

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
June 1, 2020
6:30 P.M.

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

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Regular Council Meeting, 05/18/20 (pgs 5-7)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

CLAIMS REPORT 05/31/20 (pgs 8-20)

BUILDING INSPECTOR

- Building Inspector Report, May 2020 (pg 21)

COMMITTEE REPORTS

- Safety Committee Meeting Minutes, 5/20/2020 (pg 22)
- Park & Recreation Meeting Minutes, 5/26/20 (pgs 23-26)

CITY ATTORNEY

- Rescind Ordinance 841 re: Authorizing Mayor to Declare an Emergency (pgs 27-30)

CITY FINANCE OFFICER

- Payroll Expense by Department Report, May 2020 (pg 31)

CITY SUPERINTENDENT

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COMMUNITY DEVELOPMENT DIRECTOR

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OTHER MATTERS

- Vehicle Purchase (pgs 32-33)
- Council Member Tustian Resignation Ward 2
- Declaration of Vacancy for Ward 2
- Citizen Discount – Lake Sheloole Campground
- Shelby Volunteer Fire Department Purchase (pg 34)
- Storm Water Project-Engineering Amendment

ADJOURN

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

CITY OF SHELBY MEETING SCHEDULE

June 1, 2020

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

June 8, 2020

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

June 15, 2020

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

June 29, 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, 5/18/20
2. Claims Report, 05/31/20
3. Building Inspector Report, 5/31/20
4. Safety Committee Meeting Minutes, 5/20/20
5. Park & Rec Meeting Minutes, 5/26/20
6. 4/6/2020 Council Minutes re: Ordinance No. 841 - Authorizing Mayor to Declare an Emergency
7. Payroll Expense by Department Report, May 2020
8. 5/19/20 Email from Chad Larson, Northern Ford re: Vehicle Purchase
9. Receipt from Randy Richmond re: SVFD Purchase

C. Correspondence

- 1.
- 2.

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
May 18, 2020**

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

Other citizens present: Mike O'Brien & Jennifer VanHeel

PLEDGE OF ALLEGIANCE

OPEN PUBLIC HEARING

Mayor McDermott opened the public hearing at 6:30pm.

- **Water Infrastructure PER**
MIKE O'BRIEN WITH TD&H REVIEWED THE WATER PER PRIORITIES.
- **TSEP Grant Application & Environmental Review**
- **RRGL Grant Opportunity**

REGULAR MEETING MINUTES 5/4/20

**KIMMET MADE A MOTION TO APPROVE THE 5/4/2020 MINUTES.
SECONDED BY MORITZ. VOTE AYES - CLARK, FLESCH, KIMMET,
MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN -
NONE.**

APPEARANCE REQUESTS

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

CLOSE PUBLIC HEARING

- Mayor McDermott closed the public hearing at 7:02pm after no public comment.

COMMITTEE REPORTS

- **Law Enforcement Report**

CITY ATTORNEY

- **Resolution No. 2012 re: Authorize Submission of TSEP Application**
MORITZ MADE A MOTION TO APPROVE RESOLUTION NO. 2012.
SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCH, KIMMET,

MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.

- Resolution No. 2013 re: Adopt 2020 Water PER
MORITZ MADE A MOTION TO ADOPT THE 2020 WATER PER. SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCH, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.
- Resolution No. 2015 re: A Resolution to Accept the Determination that a Categorical Exclusion is Appropriate for the City of Shelby Water Infrastructure Improvement Project
KIMMET MADE A MOTION TO APPROVE RESOLUTION NO. 2015. SECONDED BY MORITZ. VOTE AYES - CLARK, FLESCH, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.
- Authorization to Submit an Application to RRGL - Renewable Resource Grant and Loan Program
MORITZ MADE A MOTION TO APPROVE THE RRGL APPLICATION. SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCH, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, April 2020
2. Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, 4/30/20
KIMMET MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY TUSTIAN. VOTE AYES - CLARK, FLESCH, KIMMET, MORITZ, TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.
3. City of Shelby Delinquent Taxes, 4/30/20

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

- Vehicle Purchase - Tabled until next meeting.
- Lake Sheloole Bike Trail - Will connect with Dr. Bridge re: trails.
- Civic Center - update on status of opening.

ADJOURN

AT 8:00 P.M. FLESCH MADE A MOTION TO ADJOURN THE MEETING.
SECONDED BY KIMMET. VOTE AYES - CLARK, FLESCH, KIMMET, MORITZ,
TUSTIAN. NOES - NONE. ABSENT - HEATON. ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

05/29/20
09:51:20

CITY OF SHELBY
Claim Details
For the Accounting Period: 5/20

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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	
190863		00343 ENERGY LABORATORIES INC	615.00						
1	311614	05/05/20 Lagoon Effluent	137.00		32729	5310 430600	300	101000	
2	313210	05/12/20 Lagoon Effluent	137.00		32740	5310 430600	300	101000	
3	314748	05/19/20 Lagoon Effluent	137.00		32756	5310 430600	300	101000	
4	315691	05/26/20 Lagoon Effluent/Influent	204.00		32760	5310 430600	300	101000	
190864		00400 UTILITIES UNDERGROUND LOCATION	27.30						
1	45099	04/30/20 15 Locates for 4/20	27.30		32730	5210 430500	300	101000	
190865		01137 AQUA TECH LABORATORY	80.00						
1	32728	05/04/20 Monthly Coliform Water Testing	80.00		32728	5210 430500	300	101000	
190866		00539 YEAGLEY, JAMES H	600.00						
1	05/25/20	5/20 Planning Services	600.00			1000 411030	350	101000	
190867	-98495E	01486 USDA RURAL DEVELOPMENT	1,603.00						
1	05/05/20	Fire Hall Improvement Loan	1,371.47			1000 490527	610	101000	
2	05/05/20	Fire Hall Improvement Loan-Int	231.53*			1000 490527	620	101000	
190868		00039 PETTY CASHIER	160.00						
1	2882	05/27/20 TC Treasurer Specialty Plates	160.00			7427 411850	800	101000	
190869	-98494E	00111 FIRST STATE BANK	147.70						
1	05/04/20	Monthly Bank Service Charge	36.92			1000 410550	300	101000	
2	05/04/20	Monthly Bank Service Charge	36.92			5210 430570	300	101000	
3	05/04/20	Monthly Bank Service Charge	36.93			5310 430670	300	101000	
4	05/04/20	Monthly Bank Service Charge	36.93			5410 430870	300	101000	
190870		00043 SHELBY GAS ASSOCIATION	1,555.10						
1	05/25/20	5/20 Gas Bill	37.70			1000 411200	343	101000	
2	05/25/20	5/20 Gas Bill	175.65*			1000 420400	343	101000	
3	05/25/20	5/20 Gas Bill	175.65			1000 420401	343	101000	
4	05/25/20	5/20 Gas Bill	297.40			1000 460445	343	101000	
5	05/25/20	5/20 Gas Bill	69.20			1000 460442	343	101000	
6	05/25/20	5/20 Gas Bill	67.10			5410 430840	343	101000	
7	05/25/20	5/20 Gas Bill	107.58			1000 430200	343	101000	
8	05/25/20	5/20 Gas Bill	107.58			5210 430500	343	101000	
9	05/25/20	5/20 Gas Bill	107.58			5310 430600	343	101000	
10	05/25/20	5/20 Gas Bill	107.56			5410 430830	343	101000	
11	05/25/20	5/20 Gas Bill	18.88			1000 411202	343	101000	
12	05/25/20	5/20 Gas Bill	18.88			5210 430520	343	101000	
13	05/25/20	5/20 Gas Bill	18.88			5310 430620	343	101000	
14	05/25/20	5/20 Gas Bill	18.86			5410 430820	343	101000	
15	05/25/20	5/20 Gas Bill	44.70			5210 430500	343	101000	

05/29/20
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Claim	Vendor #/Name/	Document \$/	Disc \$				Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
16	05/25/20 5/20 Gas Bill	181.90			1000 460465	343	101000
190871	00026 MARIAS RIVER ELECTRIC COOP INC	10,274.86					
1	05/25/20 5/20 Electric Bill	66.83			1000 411200	342	101000
2	05/25/20 5/20 Electric Bill	118.81			1000 420400	342	101000
3	05/25/20 5/20 Electric Bill	118.81			1000 420401	342	101000
4	05/25/20 5/20 Electric Bill	42.00			1000 411202	342	101000
5	05/25/20 5/20 Electric Bill	42.00			5210 430520	342	101000
6	05/25/20 5/20 Electric Bill	42.00			5310 430620	342	101000
7	05/25/20 5/20 Electric Bill	42.00			5410 430820	342	101000
8	05/25/20 5/20 Electric Bill	113.90			1000 430200	342	101000
9	05/25/20 5/20 Electric Bill	113.90			5210 430500	342	101000
10	05/25/20 5/20 Electric Bill	113.90*			5310 430600	342	101000
11	05/25/20 5/20 Electric Bill	113.90			5410 430830	342	101000
12	05/25/20 5/20 Electric Bill	32.35			1000 440600	342	101000
13	05/25/20 5/20 Electric Bill	32.35			1000 460430	342	101000
14	05/25/20 5/20 Electric Bill	397.86*			1000 460465	342	101000
15	05/25/20 5/20 Electric Bill	117.08			1000 460439	342	101000
16	05/25/20 5/20 Electric Bill	149.23			1000 460442	342	101000
17	05/25/20 5/20 Electric Bill	58.44			1000 460445	342	101000
18	05/25/20 5/20 Electric Bill	3,873.66			2400 430263	342	101000
19	05/25/20 5/20 Electric Bill	3,660.12			5210 430500	342	101000
20	05/25/20 5/20 Electric Bill	752.52*			5310 430600	342	101000
21	05/25/20 5/20 Electric Bill	273.20			5410 430840	342	101000
190872	01851 CT CLEANING	1,250.00					
1	05/26/20 5/20 Janitorial Service	75.00			1000 411202	390	101000
2	05/26/20 5/20 Janitorial Service	75.00			5210 430520	390	101000
3	05/26/20 5/20 Janitorial Service	75.00			5310 430620	390	101000
4	05/26/20 5/20 Janitorial Service	75.00			5410 430820	390	101000
5	05/26/20 5/20 CC Janitorial Service	950.00*			1000 460442	300	101000
190873	26787S 00144 POSTMASTER	301.85					
1	05/27/20 5/20 UB Postage	100.62			5210 430570	310	101000
2	05/27/20 5/20 UB Postage	100.62			5310 430670	310	101000
3	05/27/20 5/20 UB Postage	100.61			5410 430870	310	101000
190874	02368 OPTUM	29.75					
1	9510048674 05/15/20 HSA Service Fee	7.44			1000 410550	300	101000
2	9510048674 05/15/20 HSA Service Fee	7.44			5210 430570	300	101000
3	9510048674 05/15/20 HSA Service Fee	7.44			5310 430670	300	101000
4	9510048674 05/15/20 HSA Service Fee	7.43			5410 430870	300	101000

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Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190875		02389 WELLS FARGO VENDOR FIN SERV	127.70					
		Serial #6507270X						
1	5010434764	05/15/20 5/20 Sharp MX-350 Copier-S	63.85*		32753	1000 430200	200	101000
2	5010434764	05/15/20 5/20 Sharp MX-350 Copier-S	63.85		32753	1000 420500	200	101000
190876		00309 PREFERRED OFFICE EQUIPMENT	416.72					
1	33367	05/15/20 5/20 Maintenance & Copies	103.17			1000 411050	300	101000
2	33367	05/15/20 5/20 Maintenance & Copies	61.85			1000 410550	300	101000
3	33367	05/15/20 5/20 Maintenance & Copies	61.85			5210 430570	300	101000
4	33367	05/15/20 5/20 Maintenance & Copies	61.85			5310 430670	300	101000
5	33367	05/15/20 5/20 Maintenance & Copies	61.83			5410 430870	300	101000
6	33387	05/15/20 5/20 Maintenance & Copies-Shop	33.09*		32757	1000 430200	300	101000
7	33387	05/15/20 5/20 Maintenance & Copies-Shop	33.08		32757	1000 420500	300	101000
190877		01137 AQUA TECH LABORATORY	20.00					
1	32730	05/04/20 NCMRWA Monthly Water Test	20.00		32728	5210 430500	300	101000
190878		00048 TOOLE COUNTY CLERK & RECORDER	52,270.16					
1	04/30/20	City Judge & Sec-Wages	2,184.52			1000 410360	100	101000
	04/30/20	City Judge&Sec-Social Security	133.72			1000 410360	141	101000
	04/30/20	City Judge & Sec-Medicare	31.28			1000 410360	142	101000
	04/30/20	City Judge & Sec-PERS	189.40			1000 410360	143	101000
	04/30/20	City Judge&Sec-UnemploymentIns	2.74			1000 410360	145	101000
	04/30/20	City Judge & Sec-Worker's Comp	17.91			1000 410360	146	101000
	04/30/20	City Judge-Health Insurance	450.88			1000 410360	147	101000
	04/30/20	City Judge-Supplies	140.10			1000 410360	200	101000
	04/30/20	City Judge-Phone	19.61			1000 410360	344	101000
	04/30/20	Law Enforcement	34,370.00			1000 420000	300	101000
	04/30/20	Law Enforcement	4,910.00			5210 420100	300	101000
	04/30/20	Law Enforcement	4,910.00			5310 420100	300	101000
	04/30/20	Law Enforcement	4,910.00			5410 420100	300	101000
190879		01285 HUNT, WILLIAM E JR	4,208.50					
1	05/26/20	5/20 Legal Services	1,052.12			1000 411100	350	101000
2	05/26/20	5/20 Legal Services	1,052.13			5210 430513	350	101000
3	05/26/20	5/20 Legal Services	1,052.13			5310 430613	350	101000
4	05/26/20	5/20 Legal Services	1,052.12			5410 430813	350	101000
190880	-98490E	02499 DISH	87.04					
1	05/21/20	Monthly TV at Civic Center	87.04*			1000 460442	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
190881	01862 KENCO SECURITY AND TECHNOLOGY	35.00					
1	2092879 06/01/20 6/20 Fire Alarm Monitoring	35.00*			1000 420401	300	101000
190882	01388 3 RIVERS COMMUNICATIONS INC	1,009.44					
1	05/01/20 5/20 Phone Bill	19.82			1000 420500	344	101000
2	05/01/20 5/20 Phone Bill	56.95*			1000 410550	344	101000
3	05/01/20 5/20 Phone Bill	56.95*			5210 430570	344	101000
4	05/01/20 5/20 Phone Bill	56.94*			5310 430670	344	101000
5	05/01/20 5/20 Phone Bill	56.94*			5410 430870	344	101000
6	05/01/20 5/20 Phone Bill	17.00			1000 430200	344	101000
7	05/01/20 5/20 Phone Bill	17.00			5210 430500	344	101000
8	05/01/20 5/20 Phone Bill	17.00			5310 430600	344	101000
9	05/01/20 5/20 Phone Bill	17.00			5410 430830	344	101000
10	05/01/20 5/20 Phone Bill	104.51			1000 460465	300	101000
11	05/01/20 5/20 Phone Bill	171.71			1000 460442	344	101000
12	05/01/20 5/20 Phone Bill	68.48			1000 420400	344	101000
13	05/01/20 5/20 Phone Bill	68.47			1000 420401	344	101000
14	05/01/20 5/20 Phone Bill	7.77*			1000 410200	344	101000
15	05/01/20 5/20 Phone Bill	7.77*			5210 430512	344	101000
16	05/01/20 5/20 Phone Bill	7.77*			5310 430612	344	101000
17	05/01/20 5/20 Phone Bill	7.77*			5410 430812	344	101000
18	05/01/20 5/20 Phone Bill	45.93*			1000 460445	344	101000
19	05/01/20 5/20 Phone Bill	136.70			5310 430600	344	101000
20	05/01/20 5/20 Phone Bill	33.48			5210 430500	344	101000
21	05/01/20 5/20 Phone Bill	33.48			5210 430500	344	101000
190883	26784S 02468 T-MOBILE	249.38					
1	05/10/20 Mobile Charge 4/10-5/9/20	26.09			1000 420500	344	101000
2	05/10/20 Mobile Charge 4/10-5/9/20	47.59			1000 411050	344	101000
3	05/10/20 Mobile Charge 4/10-5/9/20	47.59			1000 440600	344	101000
4	05/10/20 Mobile Charge 4/10-5/9/20	19.56			1000 430200	344	101000
5	05/10/20 Mobile Charge 4/10-5/9/20	19.57			5210 430500	344	101000
6	05/10/20 Mobile Charge 4/10-5/9/20	19.57			5310 430600	344	101000
7	05/10/20 Mobile Charge 4/10-5/9/20	19.56*			5410 430840	344	101000
8	05/10/20 Mobile Charge 4/10-5/9/20	12.46*			1000 410550	344	101000
9	05/10/20 Mobile Charge 4/10-5/9/20	12.46*			5210 430570	344	101000
10	05/10/20 Mobile Charge 4/10-5/9/20	12.47*			5310 430670	344	101000
11	05/10/20 Mobile Charge 4/10-5/9/20	12.46*			5410 430870	344	101000

05/29/20
09:51:20

CITY OF SHELBY
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Claim	Vendor #/Name/	Document \$/	Disc \$							Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account		
190884	26777S 02529 TOOLE COUNTY COMMUNITY	5,000.00								
1	05/11/20 Toole County Forward	5,000.00*			2399 470320	755		101000		
190885	26778S 02529 TOOLE COUNTY COMMUNITY	3,000.00								
1	05/11/20 Toole County Forward	3,000.00*			2399 470320	755		101000		
190886	26779S 02529 TOOLE COUNTY COMMUNITY	5,000.00								
1	05/11/20 Toole County Forward	5,000.00*			2399 470320	755		101000		
190887	26780S 02529 TOOLE COUNTY COMMUNITY	10,000.00								
1	05/11/20 Toole County Forward	10,000.00*			2399 470320	755		101000		
190888	26781S 01329 CITY OF SHELBY	266.54								
1	05/12/20 Emergency Disaster Assistance	266.54			7061 420760	710		101000		
190889	00649 LARSON CLOTHING COMPANY	75.00								
1	03/27/20 Clothing Allowance-Correa	18.75			1000 430200	220		101000		
2	03/27/20 Clothing Allowance-Correa	18.75			5210 430500	220		101000		
3	03/27/20 Clothing Allowance-Correa	18.75			5310 430600	220		101000		
	03/27/20 Clothing Allowance-Correa	18.75			5410 430840	220		101000		
190890	01805 SYSTEMS	2,175.00								
1	37099 05/05/20 4/20-6/20 Quarterly Fee	366.36			1000 410550	300		101000		
2	37099 05/05/20 4/20-6/20 Quarterly Fee	366.36			5210 430570	300		101000		
3	37099 05/05/20 4/20-6/20 Quarterly Fee	366.39			5310 430670	300		101000		
4	37099 05/05/20 4/20-6/20 Quarterly Fee	366.39			5410 430870	300		101000		
5	37099 05/05/20 4/20-6/20 Quarterly Fee	202.50*			1000 460442	300		101000		
6	37099 05/05/20 4/20-6/20 Quarterly Fee	202.50			1000 411050	300		101000		
7	37099 05/05/20 4/20-6/20 Quarterly Fee	76.11*			1000 430200	300		101000		
8	37099 05/05/20 4/20-6/20 Quarterly Fee	76.11			5210 430500	300		101000		
9	37099 05/05/20 4/20-6/20 Quarterly Fee	76.14			5310 430600	300		101000		
10	37099 05/05/20 4/20-6/20 Quarterly Fee	76.14*			5410 430830	300		101000		
190891	01201 U S BANK	93,977.50								
	Fire Hall Bond									
1	1596408 05/11/20 G O Bonds. Ser06 - Prin	90,000.00			3035 490100	610		101000		
2	1596408 05/11/20 G O Bonds. Ser06 - Int	3,977.50			3035 490100	620		101000		
190892	01201 U S BANK	44,003.75								
1	1596409 05/11/20 2012 Sidewalk SID-Principal	40,000.00			2550 490528	610		101000		
2	1596409 05/11/20 2012 Sidewalk SID-Interest	4,003.75			2550 490528	620		101000		

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190893	01700 ORKIN, INC	101.18						
1	197609963 04/24/20 CFD-5/20 Service	101.18*		32335	1000 420400	300	101000	
190894	01736 MUNICIPAL EMERGENCY SERVICES INC	62.00						
1	1450698 04/23/20 CFD-Fresh Gear Disinfectant	62.00*		32334	1000 420400	200	101000	
190895	00047 BEN TAYLOR INC	220.27						
1	23296 04/28/20 RFD-4/20 Fuel	220.27		32338	1000 420401	230	101000	
190896	02045 NAPA AUTO PARTS	48.87						
1	131273 04/09/20 CFD-Disp Gloves	54.95*		32336	1000 420400	200	101000	
2	132016 04/28/20 CFD-Filters	41.50*		32336	1000 420400	200	101000	
3	03/31/20 Credit on Statement	-47.58*		32336	1000 420400	200	101000	
190897	00088 CARQUEST AUTO PARTS	18.99						
1	2567307836 04/13/20 CFD-Terry Towels	18.99*		32339	1000 420400	200	101000	
190898	02334 BEN TAYLOR INC.	69.97						
1	678729 04/06/20 RFD-Oil	42.60*		32337	1000 420401	200	101000	
2	678748 04/14/20 RFD-4/20 Fuel	27.37		32337	1000 420401	230	101000	
190899	01345 STERLING CODIFIERS	308.00						
1	276 04/22/20 S-1 Supplement Ord 838 & 839	77.00			1000 410550	300	101000	
2	276 04/22/20 S-1 Supplement Ord 838 & 839	77.00			5210 430570	300	101000	
3	276 04/22/20 S-1 Supplement Ord 838 & 839	77.00			5310 430670	300	101000	
4	276 04/22/20 S-1 Supplement Ord 838 & 839	77.00			5410 430870	300	101000	
190900	00312 HELENA SAND & GRAVEL INC	1,113.40						
1	527702-SW 05/04/20 Repair Sidewalk-Storm Water	1,113.40			5720 430246	950 2283	101000	
190901	26782S 02335 CINTAS CORPORATION	104.96						
1	5016247388 03/19/20 Restock Medicine Cabinet-S	104.96*		32713	1000 430200	200	101000	
190902	26783S 02529 TOOLE COUNTY COMMUNITY	10,000.00						
1	05/14/20 Toole County Forward	10,000.00*			2399 470320	755	101000	
190903	00088 CARQUEST AUTO PARTS	209.70						
1	2567309165 05/12/20 Gloves	11.89*		32735	1000 430200	200	101000	
2	2567308624 04/30/20 Gloves	33.42*		32735	1000 430200	200	101000	
3	2567307376 04/01/20 Grease Gun	76.93		32735	5410 430830	200	101000	
4	2567307454 04/03/20 Assembly Hose	74.09*		32735	1000 430200	200	101000	
5	2567307706 04/09/20 Marine Top Post Term	4.68*		32735	1000 430200	200	101000	
6	2567309012 05/07/20 Ball Joint	8.69*		32735	1000 430200	200	101000	

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190904	-98493E 02435 POOLWEB	569.00							
1	05/12/20 UV System Lamp 55 Watts	569.00*		32734	1000 460445	200	101000		
190905	01780 MONTANA BROOM & BRUSH	343.18							
1	1426664 05/06/20 Comet/Tissue/Roll Towel/Liner	308.20		32732	1000 460430	200	101000		
2	1429337 05/20/20 Foaming Alcohol Sanitizer	34.98*		32761	1000 460442	200	101000		
190906	00034 NORMONT EQUIPMENT CO	2,866.00							
1	22306 04/22/20 Cold Patch	1,120.00		32718	2500 430200	200	101000		
2	22307 04/22/20 Gas Cut Off Saw/Blade	1,367.00*		32718	5210 430500	200	101000		
3	22447 05/07/20 Sweeper Broom	379.00		32718	2500 430200	200	101000		
190907	02335 CINTAS CORPORATION	259.86							
1	5017127923 05/12/20 Restock Medicine Cabinet-S	53.86*		32731	1000 430200	200	101000		
2	5017371108 05/22/20 Hand Sanitizer	206.00*		32759	1000 460442	200	101000		
190908	02412 CORE & MAIN	2,206.50							
1	M289368 05/01/20 Hydrant Repair Kits	1,756.37*		32727	5210 430500	200	101000		
2	M245705 05/01/20 Pump Repair Kit	450.13*		32727	5210 430500	200	101000		
190909	01778 SUPERIOR MACHINE & WELDING	992.50							
1	63627 05/04/20 Align Wellfield Pumps	992.50		32726	5210 430500	300	101000		
190910	00037 NORTHWEST PIPE FITTINGS INC	279.02							
1	2310891 05/04/20 Adapter/Chamfer Tool/Poly Pip	192.27*		32725	5210 430500	200	101000		
2	2310892 05/11/20 Hydrant Oil	86.75*		32742	5210 430500	200	101000		
190911	00027 MARKS TIRE & ALIGNMENT	85.00							
1	60344 04/15/20 Flat Repair	65.00*		32724	5410 430830	300	101000		
2	60368 04/17/20 Flat Repair	20.00*		32724	1000 430200	300	101000		
190912	01863 PURE BLISS CYCLE INC	68.37							
1	42438 04/09/20 Air Filter	19.79*		32723	1000 430200	200	101000		
2	42324 04/01/20 Filters	48.58*		32723	1000 430200	200	101000		
190913	02530 NORTHWEST LININGS & GEOTEXTILE	1,003.61							
1	82516 04/23/20 PermeaTex-Woven Geotextile	1,003.61		32722	2500 430200	200	101000		
190914	00357 APPLEY REPAIR	154.90							
1	9654 04/30/20 2014 Garbage Truck Repair	154.90*		32721	5410 430830	300	101000		

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190915	00083 MARIAS HEALTHCARE	133.50						
1	04/30/20 (2)Drug & Alcohol Tests	133.50*		32719	1000 430200	300	101000	
190916	01724 RAILROAD MANAGEMENT COMPANY III	258.95						
	8" Water Pipeline Crossing Rent 8/1/20-7/31/21 License #304431							
1	417770 04/16/20 8" Water Pipeline Cross Rent	258.95		32717	5210 430500	300	101000	
190917	01700 ORKIN, INC	105.80						
1	197610575 05/20/20 Civic Center 5/20 Service	105.80*		32613	1000 460442	300	101000	
190918	00041 SHELBY PROMOTER	72.00						
1	SL202004 05/13/20 Water System PER/TSEP Grant	72.00			5210 430500	300	101000	
190919	02462 LITTRELL ELECTRIC LLC	593.18						
1	873 05/04/20 4th Cell Emergency Shutoff	593.18		32720	5310 430601	950 2282	101000	
190920	-98492E 01230 ALBERTSONS	14.99						
1	05/14/20 Clorox Wipes	3.74		32460	1000 411202	200	101000	
2	05/14/20 Clorox Wipes	3.75*		32460	5210 430520	200	101000	
3	05/14/20 Clorox Wipes	3.75		32460	5310 430620	200	101000	
4	05/14/20 Clorox Wipes	3.75		32460	5410 430820	200	101000	
190921	01946 ALL SEASON HEATING & AIR	69.77						
1	37449 05/11/20 CFD-Filters	69.77*		32340	1000 420400	200	101000	
190922	01125 MT DEQ/PERMITTING & COMPLIANCE	140.00						
	Correa #8300 - Roark #5129							
1	5R2001202 05/05/20 Drinking Water Renewal-Corr	30.00		32743	5210 430500	300	101000	
2	5R2001202 05/05/20 Wastewater Renewal-Correa	40.00		32743	5310 430600	300	101000	
3	5R2000111 05/05/20 Drinking WaterRenewal-Roark	30.00		32743	5210 430500	300	101000	
4	5R2000111 05/05/20 Wastewater Renewal-Roark	40.00		32743	5310 430600	300	101000	
190923	00047 BEN TAYLOR INC	3,646.36						
1	50747 04/03/20 UV Plant Propane	577.50			5210 430500	230	101000	
2	23103 04/28/20 4/20 Fuel	31.83*		32736	1000 430200	230	101000	
3	23103 04/28/20 4/20 Fuel	249.79*		32736	1000 430200	230	101000	
4	23103 04/28/20 4/20 Fuel	16.19*		32736	1000 430200	230	101000	
5	23103 04/28/20 4/20 Fuel	103.13*		32736	1000 430200	230	101000	
6	23103 04/28/20 4/20 Fuel	85.00*		32736	1000 430200	230	101000	
7	23103 04/28/20 4/20 Fuel	393.39		32736	5410 430830	230	101000	
8	23103 04/28/20 4/20 Fuel	92.19*		32736	1000 430200	230	101000	
9	23103 04/28/20 4/20 Fuel	174.17		32736	5210 430500	230	101000	
10	23103 04/28/20 4/20 Fuel	193.78*		32736	1000 430200	230	101000	
11	23103 04/28/20 4/20 Fuel	347.77		32736	5410 430830	230	101000	

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12	23103	04/28/20 4/20 Fuel		114.46*		32736	1000		430200	230		101000
13	23103	04/28/20 4/20 Fuel		216.17*		32736	1000		430200	230		101000
14	23103	04/28/20 4/20 Fuel		31.85		32736	1000		420500	230		101000
15	23103	04/28/20 4/20 Fuel		36.12		32736	1000		440600	230		101000
16	23103	04/28/20 4/20 Fuel		21.41*		32737	1000		430200	230		101000
17	227606	04/07/20 Paint/Liner/Tape/Sandpaper/Raz		617.05*		32738	1000		460442	200		101000
18	227243	04/01/20 Hog Rings/Tape		31.24*		32738	5410		430840	200		101000
19	226808	04/01/20 Icemelt		35.98*		32738	1000		430200	200		101000
20	228713	04/20/20 Ply Fem Ada		2.79*		32738	1000		430200	200		101000
21	228732	04/20/20 H2 Under Wtr E		8.99*		32738	1000		430200	200		101000
22	228032	04/13/20 Wht En 12oz		21.96*		32738	1000		430200	200		101000
23	228010	04/11/20 Wht En 12oz/Blk Ena		32.94*		32738	1000		430200	200		101000
24	228888	04/21/20 Screws/Fasteners		0.69*		32738	1000		430200	200		101000
25	228391	04/17/20 Glue/Foam/Tb n Tile/Tungsten		38.96*		32738	1000		430200	200		101000
26	228227	04/15/20 Screws/Fasteners		18.36*		32738	1000		430200	200		101000
27	226898	04/01/20 Form a Gasket		15.98*		32738	5210		430500	200		101000
28	229593	04/28/20 PJ Cmfd 8fl oz		11.98*		32738	5210		430500	200		101000
29	229585	04/28/20 Mineral Oil		9.58*		32738	5210		430500	200		101000
30	228084	04/13/20 Mask		6.52*		32738	1000		460445	200		101000
31	228116	04/14/20 Gd Cov 3pk/Brush		34.97*		32739	1000		460445	200		101000
	228118	04/14/20 Pipe/Drill Bit/Adapter/Elbow		53.64*		32739	1000		460445	200		101000
	229036	04/23/20 Gd Cov 3pk		19.98*		32739	1000		460445	200		101000
190924		02412 CORE & MAIN		2,614.67								
1	M269959	05/06/20 Vogelsang Grinder Maint Cover		2,614.67		32744	5310		430601	900		101000
190925		02531 WEISGRAM CONCRETE & CONSTRUCTION		2,323.00								
1	702606	04/04/20 Pool Gutter Finishing		2,323.00*		32741	1000		460445	900		101000
190926	26785S	02529 TOOLE COUNTY COMMUNITY		10,000.00								
1	05/20/20	Toole County Forward		10,000.00*			2399		470320	755		101000
190927	26786S	01329 CITY OF SHELBY		372.34								
1	05/21/20	Emergency Disaster Assistance		372.34			7061		420760	710		101000
190928		02034 MDS SUPPLY INC		28.50								
1	320899	05/18/20 Caulking		28.50*		32745	1000		460445	200		101000
190929		00117 QUILL CORPORATION		304.96								
1	7099086	05/20/20 Notes/Puffs/Step File/Folder		42.95		32461	1000		410550	200		101000
2	7099086	05/20/20 Notes/Puffs/Step File/Folder		42.95		32461	5210		430570	200		101000
3	7099086	05/20/20 Notes/Puffs/Step File/Folder		42.96		32461	5310		430670	200		101000
4	7099086	05/20/20 Notes/Puffs/Step File/Folder		42.96		32461	5410		430870	200		101000
5	7102076	05/20/20 Folder 2 Pocket Legal		20.80		32461	1000		410550	200		101000
6	7102076	05/20/20 Folder 2 Pocket Legal		20.80		32461	5210		430570	200		101000

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7	7102076 05/20/20 Folder 2 Pocket Legal	20.79		32461	5310 430670	200		101000	
8	7102076 05/20/20 Folder 2 Pocket Legal	20.79		32461	5410 430870	200		101000	
9	7073551 05/20/20 File Organizer	3.35		32461	1000 410550	200		101000	
10	7073551 05/20/20 File Organizer	3.35		32461	5210 430570	200		101000	
11	7073551 05/20/20 File Organizer	3.35		32461	5310 430670	200		101000	
12	7073551 05/20/20 File Organizer	3.35		32461	5410 430870	200		101000	
13	7099907 05/20/20 Paper Clips/Project Planner	5.08		32462	1000 410550	200		101000	
14	7099907 05/20/20 Paper Clips/Project Planner	5.08		32462	5210 430570	200		101000	
15	7099907 05/20/20 Paper Clips/Project Planner	5.07		32462	5310 430670	200		101000	
16	7099907 05/20/20 Paper Clips/Project Planner	5.07		32462	5410 430870	200		101000	
17	7099907 05/20/20 Mechanical Pencils	16.26*		32462	5210 430500	200		101000	
190930	-98491E 02532 1000BULBS.COM	1,283.79							
1	7263572 05/12/20 (18)LED Wall Pack Lights	1,283.79*		32733	1000 460445	200		101000	
190931	02444 GREAT FALLS FENCE	2,246.00							
1	1908 05/19/20 Materials & Fence	2,246.00*		32748	5410 430840	200		101000	
190932	01620 KLJ ENGINEERING LLC	363.78							
1	10137685 05/22/20 Rail Safety-Bidding	363.78			1000 470120	790		101000	
190933	01620 KLJ ENGINEERING LLC	2,399.07							
1	10137679 05/22/20 WW Treatment Design	2,399.07			5310 430601	950 2282		101000	
190934	01620 KLJ ENGINEERING LLC	8,349.20							
1	10137684 05/22/20 Humic Water Main Extension	8,349.20			5210 430501	950 2284		101000	
190935	01620 KLJ ENGINEERING LLC	2,130.64							
	NCMRWA Grant								
1	10137847 05/22/20 Wellfield Improvements	2,130.64			5210 430501	950 2285		101000	
190936	01620 KLJ ENGINEERING LLC	36,919.33							
	NCMRWA Grant								
1	10137848 05/22/20 Wellfield Improvements	36,919.33			5210 430501	950 2285		101000	
190937	00091 CLIFF'S TOWING	100.00							
1	7190 05/26/20 Tow Dodge Van	100.00		31037	1000 420500	300		101000	
190938	02045 NAPA AUTO PARTS	237.36							
1	132575 05/08/20 Purple Power	32.98*		32750	1000 430200	200		101000	
2	133105 05/18/20 Connector	10.99*		32750	1000 430200	200		101000	
3	131501 04/16/20 20V 5 AH Batt Dbl Pk	149.00*		32750	1000 430200	200		101000	
4	132438 05/05/20 Floor Dri/Clamp/Filter	44.39*		32750	1000 430200	200		101000	

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190939	00702 MONTANA SIGN CO	1,000.00						
1	7622 04/29/20 (2)4x8 Welcome To Shelby Signs	1,000.00			1000 460430	200	101000	
190940	00025 HILINE REDI-MIX LLC	954.69						
	Resolution #1992							
1	05/15/20 Sidewalk Program(Leavitt Ins)	954.69*			1000 430200	200	101000	
190941	-98489E 02488 AVERY PRODUCTS	50.33						
1	100716370 05/22/20 Mailing Seals	12.58		32463	1000 410550	200	101000	
2	100716370 05/22/20 Mailing Seals	12.58		32463	5210 430570	200	101000	
3	100716370 05/22/20 Mailing Seals	12.59		32463	5310 430670	200	101000	
4	100716370 05/22/20 Mailing Seals	12.58		32463	5410 430870	200	101000	
190942	26788S 00144 POSTMASTER	348.38						
1	05/27/20 6/20 Newsletter - 1176	87.10			1000 410240	310	101000	
2	05/27/20 6/20 Newsletter - 1176	87.10			5210 430514	310	101000	
3	05/27/20 6/20 Newsletter - 1176	87.09			5310 430614	310	101000	
4	05/27/20 6/20 Newsletter - 1176	87.09			5410 430814	310	101000	
43	26789S 00113 DNRC	250.00						
1	05/27/20 RRGL Application Fee	250.00			5210 430500	300	101000	
190944	00049 TRACTOR & EQUIPMENT CO	1,112.08						
1	388862 05/21/20 Hose/Seal	153.58*		32754	5410 430840	200	101000	
2	388733 05/19/20 Hose/Seal	151.51*		32754	5410 430840	200	101000	
3	388594 05/15/20 Hose/Seal	153.58*		32754	5410 430840	200	101000	
4	389008 05/27/20 Element/Filter	653.41*		32754	5410 430840	200	101000	
190945	01866 SHELBY PAINT AND HARDWARE	137.52						
1	68028 04/23/20 Lock/Chain	27.97		32758	5310 430600	200	101000	
2	68106 04/29/20 Plumbing Part	3.99		32758	1000 460430	200	101000	
3	68177 05/06/20 Garden Stakes	4.30*		32758	1000 430200	200	101000	
4	68145 05/04/20 Masking Tape	25.44*		32758	1000 460445	200	101000	
5	68275 05/12/20 Spray Paint/Stripping Pads	36.43*		32758	1000 460442	200	101000	
6	68243 05/18/20 Air Filter/Oil	13.48		32758	1000 460430	200	101000	
7	68305 05/18/20 Tape/Outlet Covers	25.91*		32758	1000 460442	200	101000	
190946	01946 ALL SEASON HEATING & AIR	14,237.50						
	Council Approved Pool Exhaust 6/3/19							
1	37501 05/18/20 Final Pool Exhaust System	9,762.50*		32755	1000 460445	900	101000	
2	37495 05/15/20 Install Lennox Unit Heater	4,475.00*		32755	1000 460445	300	101000	

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190947	01866 SHELBY PAINT AND HARDWARE	231.53						
1	68196 05/08/20 CFD-Smoke Detectors/Locks	152.64*		32341	1000 420400	200	101000	
2	68306 05/18/20 CFD-Potting Soil	51.92*		32341	1000 420400	200	101000	
3	14203 05/19/20 CFD-Plant Food	26.97*		32341	1000 420400	200	101000	
190948	01752 NORTHTOWN DRUG	164.55						
1	67204 04/28/20 HP 61XL Black & Color Ink	100.09			1000 420500	200	101000	
2	69772 05/26/20 (4)Brother Ink Cartridges	64.46*			1000 460442	200	101000	
190949	00703 RECREATION SUPPLY CO	126.54						
1	385340 05/28/20 Epoxy Blue Ice Gallon	126.54*		32762	1000 460445	200	101000	
190950	-98488E 01571 KIEFER	131.55						
1	1000041015 05/27/20 Life Guard Tees/Lanyards	131.55*		32752	1000 460445	200	101000	
# of Claims 88		Total: 353,103.43						
Total Electronic Claims		3,887.40	Total Non-Electronic Claims		349216.03			

05/29/20
09:51:21

CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 5/20

Page: 13 of 13
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$72,195.52
2399 REVOLVING LOAN	
101000 Cash-Operating	\$43,000.00
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,873.66
2500 STREET MAINTENANCE DISTRICT NO. 1	
101000 Cash-Operating	\$2,502.61
2550 2012 CURB GUTTER & SIDEWALK SID	
101000 Cash-Operating	\$44,003.75
3035 2006 FIRE HALL G.O.B.	
101000 Cash-Operating	\$93,977.50
5210 WATER UTILITY	
101000 Cash-Operating	\$64,943.59
5310 SEWER UTILITY	
101000 Cash-Operating	\$14,573.07
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$12,121.45
5720 STORM DRAINAGE	
101000 Cash-Operating	\$1,113.40
7061 LOCAL DISASTER RELIEF	
101000 Cash-Operating	\$638.88
7427 SPECIALTY LICENSE PLATES (SHELBY)	
101000 Cash-Operating	\$160.00
Total:	\$353,103.43

Building Inspector Report May 2020

/2020

Permit	Date	Zone	Name	Addition	Block	Lot	Address	Permit For	Evaluation	FEE
4406	5/12/2020	LDR	John Nichols	Johnsons 1st	42	1-3	805 1st St N	zoning-fence on blvd	NA	36.00
4407	5/13/2020	LDR	Scott Seifert	Nob Hill	55	W2 7&8	735 5th St S	zoning-fence on blvd	NA	36.00
4408	5/18/2020	LDR	Dusty Smith	Johnsons 2nd	22	8	1111 2nd St S	zoning-fence	NA	24.00
									\$ -	\$ 96.00

3 Permits issued this Month

Job Evaluation Totals	TOTALS
--------------------------------------	---------------

FISCAL YTD TOTALS	
Number of Permits	21
Permit Fees	\$ 10,258.00
Total Job Values	\$ 1,304,500.00

SAFETY COMMITTEE MEETING

May 20, 2020

10:00 a.m.

Present: Mayor Gary McDermott and Councilmember Bill Moritz; City Hall-Jade Goroski and Tammy Pederson.

The minutes from the last meeting were reviewed.

Discussion was held on the following items:

- The curbs on the Albertsons corner and Montana Ave have not been replaced from the stormwater project.
- Street potholes need to be filled in on 1st Ave SE.
- The swimming pool ventilation is completed.

The next meeting will be held Wednesday, June 17, 2020 @ 10:00 a.m. at City Hall.

Meeting adjourned at 10:30 a.m.

Reported by Tammy Pederson

MINUTES OF THE PARK & RECREATION COMMITTEE

May 26, 2020

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

Civic Center Facility Manager Report:

Jessi was unable to attend the meeting, but sent an email which is attached.

Lorette did report, Rob Tasker has finished the majority of painting at the Civic Center. He has still to install the refinished bleacher seats; coat hooks; and re-finished lockers. Eric mentioned he is in contact with a couple students who are interested in doing some murals in the teen room. He will work with Jessi on this. Luis reported, the facility has hand sanitizer stations in the facility and has rearranged the treadmill room to allow spacing. The facility is also limiting the number of people in the weight room at any one time as well as gym floor. The facility is currently open to only those with current passes/fobs.

City Facilities:

Swimming Pool: Luis reported the pool renovations are complete and the pool is filled. Staff are monitoring for any leaks or mechanical issues while the pool is heating. Lifeguards (12) have been hired and will be training June 5th and 6th. The pool will be available for swim team practice June 1 and an 8th grade graduation celebration June 3rd. The plan is to open the pool to the public on Monday, June 8th. Luis hopes to have the Splash Park open by June 1st. The play equipment is in and everything is working. Staff needs to mow the park. We will need to get flowers planted in the planters in the Splash Park. A pool schedule is attached and also included in the June newsletter.

It was suggested we install lockers in the bathrooms to allow patrons to lock their belongings while swimming.

Kristen reported on swim team activities. The swim camp and Shelby meet have both been cancelled. Several towns may not have regular pool hours this summer and may not host meets, so the swim team is waiting to find out about their summer schedule. They are planning swim team signups and clean up night this week. The team has set up guidelines for the team including keeping sick kids home; 3 sessions of swim team in order to keep numbers within the Governor's directives; social distancing on the pool deck and bathhouse; and dressing at home.

Roadrunner Recreation Trail: Luis reported the trail edges have been mowed. The City crew is working on the old straw bales in the tree farm area. Unfortunately, the City did not receive funding to complete trail sealing this summer. Mayor McDermott and Lorette spoke on the potential for a single-track bike trail system around the trail system. Council member Aaron Heaton had asked the City to look into the bike trail idea. Jade has spoken with Dr. Allan Bridge, an avid biker who originally presented the idea to Mayor McDermott. He felt a professional trail designer would be needed to map trails. Local biking enthusiasts would then put in the labor/time to develop the trails. Jade is following up on this idea.

Lake Shel-oole: Lorette reported the welcome signage for the north entrance into Shelby at Lake Shel-oole Campground have arrived and we are waiting for City workers to find time to begin installation.

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. The Tri-Angler group may host a Family Fishing Day on Sunday, June 21st.

Tree Board:

The City advertised for Shelby Community Cleanup Days May 27th and May 28th. Marias Medical Center and Shelby Swim Team did offer to cleanup around their facilities.

Trees will be delivered to Shelby, June 3rd to complete tree replacement in the Splash Park; East entrance; and Fire Hall.

The City did offer a tree pickup from Great Falls nurseries for purchased trees by community members as part of our Arbor Day/Urban Forestry Development grants but no one took advantage of it.

Other Business

Luis reported the parks crew will start this week part-time with school schedules.

Luis and Mayor McDermott both commented on how nice the parks look that Jonas Sprinklers has begun fertilizing last year. The City may want to consider adding fertilizing plans to other parks next year.

Mayor McDermott asked about creating a Team Pass sponsorship that area businesses could fund for groups of kids to use the Civic Center to play basketball. Gary will work with Jessi on this idea.

Kristen discussed the idea of a citizen discount for those local residents who would like to pull their trailers/tents out to Lake Shel-oole Campground for an evening. The current \$25.00 nightly rate is in place to not undercut local commercial RV Parks. Lorette will bring this idea to council for consideration.

From: Shelby Civic Center <jessi@shelbymt.com>
nt: Wednesday, May 27, 2020 5:28 PM
ro: shbcdc@3rivers.net
Subject: civic center notes may 26th 2020

Parks & Recs Members,

I do apologize for missing our meeting Tuesday night, I'm still in the process of adjusting back to work after surgery. As of today we've been open for 2 days now and it has been very busy with issuing new fobs, passes and going over guidelines. Tuesday we had issues with our phone system being down and 3rivers had to come assist the situation. During the hours they were here the internet system was effected that caused problems without door system and the ability for certain fobs not to have access. I have been working with the Kenco company since this morning and they are sending a technician out of Friday to help assist the problem before the weekend. The social distancing and cleaning have been a challenge considering we only have Carrie for 8-9 hrs per week. I am currently restrictions from the doctor until he clears me to go back to full duties. Doctor Hooker from the clinic has been volunteering his times to wipe down equipment in all rooms in the morning and afternoon when he comes. I've been informing everyone that enters to disinfect everything before and after everything they have touched and used. I did discuss with Lorette this morning about changing the age limit of students that are here during office hrs vs. after hrs. During hrs will be anyone under the age of 14 need to be supervised. After hrs, anyone under the age of 16 need to be supervised. Hopefully this will lower the cost and time it takes to replace damage around the civic center.

For summer plans, I am still working on having movie day once a week. As soon as next week I will be able to have more details on days and times. Next Thursday June 4th the Blood Draw will be back at the Civic Center. They will be providing sack lunches to the public that donors will have to grab on their way out of the building. Other that, the Civic Center has been quite the hit with everyone enjoying the new look and happy to be back.

If anyone has any questions please don't hesitate to contact me through email.

Thanks,
Jessi

Civic Center ♦ Swim Pool

MONTHLY PASS PRICE *prices are prorated by the day so check for daily cost.

	Child (3-8)	Student (9-17)	Adult (18 & over)	Family
Civic Center or Pool	\$30.00	\$35.00	\$40.00	\$45.00
Civic Center & Pool	\$45.00	\$50.00	\$55.00	\$60.00
Walking Pass	\$30.00 per year			
Lap/Water Aerobics Pass	\$20.00 per month			

CIVIC CENTER

669 Park Ave • 434-5114

Monthly Passes Available or \$4 per Use Fee

Weight Room • Gym • Teen Center • Cardio Rooms • Racquetball Courts

SWIM POOL

121 12th Ave N • 434-5311 • Call to schedule a party & for info on swim lessons!

HOURS	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM		CLOSED (CLEANING)	CLOSED SWIM TEAM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	
7:30-10:30		CLOSED	SWIM LESSONS	SWIM LESSONS	SWIM LESSONS	SWIM LESSONS	
10:30-12:00		CLOSED	SWIM LESSONS	SWIM LESSONS	SWIM LESSONS	SWIM LESSONS	
PM	OPEN SWIM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	CLOSED SWIM TEAM	OPEN SWIM
12:00-1:00	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM
1:00-5:00	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM
5:00-6:00	CLOSED	LAP SWIMMING/ AEROBICS	LAP SWIMMING/ AEROBICS	LAP SWIMMING/ AEROBICS	LAP SWIMMING/ AEROBICS	OPEN SWIM	CLOSED
6:00-8:00	CLOSED	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	OPEN SWIM	CLOSED



PARK HOURS

OPEN DAILY • 8 AM - 8 PM

COMMITTEE REPORTS

- Update Park & Recreation
- Minutes of Safety Committee Meeting, 3/18/2020

CITY ATTORNEY

- Ordinance No. 841 re: Authorizing Mayor to Declare an Emergency
KIMMET MADE A MOTION TO APPROVE THE ORDINANCE WITH NOTED CHANGES. SECONDED BY MORITZ. VOTE AYES - TUSTIAN, KIMMET, HEATON, FLESCHE, MORITZ, CLARK. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Declaration of Emergency
Mayor McDermott declared an emergency at 6:52pm
- Ballot Language - Prohibiting Hand Held Devices While Driving

CITY FINANCE OFFICER

- Payroll Expense by Department 3/2020
- Health Insurance Rates
KIMMET MADE A MOTION TO APPROVE THE INCREASE. SECONDED BY MORITZ. VOTE AYES - TUSTIAN, KIMMET, HEATON, FLESCHE, MORITZ, CLARK. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

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.
- Community Pond Program Boat Dock Bid Approval
KIMMET MADE A MOTION TO APPROVE SUNRISE DOCK'S BID. SECONDED BY CLARK. VOTE AYES - TUSTIAN, KIMMET, HEATON, FLESCHE, MORITZ, CLARK. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- Notice to Proceed - Downtown Shelby Historic Preservation Plan
MORITZ MADE A MOTION TO AUTHORIZE THE NOTICE TO PROCEED. SECONDED BY KIMMET. VOTE AYES - TUSTIAN, KIMMET, HEATON, FLESCHE, MORITZ, CLARK. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

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 the Mayor exercises his authority under Sections 6 and 7 of this Ordinance, then he will inform the Council of his action(s) and reason(s) as soon as practical by the most practical means available such as by council meeting, telephonically, by email, or other means.

Section 9: 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 10: 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.

APPROVED:

Gary W. McDermott, Mayor

ATTEST:

Jade Goroski, Finance Officer

CITY OF SHELBY

PAYROLL EXPENSE BY DEPARTMENT - 5/2020

CITY HALL	29,143.65
ELECTED OFFICIALS (Mayor & Council)	9,381.39
PARK & RECREATION	6,046.78
PUBLIC WORKS	66,780.35
VOLUNTEERS (Animal Shelter & Firemen)	165.44
- Workers Comp expense only	
TOTAL PAYROLL EXPENSE	\$ 111,517.61

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

Jade Goroski

m: Chad Larson <chaddyhaddy@yahoo.com>
Sent: Tuesday, May 19, 2020 10:54 AM
To: Jade Goroski
Subject: Re: Vehicle Purchase

Good morning Jade

Here are the prices for you.

All specs will be the exact same as the last quote except one is crew cab with 8' box and one is regular cab with 8' box. The only addition is all will have a spray in bed liner now too.

F-250 XL Crew cab with 8' box
MSRP-\$44,850
Sale price with fleet discount-\$33,169
Documentation Fee-\$299
Final Price-\$33,468

F-250 XL Regular cab with 8' box
MSRP-\$40,490
Sale price with fleet discount-\$29,913
Documentation fee-\$299
Final price-\$30,212

I also found another fleet discount on the original one I quoted so the prices I gave you on the F-250 XL crew cab with 6.5' box have gotten better so here are the new prices

F-250 XL Crew cab with 6.5' box
MSRP-\$44,640
Sale price with fleet discount-\$32,982
Documentation Fee-\$299
Final Price-\$33,281

Hope this helps. Please let me know if you have any questions or need anything else from me. Thanks a bunch!

Chad Larson
Northern Ford
406-873-5541
406-471-0735 (cell)

Tuesday, May 19, 2020, 06:58:43 AM MDT, Jade Goroski <jade@shelbymt.com> wrote:

Hey Chad,

Can you quote the exact same truck with an 8' bed and also a regular cab with the same options and an 8' bed. Once I have those numbers council will choose to purchase one at our June 1 meeting.

Jade Goroski

Finance Officer

City of Shelby

112 1st Street South

Shelby, MT 59474

406.434.5222

Randy Richmond

Sunburst, MT

Sales Receipt

Sold to: Shelby Volunteer Fire Department
Shelby, MT

1	CET 23 HP Fire Pump	\$3000.00
5	Task Force Nozzles @ \$250 each	\$1250.00
1	Blitzfire Ground Monitor	\$1500.00
5	3" Fire Hose @ \$50 each	\$250.00

Total		\$6000.00
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