

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
April 6, 2020
6:30 P.M.

CONFERENCE CALL INFORMATION: 406-467-1555 / CODE # 471023

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

- MT Fish, Wildlife & Parks Pond Program – Environmental Assessment

APPROVAL OF MINUTES

- Regular Council Meeting, 03/16/20 (pgs 5-6)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items – Laura Langdon, KLJ

CLAIMS REPORT 03/31/20 (pgs 7-21)

BUILDING INSPECTOR

- Building Inspector Report, March 2020 (pg 22)

CLOSE PUBLIC HEARING

COMMITTEE REPORTS

- Minutes of Safety Committee Meeting, 3/18/20 (pg 23)
- Park & Recreation Update, March 2020 (pgs 24)

CITY ATTORNEY

- Ballot Language or Prohibiting Hand Held Devices While Driving Referendum
- Ordinance No. 841 re: Ordinance Giving Mayor Authorization to Declare an Emergency (pgs 26-28)
- Declaration of Emergency (pgs 29-31)

CITY FINANCE OFFICER

- Payroll Expense by Department Report, March 2020 (pg 32)
- Health Rates (pg 33)

CITY SUPERINTENDENT

- Curb and Gutter

COMMUNITY DEVELOPMENT DIRECTOR

- Community Development Report (pgs 34-35)
- Community Pond Program Boat Dock Bid Approval
- Notice to Proceed – Downtown Shelby Historic Preservation Plan (pgs 36-39)
- Tree Bid for Arbor Day Grant & Urban Forestry Development Grant

OTHER MATTERS

- Tank Coating (pgs 40-42)
- Water Infrastructure Preliminary Engineering Report
- TSEP & RRGL Grant Opportunities Updates
- Garbage Truck Repairs

ADJOURN

**IF YOU HAVE ANY COMMENTS OR QUESTIONS TO AGENDA ITEMS, PLEASE EMAIL THEM TO:
lori@shelbymt.com**

CITY OF SHELBY MEETING SCHEDULE

April 6, 2020

6:00 p.m. Audit Committee

(Mayor, Finance Officer, Clark, Tustian, Moritz)

6:30 p.m. Regular City Council Meeting

April 13, 2020

6:30 p.m. City-County Planning Board

(Mayor, Deputy City Clerk, City Planner,
Flesch, Clark)

April 20, 2020

6:30 p.m. Regular City Council Meeting

April 27, 2020

6:30 p.m. Park & Recreation Meeting

(Mayor, Superintendent, Rec Director,
Tustian, Kimmet)

CITY COUNCIL PACKET LISTING

A. Agenda

B. Agenda Items

1. Minutes of Regular Council Meeting, 3/16/20
2. Claims Report, 3/31/20
3. Building Inspector Report, March 2020
4. Minutes of Safety Committee Meeting, 3/18/2020
5. Park & Rec Update, March 2020
6. City Attorney's Comments Regarding COVID Ordinance & Emergency Declaration
7. Ordinance No. 841 re: Ordinance Giving Mayor Authorization to Declare an Emergency
8. Declaration of Emergency
9. Payroll Expense by Department Report, March 2020
10. 2020-21 Payroll Budget-Insurance Increase
11. Community Development Report
12. Downtown Shelby Historic Preservation Plan
13. Water Tank Project - Bid Opening

C. Correspondence

1. Information from the Small Business Administration
2. 4/2/2020 Summary of Port of Northern Montana board meeting

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
March 16, 2020

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

Other citizens present: Mike and Marlea Irvin.

PLEDGE OF ALLEGIANCE

REGULAR MEETING MINUTES 3/2/20

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

APPEARANCE REQUESTS

- Agenda Items - Mike Irvin re: grazing and fence easement
- Non-Agenda Items - None

COMMITTEE REPORTS

- Law Enforcement Report - N/A

CITY ATTORNEY

- Irvin Trust Grazing and Fence Easement
FLESCH MADE A MOTION TO APPROVE THE EASEMENT WITH NOTED CHANGES. SECONDED BY MORITZ. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Golf Course Road Right-Of-Way
MORITZ MADE A MOTION TO APPROVE THE RIGHT-OF-WAY WITH NOTED CHANGES. SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, February 2020
2. Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, 2/29/20

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

3. City of Shelby Delinquent Taxes, 2/29/20
4. Notice to Proceed - Downtown Shelby Historic Preservation Plan - Tabled until next meeting.

CITY SUPERINTENDENT

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

OTHER MATTERS

- Stormwater Change order #7
HEATON MADE A MOTION TO APPROVE THE CHANGE ORDER. SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCHE, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Fire Department Rec Pass - Tabled

ADJOURN

AT 9:00 P.M. FLESCHE MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCHE, HEATON, KIMMET, TUSTIAN, MORITZ. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

04/02/20
09:25:09

CITY OF SHELBY
Claim Details
For the Accounting Period: 3/20

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Report ID: AP100

* ... Over spent expenditure

| Claim Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|----------|--------------------------------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 190718 | 26652S | 01124 FIRST INTERSTATE BANK | 16,306.00 | | | | | |
| | | Landfill Trust Annual - Closure & Post-Closure | | | | | | |
| 1 | 03/19/20 | Lndfill Trust Annual Closure | 9,507.00* | | | 5410 430840 | 581 | 101000 |
| 2 | 03/19/20 | LndfillTrustAnnual Postclosure | 6,799.00* | | | 5410 430840 | 581 | 101000 |
| 190719 | | 00343 ENERGY LABORATORIES INC | 87.00 | | | | | |
| 1 | 302239 | 03/17/20 Lagoon Influent | 87.00 | | 32658 | 5310 430600 | 300 | 101000 |
| 190720 | | 00400 UTILITIES UNDERGROUND LOCATION | 52.78 | | | | | |
| 1 | 25097 | 02/29/20 11 Locates for 2/20 | 20.02 | | 32656 | 5210 430500 | 300 | 101000 |
| 2 | 35098 | 03/31/20 18 Locates for 3/20 | 32.76 | | 32656 | 5210 430500 | 300 | 101000 |
| 190721 | | 01137 AQUA TECH LABORATORY | 80.00 | | | | | |
| 1 | 32473 | 03/03/20 Monthly Coliform Water Testing | 80.00 | | 32655 | 5210 430500 | 300 | 101000 |
| 190722 | | 00539 YEAGLEY, JAMES H | 550.00 | | | | | |
| 1 | 03/25/20 | 3/20 Planning Services | 550.00 | | | 1000 411030 | 350 | 101000 |
| 190723 | -98512E | 01486 USDA RURAL DEVELOPMENT | 1,603.00 | | | | | |
| 1 | 03/05/20 | Fire Hall Improvement Loan | 1,371.47 | | | 1000 490527 | 610 | 101000 |
| 2 | 03/05/20 | Fire Hall Improvement Loan-Int | 231.53 | | | 1000 490527 | 620 | 101000 |
| 190724 | -98513E | 00111 FIRST STATE BANK | 137.80 | | | | | |
| 1 | 03/03/20 | Monthly Bank Service Charge | 34.45 | | | 1000 410550 | 300 | 101000 |
| 2 | 03/03/20 | Monthly Bank Service Charge | 34.45 | | | 5210 430570 | 300 | 101000 |
| 3 | 03/03/20 | Monthly Bank Service Charge | 34.45 | | | 5310 430670 | 300 | 101000 |
| 4 | 03/03/20 | Monthly Bank Service Charge | 34.45 | | | 5410 430870 | 300 | 101000 |
| 190725 | | 00043 SHELBY GAS ASSOCIATION | 5,364.80 | | | | | |
| 1 | 03/25/20 | 3/20 Gas Bill | 95.80 | | | 1000 411200 | 343 | 101000 |
| 2 | 03/25/20 | 3/20 Gas Bill | 608.95 | | | 1000 420400 | 343 | 101000 |
| 3 | 03/25/20 | 3/20 Gas Bill | 608.95 | | | 1000 420401 | 343 | 101000 |
| 4 | 03/25/20 | 3/20 Gas Bill | 904.30 | | | 1000 460445 | 343 | 101000 |
| 5 | 03/25/20 | 3/20 Gas Bill | 143.40 | | | 1000 460442 | 343 | 101000 |
| 6 | 03/25/20 | 3/20 Gas Bill | 162.30 | | | 5410 430840 | 343 | 101000 |
| 7 | 03/25/20 | 3/20 Gas Bill | 303.58 | | | 1000 430200 | 343 | 101000 |
| 8 | 03/25/20 | 3/20 Gas Bill | 303.58 | | | 5210 430500 | 343 | 101000 |
| 9 | 03/25/20 | 3/20 Gas Bill | 303.58 | | | 5310 430600 | 343 | 101000 |
| 10 | 03/25/20 | 3/20 Gas Bill | 303.56 | | | 5410 430830 | 343 | 101000 |
| 11 | 03/25/20 | 3/20 Gas Bill | 101.30 | | | 1000 411202 | 343 | 101000 |
| 12 | 03/25/20 | 3/20 Gas Bill | 101.30 | | | 5210 430520 | 343 | 101000 |
| 13 | 03/25/20 | 3/20 Gas Bill | 101.30 | | | 5310 430620 | 343 | 101000 |
| 14 | 03/25/20 | 3/20 Gas Bill | 101.30 | | | 5410 430820 | 343 | 101000 |
| 15 | 03/25/20 | 3/20 Gas Bill | 80.40 | | | 5210 430500 | 343 | 101000 |

04/02/20
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CITY OF SHELBY
Claim Details
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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 |
| 16 | 03/25/20 | 3/20 Gas Bill | 667.00 | | | 1000 460465 | 343 | 101000 |
| 17 | 03/25/20 | 3/20 Gas Bill | 474.20 | | | 2936 460463 | 343 | 101000 |
| 190726 | | 00026 MARIAS RIVER ELECTRIC COOP INC | 12,464.95 | | | | | |
| 1 | 03/25/20 | 3/20 Electric Bill | 101.75 | | | 1000 411200 | 342 | 101000 |
| 2 | 03/25/20 | 3/20 Electric Bill | 186.88 | | | 1000 420400 | 342 | 101000 |
| 3 | 03/25/20 | 3/20 Electric Bill | 186.88 | | | 1000 420401 | 342 | 101000 |
| 4 | 03/25/20 | 3/20 Electric Bill | 64.55 | | | 1000 411202 | 342 | 101000 |
| 5 | 03/25/20 | 3/20 Electric Bill | 64.55 | | | 5210 430520 | 342 | 101000 |
| 6 | 03/25/20 | 3/20 Electric Bill | 64.55 | | | 5310 430620 | 342 | 101000 |
| 7 | 03/25/20 | 3/20 Electric Bill | 64.56 | | | 5410 430820 | 342 | 101000 |
| 8 | 03/25/20 | 3/20 Electric Bill | 143.32 | | | 1000 430200 | 342 | 101000 |
| 9 | 03/25/20 | 3/20 Electric Bill | 143.32 | | | 5210 430500 | 342 | 101000 |
| 10 | 03/25/20 | 3/20 Electric Bill | 143.32 | | | 5310 430600 | 342 | 101000 |
| 11 | 03/25/20 | 3/20 Electric Bill | 143.30 | | | 5410 430830 | 342 | 101000 |
| 12 | 03/25/20 | 3/20 Electric Bill | 77.78 | | | 1000 440600 | 342 | 101000 |
| 13 | 03/25/20 | 3/20 Electric Bill | 77.78 | | | 1000 460430 | 342 | 101000 |
| 14 | 03/25/20 | 3/20 Electric Bill | 431.66 | | | 1000 460465 | 342 | 101000 |
| 15 | 03/25/20 | 3/20 Electric Bill | 37.05 | | | 1000 460439 | 342 | 101000 |
| 16 | 03/25/20 | 3/20 Electric Bill | 892.32 | | | 1000 460442 | 342 | 101000 |
| 17 | 03/25/20 | 3/20 Electric Bill | 72.92 | | | 1000 460445 | 342 | 101000 |
| 18 | 03/25/20 | 3/20 Electric Bill | 3,873.66 | | | 2400 430263 | 342 | 101000 |
| 19 | 03/25/20 | 3/20 Electric Bill | 4,227.31 | | | 5210 430500 | 342 | 101000 |
| 20 | 03/25/20 | 3/20 Electric Bill | 1,077.81 | | | 5310 430600 | 342 | 101000 |
| 21 | 03/25/20 | 3/20 Electric Bill | 352.85 | | | 2936 460463 | 342 | 101000 |
| 22 | 03/25/20 | 3/20 Electric Bill | 36.83 | | | 5410 430840 | 342 | 101000 |
| 190727 | | 01851 CT CLEANING | 1,200.00 | | | | | |
| 1 | 03/27/20 | 3/20 Janitorial Service | 70.00 | | | 1000 411202 | 390 | 101000 |
| 2 | 03/27/20 | 3/20 Janitorial Service | 70.00 | | | 5210 430520 | 390 | 101000 |
| 3 | 03/27/20 | 3/20 Janitorial Service | 70.00 | | | 5310 430620 | 390 | 101000 |
| 4 | 03/27/20 | 3/20 Janitorial Service | 70.00 | | | 5410 430820 | 390 | 101000 |
| 5 | 03/27/20 | 3/20 CC Janitorial Service | 800.00 | | | 1000 460442 | 300 | 101000 |
| 6 | 03/27/20 | 3/20 Williamson Bldg Service | 120.00 | | | 2936 460463 | 300 | 101000 |
| 190728 | 26654S | 00144 POSTMASTER | 296.20 | | | | | |
| 1 | 03/24/20 | 3/20 UB Postage | 98.73 | | | 5210 430570 | 310 | 101000 |
| 2 | 03/24/20 | 3/20 UB Postage | 98.74 | | | 5310 430670 | 310 | 101000 |
| 3 | 03/24/20 | 3/20 UB Postage | 98.73 | | | 5410 430870 | 310 | 101000 |

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CITY OF SHELBY
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| Claim Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|------------|--------------------------------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 190729 | | 02368 OPTUM | 25.50 | | | | | |
| 1 | 9510042613 | 03/15/20 HSA Service Fee | 6.38 | | | 1000 410550 | 300 | 101000 |
| 2 | 9510042613 | 03/15/20 HSA Service Fee | 6.38 | | | 5210 430570 | 300 | 101000 |
| 3 | 9510042613 | 03/15/20 HSA Service Fee | 6.37 | | | 5310 430670 | 300 | 101000 |
| 4 | 9510042613 | 03/15/20 HSA Service Fee | 6.37 | | | 5410 430870 | 300 | 101000 |
| 190730 | | 02389 WELLS FARGO VENDOR FIN SERV | 127.70 | | | | | |
| | | Serial #6507270X | | | | | | |
| 1 | 5009669709 | 03/17/20 3/20 Sharp MX-350 Copier-S | 63.85* | | 32673 | 1000 430200 | 200 | 101000 |
| 2 | 5009669709 | 03/17/20 3/20 Sharp MX-350 Copier-S | 63.85 | | 32673 | 1000 420500 | 200 | 101000 |
| 190731 | | 00309 PREFERRED OFFICE EQUIPMENT | 458.73 | | | | | |
| 1 | 32786 | 03/16/20 3/20 Maintenance & Copies | 64.30 | | | 1000 411050 | 300 | 101000 |
| 2 | 32786 | 03/16/20 3/20 Maintenance & Copies | 55.43 | | | 1000 410550 | 300 | 101000 |
| 3 | 32786 | 03/16/20 3/20 Maintenance & Copies | 55.43 | | | 5210 430570 | 300 | 101000 |
| 4 | 32786 | 03/16/20 3/20 Maintenance & Copies | 55.44 | | | 5310 430670 | 300 | 101000 |
| 5 | 32786 | 03/16/20 3/20 Maintenance & Copies | 55.43 | | | 5410 430870 | 300 | 101000 |
| 6 | 32786 | 03/16/20 3/20 Maintenance & Copies | 31.10 | | | 1000 410240 | 300 | 101000 |
| 7 | 32786 | 03/16/20 3/20 Maintenance & Copies | 31.10 | | | 5210 430514 | 300 | 101000 |
| 8 | 32786 | 03/16/20 3/20 Maintenance & Copies | 31.10 | | | 5310 430614 | 300 | 101000 |
| 9 | 32786 | 03/16/20 3/20 Maintenance & Copies | 31.10 | | | 5410 430814 | 300 | 101000 |
| 10 | 32785 | 03/16/20 3/20 Maintenance & Copies-Shop | 24.15* | | 32651 | 1000 430200 | 300 | 101000 |
| 11 | 32785 | 03/16/20 3/20 Maintenance & Copies-Shop | 24.15 | | 32651 | 1000 420500 | 300 | 101000 |
| 190732 | | 01137 AQUA TECH LABORATORY | 20.00 | | | | | |
| 1 | 32475 | 03/03/20 NCMRWA Monthly Water Test | 20.00 | | 32655 | 5210 430500 | 300 | 101000 |
| 190733 | | 00048 TOOLE COUNTY CLERK & RECORDER | 52,056.91 | | | | | |
| 1 | 02/29/20 | City Judge & Sec-Wages | 2,090.20 | | | 1000 410360 | 100 | 101000 |
| 2 | 02/29/20 | City Judge&Sec-Social Security | 127.87 | | | 1000 410360 | 141 | 101000 |
| 3 | 02/29/20 | City Judge & Sec-Medicare | 29.90 | | | 1000 410360 | 142 | 101000 |
| 4 | 02/29/20 | City Judge & Sec-PERS | 181.22 | | | 1000 410360 | 143 | 101000 |
| 5 | 02/29/20 | City Judge&Sec-UnemploymentIns | 2.50 | | | 1000 410360 | 145 | 101000 |
| 6 | 02/29/20 | City Judge & Sec-Worker's Comp | 16.34 | | | 1000 410360 | 146 | 101000 |
| 7 | 02/29/20 | City Judge-Health Insurance | 450.88 | | | 1000 410360 | 147 | 101000 |
| 8 | 02/29/20 | City Judge-Supplies | 38.33 | | | 1000 410360 | 200 | 101000 |
| 9 | 02/29/20 | City Judge-Phone | 19.67 | | | 1000 410360 | 344 | 101000 |
| 10 | 02/29/20 | Law Enforcement | 34,370.00 | | | 1000 420000 | 300 | 101000 |
| 11 | 02/29/20 | Law Enforcement | 4,910.00 | | | 5210 420100 | 300 | 101000 |
| 12 | 02/29/20 | Law Enforcement | 4,910.00 | | | 5310 420100 | 300 | 101000 |
| 13 | 02/29/20 | Law Enforcement | 4,910.00 | | | 5410 420100 | 300 | 101000 |

04/02/20
09:25:09

CITY OF SHELBY
Claim Details
For the Accounting Period: 3/20

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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 | |
| 190734 | 01285 HUNT, WILLIAM E JR | 5,833.33 | | | | | | |
| 1 | 03/31/20 3/20 Legal Services | 1,458.34 | | | 1000 411100 | 350 | 101000 | |
| 2 | 03/31/20 3/20 Legal Services | 1,458.33 | | | 5210 430513 | 350 | 101000 | |
| 3 | 03/31/20 3/20 Legal Services | 1,458.33 | | | 5310 430613 | 350 | 101000 | |
| 4 | 03/31/20 3/20 Legal Services | 1,458.33 | | | 5410 430813 | 350 | 101000 | |
| 190735 | -98511E 02499 DISH | 87.04 | | | | | | |
| 1 | 03/13/20 Monthly TV at Civic Center | 87.04 | | | 1000 460442 | 300 | 101000 | |
| 190736 | 01862 KENCO SECURITY AND TECHNOLOGY | 35.00 | | | | | | |
| 1 | 2039055 04/01/20 4/20 Fire Alarm Monitoring | 35.00* | | | 1000 420401 | 300 | 101000 | |
| 190737 | 01388 3 RIVERS COMMUNICATIONS INC | 916.13 | | | | | | |
| 1 | 03/01/20 3/20 Phone Bill | 19.82 | | | 1000 420500 | 344 | 101000 | |
| 2 | 03/01/20 3/20 Phone Bill | 34.38* | | | 1000 410550 | 344 | 101000 | |
| 3 | 03/01/20 3/20 Phone Bill | 34.39* | | | 5210 430570 | 344 | 101000 | |
| 4 | 03/01/20 3/20 Phone Bill | 34.39* | | | 5310 430670 | 344 | 101000 | |
| 5 | 03/01/20 3/20 Phone Bill | 34.39* | | | 5410 430870 | 344 | 101000 | |
| 6 | 03/01/20 3/20 Phone Bill | 19.26 | | | 1000 430200 | 344 | 101000 | |
| 7 | 03/01/20 3/20 Phone Bill | 19.26 | | | 5210 430500 | 344 | 101000 | |
| 8 | 03/01/20 3/20 Phone Bill | 19.26 | | | 5310 430600 | 344 | 101000 | |
| 9 | 03/01/20 3/20 Phone Bill | 19.26 | | | 5410 430830 | 344 | 101000 | |
| 10 | 03/01/20 3/20 Phone Bill | 104.51 | | | 1000 460465 | 300 | 101000 | |
| 11 | 03/01/20 3/20 Phone Bill | 171.71 | | | 1000 460442 | 344 | 101000 | |
| 12 | 03/01/20 3/20 Phone Bill | 68.48 | | | 1000 420400 | 344 | 101000 | |
| 13 | 03/01/20 3/20 Phone Bill | 68.47 | | | 1000 420401 | 344 | 101000 | |
| 14 | 03/01/20 3/20 Phone Bill | 4.74* | | | 1000 410200 | 344 | 101000 | |
| 15 | 03/01/20 3/20 Phone Bill | 4.74* | | | 5210 430512 | 344 | 101000 | |
| 16 | 03/01/20 3/20 Phone Bill | 4.74* | | | 5310 430612 | 344 | 101000 | |
| 17 | 03/01/20 3/20 Phone Bill | 4.74* | | | 5410 430812 | 344 | 101000 | |
| 18 | 03/01/20 3/20 Phone Bill | 45.93* | | | 1000 460445 | 344 | 101000 | |
| 19 | 03/01/20 3/20 Phone Bill | 136.70 | | | 5310 430600 | 344 | 101000 | |
| 20 | 03/01/20 3/20 Phone Bill | 33.48 | | | 5210 430500 | 344 | 101000 | |
| 21 | 03/01/20 3/20 Phone Bill | 33.48 | | | 5210 430500 | 344 | 101000 | |
| 190738 | 26653S 02468 T-MOBILE | 249.45 | | | | | | |
| 1 | 03/10/20 Mobile Charge 2/10-3/9/20 | 26.10 | | | 1000 420500 | 344 | 101000 | |
| 2 | 03/10/20 Mobile Charge 2/10-3/9/20 | 47.60 | | | 1000 411050 | 344 | 101000 | |
| 3 | 03/10/20 Mobile Charge 2/10-3/9/20 | 47.60 | | | 1000 440600 | 344 | 101000 | |
| 4 | 03/10/20 Mobile Charge 2/10-3/9/20 | 19.57 | | | 1000 430200 | 344 | 101000 | |
| 5 | 03/10/20 Mobile Charge 2/10-3/9/20 | 19.58 | | | 5210 430500 | 344 | 101000 | |
| 6 | 03/10/20 Mobile Charge 2/10-3/9/20 | 19.58 | | | 5310 430600 | 344 | 101000 | |
| 7 | 03/10/20 Mobile Charge 2/10-3/9/20 | 19.57 | | | 5410 430840 | 344 | 101000 | |
| 8 | 03/10/20 Mobile Charge 2/10-3/9/20 | 12.46* | | | 1000 410550 | 344 | 101000 | |

04/02/20
09:25:09

CITY OF SHELBY
Claim Details
For the Accounting Period: 3/20

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Report ID: AP100

* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|------------|---------------------------------------|---------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 9 | 03/10/20 | Mobile Charge 2/10-3/9/20 | | 12.46* | | | 5210 430570 | 344 | 101000 |
| 10 | 03/10/20 | Mobile Charge 2/10-3/9/20 | | 12.47* | | | 5310 430670 | 344 | 101000 |
| 11 | 03/10/20 | Mobile Charge 2/10-3/9/20 | | 12.46* | | | 5410 430870 | 344 | 101000 |
| 190739 | 26650S | 999998 ROBERT V TASKER | | 273.67 | | | | | |
| 1 | 3103028620 | 03/01/20 Stain/Poly Oil/Screws/Lumb | | 269.80* | | 31035 | 1000 460442 | 200 | 101000 |
| 2 | 3103028620 | 03/01/20 Clorox | | 3.87 | | 31035 | 2936 460463 | 200 | 101000 |
| 190740 | 00047 | BEN TAYLOR INC | | 340.21 | | | | | |
| 1 | 22450 | 02/25/20 CFD-2/20 Fuel | | 32.92 | | 32322 | 1000 420400 | 230 | 101000 |
| 2 | 226393 | 03/21/20 CFD-Paint/Brushes/Paint | | 158.20* | | 32328 | 1000 420400 | 200 | 101000 |
| 3 | 226428 | 03/21/20 CFD-Brushes | | 16.94* | | 32328 | 1000 420400 | 200 | 101000 |
| 4 | 22876 | 03/25/20 RFD-3/20 Fuel | | 132.15 | | 32328 | 1000 420401 | 230 | 101000 |
| 190741 | 00213 | HIGHLINE COMMUNICATIONS | | 100.00 | | | | | |
| 1 | 80768 | 02/19/20 CFD-Service Paging Issue | | 100.00* | | 32321 | 1000 420400 | 300 | 101000 |
| 190742 | 01620 | KLJ ENGINEERING LLC | | 475.88 | | | | | |
| 1 | 10133523 | 02/24/20 WW Treatment Design | | 475.88 | | | 5310 430601 | 950 2282 | 101000 |
| 743 | 01620 | KLJ ENGINEERING LLC | | 495.86 | | | | | |
| 1 | 10133587 | 02/24/20 Storm Water-Construction Adm | | 138.96 | | | 5720 430246 | 950 2283 | 101000 |
| 2 | 10133587 | 02/24/20 Storm Water-RPR | | 356.90 | | | 5720 430246 | 950 2283 | 101000 |
| 190744 | 01620 | KLJ ENGINEERING LLC | | 1,520.89 | | | | | |
| NCMRWA Grant | | | | | | | | | |
| 1 | 10133588 | 02/24/20 Wellfield Improvements | | 1,520.89 | | | 5210 430501 | 950 2285 | 101000 |
| 190745 | 01620 | KLJ ENGINEERING LLC | | 10,311.21 | | | | | |
| NCMRWA Grant | | | | | | | | | |
| 1 | 10133589 | 02/24/20 Wellfield Improvements | | 10,311.21 | | | 5210 430501 | 950 2285 | 101000 |
| 190746 | 01620 | KLJ ENGINEERING LLC | | 1,308.64 | | | | | |
| 1 | 10133575 | 02/24/20 Humic Water Main Extension | | 1,308.64 | | | 5210 430501 | 950 2284 | 101000 |
| 190747 | 01620 | KLJ ENGINEERING LLC | | 915.30 | | | | | |
| 1 | 10133576 | 02/24/20 Rail Safety-Bidding | | 915.30 | | | 1000 470120 | 790 | 101000 |
| 190748 | 01125 | MT DEQ/PERMITTING & COMPLIANCE | | 1,110.00 | | | | | |
| 1 | 03/03/20 | Solid Waste Management Lic #83 | | 1,110.00* | | | 5410 430840 | 300 | 101000 |

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* ... Over spent expenditure

| Claim | Vendor #/Name/ | | Document \$/ | Disc \$ | | | | Cash |
|--------|----------------|-----------------------------------------|--------------|---------|-------|---------------|-------------|---------|
| Line # | Check | Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account |
| 190749 | 26651S | 01125 MT DEQ/PERMITTING & COMPLIANCE | 1,500.00 | | | | | |
| 1 | 5L2001364 | 03/01/20 MT0031488 - Outfall Charge | 1,500.00 | | | 5310 430600 | 300 | 101000 |
| 190750 | | 01700 ORKIN, INC | 211.60 | | | | | |
| 1 | 195195049 | 03/20/20 Civic Center 3/20 Service | 105.80 | | | 1000 460442 | 300 | 101000 |
| 2 | 196245711 | 03/20/20 Civic Center 4/20 Service | 105.80 | | | 1000 460442 | 300 | 101000 |
| 190751 | | 00027 MARKS TIRE & ALIGNMENT | 255.00 | | | | | |
| 1 | 59861 | 02/18/20 Blade Repair | 245.00* | | 32598 | 1000 430200 | 369 | 101000 |
| 2 | 60114 | 03/20/20 Flat Repair | 10.00* | | 32675 | 1000 430200 | 300 | 101000 |
| 190752 | | 00037 NORTHWEST PIPE FITTINGS INC | 9.16 | | | | | |
| 1 | 2283292 | 02/27/20 (2)Copper Coupling | 9.16* | | 32597 | 1000 460445 | 200 | 101000 |
| 190753 | | 01439 CONRAD BUILDING CENTER INC | 261.82 | | | | | |
| 1 | 459562 | 02/05/20 Plywood/Foam Seal/Screws | 206.23* | | 32596 | 1000 460445 | 200 | 101000 |
| 2 | 460601 | 02/26/20 Wedge Anchors | 55.59* | | 32596 | 1000 460445 | 200 | 101000 |
| 190754 | | 00047 BEN TAYLOR INC | 3,721.73 | | | | | |
| 1 | 49837 | 02/17/20 Propane UV Plant | 552.75 | | | 5210 430500 | 230 | 101000 |
| 2 | 22259 | 02/25/20 2/20 Fuel | 406.19 | | 32592 | 5410 430830 | 230 | 101000 |
| 3 | 22259 | 02/25/20 2/20 Fuel | 133.28* | | 32592 | 1000 430200 | 230 | 101000 |
| 4 | 22259 | 02/25/20 2/20 Fuel | 32.78* | | 32592 | 1000 430200 | 230 | 101000 |
| 5 | 22259 | 02/25/20 2/20 Fuel | 41.05* | | 32592 | 1000 430200 | 230 | 101000 |
| 6 | 22259 | 02/25/20 2/20 Fuel | 163.82* | | 32592 | 1000 430200 | 230 | 101000 |
| 7 | 22259 | 02/25/20 2/20 Fuel | 34.95* | | 32592 | 1000 430200 | 230 | 101000 |
| 8 | 22259 | 02/25/20 2/20 Fuel | 104.35* | | 32592 | 1000 430200 | 230 | 101000 |
| 9 | 22259 | 02/25/20 2/20 Fuel | 159.35 | | 32592 | 1000 460430 | 230 | 101000 |
| 10 | 22259 | 02/25/20 2/20 Fuel | 11.44* | | 32592 | 1000 430200 | 230 | 101000 |
| 11 | 22259 | 02/25/20 2/20 Fuel | 274.39* | | 32592 | 1000 430200 | 230 | 101000 |
| 12 | 22259 | 02/25/20 2/20 Fuel | 269.96* | | 32592 | 1000 430200 | 230 | 101000 |
| 13 | 22259 | 02/25/20 2/20 Fuel | 82.58 | | 32592 | 1000 420500 | 230 | 101000 |
| 14 | 22259 | 02/25/20 2/20 Fuel | 141.61 | | 32592 | 1000 440600 | 230 | 101000 |
| 15 | 22259 | 02/25/20 2/20 Fuel | 35.06* | | 32593 | 1000 430200 | 230 | 101000 |
| 16 | 224151 | 02/19/20 HD Stl Han | 17.98 | | 32594 | 5410 430830 | 200 | 101000 |
| 17 | 223669 | 02/11/20 Tray/Liner/Frame/Brush/Paint | 158.61* | | 32594 | 1000 460442 | 200 | 101000 |
| 18 | 224669 | 02/25/20 Enamal/Tape/Cov 3Pk | 89.95* | | 32594 | 1000 460442 | 200 | 101000 |
| 19 | 224531 | 02/24/20 Primer/PVC Pipe/Coupling/Towel | 35.43 | | 32594 | 5210 430500 | 200 | 101000 |
| 20 | 223590 | 02/10/20 Regul Self Lgt Lp/Pol Gas Cyli | 38.78* | | 32594 | 1000 460445 | 200 | 101000 |
| 21 | 223524 | 02/08/20 Pressure Gauge | 42.96 | | 32594 | 5210 430500 | 200 | 101000 |
| 22 | 224294 | 02/20/20 Handle | 9.49* | | 32594 | 1000 430200 | 200 | 101000 |
| 23 | 223829 | 02/14/20 Chick Dry Cat | 24.99* | | 32594 | 1000 430200 | 200 | 101000 |
| 24 | 222879 | 02/01/20 Decks scrub/Handle | 29.96* | | 32594 | 1000 430200 | 200 | 101000 |
| 25 | 223285 | 02/05/20 Grease | 4.49* | | 32594 | 1000 430200 | 200 | 101000 |

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* ... Over spent expenditure

| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | | Cash |
|--------|------------------------------------------------|--------------|---------|-------|---------------|-------------|---------|--|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | | |
| 26 | 223284 02/05/20 Electric Tape | 13.07* | | 32594 | 1000 430200 | 200 | 101000 | | |
| 27 | 223198 02/04/20 Ice Melt | 25.00* | | 32594 | 1000 430200 | 200 | 101000 | | |
| 28 | 224313 02/20/20 Thread Stick/Cap/Valve | 33.06* | | 32594 | 1000 460445 | 200 | 101000 | | |
| 29 | 224220 02/20/20 Foam Tape | 7.58* | | 32594 | 1000 460445 | 200 | 101000 | | |
| 30 | 224612 02/25/20 Chip Brush/Composite | 16.13* | | 32594 | 1000 460445 | 200 | 101000 | | |
| 31 | 223315 02/05/20 Foam Tape | 45.48* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 32 | 222893 02/01/20 Screws/Trap/CLR/3 Prong | 18.93* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 33 | 224108 02/18/20 Cap/Foam | 36.45* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 34 | 224179 02/19/20 Foam | 29.95* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 35 | 222939 02/01/20 Respirator | 47.99* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 36 | 223737 02/12/20 Poly Clear | 50.97* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 37 | 223727 02/12/20 Tape/Poly Clear | 51.95* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 38 | 223695 02/12/20 Sol Bare Grnd/Split Connect | 329.04* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 39 | 223761 02/13/20 Cutting Wheel/Flap Disc | 39.16* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 40 | 223797 02/13/20 Mig Wire | 39.99* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 41 | 222936 02/01/20 Paint Pest Respirator | 38.99* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 42 | 222901 02/01/20 Slip | 1.79* | | 32595 | 1000 460445 | 200 | 101000 | | |
| 190755 | 00041 SHELBY PROMOTER | 619.75 | | | | | | | |
| 1 | SL201001 03/04/20 Lake Shel-oole Development A | 26.00 | | | 1000 460439 | 300 | 101000 | | |
| 2 | SL201202 03/18/20 Water Storage Tank Painting | 96.00 | | | 5210 430500 | 300 | 101000 | | |
| 3 | JT24474 03/30/20 Recreation Pass Books | 217.60* | | | 1000 460442 | 200 | 101000 | | |
| 4 | JT24474 03/30/20 Recreation Pass Books | 217.60* | | | 1000 460445 | 200 | 101000 | | |
| 5 | 2013003 03/25/20 Pool Manager Ad | 27.20 | | | 1000 460445 | 300 | 101000 | | |
| 6 | 62373 03/11/20 Notary Stamp-Pederson | 8.83 | | | 1000 410550 | 200 | 101000 | | |
| 7 | 62373 03/11/20 Notary Stamp-Pederson | 8.84 | | | 5210 430570 | 200 | 101000 | | |
| 8 | 62373 03/11/20 Notary Stamp-Pederson | 8.84 | | | 5310 430670 | 200 | 101000 | | |
| 9 | 62373 03/11/20 Notary Stamp-Pederson | 8.84 | | | 5410 430870 | 200 | 101000 | | |
| 190756 | 00030 MT MUNICIPAL INTERLOCAL | 545.00 | | | | | | | |
| 1 | 220015 03/04/20 Deduct Recovery-F. Robison | 136.25 | | | 2190 510330 | 815 | 101000 | | |
| 2 | 220015 03/04/20 Deduct Recovery-F. Robison | 136.25 | | | 5210 510330 | 815 | 101000 | | |
| 3 | 220015 03/04/20 Deduct Recovery-F. Robison | 136.25 | | | 5310 510330 | 815 | 101000 | | |
| 4 | 220015 03/04/20 Deduct Recovery-F. Robison | 136.25 | | | 5410 510330 | 815 | 101000 | | |
| 190757 | 00088 CARQUEST AUTO PARTS | 6.99 | | | | | | | |
| 1 | 2567306064 02/26/20 RFD-Car Wash 1 Gallon | 6.99* | | 32323 | 1000 420401 | 200 | 101000 | | |
| 190758 | 01180 CULLIGAN | 10.00 | | | | | | | |
| 1 | 106816 02/06/20 CFD-Solar Salt Delivery | 10.00* | | 32324 | 1000 420400 | 300 | 101000 | | |

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| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | Cash |
|--------|------------------------------------------------|--------------|---------|-------|---------------|-------------|---------|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | |
| 190759 | 01780 MONTANA BROOM & BRUSH | 278.94 | | | | | | |
| 1 | 1415188 03/11/20 Towel Roll/Air Freshener | 24.25 | | 32452 | 1000 411202 | 200 | 101000 | |
| 2 | 1415188 03/11/20 Towel Roll/Air Freshener | 24.25* | | 32452 | 5210 430520 | 200 | 101000 | |
| 3 | 1415188 03/11/20 Towel Roll/Air Freshener | 24.25 | | 32452 | 5310 430620 | 200 | 101000 | |
| 4 | 1415188 03/11/20 Towel Roll/Air Freshener | 24.25 | | 32452 | 5410 430820 | 200 | 101000 | |
| 5 | 1408511 02/05/20 Toilet Paper | 48.76* | | 32399 | 1000 430200 | 200 | 101000 | |
| 6 | 1417928 03/18/20 Bar Towels/Towel Roll/Tissue | 133.18* | | 32605 | 1000 460442 | 200 | 101000 | |
| 190760 | 01866 SHELBY PAINT AND HARDWARE | 247.87 | | | | | | |
| 1 | 14090 03/11/20 Ext Cord/Lime Away/Paper Towel | 46.46* | | 32604 | 1000 460442 | 200 | 101000 | |
| 2 | 67797 02/27/20 Paint | 138.97* | | 32674 | 1000 460445 | 200 | 101000 | |
| 3 | 67758 02/20/20 Toilet Tank Bolts | 21.46* | | 32674 | 1000 460445 | 200 | 101000 | |
| 4 | 67783 02/25/20 Batteries | 10.99* | | 32674 | 1000 430200 | 200 | 101000 | |
| 5 | 67787 02/26/20 Linseed Oil | 29.99* | | 32674 | 1000 460445 | 200 | 101000 | |
| 190761 | 01870 KUSTOM SERVICES | 325.00 | | | | | | |
| 1 | 157 03/06/20 RFD-Fan for Hummer | 325.00* | | 32325 | 1000 420401 | 200 | 101000 | |
| 190762 | 01766 MAPS INC | 2,128.50 | | | | | | |
| 1 | 2020-010 03/15/20 GIS Technical Support | 439.31* | | | 1000 430200 | 323 | 101000 | |
| 2 | 2020-010 03/15/20 GIS Technical Support | 439.31* | | | 5210 430500 | 323 | 101000 | |
| 3 | 2020-010 03/15/20 GIS Technical Support | 439.31* | | | 5310 430600 | 323 | 101000 | |
| 4 | 2020-010 03/15/20 GIS Technical Support | 439.32* | | | 5410 430830 | 323 | 101000 | |
| 5 | 2020-011 03/15/20 GPS/GIS Technical Support | 185.63* | | | 5210 430500 | 323 | 101000 | |
| 6 | 2020-011 03/15/20 GPS/GIS Technical Support | 185.62* | | | 5310 430600 | 323 | 101000 | |
| 190763 | 01736 MUNICIPAL EMERGENCY SERVICES INC | 1,880.00 | | | | | | |
| 1 | 1436729 03/12/20 CFD-SCBA Flow Tests | 1,880.00* | | 32326 | 1000 420400 | 300 | 101000 | |
| 190764 | -98510E 01994 BEST BUY | 79.99 | | | | | | |
| 1 | 8056954148 03/12/20 Microsoft Surface Pen | 19.99* | | 32454 | 1000 410100 | 200 | 101000 | |
| 2 | 8056954148 03/12/20 Microsoft Surface Pen | 20.00* | | 32454 | 5210 430511 | 200 | 101000 | |
| 3 | 8056954148 03/12/20 Microsoft Surface Pen | 20.00* | | 32454 | 5310 430611 | 200 | 101000 | |
| 4 | 8056954148 03/12/20 Microsoft Surface Pen | 20.00* | | 32454 | 5410 430811 | 200 | 101000 | |
| 190765 | -98509E 01994 BEST BUY | 708.99 | | | | | | |
| 1 | 8056954148 03/12/20 Microsoft Surface Pro 7/Co | 177.24* | | 32453 | 1000 410100 | 200 | 101000 | |
| 2 | 8056954148 03/12/20 Microsoft Surface Pro 7/Co | 177.25* | | 32453 | 5210 430511 | 200 | 101000 | |
| 3 | 8056954148 03/12/20 Microsoft Surface Pro 7/Co | 177.25* | | 32453 | 5310 430611 | 200 | 101000 | |
| 4 | 8056954148 03/12/20 Microsoft Surface Pro 7/Co | 177.25* | | 32453 | 5410 430811 | 200 | 101000 | |

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* ... Over spent expenditure

| Claim Line # | Check | Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|------------|----------------------------------------|---------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 190766 | -98508E | 01994 BEST BUY | | 99.99 | | | | | |
| 1 | 8056954148 | 03/12/20 External Hard Drive | | 24.99 | | 32453 | 1000 410550 | 200 | 101000 |
| 2 | 8056954148 | 03/12/20 External Hard Drive | | 25.00 | | 32453 | 5210 430570 | 200 | 101000 |
| 3 | 8056954148 | 03/12/20 External Hard Drive | | 25.00 | | 32453 | 5310 430670 | 200 | 101000 |
| 4 | 8056954148 | 03/12/20 External Hard Drive | | 25.00 | | 32453 | 5410 430870 | 200 | 101000 |
| 190767 | | 01946 ALL SEASON HEATING & AIR | | 13.44 | | | | | |
| 1 | 37059 | 03/05/20 8" Cap | | 13.44* | | 32654 | 1000 460445 | 200 | 101000 |
| 190768 | | 01903 1ST CHOICE PLUMBING LLC | | 210.59 | | | | | |
| 1 | 6910 | 03/11/20 2" Pro Press Ball Valve | | 210.59* | | 32653 | 1000 460445 | 200 | 101000 |
| 190769 | | 02525 A JAY CONCRETE PUMPING LLC | | 1,020.00 | | | | | |
| 1 | 10176 | 03/10/20 Line Pump | | 1,020.00* | | 32652 | 2600 460400 | 900 | 101000 |
| 190770 | | 00025 HILINE REDI-MIX LLC | | 2,980.00 | | | | | |
| 1 | SH32378 | 03/11/20 Pool Grout | | 1,862.50* | | 32400 | 2600 460400 | 900 | 101000 |
| 2 | SH32379 | 03/11/20 Pool Grout | | 1,117.50* | | 32400 | 2600 460400 | 900 | 101000 |
| 771 | | 02069 NATIONAL LAUNDRY CO | | 38.22 | | | | | |
| 1 | 66465 | 03/18/20 Red Shop Towels | | 38.22* | | 32398 | 1000 430200 | 300 | 101000 |
| 190772 | | 00034 NORMONT EQUIPMENT CO | | 120.00 | | | | | |
| 1 | 22075 | 03/18/20 Locate Flags | | 60.00 | | 32397 | 5210 430500 | 200 | 101000 |
| 2 | 22075 | 03/18/20 Locate Flags | | 60.00 | | 32397 | 5310 430600 | 200 | 101000 |
| 190773 | | 02034 MDS SUPPLY INC | | 165.50 | | | | | |
| 1 | 319414 | 03/18/20 Pool Caulking/Caulking Gun | | 165.50 | | 32396 | 1000 460445 | 900 | 101000 |
| 190774 | | 02491 THE HOME DEPOT PRO | | 151.35 | | | | | |
| 1 | 539304006 | 03/05/20 Virex | | 74.15* | | 32603 | 1000 460442 | 200 | 101000 |
| 2 | 539304014 | 03/05/20 Liners | | 77.20* | | 32603 | 1000 460442 | 200 | 101000 |
| 190775 | | 00661 SWAINS SPRING SERVICE INC | | 123.67 | | | | | |
| 1 | 32950 | 02/27/20 Leaf Spring/Clips/Bolts/Plate | | 123.67 | | 32664 | 1000 460430 | 200 | 101000 |
| 190776 | -98507E | 02526 EGOV.COM | | 35.00 | | | | | |
| 1 | 861588 | 03/03/20 Boiler License-Correa | | 35.00 | | 32663 | 1000 460465 | 300 | 101000 |

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| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | Cash |
|--------|------------------------------------------------|--------------|---------|-------|---------------|-------------|---------|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | |
| 190777 | -98506E 02522 MACON SUPPLY INC | 915.13 | | | | | | |
| 1 | 861588 02/28/20 Intraplast Additive | 915.13* | | 32661 | 2600 460400 | 900 | 101000 | |
| 190778 | -98505E 02416 BUILD.COM | 58.06 | | | | | | |
| 1 | 73072498 03/10/20 Outdoor Wall Sconce | 58.06* | | 32660 | 1000 460445 | 200 | 101000 | |
| 190779 | 00703 RECREATION SUPPLY CO | 7,268.63 | | | | | | |
| 1 | 377448 02/28/20 Additional Gutter | 746.90* | | 32657 | 2600 460400 | 900 | 101000 | |
| 2 | 377448 02/28/20 Install Cup Anchors | 420.00* | | 32657 | 2600 460400 | 900 | 101000 | |
| 3 | 377448 02/28/20 Frame & Grate/Shipping | 1,107.79* | | 32657 | 2600 460400 | 900 | 101000 | |
| 4 | 378685 03/31/20 Primer/Epoxy Blue Ice Paint | 4,993.94* | | 32676 | 1000 460445 | 200 | 101000 | |
| 190780 | 01620 KLJ ENGINEERING LLC | 1,247.62 | | | | | | |
| 1 | 10134756 03/20/20 WW Treatment Design | 1,247.62 | | | 5310 430601 | 950 2282 | 101000 | |
| 190781 | 01620 KLJ ENGINEERING LLC | 3,153.06 | | | | | | |
| 1 | 10134759 03/20/20 Humic Water Main Extension | 3,153.06 | | | 5210 430501 | 950 2284 | 101000 | |
| 190782 | 01620 KLJ ENGINEERING LLC | 2,466.00 | | | | | | |
| 1 | 10134984 03/20/20 Storm Water-Survey | 118.18 | | | 5720 430246 | 950 2283 | 101000 | |
| 2 | 10134984 03/20/20 Storm Water-Construction Adm | 622.79 | | | 5720 430246 | 950 2283 | 101000 | |
| 3 | 10134984 03/20/20 Storm Water-RPR | 1,725.03 | | | 5720 430246 | 950 2283 | 101000 | |
| 190783 | 01620 KLJ ENGINEERING LLC | 7,243.99 | | | | | | |
| | NCMRWA Grant | | | | | | | |
| 1 | 10134985 03/20/20 Wellfield Improvements | 7,243.99 | | | 5210 430501 | 950 2285 | 101000 | |
| 190784 | 01620 KLJ ENGINEERING LLC | 373.47 | | | | | | |
| 1 | 10134760 03/20/20 Rail Safety-Bidding | 373.47 | | | 1000 470120 | 790 | 101000 | |
| 190785 | 00117 QUILL CORPORATION | 226.98 | | | | | | |
| 1 | 5722445 03/20/20 Task Mesh Chair | 52.49 | | 32456 | 1000 410550 | 215 | 101000 | |
| 2 | 5722445 03/20/20 Task Mesh Chair | 52.50 | | 32456 | 5210 430570 | 215 | 101000 | |
| 3 | 5722445 03/20/20 Task Mesh Chair | 52.50 | | 32456 | 5310 430670 | 215 | 101000 | |
| 4 | 5722445 03/20/20 Task Mesh Chair | 52.50 | | 32456 | 5410 430870 | 215 | 101000 | |
| 5 | 5722877 03/20/20 Sharpies | 4.24 | | 32456 | 1000 410550 | 200 | 101000 | |
| 6 | 5722877 03/20/20 Sharpies | 4.25 | | 32456 | 5210 430570 | 200 | 101000 | |
| 7 | 5722877 03/20/20 Sharpies | 4.25 | | 32456 | 5310 430670 | 200 | 101000 | |
| 8 | 5722877 03/20/20 Sharpies | 4.25 | | 32456 | 5410 430870 | 200 | 101000 | |

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| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | | Cash |
|--------|------------------------------------------------|--------------|---------|-------|---------------|-------------|---------|--|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | | |
| 190786 | 02479 SANDRY CONSTRUCTION COMPANY INC | 42,794.44 | | | | | | | |
| 1 | 4 03/25/20 Humic Water Extension App #4 | 42,794.44 | | | 5210 430501 | 950 2284 | 101000 | | |
| 190787 | 00001 DEPARTMENT OF REVENUE | 432.27 | | | | | | | |
| 1 | 4 03/25/20 App #4 Sandry Construction Co | 432.27 | | | 5210 430501 | 950 2284 | 101000 | | |
| 190788 | 01124 FIRST INTERSTATE BANK | 873.34 | | | | | | | |
| 1 | 2003192835 03/19/20 Landfill Trust Qtly Fee-LF | 444.31 | | | 5410 430870 | 300 | 101000 | | |
| 2 | 2003192835 03/19/20 Landfill Trust QtlyFee-LF0 | 429.03 | | | 5410 430870 | 300 | 101000 | | |
| 190789 | 00119 SHELBY VOLUNTEER FIRE DEPT | 1,382.00 | | | | | | | |
| 1 | 03/30/20 RFD-Officer/Men 1/20-3/20 | 300.00* | | | 1000 420401 | 300 | 101000 | | |
| 2 | 03/30/20 CFD-Officer/Men 1/20-3/20 | 482.00* | | | 1000 420400 | 300 | 101000 | | |
| 3 | 03/30/20 CFD-Treasurer Wage 1/20-3/20 | 300.00* | | | 1000 420400 | 300 | 101000 | | |
| 4 | 03/30/20 CFD-Secretary Wage 1/20-3/20 | 300.00* | | | 1000 420400 | 300 | 101000 | | |
| 190790 | 01866 SHELBY PAINT AND HARDWARE | 73.96 | | | | | | | |
| 1 | 67740 03/02/20 RFD-Paint Brush/Paint | 73.96* | | 32327 | 1000 420401 | 200 | 101000 | | |
| 791 | 02190 BAUMAN, CHRISTINE | 25.00 | | | | | | | |
| 1 | 03/30/20 Haul Recycling Trailer to GF | 25.00 | | | 1000 480100 | 200 | 101000 | | |
| 190792 | 01805 SYSTEMS | 310.50 | | | | | | | |
| 1 | 36842 03/27/20 MSO365 Fee 3/20-5/20 | 62.10 | | | 1000 410550 | 300 | 101000 | | |
| 2 | 36842 03/27/20 MSO365 Fee 3/20-5/20 | 62.10 | | | 5210 430570 | 300 | 101000 | | |
| 3 | 36842 03/27/20 MSO365 Fee 3/20-5/20 | 62.10 | | | 5310 430670 | 300 | 101000 | | |
| 4 | 36842 03/27/20 MSO365 Fee 3/20-5/20 | 62.10 | | | 5410 430870 | 300 | 101000 | | |
| 5 | 36842 03/27/20 MSO365 Fee 3/20-5/20 | 62.10 | | | 1000 411050 | 300 | 101000 | | |
| 190793 | 00649 LARSON CLOTHING COMPANY | 185.00 | | | | | | | |
| 1 | 03/13/20 Service Award-Tasker | 28.75* | | | 1000 410100 | 200 | 101000 | | |
| 2 | 03/13/20 Service Award-Tasker | 28.75* | | | 5210 430511 | 200 | 101000 | | |
| 3 | 03/13/20 Service Award-Tasker | 28.75* | | | 5310 430611 | 200 | 101000 | | |
| 4 | 03/13/20 Service Award-Tasker | 28.75* | | | 5410 430811 | 200 | 101000 | | |
| 5 | 02/21/20 Clothing Allowance-Pickering | 17.50 | | | 1000 430200 | 220 | 101000 | | |
| 6 | 02/21/20 Clothing Allowance-Pickering | 17.50 | | | 5210 430500 | 220 | 101000 | | |
| 7 | 02/21/20 Clothing Allowance-Pickering | 17.50 | | | 5310 430600 | 220 | 101000 | | |
| 8 | 02/21/20 Clothing Allowance-Pickering | 17.50 | | | 5410 430840 | 220 | 101000 | | |

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CITY OF SHELBY
Claim Details
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* ... Over spent expenditure

| Claim | Vendor #/Name/ | | Document \$/ | Disc \$ | | | | Cash |
|--------|----------------|-----------------------------------------|--------------|---------|-------|---------------|-------------|---------|
| Line # | Check | Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account |
| 190794 | | 00049 TRACTOR & EQUIPMENT CO | 57.90 | | | | | |
| 1 | 386371 | 03/18/20 Cushion | 57.90* | | 32672 | 1000 430200 | 200 | 101000 |
| 190795 | | 00047 BEN TAYLOR INC | 5,025.58 | | | | | |
| 1 | 49181 | 03/11/20 UV Plant Propane | 447.32 | | | 5210 430500 | 230 | 101000 |
| 2 | 22681 | 03/25/20 4/20 Fuel | 463.05 | | 32667 | 5410 430830 | 230 | 101000 |
| 3 | 22681 | 03/25/20 4/20 Fuel | 137.90* | | 32667 | 1000 430200 | 230 | 101000 |
| 4 | 22681 | 03/25/20 4/20 Fuel | 119.71* | | 32667 | 1000 430200 | 230 | 101000 |
| 5 | 22681 | 03/25/20 4/20 Fuel | 352.16 | | 32667 | 5410 430840 | 230 | 101000 |
| 6 | 22681 | 03/25/20 4/20 Fuel | 82.39* | | 32667 | 1000 430200 | 230 | 101000 |
| 7 | 22681 | 03/25/20 4/20 Fuel | 327.30* | | 32667 | 1000 430200 | 230 | 101000 |
| 8 | 22681 | 03/25/20 4/20 Fuel | 121.18* | | 32667 | 1000 430200 | 230 | 101000 |
| 9 | 22681 | 03/25/20 4/20 Fuel | 328.04* | | 32667 | 1000 430200 | 230 | 101000 |
| 10 | 22681 | 03/25/20 4/20 Fuel | 212.12 | | 32667 | 5210 430500 | 230 | 101000 |
| 11 | 22681 | 03/25/20 4/20 Fuel | 198.15* | | 32667 | 1000 430200 | 230 | 101000 |
| 12 | 22681 | 03/25/20 4/20 Fuel | 282.74* | | 32667 | 1000 430200 | 230 | 101000 |
| 13 | 22681 | 03/25/20 4/20 Fuel | 19.84* | | 32667 | 1000 430200 | 230 | 101000 |
| 14 | 22681 | 03/25/20 4/20 Fuel | 82.01 | | 32667 | 1000 420500 | 230 | 101000 |
| 15 | 22681 | 03/25/20 4/20 Fuel | 88.88 | | 32667 | 1000 440600 | 230 | 101000 |
| 16 | 22681 | 03/25/20 4/20 Fuel | 148.21* | | 32668 | 1000 430200 | 230 | 101000 |
| 17 | 225816 | 03/13/20 Tape/Bolt | 6.78 | | 32669 | 1000 460430 | 200 | 101000 |
| 18 | 225343 | 03/06/20 Emery Cloth | 8.89 | | 32669 | 5210 430500 | 200 | 101000 |
| 19 | 226267 | 03/19/20 Silicone Form a Gsk | 29.97 | | 32669 | 5210 430500 | 200 | 101000 |
| 20 | 225564 | 03/09/20 Rubber Backing Pad | 8.00* | | 32669 | 1000 430200 | 200 | 101000 |
| 21 | 226316 | 03/20/20 Braid/Wire Rope Clip | 3.48* | | 32669 | 1000 430200 | 200 | 101000 |
| 22 | 226305 | 03/20/20 Bit | 11.99* | | 32669 | 1000 430200 | 200 | 101000 |
| 23 | 226301 | 03/20/20 Screws | 3.38* | | 32669 | 1000 430200 | 200 | 101000 |
| 24 | 226054 | 03/17/20 Propane Cylinder 20# | 52.99* | | 32669 | 1000 430200 | 200 | 101000 |
| 25 | 225737 | 03/12/20 Stiff Scr | 15.98* | | 32669 | 1000 430200 | 200 | 101000 |
| 26 | 226302 | 03/20/20 Valve/Connector/Faucet/Tape | 62.24* | | 32669 | 1000 430200 | 200 | 101000 |
| 27 | 226566 | 03/23/20 Filter Bag/Filter | 23.98* | | 32669 | 1000 430200 | 200 | 101000 |
| 28 | 226606 | 03/24/20 Dropcloth/Basic 9/Paper Masdkg | 36.46* | | 32669 | 1000 460442 | 200 | 101000 |
| 29 | 225273 | 03/05/20 Keys/75pk/Stl Wool | 60.48* | | 32669 | 1000 460442 | 200 | 101000 |
| 30 | 226013 | 03/16/20 Paint | 33.99* | | 32669 | 1000 460442 | 200 | 101000 |
| 31 | 225182 | 03/04/20 Paint Thinner/Poly Brush | 29.98* | | 32670 | 1000 460442 | 200 | 101000 |
| 32 | 225685 | 03/11/20 Connector/Cover/Wire/Box | 16.36* | | 32670 | 1000 460442 | 200 | 101000 |
| 33 | 226154 | 03/18/20 Brush/Tape/Liner/Paint | 493.39* | | 32670 | 1000 460442 | 200 | 101000 |
| 34 | 224769 | 03/01/20 Liner/Paper Maskdkg/Taper | 53.91* | | 32670 | 1000 460442 | 200 | 101000 |
| 35 | 225268 | 03/05/20 Nut Driver/Nails/Pipe/Seals | 43.03* | | 32670 | 1000 460445 | 200 | 101000 |
| 36 | 224838 | 03/01/20 Elbow/Cap/Adapter/Copper/Pipe | 73.21* | | 32670 | 1000 460445 | 200 | 101000 |
| 37 | 225132 | 03/03/20 Nails/Staples | 6.19* | | 32670 | 1000 460445 | 200 | 101000 |
| 38 | 225519 | 03/09/20 Poly Clear | 16.99* | | 32670 | 1000 460445 | 200 | 101000 |
| 39 | 225091 | 03/02/20 Screws/Fasteners | 47.60* | | 32670 | 1000 460445 | 200 | 101000 |
| 40 | 225082 | 03/02/20 Screwdriver Bits | 5.48* | | 32670 | 1000 460445 | 200 | 101000 |

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CITY OF SHELBY
Claim Details
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* ... Over spent expenditure

| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | | Cash |
|--------|-----------------------------------------------|--------------|---------|-------|---------------|-------------|---------|--|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | | |
| 41 | 225053 03/02/20 Screws/Marker/Chip Brush | 36.15* | | 32670 | 1000 460445 | 200 | 101000 | | |
| 42 | 226312 03/20/20 Eureka U Vac | 2.29* | | 32670 | 1000 460445 | 200 | 101000 | | |
| 43 | 226515 03/23/20 Cord/Work Light | 71.97* | | 32670 | 1000 460445 | 200 | 101000 | | |
| 44 | 225046 03/02/20 Electric Tape | 5.58* | | 32670 | 1000 460445 | 200 | 101000 | | |
| 45 | 224740 03/01/20 Tank Spr | 25.99* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 46 | 224786 03/01/20 Elbow/Adapter | 6.28* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 47 | 224782 03/01/20 Cap | 6.99* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 48 | 224778 03/01/20 Kit/Valve/Adapter/Elbow/Cloth | 146.82* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 49 | 224766 03/01/20 Coupling/Nipple/Tee/Cap | 45.50* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 50 | 224761 03/01/20 Roll n Toss/Brush | 9.47* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 51 | 224725 03/01/20 Concrete | 19.98* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 52 | 224711 03/01/20 Spiral Mas B/Seal | 33.03* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 53 | 225584 03/10/20 Screws/Clamp/Whipntclk | 14.27* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 54 | 224704 03/01/20 Patch & Anchor Cement | 21.98* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 55 | 224692 03/01/20 Nails/Seal/TShank | 23.53* | | 32671 | 1000 460445 | 200 | 101000 | | |
| 190796 | -98504E 01552 HOME DEPOT | 59.97 | | | | | | | |
| 1 | W851468804 03/19/20 Outdoor Wall Light | 59.97* | | 32681 | 1000 460445 | 200 | 101000 | | |
| 190797 | -98503E 01593 I-STATE TRUCK CENTER | 3.73 | | | | | | | |
| 1 | 2521277330 03/26/20 Hose | 31.25 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 2 | 2521277330 03/26/20 Thermostat | 56.78 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 3 | 2521277330 03/26/20 Thermostat | -109.73 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 4 | 2521277330 03/26/20 Thermostat Core | -5.75 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 5 | 2521277330 03/26/20 Seal | -6.44 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 6 | 2521277330 03/26/20 Gasket Connection | 15.62 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 7 | 2521277330 03/26/20 Parts-Freight | 22.00 | | 32680 | 5410 430830 | 200 | 101000 | | |
| 190798 | 02045 NAPA AUTO PARTS | 766.52 | | | | | | | |
| 1 | 129972 03/10/20 Ignition Coil/Spark Plug | 98.40* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 2 | 130676 03/25/20 Power Steering Fluid | 15.37* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 3 | 129275 02/26/20 Floor Dri | 17.62* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 4 | 130435 03/19/20 Repair Kit | 22.99* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 5 | 129950 03/10/20 Detailer/Shop Towel | 12.21* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 6 | 130219 03/16/20 Chains | 255.70* | | 32678 | 1000 430200 | 200 | 101000 | | |
| 7 | 130219 03/16/20 Chains | 255.71 | | 32678 | 5410 430830 | 200 | 101000 | | |
| 8 | 129302 02/26/20 Disp Gloves | 10.99* | | 32679 | 1000 430200 | 200 | 101000 | | |
| 9 | 129983 03/10/20 Floor Dri/Gauge | 19.56* | | 32679 | 1000 430200 | 200 | 101000 | | |
| 10 | 128682 02/12/20 Filter | 17.38* | | 32684 | 1000 430200 | 200 | 101000 | | |
| 11 | 128955 02/19/20 Filters | 40.59* | | 32684 | 1000 430200 | 200 | 101000 | | |

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CITY OF SHELBY
Claim Details
For the Accounting Period: 3/20

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* ... Over spent expenditure

| Claim | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | Cash |
|-------------------------|---------------------------------------------|--------------|-----------------------------|------------|---------------|-------------|---------|------|
| Line # | Check Invoice #/Inv Date/Description | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | |
| 190799 | 00088 CARQUEST AUTO PARTS | 161.20 | | | | | | |
| 1 | 2567306994 03/24/20 PS Fluid/Door Handle | 52.42* | | 32677 | 1000 430200 | 200 | 101000 | |
| 2 | 2567306086 02/27/20 Shocks | 108.78* | | 32677 | 1000 430200 | 200 | 101000 | |
| 190800 | 02334 BEN TAYLOR INC. | 1,181.51 | | | | | | |
| 1 | 678620 03/02/20 DEF | 97.50* | | 32592 | 5410 430840 | 200 | 101000 | |
| 2 | 678673 03/20/20 Diesel | 1,084.01 | | 32665 | 5410 430840 | 230 | 101000 | |
| 190801 | 00039 PETTY CASHIER | 133.90 | | | | | | |
| 1 | 2880 03/24/20 Barnes-Reimbursement for Fuel | 53.90 | | | 5410 430830 | 230 | 101000 | |
| 2 | 2881 03/31/20 TC Treasurer Specialty Plates | 80.00 | | | 7427 411850 | 800 | 101000 | |
| 190802 | 00357 APPLEY REPAIR | 459.33 | | | | | | |
| 1 | 9606 03/24/20 2005 Chevy 1500 Repairs | 459.33* | | 32683 | 1000 430200 | 369 | 101000 | |
| 190803 | 01700 ORKIN, INC | 105.23 | | | | | | |
| 1 | 195194484 03/25/20 CFD-Balance 3/20 Service | 4.05* | | 32330 | 1000 420400 | 300 | 101000 | |
| 2 | 196245128 03/25/20 CFD-4/20 Service | 101.18* | | 32330 | 1000 420400 | 300 | 101000 | |
| 190804 | 02334 BEN TAYLOR INC. | 42.60 | | | | | | |
| 1 | 678623 03/02/20 RFD-Oil | 42.60* | | 32329 | 1000 420401 | 200 | 101000 | |
| # of Claims | | 87 | Total: | 209,579.00 | | | | |
| Total Electronic Claims | | 3,788.70 | Total Non-Electronic Claims | 205790.30 | | | | |

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CITY OF SHELBY
Fund Summary for Claims
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| Fund/Account | Amount |
|----------------------------------------|---------------------|
| 1000 GENERAL | |
| 101000 Cash-Operating | \$70,339.36 |
| 2190 COMPREHENSIVE LIABILITY | |
| 101000 Cash-Operating | \$136.25 |
| 2400 STREET LIGHTING DISTRICT NO. 35 | |
| 101000 Cash-Operating | \$3,873.66 |
| 2600 PARK MAINTENANCE DISTRICT #1 | |
| 101000 Cash-Operating | \$7,189.82 |
| 2936 WILLIAMSON BLDG RENOVATIONS | |
| 101000 Cash-Operating | \$950.92 |
| 5210 WATER UTILITY | |
| 101000 Cash-Operating | \$81,326.62 |
| 5310 SEWER UTILITY | |
| 101000 Cash-Operating | \$13,134.25 |
| 5410 SOLID WASTE UTILITY | |
| 101000 Cash-Operating | \$29,586.26 |
| 5720 STORM DRAINAGE | |
| 101000 Cash-Operating | \$2,961.86 |
| 7427 SPECIALTY LICENSE PLATES (SHELBY) | |
| 101000 Cash-Operating | \$80.00 |
| Total: | \$209,579.00 |

Building Inspector Report March 2020

3/31/2020

| Permit | Date | Zone | Name | Addition | Block | Lot | Address | Permit For | Evaluation | FEE |
|-----------------------------|-----------|------|-----------------|--------------|-------|-----|----------------|--------------------------|-----------------------|-----------|
| 4401 | 3/5/2020 | MDR | Darryl Vandekop | Guth 1st | 8 | 14 | 223 2nd Ave SE | entrance addition & deck | 4,000.00 | 97.00 |
| 4402 | 3/31/2020 | LDR | Crystal Bunnell | Coyote Hills | 1 | 2&3 | 940 Spirit Dr | 36'x52' garage | 50,000.00 | 644.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | \$ 54,000.00 | \$ 741.00 |
| 2 Permits issued this Month | | | | | | | | | Job Evaluation Totals | TOTALS |

| FISCAL YTD TOTALS | |
|-------------------|-----------------|
| Number of Permits | 14 |
| Permit Fees | \$ 8,700.00 |
| Total Job Values | \$ 1,130,500.00 |

SAFETY COMMITTEE MEETING

March 18, 2020

8:30 a.m.

Present: Mayor Gary McDermott and Councilmember Bill Moritz; City Hall–Lorette Carter, Jade Goroski, Tammy Pederson; Public Works–Luis Correa

The minutes from the last meeting were reviewed.

Discussion was held on the following items:

- Crews were busy working over the weekend plowing streets.
- There is a blood drive April 2nd and if the Civic Center is closed they can use the Historic Shelby High.
- Due to the coronavirus the Civic Center is closed until March 30th. The City Hall lobby is also closed until further notice.
- The 3rd cell sewer lagoon is being bypassed to the 4th so Luis is discharging.
- MDOT has not been happy with Helena Sand & Gravels signage so traffic will be rerouted through the Industrial Park when they are installing a storm drain across East Roosevelt Highway.
- White dump truck and flatbed truck need repair. The City will look at blading the road.
- Swimming pool gutter is almost finished. The ventilation still needs to be installed.

The next meeting will be held Wednesday, April 15, 2020 @ 10:00 a.m. at City Hall.

Meeting adjourned at 11:05 a.m.

Reported by Tammy Pederson

MINUTES OF THE PARK & RECREATION COMMITTEE

March Report

Civic Center Facility Manager Report:

Currently, the Civic Center is closed. During this time staff are cleaning out rooms and painting the gym area.

At the last council meeting the council tabled action on changing the pass rate for fireman. The overall feeling at the time was our fireman are a volunteer department and not compensated for the hours of time and energy spent training as well as called to emergency situations. They felt this is the least the City can do for fireman and their families.

City Facilities:

Swimming Pool: The swimming pool is shaping up. The gutters have been grouted and now the crew will prime and paint the pool. It will be ready by mid-May for swim team camp.

Luis has filled the pool manager position. The City is now looking for lifeguards. If you know of anyone interested please have them call City Hall (434-5222) and we will send an application.

Roadrunner Recreation Trail: Luis will try to have city staff grade and place millings in the north parking lot in the coming weeks. He has checked it several times to make sure the condition was usable.

Lake Shel-oole: The City has ordered the welcome signs for the Lake Shel-oole campground/ballfield entrance. Construction will take place in early spring.

The Community Pond Grant dock for Lake Shel-oole is progressing. We had 3 bids for docks and will select a vendor this week. With council approval on April 6th, we will order the dock for early summer installation.

Tree Board: Lorette is still planning for Arbor Day (April 24th) events which includes a city-wide cleanup and planting of trees. The Shelby Recycling Association will also hold the annual Mountain of Cans Challenge at Shelby Elementary School. The bid solicitation deadline for trees is April 1st.

Other Business

Upcoming Civic Center: Blood Draw ~ April 2nd (still scheduled, but may be held at the old Middle School)

Chamber Banquet ~ April 29th (postponed)

City Attorney's comments regarding COVID Ordinance and Emergency Declaration

The purpose of the Ordinance and Declaration is to be eligible for FEMA cost share reimbursement for expenses the City may have related to the COVID-19 emergency. At this time, the FEMA cost share is 75%.

This emergency ordinance expires in 90 days or sooner upon Council vote. Two-thirds of the council must approve it. If approved, the second reading is waived and it is effective immediately.

City business is being conducted now as it has been since the last council meeting. Public access to City Hall and other City facilities is restricted, some meetings have been canceled, and some are still regularly conducted with social distancing requirements in place. In my meetings with Gary, Jade, and Lorette, the intent is to keep business moving as it has been.

I've had a number of conversations with other city attorneys and researched MMIA and the Montana League of Cities and Towns. The strong recommendation from these sources is to get an emergency declared for FEMA funding, in case we need it.

MMIA and MLCT provide a number of ordinance and declaration templates. The templates have language giving the mayor autocratic authority to cancel all meetings and just run things. Gary requested that I water that language down because the City has the ability to conduct meetings while adhering to current social distancing guidelines and orders. Therefore, the Council still must approve expenditures and contracts under this declaration. Remember that the Council has previously given the Mayor the authority to spend up to \$5,000. In the rare instance where the Mayor must make a decision related to the emergency and calling a special council meeting is not practical (i.e. decision must be made sooner than the 48 hour public notice requirement), then he can make that decision and later face the Council to justify it for retroactive approval.

The Ordinance does give Gary the authority to restrict citizens' movements and other pretty heavy-handed measures. By Montana statute, a mayor has these authorities under an emergency declaration. However, practically, we have no way to enforce these types of measures. And, in my discussions, I doubt he'll be more restrictive than the POTUS or Governor's orders, if at all.

If you have any questions, concerns, or comments about the Ordinance and/or Declaration, then I urge you to email me at huntlaw@3rivers.net or call me at 450-8855. This will help me better prepare for the Council meeting and- hopefully- make the meeting as short as possible.

Thanks,

Bill

ORDINANCE NO. 841

AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHELBY, MONTANA, ENACTING MEASURES TO REDUCE THE SPREAD OF THE 2019 NOVEL CORONAVIRUS (COVID-19), PROVIDING FOR THE CONTINUITY OF CITY BUSINESS, AND WAIVING A SECOND READING.

WHEREAS, coronaviruses are a large family of virus that cause illness ranging from the common cold to more serious diseases and are easily spread by person-to-person contact; and

WHEREAS, in late 2019 an outbreak of a new strain of coronavirus began in Wuhan, China; and

WHEREAS, on February 11, 2020, the World Health Organization named the new strain of coronavirus causing illness in China COVID-19; and

WHEREAS, cases of COVID-19 have been identified in a growing number of locations internationally, including the United States; and

WHEREAS, on March 11, 2020, the World Health Organization declared a global pandemic due to the spread of COVID-19 but emphasized that containment is still possible; and

WHEREAS, on March 12, 2020, Governor Steve Bullock declared a state of emergency related to COVID-19; and

WHEREAS, on March 13, 2020, President Donald Trump declared a national emergency related to COVID-19; and

WHEREAS, on March 15, 2020, the Center for Disease Control and Prevention ("CDC") issued interim guidance recommending the cancellation of events or gatherings that consist of 50 or more people for the next eight weeks to reduce the spread of COVID-19 which has subsequently been revised to gatherings of more than 10 people; and

WHEREAS, Governor Steve Bullock directed the closure of public schools for two weeks to reduce the spread of COVID-19 which he has subsequently extended to April 10, 2020, and will likely extend again, and strongly recommended the public limit all gatherings, especially those in excess of 50 people, in every community across the state which has subsequently been revised to gatherings of more than 10 people; and

WHEREAS, as of April 2, 2020, there have been 241 reported cases of COVID-19 in Montana with 6 of cases which has so far resulted in 3 deaths in Toole County; and

WHERE, as Attorney General Tim Fox issued an AG's Opinion, which has the effect of law, regarding public meetings and public participation during the COVID-19 pandemic

WHEREAS, Mayor McDermott has directed the closure of City facilities to the public while continuing to provide services to the public remotely, cancelled some public meetings, and conducted other meetings under social distancing guidelines; and

WHEREAS, § 7-5-104, MCA, authorizes the City Council to waive the second reading of an ordinance passed in response to an emergency and provides such ordinance is effective upon passage; and

WHEREAS, an emergency ordinance requires a two-thirds vote of the whole City Council for passage and remains effective for no more than 90 days; and

WHEREAS, §§ 2-3-103 through 2-3-111, MCA, provide that public agencies must ensure that prior to a final agency decision is taken that is of significant interest to the public, adequate notice is given and the public is allowed a reasonable opportunity to participate; and

WHEREAS, § 2-3-112, MCA, provides § 2-3-103 through 2-3-111, MCA, do not apply to an agency decision that must be made to address an emergency situation affecting the public health, welfare, or safety; and

WHEREAS, COVID-19 constitutes an emergency situation affecting the public health, safety and general welfare and proactively implementing mitigation measures to slow the spread of COVID-19 is in the best interests of the City and its inhabitants.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Shelby, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: The Mayor has the authority to cancel any public meeting on a week-by-week basis and, if he does not cancel a meeting, he may conduct it within the guidance of the AG's Opinion.

Section 3: The Mayor has the authority to close City property and City buildings including City Hall to the public on a week-by-week basis. Essential services at City Hall during closure will continue to be provided to customers remotely.

Section 4: The City temporarily waives all late fees and will not shut off service for delinquent water and sewer accounts through April 30, 2020. The Mayor is

authorized to extend such waivers on a week-by-week basis beginning April 30, 2020.

Section 5: The City will comply with the Families First Coronavirus Response Act and State law.

Section 6: If the Mayor cancels a regular City Council meeting at which the Council normally approves claims, the Mayor is hereby authorized to pay all claims and take any other such action authorized by law for public health, safety and welfare of the community, and for the continuity of business, which the Council will approve once the Council meets again.

Section 7: If waiting for a regular meeting of the Council or calling a special meeting of the Council is not practical, the Mayor has authority to approve contracts and expenditures in furtherance of implementing any and all adopted local disaster emergency plans and this Declaration, and taking all measures deemed necessary to address the emergency, subject to retroactive approval by the council.

Section 8: If any section, subsection, sentence, clause, phrase or word of this Emergency Ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall affect only that part held invalid, and the remaining provisions thereof shall continue in force and effect.

Section 9: This Emergency Ordinance shall take effect immediately upon its adoption by the City council of the City of Shelby, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHELBY, MONTANA, THIS 6TH DAY OF APRIL, 2020.

Gary W. McDermott, Mayor

ATTEST:

Jade Goroski, Chief Financial Officer

**CITY OF SHELBY, MONTANA
OFFICE OF THE MAYOR**

DECLARATION OF A STATE OF LOCAL DISASTER EMERGENCY

WHEREAS, the World Health Organization has declared the Coronavirus Disease ("COVID-19") a global pandemic that is controllable via precautionary measures to stop the spread of the disease;

WHEREAS, individuals in Montana have tested presumptive positive for COVID-19;

WHEREAS, on March 12, 2020, Governor Bullock issued an Executive Order declaring an emergency to exist within the State of Montana related to COVID-19;

WHEREAS, the Shelby City Council passed Ordinance No. _____ on April 6, 2020, enacting measures to reduce the spread of COVID-19, providing for the continuity of City business;

WHEREAS, Section 10-3-402, MCA, allows the principle executive officer of a local political subdivision to declare a state of local emergency ("Declaration") whenever the principle executive officer determines there is an emergency;

WHEREAS, the Mayor of the City of Shelby is the principal executive officer of the City of Shelby;

WHEREAS, the City faces an imminent threat to life and public health resulting from COVID-19;

WHEREAS, the circumstances of this pandemic may exceed the capacity of the services, personnel, equipment, supplies, facilities, funding, and other resources of the City of Shelby, Montana;

WHEREAS, the availability and utilization of all necessary City services, equipment, and other resources will further the efforts to protect health and safety and to preserve the lives, property, and resources of the people of the City of Shelby, Montana;

NOW, THEREFORE, AS MAYOR OF THE CITY OF SHELBY, I HEREBY DECLARE:

1. A state of local emergency pursuant to Section 10-3-402, MCA.
2. This Declaration shall activate the response and recovery aspects of any and all adopted local disaster emergency plans and authorize the furnishing of aid and assistance in accordance with such plans.
3. The Mayor has the authority, pursuant to Section 10-3-406, MCA, to prevent ingress to or egress from all or part of the City and to direct law enforcement to enforce

quarantines and curfews in all or parts of the City concurrent with or at the direction of the County Board of Health Officer.

4. The Mayor will adhere to and implement all directives provided by the Governor of the State of Montana and the County Health Officer or Board of Health regarding the COVID-19 pandemic.

5. The Mayor may cancel meetings of boards, commissions, and advisory groups, and all other scheduled public meetings and hearings of the City Council in order to reduce the spread of COVID-19.

6. The Mayor has the authority to administer all affairs and departments of the City, including, but not limited to, implementing orders for employees to work from home and self-quarantine.

7. If waiting for a regular meeting of the Council or calling a special meeting of the Council is not practical, the Mayor has authority to approve contracts and expenditures in furtherance of implementing any and all adopted local disaster emergency plans and this Declaration, and taking all measures deemed necessary to address the emergency, subject to retroactive approval by the council.

8. If waiting for a regular meeting of the Council or calling a special meeting of the Council is not practical, the Mayor is authorized to enter into agreements and contracts and make purchases and expenditures without adhering to state and local procurement requirements, including those in Titles 7 and 18, MCA and to the City's purchasing policy. This authorization is limited only to agreements, contracts, purchases, and expenditures reasonably necessary to implement the Declaration and to no other agreements, contracts, purchases, or expenditures.

9. All City agencies are authorized to take appropriate action to assist the Mayor, federal, state, and local agencies, and other individuals in containing, preparing for, responding to, and recovering from this emergency, to protect City and local property, and to provide such other assistance as is necessary to protect the public health, welfare, and safety of the residents of the City, including any personnel, equipment, supplies, facilities, funding, and other resources deemed necessary to assist with finding, preventing, and combating COVID-19.

10. This Declaration is effective as of March 12, 2020 and shall terminate upon subsequent order from the Mayor of the City of Shelby.

11. Copies of this Declaration be filed with the County Clerk and Recorder, the City Clerk, and the Montana Disaster and Emergency Services Division in Helena.

12. The public shall be notified of this Declaration as soon as reasonably feasible through general dissemination to the news media, posting on the city website and social media accounts, or using other means of communication appropriate for informing the general public.

Declared by the Mayor of the City of Shelby, Montana, on this _____ day of April,
2020.

Gary W. McDermott, MAYOR

ATTEST:

Jade Goroski, Chief Financial Officer

CITY OF SHELBY

PAYROLL EXPENSE BY DEPARTMENT - 3/2020

| | |
|----------------------------------------|----------------------|
| CITY HALL | 28,432.79 |
| ELECTED OFFICIALS (Mayor & Council) | 9,381.39 |
| PARK & RECREATION | 3,287.53 |
| PUBLIC WORKS | 67,272.04 |
| VOLUNTEERS (Animal Shelter & Firemen) | 162.32 |
| - Workers Comp expense only | |
| TOTAL PAYROLL EXPENSE | \$ 108,536.07 |

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

2020-21 PAYROLL BUDGET - INSURANCE INCREASE

FY 2020-21
8% Monthly Increase

EMPLOYEE BENEFIT - MONTHLY

| | <u>FY 2019-20</u> <u>Actual</u> | <u>FY 2020-21</u> <u>NEW</u> | <u>Elected & Full</u> <u>Time</u> <u>Part Time</u> | |
|-------------------------------------|------------------------------------|---------------------------------|-----------------------------------------------------------|-----------------|
| HDHP-employee* & fam (FY20-21, +8%) | 1,381.00 | 1,491.00 | \$ 110.00 | \$ 82.50 |
| Dental-employee* | 34.00 | 34.00 | - | - |
| Vision-employee* | 8.15 | 8.15 | - | - |
| Basic Life (\$50,000)-employee* | 14.00 | 14.00 | - | - |
| | \$ 1,437.15 | \$ 1,547.15 | \$ 110.00 | \$ 82.50 |

*City requires employee to have health, dental, vision & life (unless covered elsewhere)

CURRENT CONTRIBUTIONS - FY 2019-20

| | |
|-----------------------------------------|----------------------|
| 7 ELECTED @ \$1309.76/mo x 12 mo | 110,019.84 |
| 15 FULL TIME @ \$1309.76/mo x 12 mo | 235,756.80 |
| 2 PART TIME @ \$982.82/mo (3/4) x 12 mo | 23,587.68 |
| | \$ 369,364.32 |

ADDITIONAL COST TO PICK UP 8% INCREASE

| | |
|------------------------------------|---------------------|
| 7 ELECTED x \$110 x 12mo | 9,240.00 |
| 15 FULL TIME x \$110 x 12mo | 19,800.00 |
| 2 PART TIME x \$82.50 (3/4) x 12mo | 1,980.00 |
| | \$ 31,020.00 |

FY 2020-21 MONTHLY CONTRIBUTION (if 8% increase approved)

| | | |
|--------------------------------|--------------------|------------------------------------------------------------|
| Elected & Full Time | \$ 1,419.76 | (1309.76 + 110.00) (last year contribution + this year) |
| Part Time (25-39hrs/wk) | \$ 1,065.32 | (982.82 + 82.50) (last year contribution + this year) |
| (75% of Elected & FT) | | |

Lorette Carter, Community Development Director

Council Notes

April 6, 2020

- The Community Ponds Grant public hearing in regard to the environmental assessment of the project is this evening. The environmental assessment is part of our administrative record and available to the public to review during City Hall work hours. The assessment shows there will be a slight change to the shoreline and approach road as the shoreline will be cleared of weeds and scrub trees in the shallow edge of the water where the dock will be installed. The road will also be bladed and graveled where necessary to enable ease of access and a concrete pad poured to allow those of limited mobility to exit vehicles and access the ramp/dock. The installation of the floating dock will have a positive impact in the ability of anglers and water enthusiasts to better access Lake Shel-oole with no diverse impact to the environment or human health. Mayor McDermott, Finance Office Goroski and I recommend we award the contract to Sunrise Docks of Polson, MT. They were the low bidder on the project. The bid was \$10,960.00. The other bids were from Valley Docks in the amount of \$12,250.00 and Glacier Docks in the amount of \$12,470.00. (action item)
- One bid to conduct the Preservation Plan for our Main Street Business District was received from Cushing Terrell. The Preservation project is intended to be a key element in community development and growing our business community, while maintaining the historic integrity of our downtown district. (See attached information) I would like to ask for approval to enter into an agreement with Cushing Terrell in the amount of \$20,000. The original budget and grant amounts are the following: Main Street Program ~ \$3,500.00; CDBG Planning Grant ~ \$18,000 and City of Shelby ~ \$3,000. With the bid coming in below budget we will seek to use all grant funding for the plan. (action item)
- Three bids for trees as part of our Arbor Day and Urban Forestry Development projects have been received. We have selected Transa-Tree for the purchase and delivery as low bidder. Trees will be replaced in the Swimming Pool/Splash Park complex; Fire Hall; and Shelby Town Hall entrance area.
- Storm water drainage work continues with Helena Sand & Gravel installing the last lateral at the Galena Street rail crossing. They will then complete curb/gutter work and paving to complete the project.
- The City has been chosen as one of 20 communities to participate in Reimagining Rural Communities virtual gathering. The statewide virtual event will feature a rural expert from the University of Minnesota Extension Center to talk about community vitality. They have postponed the event to this fall.
- The Humic Growth water extension has been pushed out until April because of the frost depth.
- We are still waiting on the agreements with BNSF – City – and MDT for the rail safety improvements project. KLJ is in correspondence with BNSF.
- Welcome signs for the North entrance into Shelby at the Lake Shel-oole Campground/Baseball fields have been ordered. These are part of the Office of Tourism wayfinding grant we received.
- Reunion plans are on hold until more is known of the progression of COVID 19.
- We are forwarding information on local business/community event changes through the city's Facebook page and trying to send pertinent information directly to businesses.

- I am currently updating our business development brochure which is available in a hardcopy here at City Hall, the Chamber office and on our website.
- At the April 20th meeting, we will host a public hearing in relation to a TSEP and RRGL grant application for water distribution improvements and bring before the council, the Water System Preliminary Engineering Report draft for approval.
- A new Section 533 Preservation Grant application from USDA RD is now available. This is a pass-through grant to assist multi-family housing units in weatherizing and improving their properties. I have sent out requests to several multi-family property owners/managers to see if there is an interest.
-

Downtown Shelby Historic Preservation Plan

CDBG Grant Award # CDBG-PL-17-16 ~ \$18,000.00

Main Street Grant Award #MT-18-MMS-60-001B ~ \$3,500.00

City Match ~ \$3,100.00

- One bid was received from Cushing Terrell in the amount of \$20,000.00.
- I am seeking approval to issue a notice to proceed.

This project entails three primary goals:

1. **Coordinate the existing planning efforts:**

The historic preservation plan is a key element of Shelby's larger community and economic development goals of sustaining and growing the business community while maintaining the integrity of the historic business district.

2. **Public Involvement:** Develop a public outreach plan to integrate community values and goals into the plan.

3. **Develop Final document** to be approved by the Shelby City Council as a separate plan.

After completing conditions assessments of the buildings in Shelby, develop an agreed-upon level of protection for various levels of building significance; and provide design guidelines and review processes for proposed work. The implementation of the final approach will include a redesign, setting goals, and outlining strategies for the city's historic preservation program. It is conceivable that the modifications will be sweeping, or minimal, or somewhere in between.

From here, planning tools – for efficacy, efficient document processing, appropriate design guidelines, transition zones, etc. – can be determined. The historic preservation program for Shelby needs to accommodate smart growth while protecting City's historic character. Other community needs – such as affordability, transition zones, and other land uses could also be included in the analysis.

Cushing Terrell's team will respond to the above goals with the following approach:

- Research and assess the existing conditions of the historic buildings of downtown Shelby
- Conduct community and stakeholder sessions to gather input about goals, needs, and vision for maintaining and preserving the Shelby's Historic Downtown
- Develop clear recommendations understandable from various demographics user types.
- Review recommendations in community and stakeholder sessions to get feedback.
- Refine the recommendations for draft review by the City.
- Development of the Final Planning document.

A comprehensive and inclusive process for public engagement is critical to creating a successful planning tool for Shelby's future – one that will be innovative and relevant in its approach, and responsive to its history and built environment. Our team intends to utilize the current momentum and energy to continue with the community and economic development goals to develop a historic preservation plan that upholds the integrity of Shelby's historic district. Cushing Terrell hopes to channel that energy through public and small group forums to strive for consensus for the best outcome.



The Cushing Terrell team has identified the following potential tools for public engagement:

- City website
- Public events
- Meeting polling
- Paper surveys

The Cushing Terrell team proposes the following tasks to engage with city staff and the community:

- Review with staff the processes and tools currently in place that impact the historic district; rate their efficiency and effectiveness; and identify positives and negatives of current practices.
- Review various adopted and information resources.
- Solicit discussion from various stakeholders regarding the current system in place.
- Investigate multiple best practices across the country - both of like-sized communities and communities with similar sized historic districts. Synthesize the information for the benefit of the analysis. Share the findings with staff and public in various formats.

- Develop draft recommendations for initial review with staff. Present draft recommendations and alternatives through public and stakeholder meetings, as well as through the city website. Seek input, vet differing and/or conflicting opinions, and obtain feedback from a variety of sources including staff, neighborhoods, developers, architects/designers, and special interest groups.
- Respond to feedback with revisions and additions. Provide opportunities for additional input and feedback for consideration in final draft document for staff and City Council review.

As an additional service, use of a public facilitator may be considered as part of the process if determined beneficial.

Fee Proposal

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Site Visits (2) | \$3,750 |
| (This includes two initial site visits to complete the needed conditions assessments and a final [3 rd] site visit to attend your council meeting and present our final report/planning document to the City of Shelby). | |
| Developing Deliverables | \$12,250 |
| Reimbursables | \$4,000 |
| Total | \$20,000 |

Our goal is to deliver these services to the City of Shelby as economically as possible, but in a manner that assures a high quality final project. The fee structure above is a fixed fee approach. If revisions to the scope become relevant to fee adjustment or schedule, Cushing Terrell will issue a requests for changes to the scope of work or schedule in a timely manner for consideration and approval. These requests will be reviewed with you prior to proceeding with any plan changes. Adjustments to the project fee or schedule will be determined accordingly.

Our fee proposal is valid for ninety (90) days from the date of this response.

Why Cushing Terrell?

We understand the importance of conserving neighborhood character.

We are leaders in planning for historic districts.

We are preservation specialists.

We will be in partnership with the City of Shelby to produce a successful project.

We share your passion for downtown growth and renewal!

Water Tank Project

Bid Opening

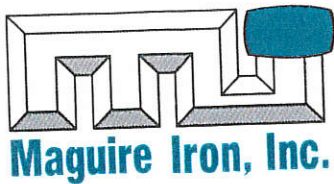
March 23, 2020

4:00pm

Present: Jade Goroski, Lorette Carter and Cal from Maguire Iron

Bids:

- ③ 1. Maguire Iron
Base Bid with city hauling waste ~ \$298,500
Bid with Maguire hauling waste ~ \$308,500
- ⑦ 2. Industrial Coatings
\$497,200
- ⑤ 3. Vigil Industrial Protection
\$339,340
- ④ 4. Viking Paving
\$312,500
- ② 5. Dakota Coatings
\$179,500
- ⑥ 6. Southern Road & Bridge
\$491,500
- ① 7. Mahon Blasting & Coating
\$167,000



WATER TOWER EXPERTS

✉ info@maguireiron.com
📍 1610 N. Minnesota Ave
Sioux Falls, SD 57104
☎ (605) 334-9749

CONTRACT FOR SERVICES/LIMITED MAINTENANCE

This contract made and entered into this 23rd day of March, 2020 by and between City of Shelby, Montana hereinafter called the "Owner" or "Customer" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" or "Company" for and in consideration of the mutual covenants and promises hereinafter contained.

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Interior Paint / 1.5MMG GSR / Water Storage Tank

1. Contractor hereby agrees Sandblast the complete Interior of the city's water tower to an SSPC-SP 10 near white blast, this is to include the hatches, roof and all railings on interior wet area.
2. Contractor will then do a complete prime coat of Industrial Epoxy to all blasted surfaces. Following all manufactures specifications.
3. Contractor will then apply a full finish coat to all surfaces in a different color to ensure complete coverage as per manufactures specifications.
4. After painting and curing schedule is complete, interior wet surfaces are to be disinfected per AWWA method 3.

Exterior Painting / 1.5MMG GSR / Water Storage Tank

1. Contractor will pressure wash the complete exterior of the Owners water tower to remove all dirt, mildew and any loose coatings that may be present on the tank.
2. Contractor will hand tool clean any loose paint and bare or rusted areas on the complete exterior.
3. Contractor will apply a full tie-coat Epoxy to the complete exterior of the tank.
4. Contractor will then apply a full finish coat of Urethane paint to the complete exterior of the tank in the same color Blue.

BASE WORK:

Disposal of abrasives by City of Shelby, Montana:

Total amount for work: \$298,500

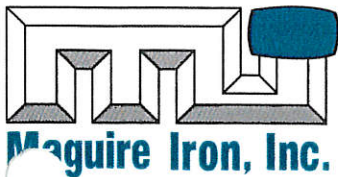
Disposal of abrasives by Maguire Iron:

Total amount for work: \$308,500

ADDERS:

- Weld rafter to shell connection
- Caulk roof to rim angle for the entire circumference
- Caulk unwelded roof lap seams
- Reinforce (6) ½ gussets, center support column
- Reinforce base plate of center column with (8) ½" gussets

Total amount for adders: \$28,000



WATER TOWER EXPERTS

✉ info@maguireiron.com
📍 1610 N. Minnesota Ave
Sioux Falls, SD 57104
📞 (605) 334-9749

NOTES:

- If after blasting, any pit welding, filler/surfacing is needed pricing will be discussed with owner before any additional work is done.
- Contractor will provide a 5-year warranty bond.
- Payment Terms: 50% due upon completion; 50% due within 12 months of completion

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of \$ See Above plus applicable sales, excise, and/or use tax shall become due and payable in full.

Terms: Net 30 days from acceptance and invoicing, plus applicable sales, use, excise, transfer or similar taxes required by law. A service charge of 1½% per month (annual rate of 18%) will be charged on past due accounts. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. If there is any sandblasting involved in the work, Owner will be responsible for collection and disposal of any and all blast media. Maguire Iron, Inc. will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. The Parties further agree that Maguire Iron shall have the right to apply a fuel surcharge to reflect the increases in the prices of fuel in accordance with economic conditions. The owner will be responsible to the Company for the cost (at current market rates) of any work that has been performed prior to termination.

HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being submitted by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly.*

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner: City of Shelby, Montana

MAGUIRE IRON, INC.

By: _____
(Name) (Title)

By: _____
(Name) (Title)

By: Kal Tucker 3/23/2020
(Authorized Agent) (Date)
Kal Tucker

Date Accepted: _____
Upon acceptance, please provide two (2) signatures and date the agreement.

ATTENTION: Information from the Small Business Administration

There continue to be many inquires/questions related to the SBA assistance and the COVID-19 pandemic. I understand for many it doesn't feel like you have the guidance from SBA to take action at this point. The fact is that we (SBA Montana District Office) are also awaiting guidance on this. Once the bill passed it went to SBA to develop that guidance. The bill provides for 15 and 30 day timelines for guidance development on different sections of the Act, although we are not anticipating that long a timeline at this point. As soon as we have guidance on implementation/training/etc. we will get it out right away (based on my calls with SBA HQ yesterday, I am anticipating we will have something this week). As a follow-up to the below update from last week, I wanted to provide some additional information which may be helpful:

WHATS AVAILABLE NOW?

ECONOMIC INJURY DISASTER LOANS:

Two SBA emergency capital programs are available today and more will be coming soon:

1. Low interest, long term Economic Injury Disaster Loans for up to \$2 million: The first payment is deferred for 12 months. The application has been simplified and can be completed 100% online through our improved web portal at www.sba.gov/disaster.
2. Economic Injury Disaster Loan Advance for up to \$10,000: The form to apply is part of the economic injury disaster loan application. If approved, these funds can be used for payroll and other operating expenses and will be forgiven.

These loans may be used to pay fixed debts, payroll, accounts payable and other bills that can't be paid because of the disaster's impact. The interest rate is 3.75% for small businesses. The interest rate for non-profits is 2.75%.

The website has received a number of upgrades and reports today are it is performing much better. Also, the application portal has been updated.

WHAT'S NEXT?

PAYCHECK PROTECTION PROGRAM

<https://www.sba.gov/funding-programs/loans/paycheck-protection-program>

Now that the bill has passed it goes to the SBA for development of guidance/implementation procedures which was worked on over the weekend and continues to progress. It is anticipated that later this week (hopefully on Friday, but the SBA has 15 days to develop guidance on much of this) the SBA and Treasury Department will launch the new Paycheck Protection Program to help keep employees on payroll and small businesses operating. Additional information about this program will be shared in the coming days.

Paycheck Protection Program (PPP) Loans (below is a copy/paste) from the U.S. Senate Committee on Small Business & Entrepreneurship)

*The program would provide cash-flow assistance through 100 percent federally guaranteed loans to employers who maintain their payroll during this emergency. If employers maintain their payroll, the loans would be forgiven, which would help workers remain employed, as well as help affected small businesses and our economy snap-back quicker after the crisis. PPP has a host of attractive features, such as forgiveness of up to 8 weeks of payroll based on employee retention and salary levels, no SBA fees, and at least six months of deferral with maximum deferrals of up to a year. Small businesses and other eligible entities will be able to apply if they were harmed by COVID-19 between February 15, 2020 and June 30, 2020. This program would be retroactive to February 15, 2020, in order to help bring workers who may have already been laid off back onto payrolls. **Loans are available through June 30, 2020.***

Again, as soon as we have additional information/guidance we will be providing right away.

Thanks!

Brent E. Donnelly

District Director – Montana

U.S. Small Business Administration

10 West 15th Street - 1100

Helena, MT 59626

Desk: 406-441-1083

Mobile: 406-439-7613

www.sba.gov

Summary of Port of Northern Montana board meeting
April 2, 2020 (via conference call)
Lorette Carter

1. **Calumet Lubricants, Co.:** Calumet continues to move and store cars within the facility. The lease committee continues work on a 3-year lease agreement.
2. **Hinrich's Trading Company:** The Hinrich scale purchase has been finalized and the Port is operating the scale using a code system to track and invoice users. They will be posting signage in the coming weeks.
3. **Pat's Off-Road, Inc.:** Pat's Off-Road had a leak on the south tank which was fixed in February. Patrick Construction of Havre is completing some dirt work on their site at this time.
4. **Savage Services Inc.:** The master lease for multi-modal operations is still in negotiation.
5. **Pacific Steel & Recycling:** Business is progressing.
6. **Dick Irvin Inc.:** The Port is in negotiations with DII to move to new track 2970 to allow for expansion of Bridge Agri Partners into the facility.
7. **Data Center Feasibility:** The Port has invited several firms to make site visits to Shelby. These are on hold at this time.
8. **Bridge Agri Partners:** Bridge Agri is currently working with Hinrich's for the movement of peas and lentils at this time. With the border crossing closed, Curtis Shuck is acting on Bridge Agri's part to keep business moving within the facility.
9. **Tauber Petrochemical Canada:** They continue working with Savage to move petro-chemicals north into Canada from the Gulf.
10. **Track 2970:** The board approved the expense for Patrick Construction to complete track 2970. They should have the work completed by mid- April.