

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
May 4, 2020
6:30 P.M.

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

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

- CDGB Program Income Revolving Loan Fund

APPROVAL OF MINUTES

- Regular Council Meeting, 04/20/20 (pgs 5-7)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

CLAIMS REPORT 04/30/20 (pgs 8-17)

BUILDING INSPECTOR

- Building Inspector Report, April 2020 (pg 18)

CLOSE PUBLIC HEARING

COMMITTEE REPORTS

- Park & Recreation Meeting Minutes, 4/27/20 (pgs 19-20)

CITY ATTORNEY

- Ballot Language for Prohibiting Hand Held Devices While Driving Referendum (pg 21)

CITY FINANCE OFFICER

- Payroll Expense by Department Report, April 2020 (pg 22)

CITY SUPERINTENDENT

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COMMUNITY DEVELOPMENT DIRECTOR

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OTHER MATTERS

- 106 Plum Street Sidewalk
- KLJ Quantity Change Order – Humic Growth Solutions Water Line (map pgs 23-26)

ADJOURN

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

CITY OF SHELBY MEETING SCHEDULE

May 4, 2020

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

May 11, 2020

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

May 18, 2020

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

May 26, 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, 4/20/20
2. Claims Report, 04/30/20
3. Building Inspector Report, 4/30/20
4. Park & Rec Meeting Minutes, 4/27/20
5. Draft Ballot Language for Prohibiting Hand Held Devices While Driving Referendum
6. Payroll Expense by Department Report, April 2020
7. Humic Growth Solutions Water Line Information

C. Correspondence

1. 4/28/2020 Letter from Montana WFP re: 2020 Recreational Trails Program Grant Application Decision Notice
2. 4/30/2020 Email from MDT - Shelby ADA re: Shelby Construction Update

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
April 20, 2020**

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

Other citizens present: Steve Nichols, William Doty, Camille Johnson, Holly Hovland, Travis Clark, Mike O'Brien and Mark Daniels.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

Mayor McDermott opened the public hearing at 6:31pm.

- **Water Infrastructure PER**
- **TSEP & RRGL Grant Opportunities**

Mayor McDermott and Finance Officer Goroski reviewed the Water System Infrastructure Preliminary Engineering Report. They noted the additional priorities that will be included in the report including emergency generators; telemetry; needs at the booster stations; and additional storage. City officials will work with TD & H Engineering to include the listed priorities and schedule another public hearing for Monday, May 4th for final approval of the PER.

Community Development Director discussed the guidelines in seeking council approval for applications to the Treasure State Endowment Program and Renewable Resources Grant and Loan Program. Another public hearing will be held Monday, May 4 in which to allow public comment as project priorities and financing options were not available. Resolutions to authorize submission of the applications will be presented at the May 4th meeting.

- **CDBG Program Income Revolving Loan Fund**

Lorette Carter, Community Development Director gave an overview of the CDBG Program Income Plan and the events leading to creation of the lending/grant program using CDBG Program Income funds the City had recaptured from previous CDBG housing programs. Questions were asked by local CPA,

Steve Nichols. He asked about the makeup of the loan committee and the ranking criteria. Council members asked about the guidelines of CDBG in relation to the private investment and other funds committed through the Toole County Forward campaign. The Shelby City Council members were assured the CDBG guidelines will be followed in focusing on job retention to those of low-to-moderate income within the RLF Assistance Area which is the corporate city limits of Shelby.

REGULAR MEETING MINUTES 4/6/20

TUSTIAN MADE A MOTION TO APPROVE THE 4/6/2020 MINUTES. SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCHE, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

APPEARANCE REQUESTS

- Agenda Items - None
- Non-Agenda Items - None

CLOSE PUBLIC HEARING

- Mayor McDermott closed the public hearing at 7:41pm.

COMMITTEE REPORTS

- Law Enforcement Report - N/A

CITY ATTORNEY

- Resolution No. 2012 re: Authorize Submission of TSEP Application
- Resolution No. 2013 re: Adopt 2020 Water PER
- Resolution No. 2014 re: Mayors Spending Authorization
FLESCHE MADE A MOTION TO APPROVE RESOLUTION NO. 2014. SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCHE, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Ballot Language Prohibiting Hand Held Devices While Driving
- CDBG Economic Program Plan
KIMMET MADE A MOTION TO APPROVE THE PLAN. SECONDED BY MORITZ. VOTE AYES - CLARK, FLESCHE, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, March 2020
2. Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, 3/31/20

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

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

CITY SUPERINTENDENT

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

COMMUNITY DEVELOPMENT DIRECTOR

Lorette provided notes as a handout.

OTHER MATTERS

- Water Meter Purchase

FLESCH MADE A MOTION TO APPROVE THE PURCHASE OF UP TO \$75,000 FOR WATER METERS. SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

- Gravel Purchase

KIMMET MADE A MOTION TO APPROVE THE PURCHASE OF UP TO \$15,000 FOR GRAVEL. SECONDED BY CLARK. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

ADJOURN

AT 8:30 P.M. FLESCH MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCH, HEATON, KIMMET, TUSTIAN, MORTIZ. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

04/30/20
18:54:57

CITY OF SHELBY
Claim Details
For the Accounting Period: 4/20

Page: 1 of 10
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	
190805	00343 ENERGY LABORATORIES INC	573.00						
1	307953 04/15/20 Lagoon Effluent	212.00		32697	5310 430600	300	101000	
2	307927 04/15/20 Lagoon Influent	87.00		32697	5310 430600	300	101000	
3	309074 04/21/20 Lagoon Effluent	137.00		32710	5310 430600	300	101000	
4	310330 04/28/20 Lagoon Effluent	137.00		32710	5310 430600	300	101000	
190806	-98497E 02279 NORTH 40 OUTFITTERS	93.97						
1	810053 04/22/20 Live Traps/Ratchet Strap	93.97		32714	1000 440600	200	101000	
190807	01137 AQUA TECH LABORATORY	80.00						
1	32638 04/07/20 Monthly Coliform Water Testing	80.00		32692	5210 430500	300	101000	
190808	02337 ADVANCED TECHNOLOGY PRODUCTS INC	3,521.83						
1	25350 04/15/20 Acid Magic/Accu-Tab Cal Hypo	3,521.83*		32701	1000 460445	200	101000	
190809	-98501E 01486 USDA RURAL DEVELOPMENT	1,603.00						
1	04/06/20 Fire Hall Improvement Loan	1,371.47			1000 490527	610	101000	
2	04/06/20 Fire Hall Improvement Loan-Int	231.53*			1000 490527	620	101000	
190810	-98502E 00111 FIRST STATE BANK	137.80						
	04/02/20 Monthly Bank Service Charge	34.45			1000 410550	300	101000	
2	04/02/20 Monthly Bank Service Charge	34.45			5210 430570	300	101000	
3	04/02/20 Monthly Bank Service Charge	34.45			5310 430670	300	101000	
4	04/02/20 Monthly Bank Service Charge	34.45			5410 430870	300	101000	
190811	00043 SHELBY GAS ASSOCIATION	4,757.90						
1	04/25/20 4/20 Gas Bill	88.80			1000 411200	343	101000	
2	04/25/20 4/20 Gas Bill	483.65*			1000 420400	343	101000	
3	04/25/20 4/20 Gas Bill	483.65			1000 420401	343	101000	
4	04/25/20 4/20 Gas Bill	684.50			1000 460445	343	101000	
5	04/25/20 4/20 Gas Bill	182.60			1000 460442	343	101000	
6	04/25/20 4/20 Gas Bill	165.80			5410 430840	343	101000	
7	04/25/20 4/20 Gas Bill	279.60			1000 430200	343	101000	
8	04/25/20 4/20 Gas Bill	279.60			5210 430500	343	101000	
9	04/25/20 4/20 Gas Bill	279.60			5310 430600	343	101000	
10	04/25/20 4/20 Gas Bill	279.60			5410 430830	343	101000	
11	04/25/20 4/20 Gas Bill	81.35			1000 411202	343	101000	
12	04/25/20 4/20 Gas Bill	81.35			5210 430520	343	101000	
13	04/25/20 4/20 Gas Bill	81.35			5310 430620	343	101000	
14	04/25/20 4/20 Gas Bill	81.35			5410 430820	343	101000	
15	04/25/20 4/20 Gas Bill	73.40			5210 430500	343	101000	
16	04/25/20 4/20 Gas Bill	737.00			1000 460465	343	101000	
17	04/25/20 4/20 Gas Bill	414.70			2936 460463	343	101000	

04/30/20
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Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
190812	00026 MARIAS RIVER ELECTRIC COOP INC	11,520.82						
1	04/25/20 4/20 Electric Bill	77.01			1000 411200	342	101000	
2	04/25/20 4/20 Electric Bill	179.50			1000 420400	342	101000	
3	04/25/20 4/20 Electric Bill	179.49			1000 420401	342	101000	
4	04/25/20 4/20 Electric Bill	58.01			1000 411202	342	101000	
5	04/25/20 4/20 Electric Bill	58.01			5210 430520	342	101000	
6	04/25/20 4/20 Electric Bill	58.01			5310 430620	342	101000	
7	04/25/20 4/20 Electric Bill	57.99			5410 430820	342	101000	
8	04/25/20 4/20 Electric Bill	139.47			1000 430200	342	101000	
9	04/25/20 4/20 Electric Bill	139.47			5210 430500	342	101000	
10	04/25/20 4/20 Electric Bill	139.47			5310 430600	342	101000	
11	04/25/20 4/20 Electric Bill	139.46			5410 430830	342	101000	
12	04/25/20 4/20 Electric Bill	54.68			1000 440600	342	101000	
13	04/25/20 4/20 Electric Bill	54.68			1000 460430	342	101000	
14	04/25/20 4/20 Electric Bill	430.15*			1000 460465	342	101000	
15	04/25/20 4/20 Electric Bill	295.37			1000 460439	342	101000	
16	04/25/20 4/20 Electric Bill	646.37			1000 460442	342	101000	
17	04/25/20 4/20 Electric Bill	67.90			1000 460445	342	101000	
18	04/25/20 4/20 Electric Bill	3,873.66			2400 430263	342	101000	
19	04/25/20 4/20 Electric Bill	3,610.81			5210 430500	342	101000	
20	04/25/20 4/20 Electric Bill	937.32			5310 430600	342	101000	
21	04/25/20 4/20 Electric Bill	287.88			2936 460463	342	101000	
22	04/25/20 4/20 Electric Bill	36.11			5410 430840	342	101000	
190813	01851 CT CLEANING	1,200.00						
1	04/30/20 4/20 Janitorial Service	75.00			1000 411202	390	101000	
2	04/30/20 4/20 Janitorial Service	75.00			5210 430520	390	101000	
3	04/30/20 4/20 Janitorial Service	75.00			5310 430620	390	101000	
4	04/30/20 4/20 Janitorial Service	75.00			5410 430820	390	101000	
5	04/30/20 4/20 CC Janitorial Service	800.00*			1000 460442	300	101000	
6	04/30/20 4/20 Williamson Bldg Service	100.00			2936 460463	300	101000	
190814	26728S 00144 POSTMASTER	297.35						
1	04/23/20 4/20 UB Postage	99.12			5210 430570	310	101000	
2	04/23/20 4/20 UB Postage	99.12			5310 430670	310	101000	
3	04/23/20 4/20 UB Postage	99.11			5410 430870	310	101000	
190815	02368 OPTUM	25.50						
1	9510045020 04/15/20 HSA Service Fee	6.38			1000 410550	300	101000	
2	9510045020 04/15/20 HSA Service Fee	6.38			5210 430570	300	101000	
3	9510045020 04/15/20 HSA Service Fee	6.37			5310 430670	300	101000	
4	9510045020 04/15/20 HSA Service Fee	6.37			5410 430870	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
190816	02389 WELLS FARGO VENDOR FIN SERV	127.70							
	Serial #6507270X								
1	5010078075 04/17/20 4/20 Sharp MX-350 Copier-S	63.85*		32712	1000		430200	200	101000
2	5010078075 04/17/20 4/20 Sharp MX-350 Copier-S	63.85		32712	1000		420500	200	101000
190817	00309 PREFERRED OFFICE EQUIPMENT	326.07							
1	33085 04/15/20 4/20 Maintenance & Copies	85.24			1000		411050	300	101000
2	33085 04/15/20 4/20 Maintenance & Copies	47.26			1000		410550	300	101000
3	33085 04/15/20 4/20 Maintenance & Copies	47.26			5210		430570	300	101000
4	33085 04/15/20 4/20 Maintenance & Copies	47.26			5310		430670	300	101000
5	33085 04/15/20 4/20 Maintenance & Copies	47.26			5410		430870	300	101000
6	33101 04/15/20 4/20 Maintenance & Copies-Shop	25.89*		32696	1000		430200	300	101000
7	33101 04/15/20 4/20 Maintenance & Copies-Shop	25.90		32696	1000		420500	300	101000
190818	01137 AQUA TECH LABORATORY	20.00							
1	32640 04/07/20 NCMRWA Monthly Water Test	20.00		32692	5210		430500	300	101000
190819	00048 TOOLE COUNTY CLERK & RECORDER	52,035.62							
1	03/31/20 City Judge & Sec-Wages	2,096.64			1000		410360	100	101000
2	03/31/20 City Judge&Sec-Social Security	128.25			1000		410360	141	101000
3	03/31/20 City Judge & Sec-Medicare	30.00			1000		410360	142	101000
4	03/31/20 City Judge & Sec-PERS	181.78			1000		410360	143	101000
5	03/31/20 City Judge&Sec-UnemploymentIns	2.52			1000		410360	145	101000
6	03/31/20 City Judge & Sec-Worker's Comp	16.38			1000		410360	146	101000
7	03/31/20 City Judge-Health Insurance	450.88			1000		410360	147	101000
8	03/31/20 City Judge-Supplies	9.50			1000		410360	200	101000
9	03/31/20 City Judge-Phone	19.67			1000		410360	344	101000
10	03/31/20 Law Enforcement	34,370.00			1000		420000	300	101000
11	03/31/20 Law Enforcement	4,910.00			5210		420100	300	101000
12	03/31/20 Law Enforcement	4,910.00			5310		420100	300	101000
13	03/31/20 Law Enforcement	4,910.00			5410		420100	300	101000
190820	01285 HUNT, WILLIAM E JR	4,684.50							
1	04/28/20 4/20 Legal Services	1,171.13			1000		411100	350	101000
2	04/28/20 4/20 Legal Services	1,171.13			5210		430513	350	101000
3	04/28/20 4/20 Legal Services	1,171.12			5310		430613	350	101000
4	04/28/20 4/20 Legal Services	1,171.12			5410		430813	350	101000
190821	-98500E 02499 DISH	87.04							
1	04/13/20 Monthly TV at Civic Center	87.04*			1000		460442	300	101000

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
190822	01862 KENCO SECURITY AND TECHNOLOGY	35.00					
1	2066506 05/01/20 5/20 Fire Alarm Monitoring	35.00*			1000 420401	300	101000
190823	01388 3 RIVERS COMMUNICATIONS INC	902.89					
1	04/01/20 4/20 Phone Bill	19.82			1000 420500	344	101000
2	04/01/20 4/20 Phone Bill	31.08*			1000 410550	344	101000
3	04/01/20 4/20 Phone Bill	31.09*			5210 430570	344	101000
4	04/01/20 4/20 Phone Bill	31.09*			5310 430670	344	101000
5	04/01/20 4/20 Phone Bill	31.09*			5410 430870	344	101000
6	04/01/20 4/20 Phone Bill	19.25			1000 430200	344	101000
7	04/01/20 4/20 Phone Bill	19.25			5210 430500	344	101000
8	04/01/20 4/20 Phone Bill	19.25			5310 430600	344	101000
9	04/01/20 4/20 Phone Bill	19.25			5410 430830	344	101000
10	04/01/20 4/20 Phone Bill	104.51			1000 460465	300	101000
11	04/01/20 4/20 Phone Bill	171.71			1000 460442	344	101000
12	04/01/20 4/20 Phone Bill	68.48			1000 420400	344	101000
13	04/01/20 4/20 Phone Bill	68.47			1000 420401	344	101000
14	04/01/20 4/20 Phone Bill	4.74*			1000 410200	344	101000
15	04/01/20 4/20 Phone Bill	4.74*			5210 430512	344	101000
16	04/01/20 4/20 Phone Bill	4.74*			5310 430612	344	101000
17	04/01/20 4/20 Phone Bill	4.74*			5410 430812	344	101000
18	04/01/20 4/20 Phone Bill	45.93*			1000 460445	344	101000
19	04/01/20 4/20 Phone Bill	136.70			5310 430600	344	101000
20	04/01/20 4/20 Phone Bill	33.48			5210 430500	344	101000
21	04/01/20 4/20 Phone Bill	33.48			5210 430500	344	101000
190824	26727S 02468 T-MOBILE	249.38					
1	04/10/20 Mobile Charge 2/10-3/9/20	26.09			1000 420500	344	101000
2	04/10/20 Mobile Charge 2/10-3/9/20	47.60			1000 411050	344	101000
3	04/10/20 Mobile Charge 2/10-3/9/20	47.60			1000 440600	344	101000
4	04/10/20 Mobile Charge 2/10-3/9/20	19.56			1000 430200	344	101000
5	04/10/20 Mobile Charge 2/10-3/9/20	19.56			5210 430500	344	101000
6	04/10/20 Mobile Charge 2/10-3/9/20	19.56			5310 430600	344	101000
7	04/10/20 Mobile Charge 2/10-3/9/20	19.56			5410 430840	344	101000
8	04/10/20 Mobile Charge 2/10-3/9/20	12.46*			1000 410550	344	101000
9	04/10/20 Mobile Charge 2/10-3/9/20	12.46*			5210 430570	344	101000
10	04/10/20 Mobile Charge 2/10-3/9/20	12.47*			5310 430670	344	101000
11	04/10/20 Mobile Charge 2/10-3/9/20	12.46*			5410 430870	344	101000

04/30/20
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Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
190825	02527 CARNAHAN TOWING & REPAIR INC	225.00						
1	65747 03/24/20 Tow White Garbage Truck	225.00*		32685	5410 430830	300	101000	
190826	00276 TRI-CITY INTERLOCAL EQUIPMENT	1,098.00						
1	04/06/20 I-46 Vac Truck	1,098.00		32686	5210 430500	300	101000	
190827	00088 CARQUEST AUTO PARTS	258.70						
1	2567306237 03/02/20 RFD-Oil/Filter/Lighter	116.94*		32331	1000 420401	200	101000	
2	2567306516 03/10/20 RFD-Brass Fitting	11.98*		32331	1000 420401	200	101000	
3	2567306527 03/10/20 RFD-5 Gal Purple/Needle Va	63.37*		32331	1000 420401	200	101000	
4	2567306552 03/11/20 CFD-Gasket/ATF	66.41*		32331	1000 420400	200	101000	
190828	00041 SHELBY PROMOTER	187.00						
1	2015013 04/08/20 1977 Marshfield Trailer Ad	70.00			1000 460437	300	101000	
2	2015012 04/08/20 Water System PER TSEP Grant	39.00			5210 430500	300	101000	
3	SL201601 04/15/20 Water System PER TSEP Grant	39.00			5210 430500	300	101000	
4	SL201701 04/22/20 Housing Revolving Loan Fund	39.00			1000 411050	300	101000	
190829	01593 I-STATE TRUCK CENTER	8,612.01						
1	252128960 04/07/20 M2 Bus With Cat E(Radiator)	675.00*		32688	1000 430200	200	101000	
2	252041599 07/07/20 2015 Freightliner Transmiss	7,937.01*		32688	5410 430830	300	101000	
190830	01010 JERRYS RADIATOR SERVICE INC	195.00						
1	8528 04/08/20 Replace Radiator(Flat Bed)	195.00*		32690	1000 430200	300	101000	
190831	26726S 02355 NORTHWEST INDUSTRIAL SUPPLY CO	85.75						
1	1531520 01/13/20 Wire Rope Clips	85.75		32687	5410 430830	200	101000	
190832	00139 MARIAS VETERINARY CLINIC	245.00						
1	77772 03/31/20 Kennel Cough Oral-Burchard	20.00*			1000 440600	300	101000	
2	77772 03/31/20 Exam-Burchard	46.50*			1000 440600	300	101000	
3	77772 03/31/20 Rabies 2yr-Burchard	19.00*			1000 440600	300	101000	
4	77772 03/31/20 Boarding-Burchard	159.50*			1000 440600	300	101000	
190833	01438 BARRY DAMSCHEN CONSULTING LLC	2,125.00						
1	1 04/09/20 1/20-3/20 Consult & Monitor	2,125.00			5410 430840	350	101000	
190834	-98499E 02528 WHALEN TIRE	225.00						
1	491177 04/08/20 Used Tire for White Garbage Tk	225.00		32689	5410 430830	200	101000	

04/30/20
18:54:57

CITY OF SHELBY
Claim Details
For the Accounting Period: 4/20

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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	
190835	01866 SHELBY PAINT AND HARDWARE	675.97						
1	14134 04/08/20 Roller/Brush	19.97*		32606	1000 460442	200	101000	
2	14139 04/10/20 Paint/Rollers/Paint Trays	63.82*		32607	1000 460442	200	101000	
3	68639 04/13/20 Paint	44.99*		32608	1000 460442	200	101000	
4	68647 04/14/20 Paint/Rollers	97.36*		32609	1000 460442	200	101000	
5	14145 04/17/20 Rollers	5.98*		32610	1000 460442	200	101000	
6	14147 04/20/20 Paint/Roller Cover	24.98*		32611	1000 460442	200	101000	
7	67983 03/23/20 Goo Gone/Pads	9.98*		32705	1000 460445	200	101000	
8	68556 03/26/20 Saw	19.99		32705	1000 460430	200	101000	
9	67997 03/25/20 Outlet Covers/Switch Covers	15.92*		32705	1000 460442	200	101000	
10	68559 03/27/20 Stapler/Staples	21.48*		32705	1000 430200	200	101000	
11	68562 03/27/20 Heaters	95.97		32705	1000 460430	200	101000	
12	68517 03/30/20 Respirator	21.99*		32705	1000 460445	200	101000	
13	68571 03/30/20 Weed Lawn Sprayer	26.99*		32705	1000 460442	200	101000	
14	68576 03/31/20 Mop Head	7.99*		32705	1000 430200	200	101000	
15	68577 03/31/20 Electrical Tape/Level	26.27*		32705	1000 430200	200	101000	
16	68610 04/07/20 Freeze Bags	8.98*		32705	1000 430200	200	101000	
17	68617 04/08/20 Spray Paint	21.96*		32705	1000 430200	200	101000	
18	68630 04/09/20 Mop Handle	14.99*		32705	1000 460445	200	101000	
19	68644 04/14/20 2" Valve	15.99*		32705	1000 460445	200	101000	
20	68548 04/16/20 Light Control	12.99*		32705	1000 430200	200	101000	
21	68059 04/20/20 Rock Hard	9.49*		32706	1000 460442	200	101000	
22	68060 04/20/20 Weed Preventer/Glacier Gold	87.89		32706	1000 460430	200	101000	
190836	01448 MONTANA DEPARTMENT OF	13,482.49						
1	10 04/09/20 MT Essential Freight Rail #10	13,482.49			1000 490525	610	101000	
190837	02334 BEN TAYLOR INC.	879.60						
1	678739 04/01/20 Power Drive Low	391.05		32691	5410 430830	200	101000	
2	678739 04/01/20 Power Drive Low	391.05*		32691	5410 430840	200	101000	
3	678789 04/28/20 DEF	48.75		32700	5410 430830	200	101000	
4	678789 04/28/20 DEF	48.75*		32700	5410 430840	200	101000	
190838	00037 NORTHWEST PIPE FITTINGS INC	75,465.58						
	Council Approved Water Meter Purchase 4/20/20							
1	2299393 04/06/20 Ringtite Sewer Pipe/PVC Pipe	242.18*		32694	5210 430500	200	101000	
2	2299393 04/06/20 Ringtite Sewer Pipe/PVC Pipe	242.18		32694	5310 430600	200	101000	
3	3306785 04/23/20 (318)5/8" Procoder Meters	74,981.22*		32709	5210 430500	200	101000	

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CITY OF SHELBY
Claim Details
For the Accounting Period: 4/20

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... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190839		01778 SUPERIOR MACHINE & WELDING	1,199.75					
1	63539	04/06/20 Pump Alignment	372.25		32695	5210 430500	300	101000
2	63530	04/06/20 Pump Alignment	827.50		32695	5210 430500	300	101000
190840		01483 SWS EQUIPMENT	219.46					
1	122524	04/02/20 Door Handles(Compactors)	219.46		32693	5410 430830	200	101000
190841		01780 MONTANA BROOM & BRUSH	143.93					
1	1423264	04/15/20 Toilet Paper/Bleach	16.10		32458	1000 411202	200	101000
2	1423264	04/15/20 Toilet Paper/Bleach	16.10*		32458	5210 430520	200	101000
3	1423264	04/15/20 Toilet Paper/Bleach	16.10		32458	5310 430620	200	101000
4	1423264	04/15/20 Toilet Paper/Bleach	16.10		32458	5410 430820	200	101000
5	1424324	04/22/20 CFD-Towel Multifold	29.53*		32704	1000 430200	200	101000
6	1423351	04/15/20 CFD-Toilet Paper	50.00*		32704	1000 420400	200	101000
190842		00117 QUILL CORPORATION	196.86					
1	6272275	04/15/20 Copy Paper/Binders/Pins/Coffe	49.21		32459	1000 410550	200	101000
2	6272275	04/15/20 Copy Paper/Binders/Pins/Coffe	49.21		32459	5210 430570	200	101000
3	6272275	04/15/20 Copy Paper/Binders/Pins/Coffe	49.22		32459	5310 430670	200	101000
4	6272275	04/15/20 Copy Paper/Binders/Pins/Coffe	49.22		32459	5410 430870	200	101000
190843	-98498E	01552 HOME DEPOT	49.97					
1	W852767342	04/03/20 LED Outdoor Wall Pack Ligh	49.97*		32698	1000 460445	200	101000
190844		00263 THOMAS DEAN & HOSKINS INC	15,000.00					
		Council Approved 12/16/19						
1	20983	04/17/20 Water PER	15,000.00*			5210 430500	350	101000
190845		01862 KENCO SECURITY AND TECHNOLOGY	6,116.61					
		Council Approved 2/3/20						
1	2060655	04/14/20 Civic Center Door Lock System	6,116.61			1000 460442	900	101000
190846		00213 HIGHLINE COMMUNICATIONS	625.00					
1	80877	04/01/20 CFD-K-Force Light Bar/Antenna	625.00*		32332	1000 420400	200	101000
190847		00119 SHELBY VOLUNTEER FIRE DEPT	1,008.96					
1	04/16/20	CFD-Fiberglass Pane/Rivets	1,008.96*			1000 420400	200	101000
190848		01439 CONRAD BUILDING CENTER INC	242.80					
1	463536	04/21/20 (24)2x4x8	94.80*		31036	1000 460442	200	101000
2	463536	04/21/20 (10)2x12x8	148.00*		31036	1000 460442	200	101000

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CITY OF SHELBY
Claim Details
For the Accounting Period: 4/20

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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	
190849	00703 RECREATION SUPPLY CO	423.97							
1	376963 02/13/20 Pool Steps	180.48*		32699	1000 460445	200		101000	
2	RTN008746 02/17/20 Return-Pool Steps	-109.63*		32699	1000 460445	200		101000	
3	381204 04/29/20 Rubber Base Black	353.12*		32708	1000 460445	200		101000	
190850	01620 KLJ ENGINEERING LLC	606.12							
1	10136299 04/24/20 Rail Safety-Bidding	606.12			1000 470120	790		101000	
190851	01620 KLJ ENGINEERING LLC	3,100.44							
1	10136298 04/24/20 Humic Water Main Extension	3,100.44			5210 430501	950 2284		101000	
190852	01620 KLJ ENGINEERING LLC	15,402.27							
	NCMRWA Grant								
1	10136568 04/24/20 Wellfield Improvements	15,402.27			5210 430501	950 2285		101000	
190853	01620 KLJ ENGINEERING LLC	26,154.27							
	Engineering Approved \$922,600								
	Engineering Billed to Date \$924,158.36								
	Claim Amount Adjusted for Engineering Approved								
1	10136567 04/24/20 Storm Water	26,154.27			5720 430246	950 2283	101		
190854	01620 KLJ ENGINEERING LLC	3,621.29							
1	10136290 04/24/20 WW Treatment Design	3,621.29			5310 430601	950 2282		101000	
190855	01866 SHELBY PAINT AND HARDWARE	4.99							
1	14146 04/18/20 CFD-Laundry Bag	4.99*		32333	1000 420400	200		101000	
190856	00312 HELENA SAND & GRAVEL INC	333,105.35							
1	12 04/27/20 Storm Water App #12	333,105.35			5720 430246	950 2283		101000	
190857	00001 DEPARTMENT OF REVENUE	3,364.70							
1	12 04/27/20 App #12 Helena Sand & Gravel	3,364.70			5720 430246	950 2283		101000	
190858	02069 NATIONAL LAUNDRY CO	47.94							
1	73408 04/15/20 Red Shop Towels	47.94*		32703	1000 430200	300		101000	
190859	02412 CORE & MAIN	17,500.00							
	Council Approved 1/21/20								
1	L834570 04/10/20 Vogelsang Grinder (Prison)	17,500.00		32702	5310 430601	900		101000	

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CITY OF SHELBY
Claim Details
For the Accounting Period: 4/20

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... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190860	-98496E	02485 RDO EQUIPMENT CO	105.76					
1	P5741413	04/01/20 Handle/Washers/Screws	105.76*		32716	1000 430200	200	101000
190861		01862 KENCO SECURITY AND TECHNOLOGY	30.00					
1	2061822	05/01/20 Access Control 5/1/20-7/31/20	30.00*		32711	5410 430840	300	101000
190862		02045 NAPA AUTO PARTS	278.58					
1	131716	04/22/20 Tire Inflator	22.29*		32715	1000 430200	200	101000
2	132090	04/29/20 Argon	47.14*		32715	1000 430200	200	101000
3	132090	04/29/20 Argon	47.13*		32715	5410 430840	200	101000
4	130988	04/01/20 Oil Filter	15.18*		32715	1000 430200	200	101000
5	131428	04/15/20 Non-Chlor Brake	29.88*		32715	1000 430200	200	101000
6	132022	04/28/20 Filters	22.05*		32715	1000 430200	200	101000
7	130984	04/01/20 Purple Power	15.87*		32715	1000 430200	200	101000
8	131469	04/15/20 Lamp	7.46*		32715	1000 430200	200	101000
9	131500	04/16/20 Floor Dri	50.35*		32715	1000 430200	200	101000
10	131237	04/08/20 Radiator Cap	5.38*		32715	1000 430200	200	101000
11	132056	04/29/20 Filter	11.77*		327151	1000 430200	200	101000
12	409822	03/24/20 Funnel	4.08*		327151	1000 430200	200	101000

of Claims 58 Total: 614,588.49

Total Electronic Claims 2,302.54 Total Non-Electronic Claims 612285.95

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CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 4/20

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Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$76,186.06
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,873.66
2936 WILLIAMSON BLDG RENOVATIONS	
101000 Cash-Operating	\$802.58
5210 WATER UTILITY	
101000 Cash-Operating	\$122,007.21
5310 SEWER UTILITY	
101000 Cash-Operating	\$30,064.67
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$19,029.99
5720 STORM DRAINAGE	
101000 Cash-Operating	\$362,624.32
Total:	\$614,588.49

Building Inspector Report April 2020

4/30/2020

Permit	Date	Zone	Name	Addition	Block	Lot	Address	Permit For	Evaluation	FEE
4403	4/16/2020	LD	Colton Lampert	Aronow 2nd	1	5&6	943 Marias Ave	zoning-fence	-	24.00
4404	4/16/2020	LD	Tom Root	Ohaire Heights	3	T10	370 O'Haire Blvd	zoning-fence	-	24.00
4405	4/26/2020	MD	Ronald Bloch	Shelby Heights	89	16-20	1006 Ash Ave	28'x67'home & 30'x40' detached garage	174,000.00	1,414.00
									\$ 174,000.00	\$ 1,462.00
3 Permits issued this Month									Job Evaluation Totals	TOTALS

FISCAL YTD TOTALS	
Number of Permits	17
Permit Fees	\$ 10,162.00
Total Job Values	\$ 1,304,500.00

MINUTES OF THE PARK & RECREATION COMMITTEE

April 27, 2020

In attendance: Gary McDermott, Lyle Kimmet, Luis Correa, Jason Gray, Jessi LaTray and Lorette Carter reporting. On the phone were Lexy Fisher and Kristen Russell.

Civic Center Facility Manager Report:

During the facility closure, Jessi has gone through all the rooms and cleared them out. She has reorganized rooms and thrown away broken toys and other items. Rob Tasker is wrapping up the painting of the gym area and refinishing the bleachers and handrails. He will continue painting the main entrance hallway and finish with lockers and hooks in the gym entrance. Rob did ask about purchasing a buffer for the Civic Center. Jessi has finished painting the teen room and will work with Eric Tokerud to involve students in other projects for the room.

Jessi is planning some summer activities including movie afternoons as the facility has a projector and speakers. She will continue with roller skating and possibly look for other adult led activities for area youth. It was suggested we reach out to 4-H and FFA organizations to see if there is interest in organizing day camp activities. We will also look for the possibility of offering tennis lessons if we can find an instructor.

Tai Chi will continue through the summer and Jessi will speak with Tressa, Darcy and Ariel and Brooke about summer classes. It was also suggested we install an outdoor basketball hoop on the west end of the parking lot for additional activities for kids in that neighborhood.

Jessi has the new fobs, which will need to be exchanged for the old fobs once the facility is clear to reopen. Jessi will work with City Hall on the date for reopening as per the Governor's directives.

City Facilities:

Swimming Pool: Luis reported the pool renovations are nearly complete. Staff will be painting the strips and then filling the pool. Lexy Fisher has been hired as the Pool Manager. She will get a flyer out through the school system for lifeguards. Once lifeguards are hired, they will arrange training with Ashley Byers of Sunburst. Mayor McDermott suggested we open the pool as soon as training is complete.

The pool schedule was discussed. Lexy will work on the schedule to move lap swim/aerobics to 5:00 pm rather than 6:00 am in hopes more people will utilize the pool. She will work with Lorette and new lifeguards to train some of them to teach water aerobics.

Kristen reported on swim team activities. The swim camp scheduled for May 16-18th was cancelled. The Federation is still planning a swim meet schedule with Shelby's meet planned for early June. Kristen will work with Jessi and Lexy on pool passes for all swim team members/families. Luis has also informed Peder, Swim Team President that the starting blocks will not work on the new gutter system.

Roadrunner Recreation Trail: Kristen thanked Luis and the city crew for improving the north parking lot. The trail has gotten a lot more use with the COVID -19 restrictions.

Lake Shel-oole: Lorette reported the welcome signage for the north entrance into Shelby at Lake Shel-oole Campground has been ordered.

The Community Pond Grant dock for Lake Shel-oole has been ordered and scheduled for installation in mid-June. The city crew will blade the road and clear the shoreline in anticipation of installation.

Mayor McDermott was approached by a community member on creating mountain bike trails around Lake Shel-oole. This was discussed several years ago and the council felt the trails would cause damage to the vegetation and soil erosion around the water body. No action was taken by the committee at this time.

Tree Board:

Normal Arbor Day activities were not able to take place but several individuals and families did conduct cleanup activities in their neighborhoods. Thanks to Jason Gray and his family for cleaning along the Landfill Road. Lorette hopes to have a community cleanup day in late May.

Arbor Day and Urban Forestry Development trees have been ordered and should be delivered in late May. The city will also offer a tree pickup from Great Falls nurseries for purchased trees by community members as part of our Arbor Day/Urban Forestry Development grants.

Other Business

Luis reported two of his summer Parks workers are on the job part-time. They are going park to park cleaning and trimming trees and shrubs.

The committee will meet May 26th (Tuesday) because of the holiday. The committee will take a break for the summer months and gather again August 31st.

**AN ORDINANCE PROHIBITING THE
USE OF HANDHELD DEVICES
WHILE OPEATING A MOTOR VEHICLE
WITHIN THE CITY OF SHELBY**

If approved, this ordinance will
become effective December 3, 2020.

8 FOR
AGAINST

Shall the City of Shelby enact an ordinance prohibiting the use of handheld electronic communication devices while operating a motor vehicle except under certain circumstances?

If voters approve this ordinance, it will prohibit drivers of motor vehicles from using cell phones, two-way radios, and other electronic communications devices except under the following circumstances: Drivers using a hands-free device, drivers making an emergency call to 911, law enforcement and other first responders responding to calls for service when two-way radios are not practical, while parked, and drivers using a two-way radio for work related purposes. This is a Primary Stop ordinance meaning that law enforcement will have the authority to stop and issue a citation to a driver violating this ordinance without having another reason to make the stop.

The penalties for violations of this ordinance are a fine of \$50 for the first offense, \$100 for the second offense, and \$200 to \$500 for third and subsequent offenses. A conviction under this ordinance cannot be reported to the Department of Motor Vehicles for purposes of driver's license conviction points.

CITY OF SHELBY

PAYROLL EXPENSE BY DEPARTMENT - 4/2020 (3 paydays)

CITY HALL	42,251.37
ELECTED OFFICIALS (Mayor & Council)	11,070.12
PARK & RECREATION	5,055.22
PUBLIC WORKS	93,447.58
VOLUNTEERS (Animal Shelter & Firemen)	162.32
- Workers Comp expense only	
TOTAL PAYROLL EXPENSE	\$ 151,986.61

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

From: James Slayton <James.Slayton@kljeng.com>
Sent: Tuesday, April 28, 2020 1:15 PM
To: jbenz@eda.gov
Cc: Jacobson, Veronica (Federal); Lorette Carter <shbcdc@3rivers.net> (shbcdc@3rivers.net); Logan Tweet; 'Gary McDermott'; Jade Goroski
Subject: Humic Water Main Extension - City of Shelby EDA# 05-01-05844
Attachments: Humic additional pipe..pdf

Jenny,

During construction of the above referenced project we discovered that the Humic Facility has 2 water service connections of the existing 3 water main. The project connected into the wrong service line which is only minimally used. We would like to extend the new water main to the point where the primary water service for the building connects. The proposed extension is a direct replacement of the existing 2" line and is approximately 300 lineal feet along the north side of the Humic facility. I have attached plan sheet C3 which shows the extents of the project as well as the existing line to be replaced with 8" pipe. Sheet C10 shows the replacement in detail and I also attached an aerial image with the extension shown in

Red.

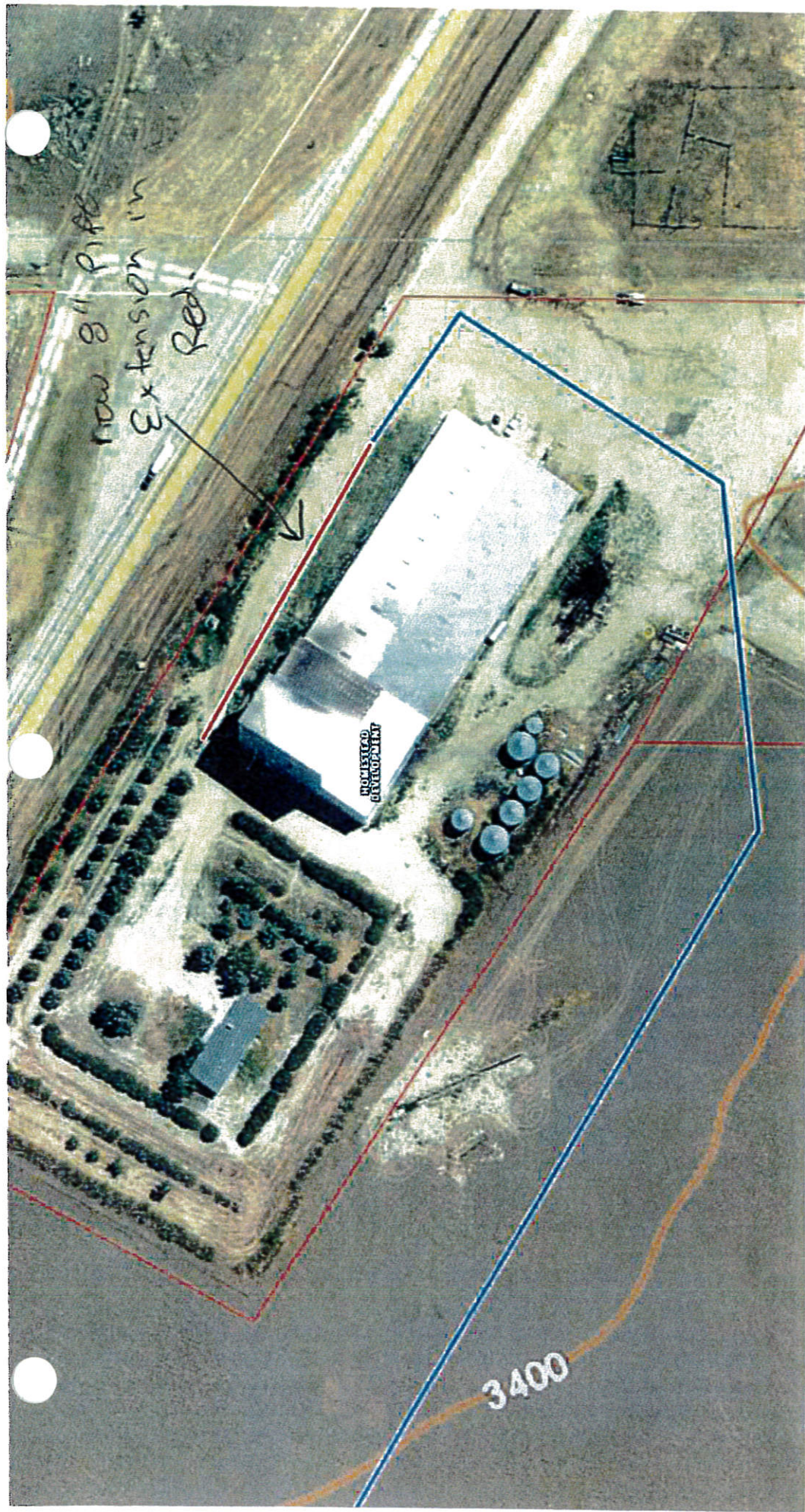
We would like to know if you have any environmental concerns with the proposed addition top the contract. The contractor is onsite working and ready to complete this work so please let me know if there is anything additional that I can provide to help with your review. I will reach out with a phone call later today to see if you have any questions. Thank you

James Slayton PE



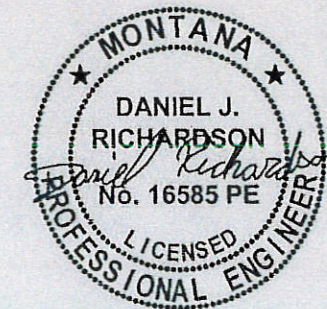
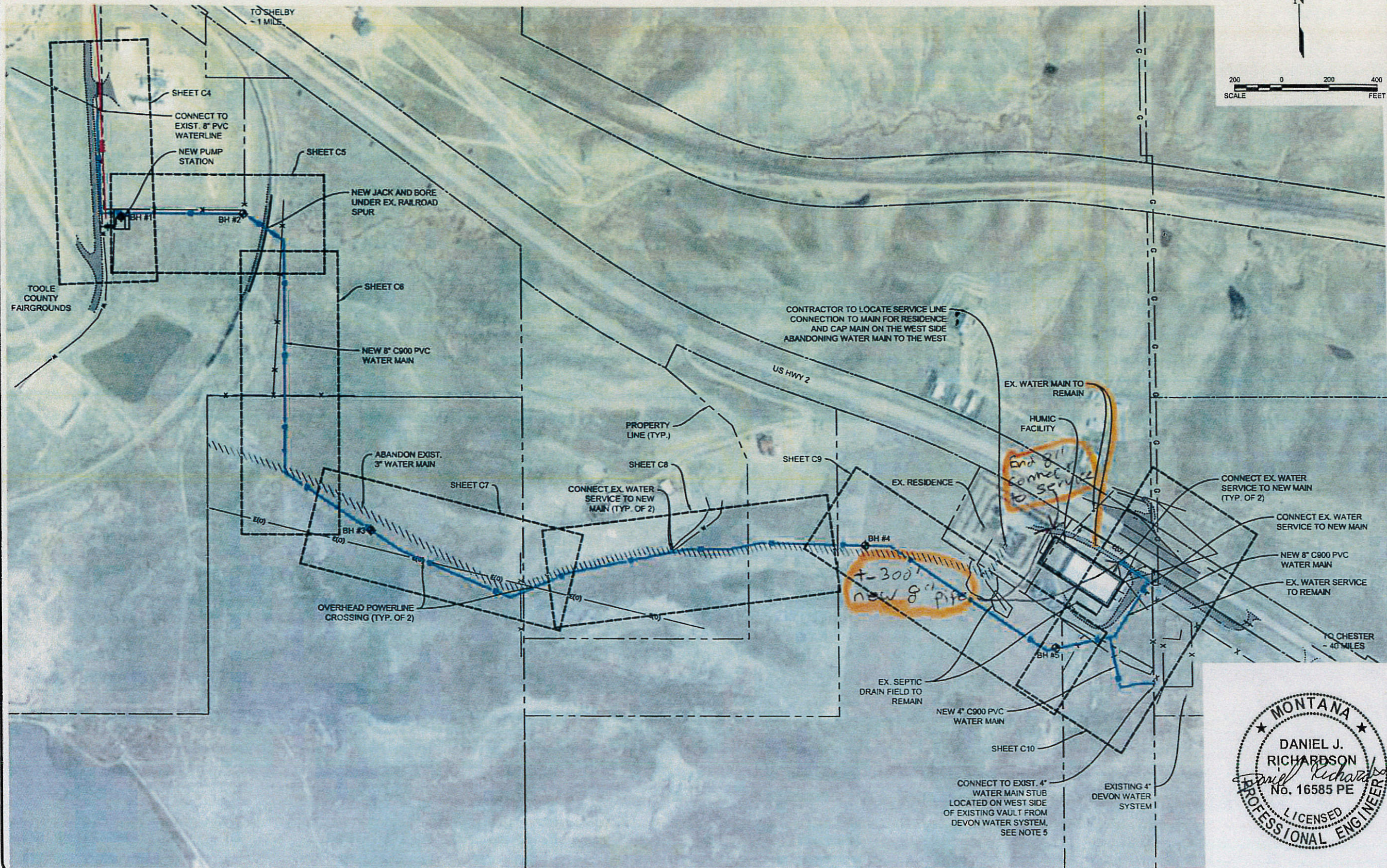
406-447-3349 **Direct**
406-439-0245 **Cell**
2969 Airport Road, Suite 1B
Helena, MT 59601-1201
kljeng.com





CONSTRUCTION NOTES:

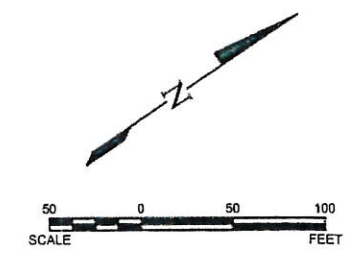
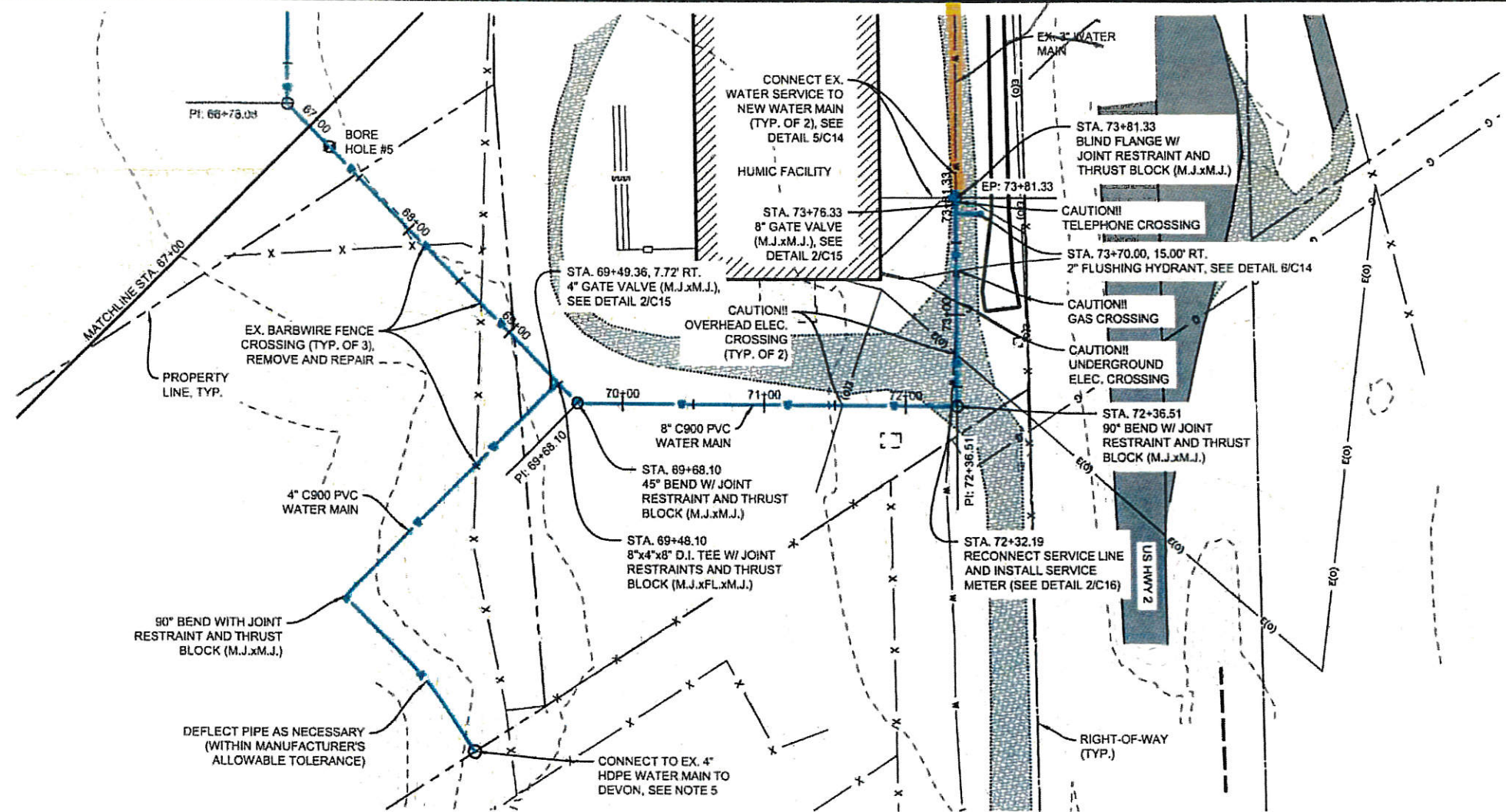
1. MAINTAIN 6.5' OF COVER (MIN.) ABOVE NEW WATER MAINS.
2. SEE DETAIL 3/C14 FOR THRUST BLOCKS.
3. INSTALL A UTILITY TRENCH CUT-OFF WALL EVERY 500 FEET ALONG NEW WATER MAIN, SEE DETAIL 2/C14.
4. SEE DETAIL 1/C14 FOR UTILITY TRENCH DETAIL.
5. COORDINATE WITH THE CITY OF SHELBY AND ROY BENJAMIN WITH THE DEVON WATER DISTRICT FOR THE CONNECTION OF THE NEW WATER MAIN TO THE EXISTING WATER MAIN FROM THE DEVON WATER DISTRICT.



HUMIC WATER MAIN EXTENSION
CITY OF SHELBY
TOOLE COUNTY, MONTANA
OVERALL SITE PLAN

SHEET
C3

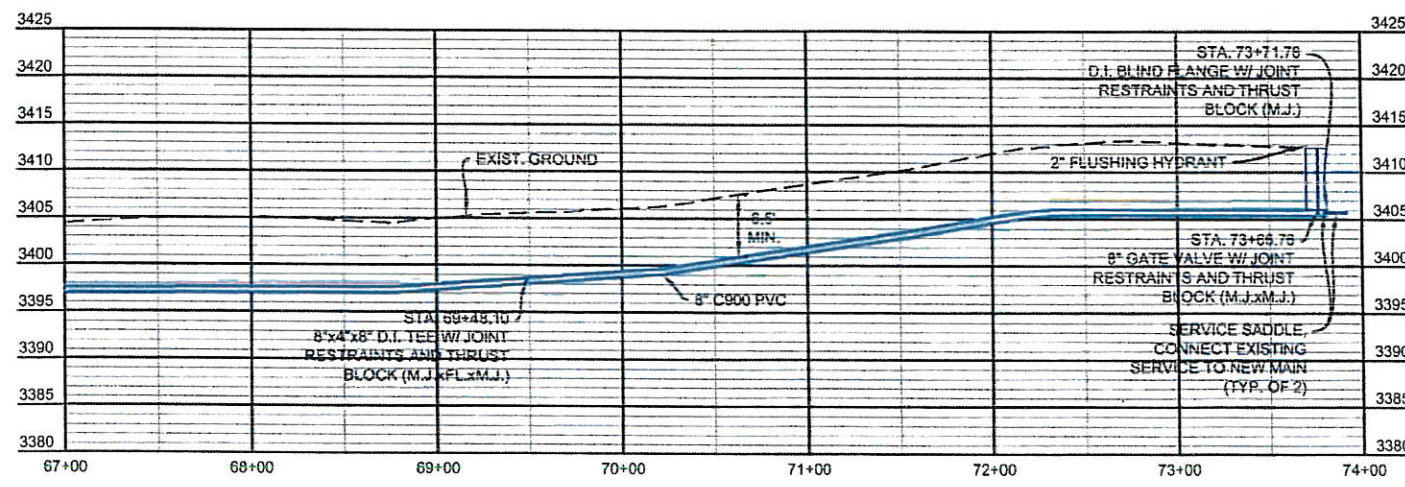
Replace with 8" pipe ± 300 LF



CONSTRUCTION NOTES:

- 1. MAINTAIN 6.5' OF COVER (MIN.) ABOVE NEW WATER MAINS.
- 2. SEE DETAIL 3/C14 FOR THRUST BLOCKS.
- 3. INSTALL A UTILITY TRENCH CUT-OFF WALL EVERY 300 FEET ALONG NEW WATER MAIN, SEE DETAIL 2/C14.
- 4. SEE DETAIL 1/C14 FOR UTILITY TRENCH DETAIL.
- 5. COORDINATE WITH THE CITY OF SHELBY AND ROY BENJAMIN WITH THE DEVON WATER DISTRICT FOR THE CONNECTION OF THE NEW WATER MAIN TO THE EXISTING WATER MAIN FROM THE DEVON WATER DISTRICT.
- 6. FENCE REMOVAL AND REPAIR IS INCIDENTAL TO THE 4" DR18 C900 PVC PIPE AND 8" DR18 C900 PVC PIPE BID ITEMS.

KLJ	
REVISION	
DATE	
NO.	
DRAWN	DJR
REVIEWED	DJR
PROJECT NUMBER	4415018
ISSUE DATE	JULY 2018



HUMIC WATER MAIN EXTENSION
CITY OF SHELBY
TOOLE COUNTY, MONTANA
WATER MAIN PLAN AND PROFILE (67+00 - 75+02)

SHEET
C10



April 28, 2020

Lorette Carter
City of Shelby
112 1st St. So.
Shelby, MT 59474

Re: 2020 Recreational Trails Program Grant Application
Decision Notice

Dear Ms. Carter:

On behalf of Montana State Parks, I'd like to thank you for your 2020 Recreational Trails Program grant application. The State Trails Advisory Committee has completed its review of all 2020 RTP grant applications. I regret to inform you that your project was not selected for funding.

This year, the Recreational Trails Program received 70 applications totaling over \$3.6 million in requests. With only \$1.6 million to award, your application faced considerable competition. Though your application was not chosen for funding, it is not necessarily indicative of the quality of your project. Rather, it is a measure of the overwhelming funding demands and positive momentum for trail projects throughout Montana.

Funding Decision Rationale

The application scored in the bottom half of the applicant pool. The need for this project was outcompeted by others.

We appreciate the time and effort you put into your grant application and your advocacy for trail projects. I am currently working remotely. If you would like to discuss the decision further, please email to set up a phone appointment. I would be happy to give you more guidance on creating a stronger application for an upcoming application cycle.

Sincerely,

Michelle L McNamee

Michelle McNamee
Interim Recreational Trails Program Coordinator
Montana Fish, Wildlife and Parks
michelle.mcnamee@mt.gov

From: MDT - Shelby ADA <shelbyada@kljeng.com>
At: Thursday, April 30, 2020 1:57 PM
To: MDT - Shelby ADA
Subject: Shelby Construction Update
Attachments: Shelby Contact Card.pdf

Good afternoon,

Construction projects are ramping up in Shelby. Over the next few weeks, **expect one-lane traffic after the north-bound ramp on I-15**. Minimal to no delays are expected. The City of Shelby continues to wrap up the stormwater improvement project.

- **Let's stay safe!** We can all keep each other safe, not just from germs, but from traffic accidents too. The vision for Montana is Zero – Zero Fatalities and Zero Serious Injuries on any public road in the State. That means that every time you get into a vehicle: Buckle up, make sure your children and friends are buckled up, and never drive impaired or allow an impaired person to drive.

The Montana Department of Transportation together with its construction contracting partners are taking the COVID-19 pandemic very seriously. Construction projects on Montana's roads and bridges are considered an "essential" operation and will move forward as scheduled in 2020. While construction workers traveling to a worksite are exempt from the 14-day self-isolation travel rules, several measures have been implemented to help keep employees, contractors and the public safe during the construction season. Some of the measures include following social distancing and good hygiene guidelines, and not reporting to work if showing symptoms of illness. For more information visit <https://covid19.mt.gov/>

If you would like direct weekly construction updates on the Shelby projects, text "ShelbyADA" to 555888, or email shelbyada@kljeng.com. There is also a construction hotline that will be able to answer frequently asked questions and/or take a message: 1-800-514-1898. You may also visit the project website at <https://www.mdt.mt.gov/pubinvolve/centralmtada/>

If you would like to be removed from this list, please [click here](#).

Thank you,

Laura Langdon
Public Information Officer
Contracted with the Montana Department of Transportation
for the Shelby Sidewalk Upgrades Project
406-594-5775 Cell



central montana sidewalk upgrades

— ACCESS FOR ALL —

**For regular project
updates, please use
any of these methods:**



Project Hotline:
1-800-514-1898



Project Site and Updates:
Visit: <https://mdt.mt.gov/pubinvolve/centralmtada>



Subscribe to Text Updates:
Text 'ShelbyADA' to 555888



Subscribe to Email Updates:
shelbyada@kljeng.com

**Public Outreach
Project Manager**

Laura Langdon
KLJ Engineering
406-447-3354
Laura.Langdon@kljeng.com



VISION ZERO

zero deaths • zero serious injuries

MONTANA DEPARTMENT
OF TRANSPORTATION



SIDEWALK UPGRADE EXAMPLES

Shaded areas indicate locations of sidewalk ramps. The images display possible configurations and not the final product. The actual layouts may differ slightly than what is represented here.

Alternative accessible formats of this document will be provided on request. Persons who need an alternative Department of Transportation, 2701 Prospect Avenue, PO Box 201001, Helena, MT 59620. Telephone 406-4

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