance made out to the City of Shelby and naming the City of Shelby as an additional insured party.**

10. **RIGHT OF INSPECTION:** The CITY shall have the right to inspect the premises at all times during the term of this Lease. Items not meeting the terms of this lease will be called to the attention of the LESSEE.
11. **CONCESSION STAND:** Any concession stand will meet all City Health, Fire and Building Codes.
12. **UTILITIES:** The CITY shall be responsible for the water service for the premises.
13. **BREACH:** Should this Agreement be violated, a notice thereof in writing shall be issued; and if said breach is not corrected within seven (7) working days of said notice, this Agreement may be terminated at the option of the Party wronged without further notice; provided, however, that this clause shall not necessitate the termination of this Agreement, nor shall it prevent the issuance of any other remedy at law or in equity.
14. **ATTORNEY'S FEES AND COSTS:** In the event it becomes necessary for either Party to this Agreement to retain an attorney to enforce any of the terms or conditions of the Agreement, then the prevailing Party shall be entitled to a reasonable attorney's fee and costs.
15. **AMENDMENTS AND MODIFICATION:** The Parties hereby agree that any amendments or modifications to this Agreement or any provisions herein shall be made in writing and executed in the same manner as the original document and shall, after execution, become a part of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement this _____
day of _____, 20__.

OWNER:

CITY OF SHELBY,
A Montana Municipal Corporation

By: _____
Gary McDermott, Mayor

ATTEST:

By: _____

ORGANIZATION:

LESSEE

By: _____
Title: _____

Special Event Coverage

The MMIA and the Independent Insurance Agents of Montana (IIAM) have worked together to provide access to Special Events Liability Coverage for events held on municipal property in Montana that are sponsored by a private individual or organization. This program offers easy and affordable, short-term coverage for a wide variety of events. To obtain coverage, please contact a local Montana agent to review the event details and set up the coverage. Please allow a minimum of 5 business days prior to the event for coverage to be offered.

Shelby, MT

Leavitt Great West Insurance Travis Clark (406) 434-5201 travis-clark@leavitt.com

For questions, contact the MMIA at 1-800-635-3089

Historic Shelby High Rental Agreement

333 5th Ave. So.

(406) 434-5222

www.shelbymt.com

Name: _____

Address: _____

Phone: _____

Date & Time Requested:

Date From: _____ Time: _____

Date To: _____ Time: _____

Purpose or Function: _____

Rental Fees (See Facility Check –in & Inspection): _____

Date Paid: _____

Number Expected to Attend Function: _____

Cleaning Fee/Deposit Requirements Reviewed: Yes _____ No _____

I agree to comply with all City of Shelby requirements for rental and usage of this building. Determination of forfeiture of all deposits will be made at the discretion of the City of Shelby representative upon inspection.

Renter Signature

Date

City Representative

Date

Cleaning Checklist

If a janitorial fee is waived and/or cleaning deposit submitted, please follow the checklist and check items as completed. A City of Shelby representative will need to complete a final inspection for approval and return of deposit.

Task	Check Off	Inspection Initial
Bathrooms		
Clean sinks & counters		
Clean toilets		
Sweep & mop floors		
Empty garbage cans & replace liners		
Let City Hall know to replace paper towel & toilet paper (if needed)		
Turn off lights & fan		
Gym		
Sweep and wet mop gym floor		
Empty garbage cans & replace liners		
Entry way sweep/mop (if necessary) and vacuum rugs		
Ensure doors are locked and lights turned off		
Signature of City of Shelby representative on final inspection.		

If paying the janitorial fee, we still ask you pick up all garbage and remove any tables/chairs or other equipment after your event. We also ask you complete a walkthrough of the facility for safety and maintenance issues before leaving and locking the facility. If you need assistance, please notify personnel who may be at the facility; contact Shelby City Hall (434-5222); or call the Office of Public Safety at 434-5585 as they will contact City of Shelby on-call personnel after hours.

Thank you in helping keep our community facility clean, well maintained and an asset to our community.

CITY OF SHELBY

PAYROLL EXPENSE BY DEPARTMENT - 2/2019

CITY HALL	27,351.54
ELECTED OFFICIALS (Mayor & Council)	7,474.81
PARK & RECREATION	1,844.18
PUBLIC WORKS	83,338.14
VOLUNTEERS (Animal Shelter & Firemen)	720.88
- Workers Comp expense only	
TOTAL PAYROLL EXPENSE	\$ 120,729.55

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

CITY OF SHELBY
112 1ST ST SO
SHELBY MT 59474
Phone (406) 434-5222
Fax (406) 434-2039

Memo

DATE: 2/22/19
TO: Mayor and City Council
FROM: Jade Goroski, City Finance Officer
RE: April 1, 2019 Landfill Trust Deposit

Attached is the landfill closure and post-closure cost estimates from Damschen and Associates, Inc. The total estimated cost is \$937,031. As of December 31, 2018, there was \$408,937.15 on deposit with the trustee leaving a balance of \$528,093.85 unfunded estimated costs for the remaining life of the landfill, 33 years. On April 1, I will deposit \$16,004 to the landfill trust ($\$937,031 - \$408,937 = \$528,094 \div 33 \text{ years} = \$16,004$).



BARRY DAMSCHEN CONSULTING, LLC

Engineering • Solid Waste Management

February 6, 2019

City of Shelby
112 1st Street South
Shelby, MT 59474

RE: Landfill Closure & Post-Closure Cost Estimates

Dear Mayor and Council Persons:

The purpose of this letter is to provide updated information concerning the estimated closure and post-closure costs if you were to close the landfill in the upcoming year. It is assumed that these costs are being developed in order that your trust consultant can estimate what your trust payment would be for this year to meet your financial assurance requirements with the State Department of Environmental Quality.

There are three items that I have covered in this letter; 1) life of site, 2) landfill closure costs and 3) landfill post closure costs. These are summarized below:

1. LIFE OF SITE

The 1995 landfill design predicted approximately 48 years of life for the entire facility. A survey conducted in August 1998 confirmed that the life was still valid or possibly somewhat conservative. In 2004, the City retained my firm to resurvey and correspondingly update the design and Operation & Maintenance Plan. Based on this design, it was estimated that the site would have 42 more years of life from January 2006 (based on 4,000 tons of Class II waste and 1,000 tons of Class III waste).

In March 2006 the Blackfoot Tribe and City of Shelby entered into an agreement whereby the Tribe would deliver additional waste to the site. According to the 2006 scale records, the site accepted 6,500 tons of waste of which 3,000 tons was generated on the Reservation. In 2007 the total tonnage reduced to 5,000 of which 1,300 tons was brought in from the Reservation. In 2008 the total tonnage was 5,100 of which 950 tons was brought in from the Reservation whereas in 2009 the total tonnage was 5,600 tons although the tonnage from the Reservation dropped down to 544 tons. In 2010 to 2012 very little tribal wastes were brought to the site. According to the local officials, this will most likely be the case in the future. In 2014 the landfill received approximately 4,400 tons of waste, in 2015 the landfill received 4,500 tons, in 2016 the landfill received 5,200 tons, in 2017 received 3,500 tons and in 2018 3,600 tons were received.

Correspondingly if we assume that the annual tonnage of Class II/III wastes will be 4,500 tons/year, the life of the site will be 33 years from January 2019. In 2017 the City Council authorized me to update the landfill Plan. Correspondingly, we will have an updated life calculation next year.

2. CLOSURE COSTS

As the site reaches its capacity, the City will need to close the 18.4 acres of Class II landfill area. The closure and post-closure plan documents the timing of the closure work at the facility and provides additional details. All waste areas will be covered with a four-foot thick cover consisting of on-site soils. The four-foot cover will consist of an 18" barrier layer and a 30" protective soil layer and topsoil.

In March 2006 our firm prepared an update of the work and associated costs to close the 18.4 acre area. Our assessment of the site indicates that the closure work and costs identified in the March 2006 letter report are still valid (a copy of Table 1 from the March 2006 report is attached which delineates the closure costs). Therefore, according to the Montana Department of Environmental Quality (DEQ) staff, it is only necessary to apply the most recent Federal Annual Implicit Price Deflators to update the closure cost estimate. Therefore, based on the March 2006 closure cost estimate and the 2007 through 2019 Price Deflators, the updated Year 2019 closure cost estimate is:

$$\$323,000 \times 1.5756 = \$508,916 \times 1.011 = \$514,514$$

3. POST-CLOSURE COSTS

In regards to post closure costs, the regulations require each landfill owner to monitor for methane, monitor for groundwater, have an independent Professional Engineer conduct an annual inspection, update the closure and post closure costs annually and maintain the cap for settlement, cracking or any other situation that may jeopardize the integrity of the cap. The site has four groundwater and five methane wells that require testing (groundwater wells once/year and methane wells four times/year).

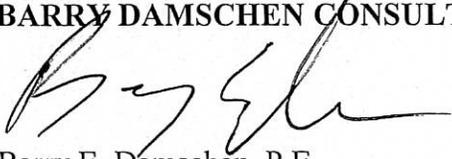
In March 2006, our firm prepared an update of the work and associated costs to conduct the post closure care work. A copy of Table 2 from our March 2006 letter report which delineates the post closure work and costs is attached. Our assessment of the site indicates that the post closure work and costs identified in the March 2006 letter report are still valid. Therefore, according to the DEQ staff, it is only necessary to apply the most recent Federal Annual Implicit Price Deflators to update the post closure cost estimate. Therefore, based on the March 2006 cost estimate and the 2007 through 2019 Price Deflators, the updated year 2019 post closure cost estimate is:

$$\$336,000 \times 1.5756 = \$417,920 \times 1.011 = \$422,517$$

I hope this information assists the District in assessing your financial assurance requirements. If you have any questions, please do not hesitate to call me.

Very truly yours,

BARRY DAMSCHEN CONSULTING, LLC

A handwritten signature in black ink, appearing to read 'Barry E. Damschen', written over the company name.

Barry E. Damschen, P.E.
Project Manager

Enclosures

cc: Rick Thompson, DEQ

TABLE 1
CITY OF SHELBY LANDFILL
CLOSURE COSTS
(March, 2006)

<u>ITEM</u>	<u>UNITS</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
a. Mobilization	-	Lump Sum	\$ 10,000
b. Final contouring (dozer work)	10 Hrs	\$120	\$ 1,200
c. Apply 1-ft. of intermediate soil cover over active waste area (5 acres)	8,000 CY	\$1.40	\$ 11,200
d. Haul, place and compact 18" soil barrier layer over 18.4 acre area from on-site borrow areas	45,000 CY	\$2.50	\$112,500
e. Apply 30" of final loose soil cover and topsoil over 18.4 acre area	75,000 CY	\$1.40	\$105,000
f. Vegetate site and borrow areas	20 Acres	\$250	\$ 5,000
g. Contingency	-	10%	\$ 24,100
Subtotal			\$269,000
h. Engineering, Inspection & QA/QC	-	20%	\$ 54,000
i. Boundary survey & deed notification	-	Completed	\$0
TOTAL CLOSURE COST			\$323,000

Note: All costs and quantities represent in-place volumes.

TABLE 2
CITY OF SHELBY LANDFILL
POST CLOSURE COST ESTIMATE
(March, 2006)

<u>ITEM</u>	<u>ANNUAL COST</u>
a) Monitor 4 groundwater wells and 5 methane wells once/year	\$ 1,400
b) Lab testing of water samples (5 x \$400)	\$ 2,000
c) Monitor 5 methane wells three times/year	\$ 2,000
d) Reporting (\$1,300 x 1)	\$ 1,300
e) Replace 2 groundwater monitoring wells over 30 years (90 ft x \$50 x 2)	\$ 300
f) Conduct annual inspection & update cost estimate	\$ 1,200
g) Maintain cap, fencing, roads, etc.	\$ 2,000
h) Administration & contingency (10%)	<u>\$ 1,000</u>
TOTAL ANNUAL COST	\$ 11,200
TOTAL 30 YEAR COST	\$336,000



49573 US Hwy. 93
P.O. Box 1299
Polson, MT 59860-1299
406-883-8831
www.firstinterstatebank.com

February 13, 2019

RECEIVED
FEB 15 2019
CITY OF SHELBY

City of Shelby Refuse Disposal District
Montana Department of Environmental Quality
Attention: Solid Waste Program
1520 E. Sixth Avenue
P O Box 200901
Helena, MT 59620-0901

RE: Annual Closure and Post-Closure Trust Fund Valuation Statement for City of
Shelby Refuse Disposal Facility; License No. 83

Dear Sir or Madam:

The value of trust fund #83, established March 31, 1997 by City of Shelby,
Shelby, Montana, as Grantor, indicated for each account as of December 31, 2018, as
follows:

Closure Costs:	\$206,732.93
Post-Closure Costs:	\$202,204.22
	<u>408,937.15</u>

Sincerely,

First Interstate Bank, Trustee

By: Donna Lehardt Aost

Copy to: City Clerk/Treasurer
City of Shelby

Northern Transit Interlocal

<http://northern.transit-rural.com>

Golden Triangle Transportation Advisory Committee (TAC) www.northern.rural-transit.com .

February 19, 2019

In attendance: Dale Seifert- Pondera County Commissioner, Joe Pehan – Toole County Commissioner, Mary Ann Harwood –Toole County Commissioner, Don Hartwell – Toole County Commissioner, Gary McDermott, Mayor of Shelby, John Shevlin – City of Conrad, Page Nagy – Toole County, Will Sloss – City of Cut Bank, David Irvin – Transit Coordinator and Lorette Carter, City of Shelby – reporting.

Welcome: David Irvin, Transit Coordinator

Minutes: The minutes of November 27, 2018 were reviewed. John Shevlin made a motion to approve the minutes with a second from Joe Pehan. Motion carried.

Election of Officers:

- **Chair: Joe Pehan**
Mary Ann Harwood nominated; Lorette Carter seconded – motion carried.
- **Vice Chair: John Shevlin**
Gary McDermott nominated; Lorette Carter seconded – motion carried.
- **Secretary: Lorette Carter**
John Shevlin nominated; Joe Pehan seconded – motion carried.

Financial: David reviewed current financials of each county transit service. He noted 2nd half invoices have been distributed to all entities. All city and county payments are up-to-date.

- **Northern Transit:** David noted the separate grant funding accounts. Account 470310 is the original grant for the system and account 470311 of the report is the expanded Kalispell route. The systems are currently operating under budget. David noted the two new transit buses have been involved in separate incidents. One bus was parked at the fueling station when another vehicle clipped it. Police were notified and damages assessed. The Glendale Colony has agreed to pay for all damages. The second incident involved a transit driver cutting a corner short and damaging the bumper. The incident was not reported until the bus arrived in Kalispell. David has met with the Toole County Commissioners and driver on the incident. He continues to conduct bi-monthly safety and policy meetings to review procedures and ensure bus and passenger safety. Drivers are asked to arrive 45 minutes early to conduct a pre-check on their buses; routes; and other important information necessary for the day.
- **Glacier County Transit:** David noted the system is currently 8% below budget, but the previous quarterly information has not been included in this financial statement. He is working with Glacier County to receive timely and correct information.
- **Pondera County Transit:** The Pondera County Transit system is 14% under budget. David acknowledged the great help of Randy Sheppard in keeping the Pondera County operation running efficiently.

- **Toole County Transit:** The Toole County system is 5% under budget. With the Friday route cancelled, David noted the increase in Monday through Thursday ridership. He also noted an increase in Kevin riders.

John Shevlin made a motion and Dale Seifert seconded to approve the financial information. Motion carried.

Coordinator's Quarterly Review:

- **Ridership Reports:**
 - David noted the Northern Transit 2018 record year with 1017 more rides than 2017. He noted medical ridership has increased from 18.02% in 2017 to 27.84% in 2018. Kalispell ridership is averaging approximately 125 to 130 riders in the last few months. Almost 50% of these are medical related trips.
 - Glacier ridership has increased from 2,235 in 2017 to 3,384 in 2018.
 - Toole County ridership decreased slightly, mainly to the elimination of the Friday north route. The daily ridership has increased though.
 - Pondera County ridership numbers have been steadily growing.

Coordination Plan for 2020:

David noted the letters of commitment and MOU's for the transit system have been distributed to all cities and counties. He will also be publishing a public notice in area newspapers. He reported the Toole County Transit grant amount for year 2020 will be \$74,801.00 and Northern Transit Interlocal will be \$73,085.00. The "Trans-aid" amount will be \$6,119.00 which is financial assistance for those riders over 60 and/or disabled. John Shevlin made the motion and Gary McDermott seconded to approve the review and submission of the coordination plan. Motion carried.

Educating Local Citizens:

David reported he continues to advertise via social media focusing on the type of services the transit offers; days of service; and destinations. He noted he will start up on bus advertising again this summer when time allows.

Other Business:

The group discussed the potential to add Teton County to the regional transit system. David has been in contact with a couple Teton County citizens who would like the service expanded. John suggested the group meet with Choteau/Dupuyer/Power residents to determine interest in the spring.

It was also suggested, David reach out to area churches to distribute transit information within our Northern Transit area.

Next meeting: May14, 2019 in Conrad at the Pondera Senior Center.

With no further business the meeting was adjourned.

2018 NTI Ridership

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Shelby- Conrad	14	21	16	19	18	17	22	13	15	12	11	12	
Conrad - Shelby	11	17	19	24	29	23	25	19	17	14	9	15	
Cut Bank - Gt . Falls	97	89	95	88	107	128	129	135	117	121	123	114	
Shelby - Gt. Falls	56	62	67	62	74	73	91	112	89	93	77	65	
Conrad - Gt. Falls	47	43	46	37	39	46	49	39	48	44	36	41	
Dutton - Gt. Falls													
Gt. Falls - Conrad	41	39	38	43	38	32	39	28	37	48	49	44	
Gt. Falls - Shelby	51	57	66	72	67	68	85	123	94	96	71	84	
Gt. Falls - Cut Bank	89	85	111	109	97	115	91	153	132	112	142	158	
Great Falls Totals:	406	413	458	454	469	502	531	622	549	540	518	533	5995
Shelby - Kalispell	12	13	14	16	24	16	27	16	14	11	8	11	
Cut Bank - Kalispell	5	1	4	5	5	9	6	2	4	6	3	2	
Browning - Kalispell	14	19	17	29	46	64	70	93	116	109	67	101	
Coram, Columbia F., EG, WH	2		2	2	6	8	9	5	6	4	1	2	
Kalispell - Columbia F., EG, W	3	4	2	3	5	7	11	7	6	4	1	2	
Kalispell - Browning	11	15	19	23	47	73	67	88	110	101	72	89	
Kalispell - Cut Bank	6		5	10	6	3	5	1	2	6	4	2	
Kalispell - Shelby	7	7	11	15	15	10	24	10	9	5	8	3	
Shelby - Cut Bank	5	10	11	7	11	18	19	18	10	7	10	5	
Shelby - Browning	1				2	2	3	2		1		1	
Cut Bank - Browning	3	6	7	2	4	9	4	4	2	3	4	4	
Browning - Cut Bank	3	4	6	5	11	1	5	6	5	9	6	5	
Browning - Shelby	1	3	4		2	4		3	1			1	
Cut Bank - Shelby	5	10	11	7	11	22	21	15	11	12	9	5	
Kalispell/Browning Totals:	78	92	113	124	195	246	271	270	292	277	193	234	2385
2018 Totals	484	505	571	578	664	748	802	892	841	817	711	767	8380
Quarter Rides			1560			1990			2535			2295	
2017 Totals	418	425	326	531	554	637	557	603	518	565	573	602	6309
2016 Totals	446	303	299	440	461	562	734	748	614	652	547	571	6377
2015 Totals	486	705	745	717	547	856	759	801	716	741	507	413	7993
2014 Totals	499	432	675	798	779	663	702	588	618	812	483	501	7350
2013 Totals	417	391	427	674	713	622	648	833	576	689	577	600	7167
2012 Totals	387	483	492	484	462	446	416	414	405	393	314	341	5037
2011 Totals	283	274	380	467	394	403	371	482	513	476	433	464	4940
2010 Totals	203	204	253	248	339	347	294	353	330	375	387	457	3790
2009 Totals	126	193	249	249	212	308	279	348	286	315	352	362	3279
Kalispell: Medical	28	29	33	41	17	22	25	31	29	38	27	31	
Benefis	71	77	69	81	94	105	64	69	51	74	50	62	
Gt. Falls Clinic	15	21	24	17	23	33	9	10	8	11	7	14	
Other Medical - KRMC Aff.	14	13	17	29	52	43	19	53	91	109	84	105	
Whitefish - North ValleyHos	6	5	11	3	2	0	0	3	0	2	2	1	
Airport	2	7	8	4	12	13	9	10	7	9	2	4	
Amtrak Riders	19	15	24	10	24	22	18	11	14	21	17	31	
NTI trips over 60	56	86	109	106	117	109	105	156	128	183	148	140	
under 60	416	411	449	460	529	628	690	719	702	625	547	615	
disabled	12	8	13	12	18	11	7	17	11	9	16	12	
Medical:	128	140	186	185	224	238	144	187	200	264	189	248	2333
% medical	26.45%	27.72%	32.57%	32.01%	33.73%	31.82%	17.96%	20.96%	23.78%	32.31%	26.58%	32.33%	27.84%

2018 GCT Ridership

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Cut Bank-Shelby	57	59	52	50	31	25	36	44	45	36	40	44	
Shelby-Cut Bank	55	74	75	77	58	45	73	98	82	61	65	28	
Browning-Shelby	39	52	42	35	34	61	31	47	39	44	61	54	
Shelby-Browning	27	21	34	19	24	37	34	48	32	34	67	57	
Cut Bank-Browning	17	23	18	17	23	22	44	53	32	33	51	56	
Browning-Cut Bank	23	51	46	28	46	46	69	68	54	79	68	71	
Within Cut Bank	7	7	9	2	5	4	2	5	3	4	7	8	
2018 Totals	225	287	276	228	221	240	289	363	287	291	359	318	3384
Quarter Rides			788			689			939			968	
Rides over 60	44	63	40	37	24	39	35	78	46	28	37	62	
under 60	178	217	230	189	193	197	254	273	234	259	318	247	
Disabled	3	7	6	2	4	4	0	12	7	4	4	9	
2017 Totals	203	133	160	162	186	212	193	205	162	172	168	279	2235
2016 Totals	61	56	135	136	171	155	249	216	161	218	206	149	1913
2015 Totals	106	104	145	146	122	203	166	205	154	222	134	138	1845
2014 Totals	103	69	150	167	176	162	87	98	119	105	102	129	1467
2013 Totals	119	77	97	98	105	113	99	134	134	120	109	116	1321
2012 Totals	0	0	0	0	0	0	165	122	102	99	91	82	661

2018 TCT Ridership

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
A.M. North	211	168	207	167	203	27	23	63	93	110	87	98	
P.M. South	146	112	133	128	182	19	31	70	74	86	76	75	
Riders Within Shelby	42	46	39	28	26	36	33	38	12	32	24	28	
2018 TOTALS	399	326	379	323	411	82	87	171	179	228	187	201	2973
Quarters			1104			816			437			616	
2017 Totals	351	316	327	309	367	158	153	204	326	285	282	310	3388
2016 Totals	191	185	239	216	191	116	177	272	298	384	342	359	2970
2015 Totals	218	215	264	283	269	244	255	243	282	260	234	256	3023
2014 Totals	361	196	267	364	330	267	310	288	310	294	366	310	3663
2013 Totals	267	249	289	397	406	291	248	237	257	316	241	254	3452
2012 Totals	350	370	286	354	295	260	395	247	264	392	229	170	3612
2011 Totals	377	331	380	281	275	246	214	277	399	387	356	358	3881
2010 Totals	159	284	307	267	331	255	228	289	350	278	273	275	3296
over 60	33	31	38	24	36	27	60	85	36	26	24	35	
under 60	356	280	330	288	361	45	11	74	129	190	159	159	
disabled	10	15	11	11	14	10	16	12	14	12	4	7	

2018 PCT Ridership

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Conrad - Valier	2	7	6	4	8	14	4	9	8	8	5	3	78
Conrad-Shelby(Kalispell)	4	6	3	7	7	8	16	12	16	17	6	6	108
Other (In Town Conrad)	0	2	2	5	4	4	5	6	5	4	3	4	44
Totals:	6	15	11	16	19	26	25	27	29	29	15	13	231
Quarters			32			61			81				
Rides over 60	2	9	7	6	5	21	9	14	6	20	15	10	
Rides under 60	4	4	2	6	14	5	16	11	23	9	0	3	
Disabled	0	2	2	1	0	0	0	2	0	0	0	0	
2017 Totals	5	7	8	18	20	23	17	7	4	7	11	14	141
2016 Totals	17	10	0	0	0	0	0	0	0	0	0	6	33
2015 Totals	8	4	14	24	8	10	10	19	12	3	4	0	116
2014 Totals	8	14	17	17	8	12	11	16	17	8	10	10	148
2013 Totals	4	8	10	10	4	5	5	11	10	12	12	13	104



City of Shelby

March 2019 Newsletter

Dear Shelby Residents,

The good news is spring will be here soon! The City's Annual Spring Clean Up is scheduled for Monday, April 22nd through Friday, May 3rd. Please call the City Shop at 434-5564 if you have large items you would like picked up. Friday, April 26th is Arbor Day in Shelby. Each year organizations, groups, businesses and individuals give a little of their time to clean a park, street or public area within the community. If you would like to help, please contact Lorette Carter at 434-5222 or shbccdc@3rivers.net. With everyone giving a little of their time, we can make Shelby shine!

This newsletter contains our annual water report. Our system is tested monthly to ensure quality of drinking water. We thank our city crew for their care and maintenance as we have an outstanding water system providing good, clean water to the people of North Central Montana.

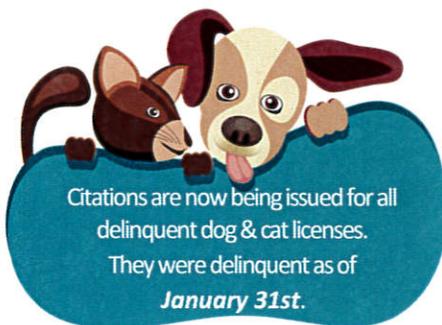
As always, you can find city information, resources and meeting news on the City of Shelby webpage at www.shelbymt.com or follow us on Facebook at **Shelby Montana**. We post a weekly "This Week in Shelby" as well as daily posts related to city activities. Most important, please feel free to call City Hall if you have questions or concerns. Our number is 434-5222. Happy Spring!



Spring Clean Up

April 22nd - May 3rd

Please call the City Shop at 434-5564 between April 22nd & May 3rd to have your items placed on the pick-up list. All items will be picked up the week of May 6th-10th. Items not eligible for pick up are tires, refrigerators, freezers and air conditioners. Any items you are wanting to be picked up must be placed in the **ALLEY**.



Citations are now being issued for all delinquent dog & cat licenses. They were delinquent as of **January 31st**.

Special points of interest:

- Consumer Confidence Report
- Champions Park
- Safe Routes to School
- Tree Population
- Recycle Shelby

Dust Off Your Rakes and Shovels...Arbor Day 2019!

It's the time of year again when communities throughout the nation dust off their shovels and rakes and participate in Arbor Day activities that improve neighborhoods, brighten city parks, clean roadways and foster care and concern for the communities in which they live.

Friday, April 26th has been declared as Arbor Day in Shelby. Through care and commitment, the community of Shelby has been named a Tree City USA for 19 years thanks to city employees, local organizations, businesses, students and individuals who each year initiate projects to care for and maintain community parks and public areas through tree planting and clean up.

The City of Shelby encourages groups, businesses, organizations and students to join in this year's Arbor Day celebration as well. If you'd like to select a city park, fence line, roadway or other area of the community to clean, please call Lorette Carter at 434-5222 or email shbccdc@3rivers.net. Schedules do not always allow for cleanup to take place on that day, but the City would greatly appreciate your participation as your schedule allows.

Trees have made a positive impact in Shelby creating a much more walkable, bikeable, welcoming and inviting community. Help us continue to make Shelby a great place to live, work and raise our families.



Civic Center News

NEW AND AMAZING THINGS ARE HAPPENING AT THE SHELBY CIVIC CENTER THIS YEAR!! MONDAYS AND WEDNESDAYS WE HAVE CIRCUIT TRAINING STARTING AT 4PM AND 5 PM. TUESDAYS WE HAVE ROLLER SKATING FROM 4-6 PM AND SPINNING CLASSES WITH TRESSA KELLER AT 5:45 PM AND 7 PM. ON THURSDAYS WE HAVE ZUMBA/WORKOUT VIDEOS IN THE GYM AREA STARTING AT 5:15 PM AND YOGA CLASSES WITH ROSANNE BALASABAS AT 7 PM. WE HAVE PUNCH CARDS FOR THE CLASSES AVAILABLE IN SETS OF 5 OR 10 CLASSES LOCATED FOR SALE IN THE CIVIC CENTER OFFICE. COMING UP SOON WILL BE A SELF DEFENSE CLASS PUT ON BY THE SHERIFF'S OFFICE FOR ANYONE INTERESTED. TIMES AND DATES WILL BE POSTED IN THE PAPER, RADIO AND ON THE CITY OF SHELBY'S FACEBOOK PAGE. MONTHLY PASSES AND FOBS ARE FOR SALE IN THE OFFICE FOR \$45 FAMILY, \$40 ADULT, \$35 STUDENT, \$30 CHILD AND FOBS ARE A \$20 DEPOSIT. IF LOOKING TO BOOK AN EVENT OR A BIRTHDAY PARTY STOP BY THE OFFICE AND SEE JESSI LATRAY TO GET THAT SCHEDULED. HER HOURS ARE MONDAY-THURSDAY, 2-7 PM AND FRIDAY, 2-6 PM.

CONSUMER CONFIDENCE REPORT - OUR WATER

A WATER QUALITY REPORT FOR THE WATER USERS OF CITY OF SHELBY WATER DEPARTMENT

DATE REPORT WAS COMPLETED: **FEBRUARY 26, 2019**

In compliance with the 1996 Safe Drinking Water Act Amendments City of Shelby Water Department is providing our water users with this report on the quality of our drinking water. This report presents data compiled during the past twelve months from **January 1, 2018 to December 31, 2018**.

TERMS AND DEFINITIONS

AL	= Action Level, the concentration of a contaminant which triggers treatment or other requirement which a water system must follow
MCL	= Maximum Contaminant Level, the highest allowable amount of a contaminant that is allowed in drinking water
MCLG	= Maximum Contaminant Level Goal, the level of a contaminant in drinking water below which there is no known or expected risk to health
ppm	= parts per million, or milligrams per liter (mg/l)
ppb	= parts per billion, or micrograms per liter (µg/l)
TT	= Treatment Technique
Variances & Exemptions	= Permission granted by the State not to meet an MCL or treatment technique under certain conditions
Treatment Technique	= A required process intended to reduce the level of a contaminant in drinking water

YOU SHOULD KNOW

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune disorders, some elderly and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen risk of infection by Cryptosporidium and other microbial contaminants are available from the **Safe Drinking Water Hotline (1-800-426-4791)**.

DID YOU KNOW?

Contaminants that may be present in source water include:

- A. Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- B. Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- C. Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- D. Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.
- E. Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's **Safe Drinking Water Hotline (1-800-426-4791)**.

OUR WATER SOURCE

Our water comes from 12 groundwater wells located 7 miles south of the City of Shelby, Montana, in Township 31 North, Range 2 West, Section 21: S1/2SW1/4, SW1/4SE1/4. It is pumped to the 4 city water tanks through one 16" water line.

TREATMENT

Our system is presently required to treat its water with UV.

SOURCE WATER ASSESSMENT

A Source Water Assessment will be performed by the State to determine our water system's susceptibility to contaminants. When the assessment is completed and becomes available, we will make it available to our users. The State will also make available a brief summary of the susceptibility of the system.

BACTERIAL MONITORING

Bacteriological monitoring is performed monthly to test for the presence of coliform bacteria, fecal coliform and E. coli. Our system is required to collect 4 samples per month. No bacteriological contamination has been found in the period covered by this report.

LEAD & COPPER MONITORING

Date Last Sampled for Lead: August 15, 2017
 90th Percentile for Lead: less than 1 ppb (action level=15 ppb)
 Number of Sites Exceeding Lead Action Level: 0
 Date Last Sampled for Copper: August 15, 2017
 90th Percentile for Copper: .26 MG/L (action level=1.3 MG/L)
 Number of Sites Exceeding Copper Action Level: 0

CHEMICAL MONITORING

Note to our water users: The state requires us to monitor for certain contaminants less often than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of our data, such as for organic contaminants, though representative, is more than one year old.

VOCS (VOLATILE ORGANIC CHEMICALS) - 19 REGULATED, 7 UNREGULATED

Our sampling detected the presence of: **No detects**
 Required Sampling Frequency: **Once every 3 years.**
 Date Last Sampled: **August 8, 2017**

SOCS (SYNTHETIC ORGANIC CHEMICALS) - 27 REGULATED, 10 UNREGULATED

Our sampling detected the presence of: **No detects**
 Required Sampling Frequency: **Once every 3 years.**
 Date Last Sampled: **August 8, 2017**

IOCS (INORGANIC CHEMICALS)

See **Table E** - Detected Regulated Inorganic Chemicals.
 See **Table F** - Detected Unregulated Inorganic Chemicals.
 Required Sampling Frequency: **Waivered**
 Date Last Sampled: **August 8, 2017**

RADIONUCLIDES

Our sampling detected the presence of: **No detects**
 Required Sampling Frequency: **Once every 9 years.**
 Date Last Sampled: **August 8, 2017**

TABLE E — DETECTED REGULATED IOC's (Inorganic Chemicals)

Detected Contaminant	Sample Date	Lowest Detected Level	Highest Detected Level	MCL	MCLG	Average	Violation (Yes or No)	Period of Violation
Fluoride	8/14/17	.2 MG/L	.2 MG/L	2 PPM	2 PPM	ND	No	N/A
Nitrates as N	7/23/13	.02 MG/L	.02 MG/L	9 PPM	9 PPM	.5 MG/L	No	N/A
Nitrates as N	7/14/14	15.6 MG/L	15.6 MG/L	3 PPM	3 PPM	15.6 MG/L	No	N/A
Fluoride	8/14/17	ND	ND	ND	ND	ND	No	N/A
Nitrates as N	7/3/15	.01 MG/L	.01 MG/L	10 PPM	10 PPM	.01 MG/L	No	N/A
Nitrates as N	7/18/16	.02 MG/L	.02 MG/L	10 PPM	10 PPM	.02 MG/L	No	N/A
Nitrates as N	8/14/17	.01 MG/L	.01 MG/L	10 PPM	10 PPM	.562 MG/L	No	N/A

TABLE F — DETECTED UNREGULATED IOC's (Inorganic Chemicals)

Detected Contaminant	Sample Date	Highest Detected Level	Lowest Detected Level	Average	Significance of Results
Alkalinity	2/17/99	238 MG/L	238 MG/L	238 MG/L	No known health risk, and not due to be regulated.
Calcium	7/7/08	152 MG/L	152 MG/L	152 MG/L	“
Magnesium	7/7/08	28 MG/L	28 MG/L	28 MG/L	“
Hardness	7/7/08	498 MG/L	498 MG/L	498 MG/L	“
PH	2/17/99	7.5 Units	7.5 Units	7.5 Units	“
Conductivity	2/17/99	729 UMHOS	729 UMHOS	729 UMHOS	“
Sodium	2/17/99	16 MG/L	16 MG/L	16 MG/L	“
Chloride	2/17/99	1 MG/L	1 MG/L	1 MG/L	“
Iron	2/17/99	<0.03 MG/L	<0.03 MG/L	<0.03 MG/L	“
Manganese	2/17/99	<0.01 MG/L	<0.01 MG/L	<0.01 MG/L	“
Sulfate	10/24/96	180	180	180	Proposed to be regulated.

These unregulated IOCs generally pose no health risk and are indicators of the quality of the water.

If you would like additional information regarding our water system, feel free to contact:

Brian Roark, Public Works Director • 66 City Shop Road • Shelby, MT 59474 • 434-5564

The Shelby City Council meets on the first and third Mondays of each month at 6:30 p.m. at City Hall - 112 1st Street South - Shelby, MT.

Public meetings are held occasionally to address water and sewer issues throughout the year. Watch the Shelby Promoter for more information.

Champions Park – The Legend is coming to Life!



If you've stopped by Champions Park in recent months, you've noticed wonderful additions to the park! As part of grant funding from the National Endowment for the Arts ~ HiLine Arts Trail Project, Champions Park was awarded funding for the placement of four heritage signs in the park. These beautiful signs line the main walkway leading into the park. They feature wonderful tales of the arrival of the railroad, homesteading on the HiLine, the discovery of oil and of, course – the infamous Dempsey Gibbons World Championship Fight of 1923. Near entrance edges are the donor bricks purchased many years ago in support of the park. In addition, the City was able to use the license plate fund to complete the parking lot on the east side, making the park easily accessible.

Through the diligence of the Champions Park Committee, work continues to complete the park. Original committee members, Deb Clark and Barbie Alvestad have been tremendous supporters of the project in seeing it through to completion. Along the way, Lorette Carter, Audie Bancroft, Holly Hovland, Tressa Keller and newest member, Doreen McKelvey have joined in the work to bring Champions Park to life. The next phase of work will be to complete the electrical work for lighting at the park and construct the monument sign with the homesteader field stones purchased in support of the park.

New Champions Park souvenirs are available for sale through the Chamber office, City Hall, Champions Park website and Big Sky Creative Works website. Proceeds will go toward completion of the park and the centennial celebration planned for 2023! Help us in the last stretch to complete Champions Park. Donations can be sent to Champions Park ~ 112 1st St. So., Shelby, MT 59474.

Think Spring...Think Safe Routes to School - It's nearly time again to resume Walk n' Wheel Wednesdays and Fit Fridays through the Shelby School District #14 Safe Routes to School Program.

The Shelby SRTS Task Force has been working for over 12 years to create a fun, educational program encouraging our young people to walk and/or bike to school. As students, staff and community members did in September and October, walking school buses will start up again on **Wednesday, April 3rd** and **Friday, April 5th** and continue through May.

Adults will be stationed at **two locations** this spring...the former **Shelby Middle School** and intersection of **Oilfield and Sheridan Avenues** leaving the **Middle School at 7:35 am** and **intersection at 7:45 am**. Students who participate are entered into drawings at the end of the school year for prizes included Shelby Coyote apparel and Shelby Swimming Pool passes.

Another feature of the spring SRTS Program is **National Bike to School Day**. **Wednesday, May 8th** is the 8th annual bike to school event. Bike to School Day builds on the popularity and success of International Walk to School Day, which is celebrated in Shelby - across the country - and the world - each October. Students will be encouraged to strap on their bike helmets and bike to school that day.

The Shelby/ School District #14 Task Force encourages parents to join their children while saving a little fuel. What better way to spend a few additional minutes with your children enjoying the fresh air and getting a little exercise along the way.





Tree populations are declining...what can we do?

Each year of the 1.2 trees planted, one is lost! We are slowly losing our familiar urban greenery and the many benefits trees provide for our enjoyment, health and economic well-being. There are two ways to attack the problem. One is to plant more trees and the other is to prolong the lives of the trees we already have. Here are tips for growing our tree population:

Plant New Trees - To Save A Tree:

- Prepare the site by digging a hole no deeper than the planting ball. To encourage root growth away from the ball, rototill or loosen the soil with a shovel several feet around the planting hole.
- Gently remove wires, nylon cord or plastic from the planting ball. Loosen pot-bound roots and cut any that circle the ball severely.
- Place planting ball in the hole of top of firm soil.
- Plant no deeper than where the root flare (highest main roots) is just below the soil surface – no deeper!
- Backfill with native soil or spread soil amendments throughout the entire planting area.
- Water the soil to settle it instead of packing.
- Water an area beyond the root ball to encourage root spread.
- Stake loosely only if necessary, but no longer than one year.

When Trees are Young - To Save A Tree:

- In dry spells, water the entire area within and a little beyond the drip line. Water about once a week, enough to have the soil damp to a depth of 1 to 3 feet.
- Except for transplanting conifers and trees on very windy sites, staking is usually not necessary. If you must stake young trees, allow room for normal sway in the wind. This aids root development and strengthens the trunk. Cover wires with rubber or plastic to protect the bark and remove all wires after one year.
- Keep vines away from your tree. Cut existing vines into sections and carefully peel them from the tree's bark.
- Keep soil pores open with mulching around individual trees or by planting groups of trees in flower/groundcover beds.
- Fertilizing is usually necessary. Seek professional advice and you'll save money – and perhaps your tree.
- Keep grass away from the tree by proper mulching so lawnmower or trimmer damage is less likely.
- Remove no more than ¼ of the live crown of the tree in a single year.

Trees of Any Age - To Save A Tree:

- Maintain the original ground level around the trees.
- Use proper techniques for removing large limbs when they become damaged or must be removed for other reasons.
- Avoid herbicides or weed-killing lawn fertilizers in the root zone, which may be an area with a diameter up to 2 times the height of the tree.
- Plan new building locations and clearly communicate your desire to save existing trees.
- Transplant small trees to empty sites on your property or donate to others.
- Keep construction equipment, wastes or activity away from trees by fencing off the area beneath and around trees.
- Avoid severing roots by trenching around the drip line of the tree or tunneling beneath roots if necessary.

RECYCLE SHELBY

Thanks to the efforts of the entire community, recycling continues to be strong in Shelby. The Recycle Shelby program recycles the following at the recycling site located at 514 1st St. No. behind Subway and the Toole County Transit Center.

Aluminum Trailer:

- All aluminum should be crushed. Crushed cans take up less space.
- Please don't mix the aluminum and tin. A separate bin is available on the back side of the trailer for tin. Just check the signs.
- A metal bin is on the site for those people who are unable to reach the trailer bins to dump their own aluminum. Check the signs.
- No bags, sacks or boxes....**CANS ONLY!**

Tin Bin: (Located behind the trailers)

- A large metal bin is available behind the trailers for tin.
- Tin cans must be washed. Dirty cans contaminate the entire bin. Labels and lids can be left on.
- Please leave your tin in bags or boxes as it is easier to empty the bins for transport to the recycling center by volunteers.

Cardboard Bin: Corrugated Cardboard Only

- Only sturdy shipping boxes.
- No food boxes, paper rolls or paper.
- Please don't leave plastic bags or trash in bin.

Paper Bin:

- The Steel Etc. bin is accessed through a back door with paper stacked at the far end to fill.
- They accept office paper, newspapers, magazines and catalogs.
- Please no plastic bags, rope or twine.

Please don't use the containers for garbage or plastic. There is a dumpster is on site for plastic bags and trash. Please keep our recycling containers and site clean.

Be looking for the Annual Mountain of Cans Challenge with Shelby Elementary School students and special summer collection events at the recycling site.



And PLEASE...REDUCE - REUSE - RECYCLE