

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
July 7, 2025
6:30 P.M.

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

POLICY ON CONDUCT AND MANNER OF ADDRESSING COUNCIL

APPROVAL OF MINUTES

- Regular Council Meeting, 6/16/25 (pgs. 5-7)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

CLAIMS REPORT 6/30/2025 (pgs. 8-21)

COMMITTEE REPORTS

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CITY FINANCE OFFICER

- Recommendation to Award – Backup Generators (pgs. 22-28)
- Contract for Janitorial Services (pgs. 29-31)
- 3 Yard Containers (pg. 32)

CITY ATTORNEY

- Resolution No. 2105 re: Board of Adjustment & Zoning Commission (pg. 33)
- Resolution No. 2106 re: Approving Modification of Real Estate Purchase Agreement for 634 Granite Ave (pgs. 34-36)

CITY SUPERINTENDENT

OTHER MATTERS

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ADJOURN

CITY OF SHELBY MEETING SCHEDULE

July 7, 2025

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

July 14, 2025

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

July 21, 2025

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

July 28, 2025

- ~~6:30 p.m. **Park & Recreation Meeting**~~
~~(Mayor, Superintendent, Frydenlund, Kimmet)~~

City Council Packet Listing

A. Agenda

B. Agenda Items

1. Minutes of Regular Council Meeting, 6/16/25
2. Claims Report, June 2025
3. 6/24/25 Letter from Great West Engineering & Memorandum re: Recommendation to Award - Backup Generators
4. 7/1/25 Contract for Janitorial Services
5. 7/1/25 Quote from SWS Equipment re: 3 Yard Containers
6. Resolution No. 2105 re: Board of Adjustment & Zoning Commission
7. Resolution No. 2106 re: Approving Modification of Real Estate Purchase Agreement for 634 Granit Ave

C. Correspondence

1. 5/21/25 Thank you to Sons of Norway
- 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
June 16, 2025

Mayor McDermott called the meeting to order at 6:30 p.m.
Present were: Lyle Kimmet, Jayce Yarn, Joe Flesch, Sanna Clark,
Pat Frydenlund and Bill Moritz, Council Members; Jade Goroski,
Finance Officer; Eric Kary, City Superintendent; Logan Fehler,
City Attorney. Absent & Excused: None.

Other citizens present: Erik Tokerud.

PLEDGE OF ALLEGIANCE

POLICY ON CONDUCT AND MANNER OF ADDRESSING COUNCIL

OPEN PUBLIC HEARING

Mayor McDermott opened the public hearing at 6:30 p.m.

- Zoning Recently Annexed Property

APPROVAL OF MINUTES

- Regular Council Meeting, 6/2/2025
KIMMET MADE A MOTION TO APPROVE THE 6/2/2025 MINUTES.
SECONDED BY CLARK. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

APPEARANCE REQUESTS

- AGENDA ITEMS -
- NON-AGENDA ITEMS -

COMMITTEE REPORTS

- Law Enforcement -

CLOSE PUBLIC HEARING

Mayor McDermott closed the public hearing at 6:37 p.m.

CITY FINANCE OFFICER

1. City Judge's Report, 5/31/2025
2. Bank Account Report, Budget Year to Date, Vendor Summary,
Enterprise Funds, Statement of Expenditures, Revenues, Cash
Flow Report, 5/31/2025
MORITZ MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY
KIMMET. VOTE AYES - MORITZ, KIMMET, YARN, FRYDENLUND,
FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

3. Landfill Compactor Purchase
MORITZ MADE A MOTION TO APPROVE PURCHASE FOR \$644,950.
SECONDED BY FRYDENLUND. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCH, CLARK. NOES - NONE. ABSENT - NONE.
4. Loan Application
FLESCH MADE A MOTION TO APPROVE THE \$516,000 LOAN
APPLICATION FOR THE COMPACTOR PURCHASE. SECONDED BY
MORITZ. VOTE AYES - MORITZ, KIMMET, YARN, FRYDENLUND,
FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

CITY ATTORNEY

- Updates to Personnel Policy
FLESCH MADE A MOTION TO APPROVE THE UPDATE REGARDING GPS
MONITORING IN VEHICLES. SECONDED BY KIMMET. VOTE AYES -
MORITZ, KIMMET, YARN, FRYDENLUND, FLESCH, CLARK. NOES -
NONE. ABSENT - NONE.
- Employee Safety Memo
MORITZ MADE A MOTION TO APPROVE DEPARTMENT HEADS TO
DISTRIBUTE THE SAFETY MEMO. SECONDED BY KIMMET. VOTE AYES
- MORITZ, KIMMET, YARN, FRYDENLUND, FLESCH, CLARK. NOES -
NONE. ABSENT - NONE.
- Resolution No. 2014 re: Designating Recently Annexed
Property as Rural Residential.
FRYDENLUND MADE A MOTION TO APPROVE THE ZONING RESOLUTION.
SECONDED BY MORITZ. VOTE AYES - MORITZ, KIMMET, YARN,
FRYDENLUND, FLESCH, CLARK. NOES - NONE. ABSENT - NONE.

CITY SUPERINTENDENT

Eric provided an update on the projects the crew is working on.

OTHER MATTERS

ADJOURN

AT 7:37 P.M. FLESCH MADE A MOTION TO ADJOURN THE MEETING.
SECONDED BY FRYDENLUND. VOTE AYES - MORITZ, KIMMET, YARN, FLESCH,
CLARK, FRYDENLUND. NOES - NONE. ABSENT - NONE.

Gary McDermott, Mayor

ATTEST:

Jade Goroski, Finance Officer

07/03/25
09:43:05

CITY OF SHELBY
Claim Details
For the Accounting Period: 6/25

Page: 1 of 14
Report ID: AP100

* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|---|--|-------------------------|---------|-------|---------------|-------------|-----------------|
| 240901 | 02337 ADVANCED TECHNOLOGY PRODUCTS INC | | 2,381.39 | | | | | |
| 1 | 42296 06/13/25 acid magic | | 2,381.39 | | 35351 | 1000 460445 | 200 | 101000 |
| 240902 | 00400 UTILITIES UNDERGROUND LOCATION | | 64.75 | | | | | |
| 1 | 5055109 05/31/25 37 Locates for 6/25 | | 64.75* | | 35296 | 5210 430500 | 300 | 101000 |
| 240903 | 01376 ESTOP BUSINESS LICENSES | | 150.00 | | | | | |
| 1 | 30901 04/01/25 scale test/certification | | 150.00* | | 35352 | 5410 430840 | 300 | 101000 |
| 240904 | 31339S 00144 POSTMASTER | | 448.47 | | | | | |
| 1 | 06/24/25 6/25 UB Postage | | 149.49* | | | 5210 430570 | 310 | 101000 |
| 2 | 06/24/25 6/25 UB Postage | | 149.49* | | | 5310 430670 | 310 | 101000 |
| 3 | 06/24/25 6/25 UB Postage | | 149.49* | | | 5410 430870 | 310 | 101000 |
| 240905 | 00359 BLACK MOUNTAIN SOFTWARE | | 32,886.00 | | | | | |
| 1 | 6698 06/01/25 FY 25-26 Software Maintenance | | 8,221.50* | | | 1000 410550 | 300 | 101000 |
| 2 | 6698 06/01/25 FY 25-26 Software Maintenance | | 8,221.50 | | | 5210 430570 | 300 | 101000 |
| 3 | 6698 06/01/25 FY 25-26 Software Maintenance | | 8,221.50* | | | 5310 430670 | 300 | 101000 |
| 4 | 6698 06/01/25 FY 25-26 Software Maintenance | | 8,221.50* | | | 5410 430870 | 300 | 101000 |
| 240906 | 31337S 00043 SHELBY GAS ASSOCIATION | | 3,275.60 | | | | | |
| 1 | 06/10/25 6/25 Gas Bill | | 33.65* | | | 1000 411200 | 343 | 101000 |
| 2 | 06/10/25 6/25 Gas Bill | | 160.90* | | | 1000 420400 | 343 | 101000 |
| 3 | 06/10/25 6/25 Gas Bill | | 160.90* | | | 1000 420401 | 343 | 101000 |
| 4 | 06/10/25 6/25 Gas Bill | | 2,275.95* | | | 1000 460445 | 343 | 101000 |
| 5 | 06/10/25 6/25 Gas Bill | | 88.05* | | | 1000 460442 | 343 | 101000 |
| 6 | 06/10/25 6/25 Gas Bill | | 71.90 | | | 5410 430840 | 343 | 101000 |
| 7 | 06/10/25 6/25 Gas Bill | | 50.40* | | | 1000 430200 | 343 | 101000 |
| 8 | 06/10/25 6/25 Gas Bill | | 50.40 | | | 5210 430500 | 343 | 101000 |
| 9 | 06/10/25 6/25 Gas Bill | | 50.40 | | | 5310 430600 | 343 | 101000 |
| 10 | 06/10/25 6/25 Gas Bill | | 50.40 | | | 5410 430830 | 343 | 101000 |
| 11 | 06/10/25 6/25 Gas Bill | | 16.91 | | | 1000 411202 | 343 | 101000 |
| 12 | 06/10/25 6/25 Gas Bill | | 16.91 | | | 5210 430520 | 343 | 101000 |
| 13 | 06/10/25 6/25 Gas Bill | | 16.91 | | | 5310 430620 | 343 | 101000 |
| 14 | 06/10/25 6/25 Gas Bill | | 16.92 | | | 5410 430820 | 343 | 101000 |
| 15 | 06/10/25 6/25 Gas Bill | | 49.80 | | | 5210 430500 | 343 | 101000 |
| 16 | 06/10/25 6/25 Gas Bill | | 105.55* | | | 1000 460465 | 343 | 101000 |
| 17 | 06/10/25 6/25 Gas Bill | | 59.65 | | | 1000 470270 | 300 | 101000 |

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|-----------------|---|----------------|-------------------------|---------|------|---------------|-------------|-----------------|
| 240907 | 01851 CT CLEANING | | 375.00 | | | | | |
| 1 | 06/17/25 6/25 Janitorial Service | | 75.00* | | | 1000 411202 | 390 | 101000 |
| 2 | 06/17/25 6/25 Janitorial Service | | 75.00* | | | 5210 430520 | 390 | 101000 |
| 3 | 06/17/25 6/25 Janitorial Service | | 75.00* | | | 5310 430620 | 390 | 101000 |
| 4 | 06/17/25 6/25 Janitorial Service | | 75.00* | | | 5410 430820 | 390 | 101000 |
| 5 | 06/17/25 6/25 CC Janitorial Service | | 75.00 | | | 1000 460442 | 300 | 101000 |
| 240908 | 02368 OPTUM FINANCIAL INC | | 4.25 | | | | | |
| 1 | 1761805 06/12/25 HSA Service Fee | | 1.06* | | | 1000 410550 | 300 | 101000 |
| 2 | 1761805 06/12/25 HSA Service Fee | | 1.06 | | | 5210 430570 | 300 | 101000 |
| 3 | 1761805 06/12/25 HSA Service Fee | | 1.06* | | | 5310 430670 | 300 | 101000 |
| 4 | 1761805 06/12/25 HSA Service Fee | | 1.07* | | | 5410 430870 | 300 | 101000 |
| 240909 | 01862 MOUNTAIN ALARM | | 58.32 | | | | | |
| 1 | 6443621 06/01/25 6/25 Fire Alarm Monitoring | | 58.32 | | | 1000 420401 | 300 | 101000 |
| 240910 | 02563 DPHHS-LABORATORY | | 25.00 | | | | | |
| 1 | 57872 05/31/25 NCMRWA Water Samples | | 25.00* | | | 5210 430500 | 300 | 101000 |
| 240911 | 00048 TOOLE COUNTY CLERK & RECORDER | | 56,517.25 | | | | | |
| 1 | 06/03/25 City Judge/Sec Wages | | 3,256.42* | | | 1000 410360 | 100 | 101000 |
| 2 | 06/03/25 City Judge/Sec Medicare | | 46.65* | | | 1000 410360 | 142 | 101000 |
| 3 | 06/03/25 City Judge/Sec SS | | 199.45* | | | 1000 410360 | 141 | 101000 |
| 4 | 06/03/25 City Judge/Sec Unemploy Ins | | 4.77* | | | 1000 410360 | 145 | 101000 |
| 5 | 06/03/25 City Judge/Sec Workers Comp | | 13.64* | | | 1000 410360 | 146 | 101000 |
| 6 | 06/03/25 City Judge/Sec PERS | | 172.88 | | | 1000 410360 | 143 | 101000 |
| 7 | 06/03/25 City Judge Health Insurance | | 504.25 | | | 1000 410360 | 147 | 101000 |
| 8 | 06/03/25 City Judge Supplies | | 86.21* | | | 1000 410360 | 200 | 101000 |
| 9 | 06/03/25 City Judge Phone | | 20.48* | | | 1000 410360 | 344 | 101000 |
| 10 | 06/03/25 City Judge Travel & Education | | 212.50* | | | 1000 410360 | 370 | 101000 |
| 11 | 06/03/25 Law Enforcement | | 37,270.00 | | | 1000 420000 | 300 | 101000 |
| 12 | 06/03/25 Law Enforcement | | 4,910.00 | | | 5210 420100 | 300 | 101000 |
| 13 | 06/03/25 Law Enforcement | | 4,910.00 | | | 5310 420100 | 300 | 101000 |
| 14 | 06/03/25 Law Enforcement | | 4,910.00* | | | 5410 420100 | 300 | 101000 |
| 240912 | 31338S 00026 MARIAS RIVER ELECTRIC COOP INC | | 15,518.88 | | | | | |
| 1 | 06/10/25 6/25 Electric Bill | | 121.09 | | | 1000 411200 | 342 | 101000 |
| 2 | 06/10/25 6/25 Electric Bill | | 184.90* | | | 1000 420400 | 342 | 101000 |
| 3 | 06/10/25 6/25 Electric Bill | | 184.89* | | | 1000 420401 | 342 | 101000 |
| 4 | 06/10/25 6/25 Electric Bill | | 46.84 | | | 1000 411202 | 342 | 101000 |
| 5 | 06/10/25 6/25 Electric Bill | | 46.84 | | | 5210 430520 | 342 | 101000 |
| 6 | 06/10/25 6/25 Electric Bill | | 46.84 | | | 5310 430620 | 342 | 101000 |
| 7 | 06/10/25 6/25 Electric Bill | | 46.85 | | | 5410 430820 | 342 | 101000 |
| 8 | 06/10/25 6/25 Electric Bill | | 145.59* | | | 1000 430200 | 342 | 101000 |

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|-----------------|---|----------------|-------------------------|---------|------|---------------|-------------|-----------------|
| 9 | 06/10/25 6/25 Electric Bill | | 145.59* | | | 5210 430500 | 342 | 101000 |
| 10 | 06/10/25 6/25 Electric Bill | | 145.59 | | | 5310 430600 | 342 | 101000 |
| 11 | 06/10/25 6/25 Electric Bill | | 145.59 | | | 5410 430830 | 342 | 101000 |
| 12 | 06/10/25 6/25 Electric Bill | | 47.90* | | | 1000 440600 | 342 | 101000 |
| 13 | 06/10/25 6/25 Electric Bill | | 92.76* | | | 1000 460430 | 342 | 101000 |
| 14 | 06/10/25 6/25 Electric Bill | | 65.94* | | | 1000 460465 | 342 | 101000 |
| 15 | 06/10/25 6/25 Electric Bill | | 426.59 | | | 1000 460439 | 342 | 101000 |
| 16 | 06/10/25 6/25 Electric Bill | | 740.00 | | | 1000 460442 | 342 | 101000 |
| 17 | 06/10/25 6/25 Electric Bill | | 676.71* | | | 1000 460445 | 342 | 101000 |
| 18 | 06/10/25 6/25 Electric Bill | | 4,482.46* | | | 2400 430263 | 342 | 101000 |
| 19 | 06/10/25 6/25 Electric Bill | | 7,130.58* | | | 5210 430500 | 342 | 101000 |
| 20 | 06/10/25 6/25 Electric Bill | | 418.15 | | | 5310 430600 | 342 | 101000 |
| 21 | 06/10/25 6/25 Electric Bill | | 43.36 | | | 5410 430840 | 342 | 101000 |
| 22 | 06/10/25 6/25 Electric Bill | | 58.17* | | | 1000 460430 | 342 | 101000 |
| 23 | 06/10/25 6/25 Electric Bill | | 75.65 | | | 1000 470270 | 300 | 101000 |
| 240913 | 01388 3 RIVERS COMMUNICATIONS INC | | 981.80 | | | | | |
| 1 | 06/01/25 6/25 Phone Bill | | 20.66* | | | 1000 420500 | 344 | 101000 |
| 2 | 06/01/25 6/25 Phone Bill | | 39.40 | | | 1000 410550 | 344 | 101000 |
| 3 | 06/01/25 6/25 Phone Bill | | 39.40 | | | 5210 430570 | 344 | 101000 |
| 4 | 06/01/25 6/25 Phone Bill | | 39.40 | | | 5310 430670 | 344 | 101000 |
| 5 | 06/01/25 6/25 Phone Bill | | 39.39 | | | 5410 430870 | 344 | 101000 |
| 6 | 06/01/25 6/25 Phone Bill | | 18.01* | | | 1000 430200 | 344 | 101000 |
| 7 | 06/01/25 6/25 Phone Bill | | 18.02* | | | 5210 430500 | 344 | 101000 |
| 8 | 06/01/25 6/25 Phone Bill | | 18.02* | | | 5310 430600 | 344 | 101000 |
| 9 | 06/01/25 6/25 Phone Bill | | 18.02* | | | 5410 430830 | 344 | 101000 |
| 10 | 06/01/25 6/25 Phone Bill | | 177.67 | | | 1000 460442 | 344 | 101000 |
| 11 | 06/01/25 6/25 Phone Bill | | 71.46* | | | 1000 420400 | 344 | 101000 |
| 12 | 06/01/25 6/25 Phone Bill | | 71.46* | | | 1000 420401 | 344 | 101000 |
| 13 | 06/01/25 6/25 Phone Bill | | 6.95* | | | 1000 410200 | 344 | 101000 |
| 14 | 06/01/25 6/25 Phone Bill | | 6.95* | | | 5210 430512 | 344 | 101000 |
| 15 | 06/01/25 6/25 Phone Bill | | 6.96* | | | 5310 430612 | 344 | 101000 |
| 16 | 06/01/25 6/25 Phone Bill | | 6.96* | | | 5410 430812 | 344 | 101000 |
| 17 | 06/01/25 6/25 Phone Bill | | 232.61 | | | 1000 460445 | 344 | 101000 |
| 18 | 06/01/25 6/25 Phone Bill | | 85.58* | | | 5310 430600 | 344 | 101000 |
| 19 | 06/01/25 6/25 Phone Bill | | 32.44* | | | 5210 430500 | 344 | 101000 |
| 20 | 06/01/25 6/25 Phone Bill | | 32.44* | | | 5210 430500 | 344 | 101000 |
| 240914 | 00309 PREFERRED OFFICE EQUIPMENT | | 625.18 | | | | | |
| 2 | 54672 06/02/25 6/25 Maintenance/Copies | | 111.09* | | | 1000 410550 | 300 | 101000 |
| 3 | 54672 06/02/25 6/25 Maintenance/Copies | | 111.09 | | | 5210 430570 | 300 | 101000 |
| 4 | 54672 06/02/25 6/25 Maintenance/Copies | | 111.09* | | | 5310 430670 | 300 | 101000 |
| 5 | 54672 06/02/25 6/25 Maintenance/Copies | | 111.08* | | | 5410 430870 | 300 | 101000 |
| 6 | 54881 06/16/25 6/25 Maintenance/Copies Shop | | 12.31* | | | 1000 430200 | 300 | 101000 |
| 7 | 54881 06/16/25 6/25 Maintenance/Copies Shop | | 12.31* | | | 5210 430500 | 300 | 101000 |

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CITY OF SHELBY
Claim Details
For the Accounting Period: 6/25

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* ... Over spent expenditure

| Claim Line # | Check Invoice # | Vendor #/Name/ Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|------------------|--------------------|--|-------------------------|---------|-------|---------------|-------------|-----------------|
| 8 | 54881 06/16/25 | 6/25 Maintenance/Copies Shop | 12.31 | | | 5310 430600 | 300 | 101000 |
| 9 | 54881 06/16/25 | 6/25 Maintenance/Copies Shop | 12.31* | | | 5410 430840 | 300 | 101000 |
| 11 | 54882 06/16/25 | 6/25 Maintenance/Copies CC | 95.12 | | | 1000 460442 | 300 | 101000 |
| 12 | 54673 06/02/25 | 6/25 Maintenance/Copies | 9.12* | | | 1000 410550 | 300 | 101000 |
| 13 | 54673 06/02/25 | 6/25 Maintenance/Copies | 9.12 | | | 5210 430570 | 300 | 101000 |
| 14 | 54673 06/02/25 | 6/25 Maintenance/Copies | 9.12* | | | 5310 430670 | 300 | 101000 |
| 15 | 54673 06/02/25 | 6/25 Maintenance/Copies | 9.11* | | | 5410 430870 | 300 | 101000 |
| 240915 | -98043E 00111 | FIRST STATE BANK | 55.00 | | | | | |
| 1 | 06/30/25 | FSB Billing ACH Origination | 18.33 | | | 5210 430570 | 300 | 101000 |
| 2 | 06/30/25 | FSB Billing ACH Origination | 18.33* | | | 5310 430670 | 300 | 101000 |
| 3 | 06/30/25 | FSB Billing ACH Origination | 18.34* | | | 5410 430870 | 300 | 101000 |
| 240916 | 02517 | VALLI INFORMATION SYSTEMS INC | 45.00 | | | | | |
| 1 | 100743 05/31/25 | Express Pay Online Monthly Fee | 15.00 | | | 5210 430570 | 300 | 101000 |
| 2 | 100743 05/31/25 | Express Pay Online Monthly Fee | 15.00* | | | 5310 430670 | 300 | 101000 |
| 3 | 100743 05/31/25 | Express Pay Online Monthly Fee | 15.00* | | | 5410 430870 | 300 | 101000 |
| 240917 | 01137 | AQUA TECH LABORATORY | 125.00 | | | | | |
| PWSID# MT0000328 | | | | | | | | |
| 1 | 41665 06/12/25 | Coliform Water Testing - airpo | 25.00* | | 35291 | 5210 430500 | 300 | 101000 |
| 2 | 41626 06/05/25 | Monthly Coliform Water Testing | 100.00* | | 35291 | 5210 430500 | 300 | 101000 |
| 240918 | 01137 | AQUA TECH LABORATORY | 25.00 | | | | | |
| PWSID# MT0000200 | | | | | | | | |
| 1 | 41629 06/05/25 | DWI Monthly Water Test | 25.00* | | 35291 | 5210 430500 | 300 | 101000 |
| 240919 | 01137 | AQUA TECH LABORATORY | 25.00 | | | | | |
| PWSID# MT0004936 | | | | | | | | |
| 1 | 41628 06/05/25 | NCMRWA Monthly Water Test | 25.00* | | 35291 | 5210 430500 | 300 | 101000 |
| 240920 | 31340S 02584 | VISA | 5,703.14 | | | | | |
| 1 | 05/20/25 | USPS water samples | 32.45* | | | 5210 430500 | 300 | 101000 |
| 2 | 05/19/25 | Amazon-Roxy-bathroom | 27.99* | | | 7030 470000 | 200 | 101000 |
| 3 | 06/19/25 | Amazon-Roxy-mats | 89.93* | | | 7030 470000 | 200 | 101000 |
| 4 | 05/20/25 | Albertsons-paper plates | 7.98* | | | 1000 440600 | 200 | 101000 |
| 5 | 05/21/25 | USPS water samples | 32.25* | | | 5210 430500 | 300 | 101000 |
| 6 | 05/29/25 | Amazon-Roxy-buckets | 33.98* | | | 7030 470000 | 200 | 101000 |
| 7 | 05/29/25 | Amazon-Roxy-food storage | 118.99* | | | 7030 470000 | 200 | 101000 |
| 8 | 05/29/25 | build.com 626 Granite-vanities | 1,893.55 | | | 7030 470000 | 900 2298 | 101000 |
| 9 | 06/04/25 | USPS water samples | 66.59* | | | 5210 430500 | 300 | 101000 |
| 11 | 06/03/25 | Home Depot-Roxy-blower | 199.00* | | | 7030 470000 | 200 | 101000 |
| 12 | 06/05/25 | iDoc yearly pass | 62.50* | | | 1000 410550 | 200 | 101000 |
| 13 | 06/05/25 | iDoc yearly pass | 62.50* | | | 5210 430570 | 200 | 101000 |
| 14 | 06/05/25 | iDoc yearly pass | 62.50* | | | 5310 430670 | 200 | 101000 |

07/03/25

09:43:05

CITY OF SHELBY

Claim Details

For the Accounting Period: 6/25

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Report ID: AP100

* ... Over spent expenditure

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|-----------------|---|----------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 15 | 06/05/25 iDoc yearly pass | | 62.50* | | | 5410 430870 | 200 | 101000 |
| 17 | 06/06/25 mobile charge | | 47.33 | | | 1000 440600 | 344 | 101000 |
| 18 | 06/06/25 mobile charge | | 77.22* | | | 1000 430200 | 344 | 101000 |
| 19 | 06/06/25 mobile charge | | 77.22* | | | 5210 430500 | 344 | 101000 |
| 20 | 06/06/25 mobile charge | | 77.22* | | | 5310 430600 | 344 | 101000 |
| 21 | 06/06/25 mobile charge | | 77.22* | | | 5410 430840 | 344 | 101000 |
| 27 | 06/09/25 CC dish network | | 148.10 | | | 1000 460442 | 300 | 101000 |
| 28 | 06/11/25 USPS water samples | | 32.25* | | | 5210 430500 | 300 | 101000 |
| 29 | 06/13/25 poolweb-pool chlorine probe | | 2,413.87 | | | 1000 460445 | 200 | 101000 |
| 240921 | -98044E 01486 USDA RURAL DEVELOPMENT | | 1,603.00 | | | | | |
| 1 | 06/05/25 Fire Hall Improvement Loan | | 865.09 | | | 1000 490527 | 610 | 101000 |
| 2 | 06/05/25 Fire Hall Improvement Loan Int | | 737.91* | | | 1000 490527 | 620 | 101000 |
| 240922 | 31336S 02586 DIS TECHNOLOGIES | | 963.00 | | | | | |
| 1 | 16401 06/05/25 Monthly Managed Services | | 126.88* | | | 1000 410550 | 300 | 101000 |
| 2 | 16401 06/05/25 Monthly Managed Services | | 126.88 | | | 5210 430570 | 300 | 101000 |
| 3 | 16401 06/05/25 Monthly Managed Services | | 126.87* | | | 5310 430670 | 300 | 101000 |
| 4 | 16401 06/05/25 Monthly Managed Services | | 126.87* | | | 5410 430870 | 300 | 101000 |
| 5 | 16401 06/05/25 Monthly Managed Services | | 72.50* | | | 1000 411050 | 300 | 101000 |
| 6 | 16401 06/05/25 Monthly Managed Services | | 72.50 | | | 1000 460442 | 300 | 101000 |
| 7 | 16401 06/05/25 Monthly Managed Services | | 54.37* | | | 1000 430200 | 300 | 101000 |
| 8 | 16401 06/05/25 Monthly Managed Services | | 54.37* | | | 5210 430500 | 300 | 101000 |
| 9 | 16401 06/05/25 Monthly Managed Services | | 54.38 | | | 5310 430600 | 300 | 101000 |
| 10 | 16401 06/05/25 Monthly Managed Services | | 54.38 | | | 5410 430830 | 300 | 101000 |
| 11 | 16401 06/05/25 Monthly Microsoft 365 | | 23.25* | | | 1000 410550 | 300 | 101000 |
| 12 | 16401 06/05/25 Monthly Microsoft 365 | | 23.25 | | | 5210 430570 | 300 | 101000 |
| 13 | 16401 06/05/25 Monthly Microsoft 365 | | 23.25* | | | 5310 430670 | 300 | 101000 |
| 14 | 16401 06/05/25 Monthly Microsoft 365 | | 23.25* | | | 5410 430870 | 300 | 101000 |
| 240923 | 02639 BTI MONTANA | | 5,026.62 | | | | | |
| 1 | CL41993 05/31/25 fuel-garbage | | 664.27 | | 35356 | 5410 430830 | 230 | 101000 |
| 2 | CL41993 05/31/25 fuel-animal control | | 137.15* | | 35356 | 1000 440600 | 230 | 101000 |
| 3 | CL41993 05/31/25 fuel-streets | | 1,500.00 | | 35356 | 1000 430200 | 230 | 101000 |
| 4 | CL41993 05/31/25 fuel-water | | 1,000.00 | | 35356 | 5210 430500 | 230 | 101000 |
| 5 | CL41993 05/31/25 fuel-sewer | | 229.00 | | 35356 | 5310 430600 | 230 | 101000 |
| 6 | 855338 06/02/25 DEF | | 168.00* | | 35356 | 5410 430830 | 200 | 101000 |
| 7 | 64327 05/06/25 bolts | | 2.25* | | 35356 | 5410 430840 | 200 | 101000 |
| 8 | 66503 05/28/25 gloves | | 25.99* | | 35356 | 5410 430840 | 200 | 101000 |
| 9 | 67812 06/10/25 3/4" brass/thread tape | | 47.27* | | 35356 | 5210 430500 | 200 | 101000 |
| 10 | 65876 05/21/25 bolts/nuts | | 3.50* | | 35356 | 5210 430500 | 200 | 101000 |
| 11 | W250633 06/12/25 lease-LP tank | | 120.00* | | 35356 | 5210 430500 | 200 | 101000 |
| 12 | 856712 06/05/25 UV plant/booster fuel | | 865.40* | | 35356 | 5210 430500 | 200 | 101000 |
| 13 | 68743 06/20/25 epoxy glue | | 1.49* | | 35356 | 1000 430200 | 200 | 101000 |
| 14 | 68743 06/20/25 epoxy glue | | 1.50* | | 35356 | 5210 430500 | 200 | 101000 |

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| Claim | Check | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | Cash |
|--------|---|----------------|--------------|---------------|-------------|---------|--|--|------|
| Line # | Invoice #/Inv Date/Description | Line \$ | PO # | Fund Org Acct | Object Proj | Account | | | |
| 15 | 68743 06/20/25 epoxy glue | 1.50 | 35356 | 5310 430600 | 200 | 101000 | | | |
| 16 | 68743 06/20/25 epoxy glue | 1.50* | 35356 | 5410 430830 | 200 | 101000 | | | |
| 17 | 67788 06/10/25 10ft tie down | 4.24* | 35356 | 1000 430200 | 200 | 101000 | | | |
| 18 | 67788 06/10/25 10ft tie down | 4.25* | 35356 | 5210 430500 | 200 | 101000 | | | |
| 19 | 67788 06/10/25 10ft tie down | 4.25 | 35356 | 5310 430600 | 200 | 101000 | | | |
| 20 | 67788 06/10/25 10ft tie down | 4.25* | 35356 | 5410 430830 | 200 | 101000 | | | |
| 21 | 65194 05/14/25 u bolts | 5.58* | 35357 | 1000 440600 | 200 | 101000 | | | |
| 22 | 64335 05/06/25 pipe bushings/ 3/4 adapter | 14.27 | 35357 | 1000 460445 | 200 | 101000 | | | |
| 23 | 66571 05/29/25 trufuel | 31.99 | 35357 | 1000 460430 | 230 | 101000 | | | |
| 24 | 65163 05/14/25 paint remover | 19.99* | 35357 | 1000 460430 | 200 | 101000 | | | |
| 25 | 65163 05/14/25 cutting pliers/ear plugs | 29.98* | 35357 | 1000 460430 | 200 | 101000 | | | |
| 26 | 65618 05/19/25 grass trimmer line | 21.99* | 35357 | 1000 460430 | 200 | 101000 | | | |
| 27 | 65901 05/21/25 trimmer string | 21.99* | 35357 | 1000 460430 | 200 | 101000 | | | |
| 28 | 67070 06/03/25 2" 45 deg/pipe cleaner | 26.97* | 35357 | 1000 460430 | 200 | 101000 | | | |
| 29 | 64550 05/08/25 wire stripper/connectors | 25.78 | 35357 | 1000 460439 | 200 | 101000 | | | |
| 30 | 67681 06/09/25 garden hose | 4.29 | 35357 | 1000 460439 | 200 | 101000 | | | |
| 31 | 66296 05/27/25 gloves | 21.99* | 35357 | 1000 430200 | 200 | 101000 | | | |
| 32 | 67061 06/03/25 1 1/2" pipe | 15.99* | 35357 | 1000 430200 | 200 | 101000 | | | |
| 240924 | 02623 SHELBY PAINT & HARDWARE | 688.62 | | | | | | | |
| 1 | 4455 05/29/25 lock/cable ties/tape | 49.36* | 35355 | 1000 411200 | 200 | 101000 | | | |
| 2 | 4563 05/29/25 mulch | 137.77* | 35355 | 1000 411200 | 200 | 101000 | | | |
| 3 | 6963 06/18/25 brush/scour pad | 25.97* | 35355 | 1000 460430 | 200 | 101000 | | | |
| 4 | 6185 06/11/25 drain unclogger | 35.99 | 35355 | 1000 460439 | 200 | 101000 | | | |
| 5 | 6208 06/11/25 hose mender | 6.59 | 35355 | 1000 460439 | 200 | 101000 | | | |
| 6 | 5920 06/09/25 hose connector/draino | 32.58 | 35355 | 1000 460439 | 200 | 101000 | | | |
| 7 | 6180 06/11/25 lawn soil | 134.85* | 35355 | 1000 460430 | 200 | 101000 | | | |
| 8 | 5065 06/02/25 3" blk/slv adh | 7.95* | 35355 | 1000 460430 | 200 | 101000 | | | |
| 9 | 6922 06/18/25 primer/ 3/4"connector | 17.96* | 35355 | 1000 460430 | 200 | 101000 | | | |
| 10 | 122 04/23/25 filter cart | 7.48* | 35355 | 1000 430200 | 200 | 101000 | | | |
| 11 | 122 04/23/25 filter cart | 7.50* | 35355 | 5210 430500 | 200 | 101000 | | | |
| 12 | 122 04/23/25 filter cart | 7.50 | 35355 | 5310 430600 | 200 | 101000 | | | |
| 13 | 122 04/23/25 filter cart | 7.50* | 35355 | 5410 430830 | 200 | 101000 | | | |
| 14 | 6632 06/16/25 pens/notepad | 1.95* | 35355 | 1000 430200 | 200 | 101000 | | | |
| 15 | 6632 06/16/25 pens/notepad | 1.94* | 35355 | 5210 430500 | 200 | 101000 | | | |
| 16 | 6632 06/16/25 pens/notepad | 1.94 | 35355 | 5310 430600 | 200 | 101000 | | | |
| 17 | 6632 06/16/25 pens/notepad | 1.94* | 35355 | 5410 430830 | 200 | 101000 | | | |
| 18 | 5457 06/05/25 pushbroom | 4.99* | 35355 | 1000 430200 | 200 | 101000 | | | |
| 19 | 5457 06/05/25 pushbroom | 5.00* | 35355 | 5210 430500 | 200 | 101000 | | | |
| 20 | 5457 06/05/25 pushbroom | 5.00 | 35355 | 5310 430600 | 200 | 101000 | | | |
| 21 | 5457 06/05/25 pushbroom | 5.00* | 35355 | 5410 430830 | 200 | 101000 | | | |
| 22 | 6707 06/16/25 key lock | 17.97 | 35355 | 1000 411202 | 200 | 101000 | | | |
| 23 | 6707 06/16/25 key lock | 17.97* | 35355 | 5210 430520 | 200 | 101000 | | | |
| 24 | 6707 06/16/25 key lock | 17.97* | 35355 | 5310 430620 | 200 | 101000 | | | |
| 25 | 6707 06/16/25 key lock | 17.97* | 35355 | 5410 430820 | 200 | 101000 | | | |

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|-----------------|---|--------------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 26 | 6662 06/16/25 | key lock-bathrooms | 27.50 | | 35355 | 1000 411202 | 200 | 101000 |
| 27 | 6662 06/16/25 | key lock-bathrooms | 27.50* | | 35355 | 5210 430520 | 200 | 101000 |
| 28 | 6662 06/16/25 | key lock-bathrooms | 27.49* | | 35355 | 5310 430620 | 200 | 101000 |
| 29 | 6662 06/16/25 | key lock-bathrooms | 27.49* | | 35355 | 5410 430820 | 200 | 101000 |
| 240925 | 313355 02487 | BNSF RAILWAY COMPANY | 500.00 | | | | | |
| 1 | 06/03/25 #BF20542711 | rail spur lease | 500.00* | | | 2310 430000 | 300 | 101000 |
| 240926 | 01345 | AMERICAN LEGAL PUBLISHING | 116.77 | | | | | |
| 1 | 43011 05/31/25 | S12 supplement order 855 | 29.19* | | | 1000 410550 | 300 | 101000 |
| 2 | 43011 05/31/25 | S12 supplement order 855 | 29.19* | | | 5210 430520 | 300 | 101000 |
| 3 | 43011 05/31/25 | S12 supplement order 855 | 29.19* | | | 5310 430670 | 300 | 101000 |
| 4 | 43011 05/31/25 | S12 supplement order 855 | 29.20* | | | 5410 430870 | 300 | 101000 |
| 240927 | 02605 | SYSTEMS NORTHWEST LLC | 200.00 | | | | | |
| 1 | 18925 06/03/25 | Duress System annual monitorin | 50.00 | | | 1000 411202 | 200 | 101000 |
| 2 | 18925 06/03/25 | Duress System annual monitorin | 50.00* | | | 5210 430520 | 200 | 101000 |
| 3 | 18925 06/03/25 | Duress System annual monitorin | 50.00* | | | 5310 430620 | 200 | 101000 |
| 4 | 18925 06/03/25 | Duress System annual monitorin | 50.00* | | | 5410 430820 | 200 | 101000 |
| 0928 | 02628 | SCOONES LAW PLLC | 8,625.00 | | | | | |
| 19hrs | | | | | | | | |
| 1 | 218 06/02/25 | water court appeal of DNRC | 4,750.00* | | | 5210 430500 | 300 | 101000 |
| 2 | 226 07/01/25 | water court appeal of DNRC | 3,875.00* | | | 5210 430500 | 300 | 101000 |
| 240929 | 01677 | STAPLES | 743.38 | | | | | |
| 1 | 6033472479 05/31/25 | ERC-ribbon | 6.56* | | 34682 | 1000 410550 | 200 | 101000 |
| 2 | 6033472479 05/31/25 | ERC-ribbon | 6.56* | | 34682 | 5210 430570 | 200 | 101000 |
| 3 | 6033472479 05/31/25 | ERC-ribbon | 6.56* | | 34682 | 5310 430670 | 200 | 101000 |
| 4 | 6033472479 05/31/25 | ERC-ribbon | 6.56* | | 34682 | 5410 430870 | 200 | 101000 |
| 5 | 6033472483 05/31/25 | kleenex/towels/detergent | 204.91 | | 35292 | 1000 460442 | 200 | 101000 |
| 6 | 6033472473 05/31/25 | betco disinfectant | 173.50 | | 35292 | 1000 460442 | 200 | 101000 |
| 7 | 6033472474 05/31/25 | betco disinfectant | 86.75 | | 35292 | 1000 460442 | 200 | 101000 |
| 8 | 6033472477 05/31/25 | binders/white board/protec | 17.35* | | 35292 | 1000 430200 | 200 | 101000 |
| 9 | 6033472477 05/31/25 | binders/white board/protec | 17.35* | | 35292 | 5210 430500 | 200 | 101000 |
| 10 | 6033472477 05/31/25 | binders/white board/protec | 17.34 | | 35292 | 5310 430600 | 200 | 101000 |
| 11 | 6033472477 05/31/25 | binders/white board/protec | 17.34* | | 35292 | 5410 430830 | 200 | 101000 |
| 12 | 6035910057 06/30/25 | glass cleaner | 4.32 | | 35684 | 1000 411202 | 200 | 101000 |
| 13 | 6035910057 06/30/25 | glass cleaner | 4.32* | | 35684 | 5210 430520 | 200 | 101000 |
| 14 | 6035910057 06/30/25 | glass cleaner | 4.32* | | 35684 | 5310 430620 | 200 | 101000 |
| 15 | 6035910057 06/30/25 | glass cleaner | 4.32* | | 35684 | 5410 430820 | 200 | 101000 |
| 16 | 6035910056 06/30/25 | hand towel/garbage bags/ha | 32.73 | | 35684 | 1000 411202 | 200 | 101000 |
| 17 | 6035910056 06/30/25 | hand towel/garbage bags/ha | 32.72* | | 35684 | 5210 430520 | 200 | 101000 |
| 18 | 6035910056 06/30/25 | hand towel/garbage bags/ha | 32.72* | | 35684 | 5310 430620 | 200 | 101000 |
| 19 | 6035910056 06/30/25 | hand towel/garbage bags/ha | 32.72* | | 35684 | 5410 430820 | 200 | 101000 |

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| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|--|----------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 20 | 6035910045 06/30/25 our freshner | | 8.60 | | 35684 | 1000 411202 | 200 | 101000 |
| 21 | 6035910045 06/30/25 our freshner | | 8.61* | | 35684 | 5210 430520 | 200 | 101000 |
| 22 | 6035910045 06/30/25 our freshner | | 8.61* | | 35684 | 5310 430620 | 200 | 101000 |
| 24 | 6035910045 06/30/25 our freshner | | 8.61* | | 35684 | 5410 430820 | 200 | 101000 |
| 240930 | 01700 ORKIN, INC | | 2,541.56 | | | | | |
| 1 | 279560908 06/01/25 CFD 6/25 service | | 203.00* | | 34948 | 1000 420400 | 300 | 101000 |
| 2 | 06/01/25 CFD year in advanced | | 2,338.56* | | 34948 | 1000 420400 | 300 | 101000 |
| 240931 | 02045 NAPA AUTO PARTS | | 159.98 | | | | | |
| 1 | 229233 02/26/25 RFD filters | | 159.98 | | 34949 | 1000 420401 | 200 | 101000 |
| 240932 | 02639 BTI MONTANA | | 106.87 | | | | | |
| 1 | 64175 05/04/25 RFD 1/4x1/8 fitting | | 2.99 | | 34950 | 1000 420401 | 200 | 101000 |
| 2 | 66172 05/24/25 CFD trash bags | | 51.97* | | 34950 | 1000 420400 | 200 | 101000 |
| 3 | CL42140 05/31/25 RFD fuel | | 51.91 | | 34950 | 1000 420401 | 200 | 101000 |
| 240933 | 02595 PONDEROSA PUBLICATIONS LLC | | 384.00 | | | | | |
| 1 | 68002 06/04/25 RFQ construction contractor se | | 288.00* | | | 2940 470000 | 950 | 101000 |
| 2 | 68285 06/11/25 public hearing-zoning | | 96.00* | | | 1000 430200 | 300 | 101000 |
| 240934 | 01969 GREAT FALLS SAND & GRAVEL INC | | 16,516.50 | | | | | |
| 1 | 60719 05/30/25 5th ave s/5th st s paving | | 16,516.50 | | | 1000 430200 | 900 | 101000 |
| 240935 | 01470 RMR AGGREGATE | | 8,345.06 | | | | | |
| 1 | 4987 06/05/25 crushed base | | 8,345.06* | | | 1000 430200 | 400 | 101000 |
| 240936 | 999998 HUNTER O BARNES | | 300.00 | | | | | |
| 1 | 06/09/25 clothing allowance - boots | | 75.00* | | | 1000 430200 | 220 | 101000 |
| 2 | 06/09/25 clothing allowance - boots | | 75.00* | | | 5210 430500 | 220 | 101000 |
| 3 | 06/09/25 clothing allowance - boots | | 75.00* | | | 5310 430600 | 220 | 101000 |
| 4 | 06/09/25 clothing allowance - boots | | 75.00* | | | 5410 430830 | 220 | 101000 |
| 240937 | 02551 TRIPLE TREE ENGINEERING INC | | 1,397.50 | | | | | |
| 1 | 25-039-2 06/13/25 lift station easement stakin | | 1,397.50 | | | 5310 430600 | 350 | 101000 |
| 240938 | 02425 DRY FORK PLUMBING & HEATING INC | | 4,451.90 | | | | | |
| 1 | 4392 06/19/25 634 Granite sewer main install | | 1,451.90 | | | 7030 470000 | 900 2291 | 101000 |
| 2 | 4393 06/19/25 634 Granite plumbing 100% inst | | 3,000.00 | | | 7030 470000 | 900 2291 | 101000 |

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| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|---|--|----------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 240939 | 0263 STUTZ, JENNIFER | | 3,500.00 | | | | | |
| 1 | 06/24/25 6/25 legal services | | 875.00 | | | 1000 411100 | 350 | 101000 |
| 2 | 06/24/25 6/25 legal services | | 875.00 | | | 5210 430513 | 350 | 101000 |
| 3 | 06/24/25 6/25 legal services | | 875.00 | | | 5310 430613 | 350 | 101000 |
| 4 | 06/24/25 6/25 legal services | | 875.00 | | | 5410 430813 | 350 | 101000 |
| 240940 | 01947 MONTANA TAXPAYERS ASSOCIATION | | 60.00 | | | | | |
| 1 | 3108 07/15/25 Membership Dues | | 15.00* | | | 1000 410550 | 300 | 101000 |
| 2 | 3108 07/15/25 Membership Dues | | 15.00 | | | 5210 430570 | 300 | 101000 |
| 3 | 3108 07/15/25 Membership Dues | | 15.00* | | | 5310 430670 | 300 | 101000 |
| 4 | 3108 07/15/25 Membership Dues | | 15.00* | | | 5410 430870 | 300 | 101000 |
| 240941 | 01736 MUNICIPAL EMERGENCY SERVICES, | | 2,694.39 | | | | | |
| 1 | 2279670 06/11/25 CFD flow test SCBA's | | 2,694.39* | | 35302 | 1000 420400 | 300 | 101000 |
| 240942 | 02478 LEAVITT GROUP | | 150.00 | | | | | |
| 1 | 10031035 06/10/25 CFD insurance bond 3 year re | | 150.00* | | 35303 | 1000 420400 | 300 | 101000 |
| 240943 | 02623 SHELBY PAINT & HARDWARE | | 9.99 | | | | | |
| 1 | 44759 04/09/25 CFD water filter | | 9.99* | | 35304 | 1000 420400 | 200 | 101000 |
| 240944 | 01125 MT DEQ/PERMITTING & COMPLIANCE | | 4,869.40 | | | | | |
| 1 | 07/01/22 Solid Waste Management Lic #83 | | 4,869.40* | | | 5410 430840 | 300 | 101000 |
| 240945 | 00534 IVERSON CONSTRUCTION & CONCRETE | | 7,000.00 | | | | | |
| 1 | 06/24/25 626 Granite materials & labor | | 7,000.00 | | | 7030 470000 | 900 2298 | 101000 |
| 240946 | 02601 NORTHERN PLAINS ELECTRIC LLC | | 5,704.35 | | | | | |
| 1 | 1997 06/23/25 remainder install willett hous | | 5,704.35 | | | 7030 470000 | 900 2291 | 101000 |
| 240947 | 01946 ALL SEASON HEATING & AIR | | 8,796.20 | | | | | |
| Roxy initial payment - total cost \$17,150.00 | | | | | | | | |
| 1 | 56186-1 06/25/25 Roxy-install furnace/a/c | | 8,500.00* | | | 7030 470000 | 200 | 101000 |
| 2 | 55978 06/06/25 CC a/c troubleshoot | | 186.20 | | 35289 | 1000 460442 | 300 | 101000 |
| 3 | 55899 05/29/25 CC thermostat not working | | 110.00 | | 35289 | 1000 460442 | 300 | 101000 |
| 240948 | 02699 FRESH START CLEANING MT LLC | | 125.00 | | | | | |
| 1 | 1012 06/24/25 6/25 Janitorial Service | | 31.25* | | | 1000 411202 | 390 | 101000 |
| 2 | 1012 06/24/25 6/25 Janitorial Service | | 31.25* | | | 5210 430520 | 390 | 101000 |
| 3 | 1012 06/24/25 6/25 Janitorial Service | | 31.25* | | | 5310 430620 | 390 | 101000 |
| 4 | 1012 06/24/25 6/25 Janitorial Service | | 31.25* | | | 5410 430820 | 390 | 101000 |

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| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|--|--------------------------------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 240949 | | 00117 QUILL CORPORATION | 67.87 | | | | | |
| 1 | 44669513 06/25/25 6x9 envelopes/tissue | | 16.96* | | 34683 | 1000 410550 | 200 | 101000 |
| 2 | 44669513 06/25/25 6x9 envelopes/tissue | | 16.97* | | 34683 | 5210 430570 | 200 | 101000 |
| 3 | 44669513 06/25/25 6x9 envelopes/tissue | | 16.97* | | 34683 | 5310 430670 | 200 | 101000 |
| 4 | 44669513 06/25/25 6x9 envelopes/tissue | | 16.97* | | 34683 | 5410 430870 | 200 | 101000 |
| 240950 | | 00001 DEPARTMENT OF REVENUE | 292.81 | | | | | |
| 1 | 06/30/25 Accom Tax Shel-oole Campground | | 292.81 | | | 7110 212500 | | 101000 |
| 240951 | | 00001 DEPARTMENT OF REVENUE | 27.15 | | | | | |
| 1 | 06/30/23 Accom Tax Williamson Park | | 27.15 | | | 7110 212500 | | 101000 |
| 240952 | | 01984 BIG SKY CREATIVE WORKS | 780.00 | | | | | |
| 1 | 20250624 06/24/25 wellfield signs x13 | | 780.00* | | 35300 | 5210 430500 | 300 | 101000 |
| 240953 | | 02412 CORE & MAIN | 147.77 | | | | | |
| 1 | 72438 06/05/25 repair kit/brass sleeve/leathe | | 147.77* | | 35299 | 5210 430500 | 200 | 101000 |
| 240954 | | 00703 RECREATION SUPPLY CO | 124.14 | | | | | |
| 1 | 535316 06/14/25 test kit/reagent chemical | | 124.14 | | 35298 | 1000 460445 | 200 | 101000 |
| 240955 | | 02069 NATIONAL LAUNDRY CO | 140.89 | | | | | |
| 2 | 65705 04/09/25 towels-red rags | | -5.06* | | 35238 | 1000 430200 | 200 | 101000 |
| 3 | 65705 04/09/25 towels-red rags | | -5.08* | | 35238 | 5210 430500 | 200 | 101000 |
| 4 | 65705 04/09/25 towels-red rags | | -5.08 | | 35238 | 5310 430600 | 200 | 101000 |
| 5 | 65705 04/09/25 towels-red rags | | -5.08* | | 35238 | 5410 430840 | 200 | 101000 |
| 6 | 73208 05/07/25 laundry service | | -0.61* | | 35274 | 1000 430200 | 200 | 101000 |
| 7 | 73208 05/07/25 laundry service | | -0.61* | | 35274 | 5210 430500 | 200 | 101000 |
| 8 | 73208 05/07/25 laundry service | | -0.61 | | 35274 | 5310 430600 | 200 | 101000 |
| 9 | 73208 05/07/25 laundry service | | -0.61* | | 35274 | 5410 430840 | 200 | 101000 |
| 10 | 80811 06/04/25 red shop towels/laundry | | 40.90* | | 35297 | 1000 430200 | 200 | 101000 |
| 11 | 80811 06/04/25 red shop towels/laundry | | 40.91* | | 35297 | 5210 430500 | 200 | 101000 |
| 12 | 80811 06/04/25 red shop towels/laundry | | 40.91 | | 35297 | 5310 430600 | 200 | 101000 |
| 13 | 80811 06/04/25 red shop towels/laundry | | 40.91* | | 35297 | 5410 430840 | 200 | 101000 |
| 240956 | | 00037 NORTHWEST PIPE FITTINGS INC | 1,495.78 | | | | | |
| 1 | 2357076 05/29/25 1" curb stop/1" coupler/repai | | 1,495.78* | | 35295 | 5210 430500 | 200 | 101000 |
| 240957 | | 00026 MARIAS RIVER ELECTRIC COOP INC | 296.68 | | | | | |
| 1 | 2485 05/29/25 troubleshoot power fail at riv | | 296.68* | | 35294 | 5210 430500 | 300 | 101000 |

07/03/25

CITY OF SHELBY

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Claim Details

Report ID: AP100

09:43:05

For the Accounting Period: 6/25

* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|--|----------------|-------------------------|---------|-------|---------------|-------------|-----------------|
| 240958 | 01517 SULLIVAN BROS CONSTRUCTION INC | | 500.00 | | | | | |
| 1 | 8092 05/30/25 locator trace sewer line-camer | | 500.00 | | 35293 | 5310 430600 | 300 | 101000 |
| 240959 | 02609 DE NORA WATER TECHNOLOGIES LLC | | 225.60 | | | | | |
| 1 | 9200103281 06/12/25 uvt ribbon cables | | 225.60* | | 35290 | 5210 430500 | 200 | 101000 |
| 240960 | 02097 FASTENAL COMPANY | | 303.74 | | | | | |
| 1 | 239452 05/27/25 ss bolt/misc sizes | | 41.05* | | 35288 | 1000 430200 | 200 | 101000 |
| 2 | 239452 05/27/25 ss bolt/misc sizes | | 41.05* | | 35288 | 5210 430500 | 200 | 101000 |
| 3 | 239452 05/27/25 ss bolt/misc sizes | | 41.05 | | 35288 | 5310 430600 | 200 | 101000 |
| 4 | 239452 05/27/25 ss bolt/misc sizes | | 41.05* | | 35288 | 5410 430840 | 200 | 101000 |
| 5 | 239369 06/19/25 disp gloves | | 22.90* | | 35288 | 1000 430200 | 200 | 101000 |
| 6 | 239369 06/19/25 disp gloves | | 22.92* | | 35288 | 5210 430500 | 200 | 101000 |
| 7 | 239369 06/19/25 disp gloves | | 22.92 | | 35288 | 5310 430600 | 200 | 101000 |
| 8 | 239369 06/19/25 disp gloves | | 22.92* | | 35288 | 5410 430840 | 200 | 101000 |
| 9 | 239802 06/17/25 safety glasses | | 11.97* | | 35288 | 1000 430200 | 200 | 101000 |
| 10 | 239802 06/17/25 safety glasses | | 11.97* | | 35288 | 5210 430500 | 200 | 101000 |
| 11 | 239802 06/17/25 safety glasses | | 11.97 | | 35288 | 5310 430600 | 200 | 101000 |
| 12 | 239802 06/17/25 safety glasses | | 11.97* | | 35288 | 5410 430840 | 200 | 101000 |
| 240961 | 31341S 01329 CITY OF SHELBY | | 344.36 | | | | | |
| 1 | 06/26/25 energy share assistance | | 344.36 | | | 7060 450138 | 710 | 101000 |
| 240962 | 00088 CARQUEST AUTO PARTS | | 235.18 | | | | | |
| 1 | 386381 05/28/25 towels/brushes | | 4.12* | | 35353 | 1000 430200 | 200 | 101000 |
| 2 | 386381 05/28/25 towels/brushes | | 4.12* | | 35353 | 5210 430500 | 200 | 101000 |
| 3 | 386381 05/28/25 towels/brushes | | 4.12 | | 35353 | 5310 430600 | 200 | 101000 |
| 4 | 386381 05/28/25 towels/brushes | | 4.12* | | 35353 | 5410 430830 | 200 | 101000 |
| 5 | 368407 05/29/25 master disc | | 20.60* | | 35353 | 1000 430200 | 200 | 101000 |
| 6 | 368407 05/29/25 master disc | | 20.62* | | 35353 | 5210 430500 | 200 | 101000 |
| 7 | 368407 05/29/25 master disc | | 20.62 | | 35353 | 5310 430600 | 200 | 101000 |
| 8 | 368407 05/29/25 master disc | | 20.62* | | 35353 | 5410 430830 | 200 | 101000 |
| 9 | 386892 06/09/25 battery-warranty replace | | 0.00* | | 35353 | 1000 430200 | 200 | 101000 |
| 10 | 386892 06/09/25 battery-warranty replace | | 0.00* | | 35353 | 5210 430500 | 200 | 101000 |
| 11 | 386892 06/09/25 battery-warranty replace | | 0.00 | | 35353 | 5310 430600 | 200 | 101000 |
| 12 | 386892 06/09/25 battery-warranty replace | | 0.00* | | 35353 | 5410 430830 | 200 | 101000 |
| 13 | 387457 06/23/25 cleaning wipes | | 3.41* | | 35353 | 1000 430200 | 200 | 101000 |
| 14 | 387457 06/23/25 cleaning wipes | | 3.41* | | 35353 | 5210 430500 | 200 | 101000 |
| 15 | 387457 06/23/25 cleaning wipes | | 3.41 | | 35353 | 5310 430600 | 200 | 101000 |
| 16 | 387457 06/23/25 cleaning wipes | | 3.41* | | 35353 | 5410 430830 | 200 | 101000 |
| 17 | 387185 06/16/25 combo 3 stroke | | 65.73* | | 35353 | 5410 430840 | 200 | 101000 |
| 18 | 387190 06/16/25 brake chamber | | 56.87* | | 35353 | 5410 430840 | 200 | 101000 |

07/03/25
09:43:05

CITY OF SHELBY
Claim Details
For the Accounting Period: 6/25

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Report ID: AP100

* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ | Document \$/ | Disc \$ | | | | | Cash |
|--------|---------------------------------------|----------------|--------------|---------|-------|---------------|-------------|---------|------|
| Line # | Invoice #/Inv Date/Description | | Line \$ | | PO # | Fund Org Acct | Object Proj | Account | |
| 240963 | 02045 NAPA AUTO PARTS | | 476.59 | | | | | | |
| 1 | 234751 06/17/25 air filter/cab filter | | 11.22* | | 35354 | 1000 430200 | 200 | 101000 | |
| 2 | 234751 06/17/25 air filter/cab filter | | 11.21* | | 35354 | 5210 430500 | 200 | 101000 | |
| 3 | 234751 06/17/25 air filter/cab filter | | 11.21 | | 35354 | 5310 430600 | 200 | 101000 | |
| 4 | 234751 06/17/25 air filter/cab filter | | 11.21* | | 35354 | 5410 430840 | 200 | 101000 | |
| 5 | 234650 06/16/25 air freshner | | 1.49* | | 35354 | 1000 430200 | 200 | 101000 | |
| 6 | 234650 06/16/25 air freshner | | 1.50* | | 35354 | 5210 430500 | 200 | 101000 | |
| 7 | 234650 06/16/25 air freshner | | 1.50 | | 35354 | 5310 430600 | 200 | 101000 | |
| 8 | 234650 06/16/25 air freshner | | 1.50* | | 35354 | 5410 430840 | 200 | 101000 | |
| 9 | 234512 06/12/25 electrical connector | | 3.49* | | 35354 | 1000 430200 | 200 | 101000 | |
| 10 | 234512 06/12/25 electrical connector | | 3.50* | | 35354 | 5210 430500 | 200 | 101000 | |
| 11 | 234512 06/12/25 electrical connector | | 3.50 | | 35354 | 5310 430600 | 200 | 101000 | |
| 12 | 234512 06/12/25 electrical connector | | 3.50* | | 35354 | 5410 430840 | 200 | 101000 | |
| 13 | 233886 06/02/25 squeegie | | 2.84* | | 35354 | 1000 430200 | 200 | 101000 | |
| 14 | 233886 06/02/25 squeegie | | 2.85* | | 35354 | 5210 430500 | 200 | 101000 | |
| 15 | 233886 06/02/25 squeegie | | 2.85 | | 35354 | 5310 430600 | 200 | 101000 | |
| 16 | 233886 06/02/25 squeegie | | 2.85* | | 35354 | 5410 430840 | 200 | 101000 | |
| 17 | 233790 05/30/25 carlyle tool/warranty | | 1.57* | | 35354 | 1000 430200 | 200 | 101000 | |
| 18 | 233790 05/30/25 carlyle tool/warranty | | 1.59* | | 35354 | 5210 430500 | 200 | 101000 | |
| 19 | 233790 05/30/25 carlyle tool/warranty | | 1.59 | | 35354 | 5310 430600 | 200 | 101000 | |
| 20 | 233790 05/30/25 carlyle tool/warranty | | 1.59* | | 35354 | 5410 430840 | 200 | 101000 | |
| 21 | 234773 06/18/25 filter | | 5.90* | | 35354 | 1000 430200 | 200 | 101000 | |
| 22 | 234773 06/18/25 filter | | 5.89* | | 35354 | 5210 430500 | 200 | 101000 | |
| 23 | 234773 06/18/25 filter | | 5.89 | | 35354 | 5310 430600 | 200 | 101000 | |
| 24 | 234773 06/18/25 filter | | 5.89* | | 35354 | 5410 430840 | 200 | 101000 | |
| 25 | 234754 06/17/25 air filter | | 5.22* | | 35354 | 1000 430200 | 200 | 101000 | |
| 26 | 234754 06/17/25 air filter | | 5.22* | | 35354 | 5210 430500 | 200 | 101000 | |
| 27 | 234754 06/17/25 air filter | | 5.22 | | 35354 | 5310 430600 | 200 | 101000 | |
| 28 | 234754 06/17/25 air filter | | 5.22* | | 35354 | 5410 430840 | 200 | 101000 | |
| 29 | 233649 05/27/25 air filter | | 22.85* | | 35354 | 1000 430200 | 200 | 101000 | |
| 30 | 233649 05/27/25 air filter | | 22.85* | | 35354 | 5210 430500 | 200 | 101000 | |
| 31 | 233649 05/27/25 air filter | | 22.85 | | 35354 | 5310 430600 | 200 | 101000 | |
| 32 | 233649 05/27/25 air filter | | 22.85* | | 35354 | 5410 430840 | 200 | 101000 | |
| 33 | 234670 06/16/25 battery | | 112.52* | | 35354 | 1000 460430 | 200 | 101000 | |
| 34 | 234519 06/12/25 trailer wire/lights | | 72.60* | | 35354 | 1000 460430 | 200 | 101000 | |
| 35 | 234270 06/09/25 cap screw | | 3.99* | | 35354 | 1000 460430 | 200 | 101000 | |
| 36 | 233760 05/29/25 battery box/cable | | 41.09* | | 35354 | 1000 460430 | 200 | 101000 | |
| 37 | 234129 06/05/25 blue def | | 21.99* | | 35354 | 5410 430840 | 200 | 101000 | |
| 38 | 234110 06/05/25 mini fuses | | 5.99* | | 35354 | 5410 430840 | 200 | 101000 | |

07/03/25
09:43:05

CITY OF SHELBY
Claim Details
For the Accounting Period: 6/25

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Report ID: AP100

* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ Line \$ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-------------------------|--|---------------------------|-------------------------|-----------------------------|-----------|---------------|-------------|-----------------|
| 240964 | 01953 PHILADELPHIA INSURANCE COMPANIES | | 1,813.00 | | | | | |
| 1 | 06/10/25 TBID Non Profit Package | | 885.00 | | | 7199 460301 | 701 | 101000 |
| 2 | 06/10/25 TBID Flexi Plus Five | | 928.00 | | | 7199 460301 | 701 | 101000 |
| 240965 | 02615 NORMAN'S SPORT & WESTERN | | 419.90 | | | | | |
| 1 | 06/07/25 clothing-Hoover-shoes/shirts | | 75.00* | | | 1000 430200 | 220 | 101000 |
| 2 | 06/07/25 clothing-Hoover-shoes/shirts | | 75.00* | | | 5210 430500 | 220 | 101000 |
| 3 | 06/07/25 clothing-Hoover-shoes/shirts | | 75.00* | | | 5310 430600 | 220 | 101000 |
| 4 | 06/07/25 clothing-Hoover-shoes/shirts | | 75.00 | | | 5410 430840 | 220 | 101000 |
| 5 | 06/15/25 clothing-Lampert-pants | | 29.98* | | | 1000 430200 | 220 | 101000 |
| 6 | 06/15/25 clothing-Lampert-pants | | 29.98* | | | 5210 430500 | 220 | 101000 |
| 7 | 06/15/25 clothing-Lampert-pants | | 29.97* | | | 5310 430600 | 220 | 101000 |
| 8 | 06/15/25 clothing-Lampert-pants | | 29.97 | | | 5410 430840 | 220 | 101000 |
| 240966 | 00119 SHELBY VOLUNTEER FIRE DEPT | | 13,260.00 | | | | | |
| 1 | 06/30/25 CFD retirements x18 | | 13,260.00* | | | 1000 420400 | 300 | 101000 |
| 240967 | 00119 SHELBY VOLUNTEER FIRE DEPT | | 1,761.00 | | | | | |
| 1 | 06/30/25 CFD treasurers wages April-Jun | | 300.00* | | | 1000 420400 | 300 | 101000 |
| 2 | 06/30/25 CFD secretary wages April-June | | 300.00* | | | 1000 420400 | 300 | 101000 |
| 3 | 06/30/25 RFD wages April-June | | 763.00 | | | 1000 420401 | 300 | 101000 |
| 4 | 06/30/25 CFD wages April-June | | 398.00* | | | 1000 420400 | 300 | 101000 |
| 240968 | 00078 NORTHERN EXPRESS TRANSPORTATION | | 97,316.86 | | | | | |
| 1 | 7-25 07/01/25 rail pay app 10 T.P. construct | | 97,316.86* | | | 2310 430000 | 300 | 101000 |
| # of Claims 68 | | | Total: 324,898.44 | | | | | |
| Total Electronic Claims | | | 1,658.00 | Total Non-Electronic Claims | 323240.44 | | | |

07/03/25
09:43:06

CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 6/25

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| Fund/Account | Amount |
|---|------------|
| 1000 GENERAL | |
| 101000 Cash-Operating | 114,604.32 |
| 2310 TAX INCREMENT FINANCING DISTRICT (TIFD) | |
| 101000 Cash-Operating | 97,816.86 |
| 2400 STREET LIGHTING DISTRICT NO. 35 | |
| 101000 Cash-Operating | 4,482.46 |
| 2940 CDBG HOUSING FUND | |
| 101000 Cash-Operating | 288.00 |
| 5210 WATER UTILITY | |
| 101000 Cash-Operating | 36,998.31 |
| 5310 SEWER UTILITY | |
| 101000 Cash-Operating | 18,347.97 |
| 5410 SOLID WASTE UTILITY | |
| 101000 Cash-Operating | 21,863.51 |
| 7030 HOUSING FUND | |
| 101000 Cash-Operating | 28,019.69 |
| 7060 SHELBY ENERGY SHARE | |
| 101000 Cash-Operating | 344.36 |
| 7110 ACCOMMODATIONS TAX | |
| 101000 Cash-Operating | 319.96 |
| 7199 TOURISM BUSINESS IMPROVEMENT DIST (TBID) | |
| 101000 Cash-Operating | 1,813.00 |
| Total: | 324,898.44 |



June 24, 2025

Gary McDermott, Mayor
City of Shelby
112 1st Street South
Shelby, MT 59474

**RE: Recommendation to Award
Shelby Wastewater System Improvements Backup Generators**

Dear Mayor McDermott and Council:

We have reviewed the bids received on June 10, 2025 from three contractors for the construction of the above referenced project. The project includes permanent backup power for the City's three lift stations.

Jones Z Electric, LLC has previously submitted qualifications documenting that it has successfully completed similar projects. Additionally, it successfully completed the backup generator project for the booster and treatment buildings.

Jones Z Electric, LLC did not sign the bid form when it was submitted. However, the City attorney has reviewed the documents and provided his legal opinion that this is an informality. Please reference the City Attorney's memo for additional details.

Great West Engineering, Inc. recommends the award of the Shelby Wastewater System Improvements Project Backup Power contract to Jones Z Electric, LLC. The total bid price and recommended project total is \$218,850.00. Please see attached bid tabs for details.

Attached is the Notice of Award document. If you concur with this recommendation, please sign the attached Notice of Award. I will then start the contracting process with Jones Z Electric, Inc.

If you have any questions, please do not hesitate to contact me at 406-495-6160.

Sincerely,

Great West Engineering, Inc.

Amy Deitchler, PE
Project Manager

Encl.: Certified Bid Tabulations
Notice of Award – Jones Z Electric, LLC

cc: Matt Blank, MCEP; Mia Belting, DNRC-RRGL

Y:\Shared\Helena Projects\1-19332-Shelby On-Call Engineering Services\T07 - Wastewater\Project\Construction Management\Award\Shelby Generators Recommendation to Award.docx

www.greatwesteng.com

See what's possible.

HELENA
2501 Belt View Drive
Helena, MT 59601
Ph: (406) 449-8627
F: (406) 449-8631

BILLINGS
6780 Trade Center
Avenue
Billings, MT 59101
Ph: (406) 652-5000
F: (406) 248-1363

BOISE
3050 N Lakeharbor
Lane
Suite 201
Boise, ID 83703
Ph: (208) 576-6646

GREAT FALLS
702 2nd Street S, #2
Great Falls, MT 59405
Ph: (406) 952-1109

SPOKANE
N Division Street
Suite F
Spokane, WA 99218
Ph: (509) 413-1430

Shelby Wastewater-Backup Generators (#9697015)
 Owner: City of Shelby
 Solicitor: Great West Engineering
 06/10/2025 02:00 PM MDT



| Item Code | Item Description | UoM | Quantity | Engineer Estimate | | Jones Z Electric LLC | | Northern Plains Electric | | Townsend Controls and Electric | |
|------------------------|---|-----|----------|-------------------|---------------------|----------------------|---------------------|--------------------------|---------------------|--------------------------------|---------------------|
| | | | | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension |
| 101 | Mobilization | LS | 1 | \$35,000.00 | \$35,000.00 | \$11,000.00 | \$11,000.00 | \$20,000.00 | \$20,000.00 | \$8,500.00 | \$8,500.00 |
| 102 | Exploratory Excavation | HR | 10 | \$250.00 | \$2,500.00 | \$200.00 | \$2,000.00 | \$160.00 | \$1,600.00 | \$350.00 | \$3,500.00 |
| 103 | Backup Generator Pamida Lift Station | LS | 1 | \$85,000.00 | \$85,000.00 | \$44,602.00 | \$44,602.00 | \$55,000.00 | \$55,000.00 | \$66,481.07 | \$66,481.07 |
| 104 | Backup Generator Dixie Inn Lift Station | LS | 1 | \$75,000.00 | \$75,000.00 | \$41,581.00 | \$41,581.00 | \$50,000.00 | \$50,000.00 | \$63,171.37 | \$63,171.37 |
| 105 | Backup Generator Prison Lift Station | LS | 1 | \$110,000.00 | \$110,000.00 | \$58,567.00 | \$58,567.00 | \$65,000.00 | \$65,000.00 | \$85,807.87 | \$85,807.87 |
| 106 | Electrical | LS | 1 | \$55,000.00 | \$55,000.00 | \$56,300.00 | \$56,300.00 | \$31,225.19 | \$31,225.19 | \$59,345.83 | \$59,345.83 |
| 107 | Type B Surface Restoration | LS | 1 | \$25,000.00 | \$25,000.00 | \$4,800.00 | \$4,800.00 | \$1,500.00 | \$1,500.00 | \$67.00 | \$67.00 |
| Base Bid Total: | | | | | \$387,500.00 | | \$218,850.00 | | \$224,325.19 | | \$286,873.14 |

I, Amy Deitchler, PE, hereby certify that this tabulation of bids is a true representation of the bids received on June 10, 2025.



NOTICE OF AWARD

Date of Issuance:

Owner: City of Shelby Owner's Project No.:
Engineer: Great West Engineering, Inc. Engineer's Project No.: 1-19332 TO7
Project: City of Shelby Wastewater System Backup Power
Contract Name: City of Shelby Wastewater System Backup Power
Bidder: Jones Z Electric.
Bidder's Address: 807 1st Ave NW, Conrad, MT 59425

You are notified that Owner has accepted your Bid dated June 10, 2025 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

New permanent backup generator for the Pamida Lift Station, Prison Lift Station, and Dixie Inn Lift Station.

The Contract Price of the awarded Contract is \$218,850. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

6 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☐ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 6 counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner:

By (signature): _____

Name (printed): Gary McDermott

Title: Mayor

Copy: Engineer

EJCDC® C-510, Notice of Award.

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Page 1 of 1

MEMORANDUM

TO: City Council

FROM: Logan Fehler, City Attorney

RE: Notice of Award on Agenda for July 7, 2025, City Council Meeting

DATE: June 25, 2025

This memorandum is intended to inform the City Council of an inconsistency of form with the lowest bid application for the waste water lift station backup generators and advise the City Council as to how to address the inconsistency with regards to awarding a contract for the project.

The lowest bid application for the project, which was submitted by Jones Z Electric LLC, lacked a signature on the bid form where one was required pursuant to the bid instructions. Otherwise, Jones Z Electric LLC's bid form conforms with the bid instructions.

The portions of the bid instructions relevant here are as follows:

12.01 The Bid Form is included with the Bidding Documents. A. All blanks on the Bid Form must be completed in ink and the Bid Form signed in ink.

18.01 Owner reserves the right to reject any or all Bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner also reserves the right to waive all minor Bid informalities not involving price, time, or changes in the Work.

18.04 If Owner awards the contract for the Work, such award will be to the responsible Bidder submitting the lowest responsive Bid.

20.01 When Owner issues a Notice of Award to the Successful Bidder, it will be accompanied by the unexecuted counterparts of the Agreement along with the other Contract Documents as identified in the Agreement. Within 15 days thereafter, Successful Bidder must execute and deliver the required number of counterparts of the Agreement and any bonds and insurance documentation required to be delivered by the Contract Documents to Owner. Within 10 days

thereafter, Owner will deliver one fully executed counterpart of the Agreement to Successful Bidder, together with printed and electronic copies of the Contract Documents as stated in Paragraph 2.02 of the General Conditions.

Under the Fifth and Fourteenth Amendments to the U.S. Constitution, individuals or business entities may be entitled to due process of law before they are deprived of a benefit provided to them by the government if they are found to have a property interest in such benefit. “To have a property interest in a benefit, a person clearly must have more than an abstract need or desire for it. He must have more than a unilateral expectation of it. He must, instead, have a legitimate claim of entitlement to it.” *Ahktar v. Van Der Wetering*, 642 P.2d. 149, 153 (Mont. 1982) (quoting *Board of Regents of State Colleges v. Roth*, 408 U.S. 564, 577 (1972)). “...[A] property right will not exist where there is broad discretion involved in the award of a benefit...” *ISC Distributors, Inc. v. Trevor*, 903 P.2d. 170, 175 (Mont. 1995). Due process-triggering property interests are typically based on specific statutory or contractual provisions, but can also be based on rules or mutually explicit understandings between an individual person or entity and the government. *Id.* at 173-74.

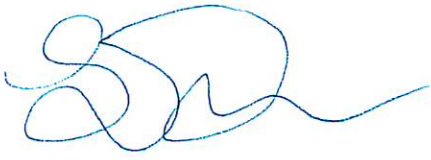
Title 7, Part 5, Chapter 43 of the Montana Code provides for the statutory regulation of the competitive bidding process for municipalities. It provides that “[A] contract for the purchase of any automobile, truck, other vehicle, road machinery, other machinery, apparatus, appliances, equipment, or materials or supplies or for construction, repair, or maintenance in excess of \$80,000 must be let to the lowest responsible bidder after advertisement for bids.” Montana Code Annotated § 7-5-4302(1). It also provides that “The council may: (a) postpone awarding a contract until the next regular meeting after bids are received in response to the advertisement; (b) reject any or all bids; and (c) readvertise as provided in this section.” § 7-5-4302(3).

Both the statutory provision allowing city councils to “reject any and all bids” and clause 18.01 in the bid instructions give the City significant discretion in its ability to reject bids or waive minor informalities in bids. Based on the standards for determining due process-triggering property interests established by Montana case law, this level of discretion regarding the City’s ability to reject bids or waive immaterial informalities in bids strongly indicates that there is not sufficient entitlement to the benefit of receiving the award for any of the bid applicants to have a due process-triggering property interest in the award.

Clause 20.01 in the bid instructions mandates that a written contract be signed by both parties after a bid is awarded and nullifies an awarded bid if such written contract is not signed by the bidder within a fifteen-day time frame. The fact that awarded bids are conditional on the bidder’s future signature on a written contract makes the lack of signature on the bid form immaterial or, as stated in the criteria for waiver provided in clause 18.01 of the bid instructions, a minor informality “not involving price, time, or changes in the Work.”

Therefore, the City Council has the discretion to either: 1. reject the Jones Z Electric LLC’s bid for being nonconforming due to lack of a required signature; 2. Waive the informality and accept Jones Z Electric LLC’s bid as the lowest responsible bid, on the basis that the requirement of a future executed contract following award of the bid provided in clause 20.01 of the bid instructions makes the signature on the bid form immaterial; or 3. Reject all bids pursuant to MCA § 7-5-4302(3) and readvertise. Given the fiscal benefit of the City awarding bids to the lowest bidder, my advice as City Attorney is to waive the informality in Jones Z Electric LLC’s bid and award them the bid as lowest bidder, so long as the City Council finds Jones Z Electric LLC to be a responsible bidder.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Logan Fehler', with a stylized, cursive script.

Logan Fehler

City Attorney

**CONTRACT
FOR
JANITORIAL SERVICES**

THIS AGREEMENT is made and entered into this 1st day of July, 2025, by and between the **CITY OF SHELBY, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, 112 1ST St S, Shelby, MT 59474, hereinafter referred to as "City," and Justice Moore, dba **Fresh Start Cleaning Mt, LLC**, 110 4th St, Sunburst, MT 59482, hereinafter referred to as "Contractor."

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

1. **Purpose:** City agrees to hire Contractor as an independent contractor to perform for City the services described in the Scope of Services attached hereto as Exhibit A and by this reference made a part hereof.
2. **Effective Date:** This Agreement is effective upon the date of its execution and will terminate on the 30th day of June, 2028. The parties may extend this agreement in writing prior to its termination.
3. **Scope of Work:** Contractor will perform the work and provide the services in accordance with the specifications and requirements of the Scope of Services.
4. **Payment:** City agrees to pay Contractor \$25.00/HR UP TO A MAXIMUM OF \$2166.00 PER MONTH for the work described in the Scope of Services. The contractor shall submit a bill monthly. Any alteration or deviation from the described work that involves extra costs will be executed only upon written request by the City to Contractor and will become an extra charge over and above the contract amount. The parties must agree upon any extra charges in writing.
5. **Independent Contractor Status:** The parties agree that Contractor is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Contractor is not subject to the terms and provisions of the City's personnel policies handbook and may not be considered a City employee for workers' compensation or any other purpose. Contractor is not authorized to represent the City or otherwise bind the City in any dealings between Contractor and any third parties.

Contractor shall comply with the applicable requirements of the Workers' Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Contractor shall maintain workers' compensation coverage for all members and employees of Contractor's business, except for those members who are exempted as independent contractors under the provisions of §39-71-401, MCA.

Contractor shall furnish City with copies showing one of the following: (1) proof of registration as a registered contractor under Title 39, Chapter 9, MCA; (2) a binder for workers' compensation coverage by an insurer licensed and authorized to provide workers' compensation insurance in the State of Montana; or (3) proof of exemption from workers' compensation granted by law for independent contractors.

6. **Indemnity and Insurance:** Contractor agrees to indemnify, defend and save City, its officers, agents and employees harmless from any and all losses, damage and liability occasioned by, growing out of, or in any way arising or resulting from any intentional or negligent act on the part of Contractor or its agents or employees. For this purpose, Contractor shall provide City with proof of Contractor's liability insurance issued by a reliable company or companies for personal injury and property damage, in an amount not less than \$1.0 million per occurrence. The insurance must be in a form suitable to City.

7. **Warranty:** Contractor warrants that all services and work will be performed in a good workman-like manner. Contractor acknowledges that it will be liable for any breach of this warranty for the lesser of a period of one (1) year from the time services are completed or any warranty described in the Scope of Services.

8. **Compliance with Laws:** Contractor agrees to comply with all federal, state, and local laws, ordinances, rules and regulations. Contractor agrees to purchase a City business license.

9. **Contractors' Gross Receipts Tax:** Contractor understands that all contractors or subcontractors working on a publicly funded project are required to pay or have withheld from earnings one percent (1%) of the gross contract price if the gross contract price is Five Thousand Dollars (\$5,000) or more.

10. **Nondiscrimination:** Contractor agrees that all hiring by Contractor of persons performing this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.


11. **Default and Termination:** If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party may, at its option, terminate this Agreement and be released from all obligations if the default is not cured within ten (10) days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

12. **Liaison:** City's designated liaison with Contractor is Finance Officer Jade Goroski, and Contractor's designated liaison with City is Justice Moore.

13. **Applicability:** This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

Fresh Start Cleaning Mt, LLC


Justice Moore

CITY OF SHELBY

Gary McDermott, Mayor

ATTEST:

Jade Goroski, Finance Officer

EXHIBIT A
SCOPE OF SERVICE

General Purpose

Janitorial care and maintenance for 20 hours/week up to a maximum of 86 hours/month.

1. CITY HALL, 112 1st St S – maximum of 3 hours per week

Janitorial care and maintenance of City Hall to keep facilities clean.

2. CIVIC CENTER, 669 Park Ave – maximum of 17 hours per week

Gym Floor, Workout Room, Raquet Ball Court, Bathrooms, Shower

Gym Floor Buffed two times a month, more if needed

Bathrooms Cleaned four times a week, as needed

Essential Duties and Responsibilities

Cleans and polishes lighting fixtures and trim.

Cleans rooms, hallways, lobbies, restrooms, corridors, and other work areas.

Sweeps, scrubs, waxes, and polishes floor.

Cleans and vacuums rugs, carpets, upholstered furniture, and draperies.

Dusts furniture and equipment.

Washes walls, ceiling, and woodwork. Washes windows, door panels, and sills.

Empties wastebaskets.

Transports trash and waste to disposal area.

Replenishes bathroom supplies. Replaces light bulbs.

Inspects and maintains assigned custodial equipment and small tools for proper operating condition.

Opens and closes, locks and unlocks facilities as needed.

Tools and Equipment Used

Floor buffers, steam cleaners, carpet cleaners, washers, vacuum, mops, broom, dusting equipment.



SWS Equipment, LLC.

Four Locations Serving Washington, Idaho, Montana, Oregon

All Correspondence Remit: PO Box 13040, Spokane, WA 99213

800-892-7831 ~ Fax 509-533-1050 ~ alanl@swsequipment.com

www.SWSequipment.com

QUOTE

Quote To:

City of Shelby
Luis Correa

Ship To:

112 1st St.South
Shelby, MT 59474

Quote #:

2304. 1

Date:

07/01/2025

Sales Rep:

Alan Larson

FOB:

Shelby

Ship Via:

Bestway

Est. Ship Date:

45 Days from Order

Term:

Net on Delivery

Phone:

Cell: (406) 750-2952

Bill To:

112 1st St.South
Shelby, MT 59474

| Qty | Description | Unit Price | Ext. Price |
|----------|--|-------------|--------------|
| 25 | Enterprise 3 yard Side Load Container | \$ 976.00 | \$ 24,400.00 |
| 1 | Vendor Supplied Freight Direct to Shelby | \$ 2,585.00 | \$ 2,585.00 |
| Subtotal | | \$ 3,561.00 | \$ 26,985.00 |

\$947.62/each last year

Grand Total \$ 26,985.00

QUOTE VALID FOR 30 DAYS

PRICING IS SUBJECT TO CHANGE BASED ON CURRENT MATERIALS AND AVAILABILITY. APPLICABLE SALES TAX
NOT INCLUDED UNLESS OTHERWISE NOTATED - AMOUNT BASED ON FINAL INVOICE DATE.
ANY IMPLIED WARRANTY AS PER THE MANUFACTURER'S STANDARD WRITTEN WARRANTY PAYMENT DUE UPON
COMPLETION OF WORK OR AS SPECIFIED ABOVE

Due to a high level of uncertainty with regard to pricing changes from our vendors and the freight industry, the price and freight charges on this document may be adjusted prior to shipping.

Signature: _____ Printed Name: _____ Date: _____

RESOLUTION NO. 2105

**A RESOLUTION APPOINTING CITIZENS TO THE BOARD OF ADJUSTMENT AND
ZONING COMMISSION**

BE IT RESOLVED, that the following citizens shall be appointed to the Board of Adjustment for the City of Shelby, Montana, and the Zoning Commission for the City of Shelby, Montana:

1. Aaron Heaton, residing at 609 3rd St S
2. Robert Tasker, residing at 826 6th St S
3. Robert Longcake, residing at 301 Valley St
4. Lyle Kimmet, residing at 846 Hill Ave
5. Bill Moritz, residing at 807 7th St S
6. Jayce Yarn, residing at 350 O'Haire Blvd

Each of these individuals shall be appointed to both the Board of Adjustment and the Zoning Commission for a term of three (3) years.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHELBY,
MONTANA, AND APPROVED BY THE MAYOR ON THIS 7th DAY OF JULY, 2025.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

RESOLUTION NO. 2106

**A RESOLUTION APPROVING MODIFICATION OF REAL ESTATE PURCHASE
AGREEMENT RE: 634 GRANITE AVE**

BE IT RESOLVED, that the City Council of Shelby, Montana, in its capacity as governing body of the City of Shelby, Montana, approves and adopts the modification to the Real Estate Purchase Agreement between the City of Shelby and Ron and Sandra Hubbard, attached to this Resolution as an Exhibit.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHELBY,
MONTANA, AND APPROVED BY THE MAYOR ON THIS 7th DAY OF JULY, 2025.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

MODIFICATION OF REAL ESTATE PURCHASE AGREEMENT

COMES NOW, the **CITY OF SHELBY** a Municipal Corporation organized and existing under and pursuant to the laws of the State of Montana, 112 1st Street South, Shelby, MT 59474, hereinafter referred to as "SELLER", and **RONALD L. HUBBARD and SANDRA HUBBARD**, a married couple residing at 1374 N 550 W, Clinton, UT 84015, hereinafter collectively referred to as "BUYER," and hereby mutually assent to the following modifications to the previously executed and agreed upon Real Estate Purchase Agreement (hereinafter "the Original Agreement") pertaining to a property commonly referred to as 634 Granite Ave in Shelby, Montana:

1. Closing shall occur on July 15, 2025 at Flying S Title and Escrow in Shelby, Montana. All terms and conditions in the Original Agreement shall be construed with the understanding that July 15, 2025, is the agreed upon Closing date and that July 15, 2025 is before the expiration of the Closing deadline.
2. BUYER acknowledges that they have received the title commitment, has no objections to the condition of the title to the property, and hereby waives all rights conferred upon them by Paragraphs 7 and 8 or the Original Agreement, other than its right to title insurance paid for by SELLER.
3. The completion date for construction provided in Paragraph 10 of the Original Agreement shall be changed to July 15, 2025.
4. BUYER acknowledges that they have had a licensed home inspector inspect the property, have reviewed the report produced by such inspector, have no objections to the condition of the property within the scope of the inspection, and hereby waive all rights conferred upon them by Paragraph 15 of the Original Agreement.
5. Paragraph 6 of the Original Agreement shall be nullified. There shall be no option for unilateral movement of the July 15, 2025, Closing date by either party.
6. Both parties hereby waive and agree not to pursue any and all claims for breach of contract stemming from the Original Agreement which may or may not have occurred prior to the date of execution of the modification.
7. Pursuant to Montana law, the modification must be approved by the City Council of Shelby, Montana. The modification shall be placed on the agenda at the July 7, 2025, City Council meeting. Approval of the Modification shall be a condition precedent to its execution.
8. Unless expressly stated hereinbefore, all terms and conditions of the Original Agreement remain in full force and effect notwithstanding the execution of this modification agreement.

DATED this ____ day of _____, 2025 _____

Ronald L. Hubbard

BUYER

Sandra Hubbard

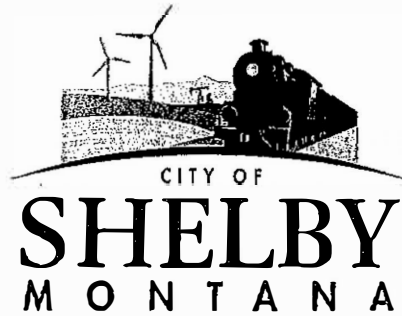
BUYER

Gary McDermott

Mayor, Representative of SELLER

CITY OF SHELBY

112 First Street South
Shelby, MT 59474
Telephone: (406) 434-5222
FAX: (406) 434-2039
www.shelbymt.com



Mayor: Gary McDermott
Council: Joe Flesch, Sanna Clark, Jayce Yarn,
Lyle Kimmet, Bill Moritz, Pat Frydenlund
Attorney: Logan Fehlers
City Supt.: Eric Kary
Animal Control: Anthony Botts
Finance Officer: Jade Goroski
Judge: Donna Whitt

5/21/2025

Sons of Norway
Normont Lodge 507
320 8th Ave SE
Cut Bank, MT 59427

Dear Sons of Norway,

Thank you so much for your \$500 donation. As per your request, this donation will be used for the swimming pool. It will go towards the window replacement we have planned.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Jade Goroski", with a stylized flourish at the end.

Jade Goroski