

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
October 7, 2019
6:30 P.M.

ROLL CALL OF MEMBERS
PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Regular Council Meeting, 9/16/19 (pgs 5-6)

APPEARANCE REQUESTS

- Agenda Items / Non-Agenda Items

CLAIMS REPORT 9/30/19 (pgs 77-22)

BUILDING INSPECTOR

- Building Inspector Report, September 2019 (pg 23)

COMMITTEE REPORTS

-

CITY ATTORNEY

-

CITY FINANCE OFFICER

- Payroll Expense by Department, September 2019 (pg 24)

CITY SUPERINTENDENT

-

COMMUNITY DEVELOPMENT DIRECTOR

-

OTHER MATTERS

- Stop Signs [corner of 5th St So and 9th Ave S and corner of 6th Ave S and 5th St S] (pgs 25-27)
- Marias Livestock Association
- Review of Source Water Protection Plan
- Reschedule 10/21 Council meeting to 10/23
- Arbor Day Proclamation (pg 28)
- 3rd Street Lateral
- Wellfield Bid Award (pg 29)

ADJOURN

CITY OF SHELBY MEETING SCHEDULE

October 7, 2019

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

October 15, 2019 (Due to Columbus Day Holiday)

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

October 21, 2019

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

October 28, 2019

- 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, 9/16/19
2. Claims Report, 09/30/19
3. Building Inspector Report, September 2019
4. Payroll Expense by Department Report, September 2019
5. Stop Sign Information
6. Arbor Day Proclamation
7. Wellfield Bid Award

C. Correspondence

1. March 2019 Source Water Protection Plan for City of Shelby Public Water Supply
2. 9/12/19 MDOT Semi-Annual Meeting Agenda
3. City of Shelby Snow Removal Areas

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
September 16, 2019

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

Other citizens present: Jennifer Van Heel & Donna Whitt.

PLEDGE OF ALLEGIANCE

REGULAR MEETING MINUTES 9/3/19

MORITZ MADE A MOTION TO APPROVE THE 9/3/2019 MINUTES.
SECONDED BY FLESCH. VOTE AYES - CLARK, KIMMET, HEATON, FLESCH, MORITZ. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.

APPEARANCE REQUESTS

- Agenda Items - None
- Non-Agenda - None

COMMITTEE REPORTS

- Law Enforcement Report - Donna Whitt

CITY ATTORNEY

- Resolution No. 2007 re: Cancelling General Election
KIMMET MADE A MOTION TO APPROVE RESOLUTION NO. 2007. SECONDED BY MORITZ. VOTE AYES - CLARK, KIMMET, HEATON, FLESCH, MORITZ. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.

CITY FINANCE OFFICER

1. City Judge's Report, August 2019
2. Bank Account Report, Budget Year to Date, Vendor Summary, Enterprise Funds, Statement of Expenditures, Revenues, Cash Flow Report, Project Budgets, 8/30/19
KIMMET MADE A MOTION TO APPROVE THE REPORTS. SECONDED BY CLARK. VOTE AYES - CLARK, KIMMET, HEATON, FLESCH, MORITZ. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.
3. City of Shelby Delinquent Taxes, 8/31/19

CITY SUPERINTENDENT

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

COMMUNITY DEVELOPMENT DIRECTOR

Lorette provided a handout as notes.

OTHER MATTERS

- Screen Top Bid

KIMMET MADE A MOTION TO APPROVE THE PURCHASE OF TWO SCREEN TOPS \$4900-\$5300 DEPENDING ON FREIGHT. SECONDED BY HEATON. VOTE AYES - CLARK, KIMMET, HEATON, FLESC, MORITZ. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.

ADJOURN

AT 7:05 P.M. FLESC MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY CLARK. VOTE AYES - CLARK, KIMMET, HEATON, FLESC, MORITZ. NOES - NONE. ABSENT - TUSTIAN. ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

10/03/19
13:34:42

CITY OF SHELBY
Claim Details
For the Accounting Period: 9/19

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Report ID: AP100

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190190		01806 ALARM SERVICE INC	183.80					
1	R 98548	09/23/19 10/19 Fire Alarm Monitoring	35.00			1000 420401	300	101000
2	P 3500	09/26/19 Service Call	75.00			1000 420401	300	101000
3	P 3500	09/26/19 (2)Back-UP Battery	73.80*			1000 420401	200	101000
190191		00343 ENERGY LABORATORIES INC	135.00					
1	260275	09/05/19 Lagoon Influent	135.00		32247	5310 430600	300	101000
190192		00400 UTILITIES UNDERGROUND LOCATION	78.26					
1	9085092	08/31/19 21 Locates for 8/19	38.22		32249	5210 430500	300	101000
2	9095092	09/30/19 22 Locates for 9/19	40.04		32249	5210 430500	300	101000
190193		01137 AQUA TECH LABORATORY	180.00					
1	31628	09/05/19 Monthly Coliform Water Testing	80.00		32246	5210 430500	300	101000
2	31666	09/11/19 Coliform Water Test Recheck	100.00		32263	5210 430500	300	101000
190194		01125 MT DEQ/PERMITTING & COMPLIANCE	1,110.00					
1	09/01/19	Solid Waste Management Lic #83	1,110.00*			5410 430840	300	101000
190195		00539 YEAGLEY, JAMES H	600.00					
1	09/29/19	9/19 Planning Services	600.00			1000 411030	350	101000
190196	-98585E	01486 USDA RURAL DEVELOPMENT	1,603.00					
1	09/05/19	Fire Hall Improvement Loan	1,371.47			1000 490527	610	101000
2	09/05/19	Fire Hall Improvement Loan-Int	231.53			1000 490527	620	101000
190197		01285 HUNT, WILLIAM E JR	5,833.33					
1	09/30/19	9/19 Legal Services	1,458.34			1000 411100	350	101000
2	09/30/19	9/19 Legal Services	1,458.33			5210 430513	350	101000
3	09/30/19	9/19 Legal Services	1,458.33			5310 430613	350	101000
4	09/30/19	9/19 Legal Services	1,458.33			5410 430813	350	101000
190198	-98586E	00111 FIRST STATE BANK	134.80					
1	09/04/19	Monthly Bank Service Charge	33.70			1000 410550	300	101000
2	09/04/19	Monthly Bank Service Charge	33.70			5210 430570	300	101000
3	09/04/19	Monthly Bank Service Charge	33.70			5310 430670	300	101000
4	09/04/19	Monthly Bank Service Charge	33.70			5410 430870	300	101000
190199		00043 SHELBY GAS ASSOCIATION	386.20					
1	09/25/19	9/19 Gas Bill	9.00			1000 411200	343	101000
2	09/25/19	9/19 Gas Bill	14.50			1000 420400	343	101000
3	09/25/19	9/19 Gas Bill	14.50			1000 420401	343	101000
4	09/25/19	9/19 Gas Bill	177.00			1000 460445	343	101000
5	09/25/19	9/19 Gas Bill	29.00			1000 460442	343	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	
6	09/25/19 9/19 Gas Bill	9.80			5410 430840	343	101000	
7	09/25/19 9/19 Gas Bill	8.30			1000 430200	343	101000	
8	09/25/19 9/19 Gas Bill	8.30			5210 430500	343	101000	
9	09/25/19 9/19 Gas Bill	8.30			5310 430600	343	101000	
10	09/25/19 9/19 Gas Bill	8.30			5410 430830	343	101000	
11	09/25/19 9/19 Gas Bill	2.45			1000 411202	343	101000	
12	09/25/19 9/19 Gas Bill	2.45			5210 430520	343	101000	
13	09/25/19 9/19 Gas Bill	2.45			5310 430620	343	101000	
14	09/25/19 9/19 Gas Bill	2.45			5410 430820	343	101000	
15	09/25/19 9/19 Gas Bill	9.00			5210 430500	343	101000	
16	09/25/19 9/19 Gas Bill	18.00			1000 460465	343	101000	
17	09/25/19 9/19 Gas Bill	62.40			2936 460463	343	101000	
190200	00026 MARIAS RIVER ELECTRIC COOP INC	11,641.84						
1	09/25/19 9/19 Electric Bill	71.19			1000 411200	342	101000	
2	09/25/19 9/19 Electric Bill	117.64			1000 420400	342	101000	
3	09/25/19 9/19 Electric Bill	117.63			1000 420401	342	101000	
4	09/25/19 9/19 Electric Bill	52.22			1000 411202	342	101000	
5	09/25/19 9/19 Electric Bill	52.22			5210 430520	342	101000	
6	09/25/19 9/19 Electric Bill	52.22			5310 430620	342	101000	
7	09/25/19 9/19 Electric Bill	52.23			5410 430820	342	101000	
8	09/25/19 9/19 Electric Bill	96.11			1000 430200	342	101000	
9	09/25/19 9/19 Electric Bill	96.11			5210 430500	342	101000	
10	09/25/19 9/19 Electric Bill	96.11			5310 430600	342	101000	
11	09/25/19 9/19 Electric Bill	96.12			5410 430830	342	101000	
12	09/25/19 9/19 Electric Bill	46.35			1000 440600	342	101000	
13	09/25/19 9/19 Electric Bill	46.35			1000 460430	342	101000	
14	09/25/19 9/19 Electric Bill	39.96			1000 460465	342	101000	
15	09/25/19 9/19 Electric Bill	191.01			1000 460439	342	101000	
16	09/25/19 9/19 Electric Bill	459.34			1000 460442	342	101000	
17	09/25/19 9/19 Electric Bill	468.05			1000 460445	342	101000	
18	09/25/19 9/19 Electric Bill	3,873.66			2400 430263	342	101000	
19	09/25/19 9/19 Electric Bill	4,974.58			5210 430500	342	101000	
20	09/25/19 9/19 Electric Bill	266.16			5310 430600	342	101000	
21	09/25/19 9/19 Electric Bill	344.84			2936 460463	342	101000	
22	09/25/19 9/19 Electric Bill	31.74			5410 430840	342	101000	
190201	01851 CT CLEANING	1,200.00						
1	09/25/19 9/19 Janitorial Service	60.00			1000 411202	390	101000	
2	09/25/19 9/19 Janitorial Service	60.00			5210 430520	390	101000	
3	09/25/19 9/19 Janitorial Service	60.00			5310 430620	390	101000	
4	09/25/19 9/19 Janitorial Service	60.00			5410 430820	390	101000	
5	09/25/19 9/19 HCH Park Bathroom	40.00			1000 460430	390	101000	
6	09/25/19 9/19 CC Janitorial Service	800.00			1000 460442	300	101000	
7	09/25/19 9/19 Williamson Bldg Service	120.00			2936 460463	300	101000	

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Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
190202	26197S 00144 POSTMASTER	305.72						
1	09/24/19 9/19 UB Postage	101.91			5210 430570	310	101000	
2	09/24/19 9/19 UB Postage	101.91			5310 430670	310	101000	
3	09/24/19 9/19 UB Postage	101.90			5410 430870	310	101000	
190203	02368 OPTUM	25.50						
1	9510025429 09/15/19 HSA Service Fee	6.37			1000 410550	300	101000	
2	9510025429 09/15/19 HSA Service Fee	6.37			5210 430570	300	101000	
3	9510025429 09/15/19 HSA Service Fee	6.38			5310 430670	300	101000	
4	9510025429 09/15/19 HSA Service Fee	6.38			5410 430870	300	101000	
190204	02389 WELLS FARGO VENDOR FIN SERV	127.70						
Serial #6507270X								
1	5007305745 09/17/19 9/19 Sharp MX-350 Copier-S	63.85		32286	1000 430200	200	101000	
2	5007305745 09/17/19 9/19 Sharp MX-350 Copier-S	63.85		32286	1000 420500	200	101000	
190205	00309 PREFERRED OFFICE EQUIPMENT	544.27						
1	30618 09/16/19 9/19 Maintenance & Copies	86.17			1000 411050	300	101000	
2	30618 09/16/19 9/19 Maintenance & Copies	97.62			1000 410550	300	101000	
3	30618 09/16/19 9/19 Maintenance & Copies	97.63			5210 430570	300	101000	
4	30618 09/16/19 9/19 Maintenance & Copies	97.63			5310 430670	300	101000	
5	30618 09/16/19 9/19 Maintenance & Copies	97.63			5410 430870	300	101000	
6	30617 09/16/19 9/19 Maintenance & Copies-Shop	33.79		32266	1000 430200	300	101000	
7	30617 09/16/19 9/19 Maintenance & Copies-Shop	33.80		32266	1000 420500	300	101000	
190206	01388 3 RIVERS COMMUNICATIONS INC	966.66						
1	09/01/19 9/19 Phone Bill	12.39			1000 420500	344	101000	
2	09/01/19 9/19 Phone Bill	35.24			1000 410550	344	101000	
3	09/01/19 9/19 Phone Bill	35.25			5210 430570	344	101000	
4	09/01/19 9/19 Phone Bill	35.25			5310 430670	344	101000	
5	09/01/19 9/19 Phone Bill	35.25			5410 430870	344	101000	
6	09/01/19 9/19 Phone Bill	25.33			1000 430200	344	101000	
7	09/01/19 9/19 Phone Bill	25.33			5210 430500	344	101000	
8	09/01/19 9/19 Phone Bill	25.33			5310 430600	344	101000	
9	09/01/19 9/19 Phone Bill	25.33			5410 430830	344	101000	
10	09/01/19 9/19 Phone Bill	96.76			1000 460465	300	101000	
11	09/01/19 9/19 Phone Bill	163.96			1000 460442	344	101000	
12	09/01/19 9/19 Phone Bill	64.60			1000 420400	344	101000	
13	09/01/19 9/19 Phone Bill	64.60			1000 420401	344	101000	
14	09/01/19 9/19 Phone Bill	4.74*			1000 410200	344	101000	
15	09/01/19 9/19 Phone Bill	4.74*			5210 430512	344	101000	
16	09/01/19 9/19 Phone Bill	4.74*			5310 430612	344	101000	
17	09/01/19 9/19 Phone Bill	4.74*			5410 430812	344	101000	
18	09/01/19 9/19 Phone Bill	48.31*			1000 460445	344	101000	

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CITY OF SHELBY
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* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
19	09/01/19	9/19 Phone Bill		136.70			5310 430600	344	101000
20	09/01/19	9/19 Phone Bill		33.48			5210 430500	344	101000
21	09/01/19	9/19 Phone Bill		51.11			5210 430500	344	101000
22	09/01/19	9/19 Phone Bill		33.48			5210 430500	344	101000
190207		01137 AQUA TECH LABORATORY		20.00					
1	31629	09/05/19 NCMRWA Monthly Water Test		20.00		32246	5210 430500	300	101000
190208		00048 TOOLE COUNTY CLERK & RECORDER		51,814.68					
1	08/31/19	City Judge & Sec-Wages		1,910.54			1000 410360	100	101000
2	08/31/19	City Judge&Sec-Social Security		116.73			1000 410360	141	101000
3	08/31/19	City Judge & Sec-Medicare		27.30			1000 410360	142	101000
4	08/31/19	City Judge & Sec-PERS		165.65			1000 410360	143	101000
5	08/31/19	City Judge&Sec-UnemploymentIns		2.19			1000 410360	145	101000
6	08/31/19	City Judge & Sec-Worker's Comp		15.01			1000 410360	146	101000
7	08/31/19	City Judge-Health Insurance		450.88			1000 410360	147	101000
8	08/31/19	City Judge-Supplies		6.75			1000 410360	200	101000
9	08/31/19	City Judge-Phone		19.63			1000 410360	344	101000
10	08/31/19	Law Enforcement		34,370.00			1000 420000	300	101000
11	08/31/19	Law Enforcement		4,910.00			5210 420100	300	101000
12	08/31/19	Law Enforcement		4,910.00			5310 420100	300	101000
13	08/31/19	Law Enforcement		4,910.00			5410 420100	300	101000
190209		26198S 02468 T-MOBILE		219.93					
1	09/10/19	Mobile Charge 8/10-9/9/19		26.12			1000 420500	344	101000
2	09/10/19	Mobile Charge 8/10-9/9/19		47.62			1000 411050	344	101000
3	09/10/19	Mobile Charge 8/10-9/9/19		47.62			1000 440600	344	101000
4	09/10/19	Mobile Charge 8/10-9/9/19		19.59			1000 430200	344	101000
5	09/10/19	Mobile Charge 8/10-9/9/19		19.59			5210 430500	344	101000
6	09/10/19	Mobile Charge 8/10-9/9/19		19.59			5310 430600	344	101000
7	09/10/19	Mobile Charge 8/10-9/9/19		19.59			5410 430840	344	101000
8	09/10/19	Mobile Internet 8/10-9/9/19		5.05			1000 410550	344	101000
9	09/10/19	Mobile Internet 8/10-9/9/19		5.06			5210 430570	344	101000
10	09/10/19	Mobile Internet 8/10-9/9/19		5.05			5310 430670	344	101000
11	09/10/19	Mobile Internet 8/10-9/9/19		5.05			5410 430870	344	101000
190210		01742 NORTHERN TRANSIT INTERLOCAL		2,500.00					
1	09/03/19	Operational Costs-1st Payment		2,500.00			1000 430200	300	101000
190211		00119 SHELBY VOLUNTEER FIRE DEPT		22,030.00					
Approved at 2/5/18 Council Meeting									
1	2	08/30/19 Air Pack Purchase Payment #2		22,030.00			1000 420400	900	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
190212		00655 DANKO EMERGENCY EQUIPMENT CO	512.39					
1	104799	08/14/19 RFD-(2)Lids for Tanks	512.39*		31889	1000 420401	200	101000
190213		02427 DIVERSIFIED INSPECTIONS	918.00					
1	INDI12969	08/09/19 CFD-Ladder Truck Inspection	918.00		31888	1000 420400	300	101000
190214		00213 HIGHLINE COMMUNICATIONS	384.00					
1	80128	08/16/19 RFD-(3)Batteries	196.00*		31887	1000 420401	200	101000
2	80440	09/20/19 CFD-Battery	64.00		31898	1000 420400	200	101000
3	80401	09/03/19 CFD-Radio Repair	124.00		31898	1000 420400	300	101000
190215		00047 BEN TAYLOR INC	2,415.23					
1	684701	08/05/19 RFD-Xkam/Camlock	20.65*		31886	1000 420401	200	101000
2	208956	08/06/19 CFD-Gloves/Liners/Propane	67.28		31886	1000 420400	200	101000
3	208832	08/05/19 CFD-Couplers/Suction Hose	74.35		31886	1000 420400	200	101000
4	19782	08/28/19 RFD-8/19 Fuel	1,061.46		31886	1000 420401	230	101000
5	20255	09/25/19 RFD-9/19 Fuel	1,191.49		31894	1000 420401	230	101000
190216		02492 KNICKERBOCKER BUILDERS LLC	191.24					
1	103594	08/02/19 Recycling Sign Installation	191.24			1000 480100	200	101000
190217	26195S	00512 MT DEPARTMENT OF ADMINISTRATION	400.00					
1		09/05/19 Balance Filing Fee AFR 2018	100.00			1000 410550	300	101000
2		09/05/19 Balance Filing Fee AFR 2018	100.00			5210 430570	300	101000
3		09/05/19 Balance Filing Fee AFR 2018	100.00			5310 430670	300	101000
4		09/05/19 Balance Filing Fee AFR 2018	100.00			5410 430870	300	101000
190218		01125 MT DEQ/PERMITTING & COMPLIANCE	2,526.00					
		PWS ID#: MT0000328						
1	5I2001426	09/05/19 2020 Community Connection F	2,526.00			5210 430500	300	101000
190219		01438 BARRY DAMSCHEN CONSULTING LLC	5,275.00					
1	3	09/03/19 O&M Plan	3,200.00			5410 430840	350	101000
2	2	09/03/19 4/19-6/19 Consult & Monitor	2,075.00			5410 430840	350	101000
190220		01180 CULLIGAN	30.00					
1	104618	08/22/19 CFD-Solar Salt Delivery	30.00		31891	1000 420400	300	101000
190221		02045 NAPA AUTO PARTS	506.03					
1	120900	08/28/19 RFD-Filters	364.59*		31890	1000 420401	200	101000
2	120901	08/28/19 RFD-Filters	141.44*		31890	1000 420401	200	101000

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190222		00088 CARQUEST AUTO PARTS	74.98					
1	2567298377	08/05/19 RFD-Ignition Switch	61.99*		31893	1000 420401	200	101000
2	2567299065	08/19/19 CFD-Nylon Hose	12.99		31893	1000 420400	200	101000
190223		01780 MONTANA BROOM & BRUSH	18.36					
1	1372582	08/01/19 CFD-Dust Mop Handle/Duo Sweep	18.36		31892	1000 420400	200	101000
190224		00113 DNRC	30.00					
		Shelby Chamber of Commerce - Township 32N Range 2W Section 36 Legal Description All						
1	SULS200005	09/03/19 LUL-8451 Annual Lease	30.00			1000 411201	300	101000
190225		00027 MARKS TIRE & ALIGNMENT	4,665.00					
1	58047	08/14/19 Tires(Blue Dump Truck)	4,490.00		32254	1000 430200	200	101000
2	57538	07/02/19 Tire(Porta Potty)	65.00		32254	5310 430600	200	101000
3	57866	07/31/19 Flat Repair	10.00		32254	1000 460430	200	101000
4	58402	09/12/19 Flat Repair	40.00		32288	5410 430830	300	101000
5	58258	09/03/19 Flat Repair	40.00		32288	5410 430840	369	101000
6	58535	09/24/19 Flat Repair	20.00		32288	1000 460430	300	101000
190226		00977 FOUR CORNERS SUPPLY INC	29.60					
1	91465	08/28/19 Bushing/Nipple	29.60		32252	5210 430500	200	101000
190227		01700 ORKIN, INC	571.22					
1	26227780	09/11/19 Year in Advance-Pool	571.22		32251	1000 460445	300	101000
190228		02069 NATIONAL LAUNDRY CO	138.18					
1	14681	09/04/19 Red Shop Towels	138.18		32248	1000 430200	300	101000
190229		00049 TRACTOR & EQUIPMENT CO	607.01					
1	379463	08/28/19 Element-Prim	325.75*		32245	5410 430840	200	101000
2	380436	09/25/19 Stud Puller	281.26		32269	1000 430200	200	101000
190230		01095 PETTY CASHIER-PUBLIC WORKS	62.21					
1	2813	04/01/19 Postage	8.30			5210 430500	300	101000
2	2814	05/06/19 Postage	8.30			5210 430500	300	101000
3	2815	05/07/19 MSC-Ice	3.50			5310 430600	200	101000
4	2816	06/03/19 Postage	8.30			5210 430500	300	101000
5	2817	06/07/19 Scheels-Whistles	11.96			1000 460445	200	101000
6	2818	07/08/19 Postage	8.30			5210 430500	300	101000
7	2819	07/15/19 MSC-Ice	3.50			5310 430600	200	101000
8	2820	08/05/19 Postage	8.30			5210 430500	300	101000
9	2821	08/27/19 MSC-Ice	1.75			5310 430600	200	101000

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190231		999998 LORETTE MARIE CARTER MEDA - Lewistown, MT 9/12-9/13/19	246.38					
1	09/16/19	Carter-Mileage/Meals	246.38			1000 411050	370	101000
190232		00025 HILINE REDI-MIX LLC	208.20					
1	UP31446 09/03/19	6" Minus Natural Cobble	208.20		32261	1000 460442	200	101000
190233		01984 BIG SKY CREATIVE WORKS	30.00					
1	20190909 09/09/19	12x18" Civic Center Sign	30.00		32258	1000 460442	200	101000
190234		00037 NORTHWEST PIPE FITTINGS INC	7,312.30					
1	2200589 09/09/19	(2)3-PC Valve Box	359.54		32260	5210 430500	200	101000
2	2206433-1 09/25/19	Elbow/Joint/Valve-Airport	4,307.49		32268	5210 430500	200	101000
3	2206433 09/23/19	Wrap/Reducer/Stargrip-Airport	2,645.27		32268	5210 430500	200	101000
190235		00047 BEN TAYLOR INC	8,246.11					
1	19568 08/28/19	8/19 Fuel	527.15		32255	5410 430830	230	101000
2	19568 08/28/19	8/19 Fuel	174.28		32255	1000 430200	230	101000
3	19568 08/28/19	8/19 Fuel	293.39		32255	2500 430200	230	101000
4	19568 08/28/19	8/19 Fuel	87.32		32255	1000 430200	230	101000
5	19568 08/28/19	8/19 Fuel	34.17		32255	1000 430200	230	101000
6	19568 08/28/19	8/19 Fuel	229.82		32255	1000 430200	230	101000
7	19568 08/28/19	8/19 Fuel	380.87		32255	2500 430200	230	101000
8	19568 08/28/19	8/19 Fuel	256.86		32255	1000 430200	230	101000
9	19568 08/28/19	8/19 Fuel	338.44		32255	1000 460430	230	101000
10	19568 08/28/19	8/19 Fuel	661.99		32255	1000 460430	230	101000
11	19568 08/28/19	8/19 Fuel	190.38		32255	1000 460430	230	101000
12	19568 08/28/19	8/19 Fuel	200.22		32255	1000 420500	230	101000
13	19568 08/28/19	8/19 Fuel	53.11		32256	1000 440600	230	101000
14	19568 08/28/19	8/19 Fuel	40.28		32255	1000 430200	230	101000
15	19568 08/28/19	8/19 Fuel	444.23		32255	1000 430200	230	101000
16	683310 08/14/19	5gl GlyStar	80.00		32256	1000 460430	200	101000
17	684691 08/05/19	Blue Hi-light Dye	25.20		32256	1000 460430	200	101000
18	684622 08/01/19	Fence Post	14.50		32256	1000 430200	200	101000
19	684213 08/15/19	Fuel	8.45		32256	1000 460430	230	101000
20	208648 08/03/19	Trimmer/Wasp 2pk	18.98		32256	1000 460430	200	101000
21	209523 08/13/19	PVC Union	4.79		32256	1000 460442	200	101000
22	210069 08/19/19	Bushing/Sump Pump	167.28		32256	5310 430600	200	101000
23	210064 08/19/19	Gloves	16.99		32256	5310 430600	200	101000
24	208961 08/07/19	Nails/Staples	9.69		32256	1000 430200	200	101000
25	210010 08/19/19	Paint Thinner/TV 5gal	34.78		32256	1000 430200	200	101000
26	208438 08/01/19	Keys	19.50		32256	1000 430200	200	101000
27	209611 08/14/19	Connector/Electric Tape	20.36		32256	1000 430200	200	101000
28	208745 08/05/19	Nails/Staples	10.00		32256	1000 430200	200	101000

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29	208385 08/01/19 Foam Seal	11.98		32257	1000 430200	200	101000	
30	208969 08/07/19 All Thread	7.99		32257	1000 460430	200	101000	
31	692767 08/10/19 Elbow/Clamp	13.14		32257	1000 460430	200	101000	
32	209338 08/12/19 Edpm Rubb St 14	7.47		32257	1000 460430	200	101000	
33	208230 08/01/19 Screws	14.97		32257	1000 460430	200	101000	
34	208300 08/01/19 Batteries/Pressure Gauge	33.98		32257	1000 460430	200	101000	
35	210397 08/22/19 Handle/Sockets	49.26		32257	5210 430500	200	101000	
36	210440 08/23/19 RETURN-Handle/Sockets	-49.26		32257	5210 430500	200	101000	
37	208369 08/01/19 Primer/Cap/PVC Pipe	31.47		32257	5210 430500	200	101000	
38	210441 08/23/19 Metal	19.95		32257	5210 430500	200	101000	
39	209379 08/12/19 Primer/Cem PVC	14.98		32257	5210 430500	200	101000	
40	208363 08/01/19 Clamp Kit	21.98		32257	5210 430500	200	101000	
41	20045 09/25/19 9/19 Fuel	539.06		32274	5410 430830	230	101000	
42	20045 09/25/19 9/19 Fuel	235.69		32274	1000 430200	230	101000	
43	20045 09/25/19 9/19 Fuel	69.43		32274	1000 430200	230	101000	
44	20045 09/25/19 9/19 Fuel	81.18		32274	1000 430200	230	101000	
45	20045 09/25/19 9/19 Fuel	152.22		32274	5410 430840	230	101000	
46	20045 09/25/19 9/19 Fuel	42.32		32274	1000 430200	230	101000	
47	20045 09/25/19 9/19 Fuel	198.57		32274	1000 430200	230	101000	
48	20045 09/25/19 9/19 Fuel	352.66		32274	1000 430200	230	101000	
49	20045 09/25/19 9/19 Fuel	113.10		32274	1000 430200	230	101000	
50	20045 09/25/19 9/19 Fuel	222.52		32274	1000 430200	230	101000	
51	20045 09/25/19 9/19 Fuel	129.13		32274	1000 430200	230	101000	
52	20045 09/25/19 9/19 Fuel	305.95		32274	1000 430200	230	101000	
53	20045 09/25/19 9/19 Fuel	148.63		32274	1000 430200	230	101000	
54	20045 09/25/19 9/19 Fuel	39.45		32274	1000 430200	230	101000	
55	20045 09/25/19 9/19 Fuel	50.76		32275	1000 420500	230	101000	
56	20045 09/25/19 9/19 Fuel	49.46		32275	1000 440600	230	101000	
57	211057 09/01/19 Clamps/Nutdriver	37.01		32276	5210 430500	200	101000	
58	212399 09/18/19 Blade/Bl2 10/14"	74.94		32276	5210 430500	200	101000	
59	210945 09/01/19 Spray Bottle/Valve/Glove	59.04		32276	5210 430500	200	101000	
60	211107 09/01/19 Valve/Paste/Bushing/Connect	63.24		32276	5210 430500	200	101000	
61	211260 09/03/19 Knife/Blade/Bolts/Yellow Trap	81.82		32276	1000 460445	200	101000	
62	213159 09/25/19 Segmented Blade	18.29		32276	1000 430200	200	101000	
63	212445 09/18/19 Filter	16.99		32276	1000 430200	200	101000	
64	212626 09/19/19 Grd Wh 7181/Grit Zirco	28.88		32276	1000 430200	200	101000	
65	212587 09/19/19 U Bolt/Hook Bolt	8.10		32276	-1000 430200	200	101000	
66	211156 09/01/19 JD Yel Enam	5.49		32276	1000 430200	200	101000	
67	211810 09/11/19 Screws/Fasteners	3.24		32276	1000 460442	200	101000	
68	663194 09/01/19 Wasp & Hornet Killer	9.58		32276	1000 460437	200	101000	
69	210949 09/01/19 Screws	6.38*		32276	5410 430840	200	101000	
70	213015 09/24/19 Premix Bags Gravel	20.10		32276	1000 460430	200	101000	
71	212255 09/16/19 RV Antifreeze	32.34		32277	1000 460430	200	101000	
72	675854 09/11/19 RV Antifreeze	264.80		32277	1000 460445	200	101000	
73	675905 09/12/19 RV Antifreeze	264.80		32277	1000 460445	200	101000	

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190236	26196S	02398 CAROUSEL REST AREA OF SHELBY	2,500.00					
1	09/16/19	Purchase Ride Tickets	312.50			1000 410100	200	101000
2	09/16/19	Purchase Ride Tickets	312.50			5310 430611	200	101000
3	09/16/19	Purchase Ride Tickets	312.50			5410 430811	200	101000
4	09/16/19	Purchase Ride Tickets	312.50*			5210 430511	200	101000
5	09/16/19	Purchase Ride Tickets	312.50			1000 410200	200	101000
6	09/16/19	Purchase Ride Tickets	312.50*			5210 430512	200	101000
7	09/16/19	Purchase Ride Tickets	312.50*			5310 430612	200	101000
8	09/16/19	Purchase Ride Tickets	312.50*			5410 430812	200	101000
190237	-98584E	01711 PROMAXIMA MANUFACTURING LTD	124.80					
1	32047 09/06/19	(4)4"x7" Upholstered Roll Pads	124.80		31584	1000 460442	200	101000
190238		999998 JADE M GOROSKI	87.00					
		Montana Department of Transportation Meeting - Choteau, MT - 9/12/19						
1	09/12/19	Mileage-Goroski	21.75			1000 410550	370	101000
2	09/12/19	Mileage-Goroski	21.75			5210 430570	370	101000
3	09/12/19	Mileage-Goroski	21.75			5310 430670	370	101000
4	09/12/19	Mileage-Goroski	21.75			5410 430870	370	101000
190239	-98583E	00144 POSTMASTER	7.85					
1	919 09/11/19	Mail Water Samples	7.85			5210 430500	300	101000
190240	-98582E	00144 POSTMASTER	7.85					
1	945 09/16/19	DLA Grant Mailing	7.85			1000 411050	300	101000
190241		999998 LOCKE MELLOTT	103.25					
1	09/20/19	Paint/Supplies-Mellot	103.25			1000 460437	200	101000
190242		01400 CHEMICAL MONTANA CO	780.00					
1	25248 09/10/19	(2)53 Gal Dr Liquid Chlorine	780.00		32265	5210 430500	200	101000
190243		00034 NORMONT EQUIPMENT CO	1,365.68					
1	20967 09/03/19	Emulsion Tote	895.00		32264	2500 430200	400	101000
2	20884 08/21/19	Side Gutter Broom	235.34		32264	1000 430200	200	101000
3	21037 09/11/19	Side Gutter Broom	235.34		32264	1000 430200	200	101000
190244		02485 RDO EQUIPMENT CO	4,845.00					
		Council Approved 7/23/19						
		Serial # 1T0BR84CVK0000085						
1	E01427 08/27/19	84" Rigid PU Broom for Loader	4,845.00		32250	1000 430200	900	101000

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190245		00713 CENTURY COMPANIES INC	203,641.00					
		Council Approved 7/23/19						
	1	14485 09/03/19 Mobilization	25,000.00		32262	2500 430200	900	101000
	2	14485 09/03/19 Chip Sealing	178,641.00		32262	2500 430200	900	101000
190246		01969 GREAT FALLS SAND & GRAVEL INC	118,894.00					
		Council Approved 8/19/19						
		Top of 12th Ave						
	1	38651 08/30/19 Patch & Overlay 12th Ave	103,350.00		32253	2500 430200	900	101000
	2	38753 09/30/19 Paving	15,544.00		32287	2500 430200	900	101000
190247		01620 KADRMAS, LEE & JACKSON INC.	9,470.90					
	1	10124639 09/20/19 Storm Water-Survey	3,727.32			5720 430246	950 2283	101000
	2	10124639 09/20/19 Storm Water-Construction Adm	1,637.50			5720 430246	950 2283	101000
	3	10124639 09/20/19 Storm Water-RPR	4,106.08			5720 430246	950 2283	101000
190248		01620 KADRMAS, LEE & JACKSON INC.	9,122.87					
	1	10124647 09/20/19 Storm Water Phase II-Constru	2,004.72			5720 430246	950 2283	101000
	2	10124647 09/20/19 Storm Water Phase II-RPR	7,118.15			5720 430246	950 2283	101000
190249		01620 KADRMAS, LEE & JACKSON INC.	6,213.31					
		NCMRWA Grant						
	1	10124640 09/20/19 Wellfield Improvements	6,213.31			5210 430501	950 2285	101000
190250		01620 KADRMAS, LEE & JACKSON INC.	3,956.12					
		NCMRWA Grant						
	1	10124641 09/20/19 Wellfield Improvements	3,956.12			5210 430501	950 2285	101000
190251		01620 KADRMAS, LEE & JACKSON INC.	1,481.13					
	1	10124502 09/20/19 Humic Water Main Extension	1,481.13			5210 430501	950 2284	101000
190252		01620 KADRMAS, LEE & JACKSON INC.	26,933.48					
	1	10124250 09/20/19 WW Treatment Design	26,933.48			5310 430601	950 2282	101000
190253		01620 KADRMAS, LEE & JACKSON INC.	2,750.93					
	1	10124503 09/20/19 Rail Safety-Prelim/FinalDesi	2,750.93			1000 470120	790	101000
190254	-98581E	02493 FITNESS REPAIR PARTS	90.00					
	1	440764 09/17/19 Cable Assembly 370"	90.00		32024	1000 460442	200	101000

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190255	-98580E	02494 TE CONNECTIVITY	7.87					
1	69950494	09/17/19 Relays	7.87		32025	1000 460442	200	101000
190256	-98579E	01994 BEST BUY	619.98					
1	8056419430	09/09/19 Surface Pro w/Keyboard/Pro	154.99		32022	1000 410100	200	101000
2	8056419430	09/09/19 Surface Pro w/Keyboard/Pro	154.99*		32022	5210 430511	200	101000
3	8056419430	09/09/19 Surface Pro w/Keyboard/Pro	155.00		32022	5310 430611	200	101000
4	8056419430	09/09/19 Surface Pro w/Keyboard/Pro	155.00		32022	5410 430811	200	101000
190257	-98578E	01994 BEST BUY	329.99					
1	8056435058	09/17/19 Samsung 50" LED TV	329.99		32023	1000 460442	215	101000
190258		01780 MONTANA BROOM & BRUSH	161.07					
1	1382499	09/18/19 Roll Towel	14.17		32026	1000 411202	200	101000
2	1382499	09/18/19 Roll Towel	14.17		32026	5210 430520	200	101000
3	1382499	09/18/19 Roll Towel	14.17		32026	5310 430620	200	101000
4	1382499	09/18/19 Roll Towel	14.17		32026	5410 430820	200	101000
5	1379516	09/04/19 Towel Roll	50.00		32278	1000 430200	200	101000
6	1382241	09/18/19 Tissue	54.39		32278	1000 430200	200	101000
190259		02495 SHELBY ALL CLASS REUNION	2,500.00					
1	09/19/19	TBID-All Class Reunion Costs	2,500.00			7199 212500		101000
190260	-98577E	01810 ORIENTAL TRADING COMPANY	88.14					
1	09/19/19	TBID-Halloween Parade Goodies	88.14			7199 212500		101000
190261		02475 ANDERSON ZURMUEHLEN	2,275.00					
1	379132	09/19/19 Final Bill Forensic Audit	568.75			1000 410530	350	101000
2	379132	09/19/19 Final Bill Forensic Audit	568.75			5210 410530	350	101000
3	379132	09/19/19 Final Bill Forensic Audit	568.75			5310 410530	350	101000
4	379132	09/19/19 Final Bill Forensic Audit	568.75			5410 410530	350	101000
190262	-98576E	02493 FITNESS REPAIR PARTS	113.56					
1	441462	09/24/19 Power Module 2 Pin	113.56		32027	1000 460442	200	101000
190263	-98575E	02496 DELL	3,714.69					
1	2006832560	09/19/19 Precision 3430 Workstation	288.72		32028	1000 410550	215	101000
2	2006832560	09/19/19 Precision 3430 Workstation	288.72		32028	5210 430570	215	101000
3	2006832560	09/19/19 Precision 3430 Workstation	288.73		32028	5310 430670	215	101000
4	2006832560	09/19/19 Precision 3430 Workstation	288.73		32028	5410 430870	215	101000
5	2006832560	09/19/19 Precision 3430 Workstation	1,154.90*		32028	1000 411050	215	101000
6	2006832560	09/19/19 Precision 3430 Station/Mon	1,404.89		32028	1000 430200	215	101000

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190264	02479 SANDRY CONSTRUCTION COMPANY INC	35,346.30							
1	3 09/26/19 Humic Water Extension App #3	35,346.30			5210 430501	950 2284	101000		
190265	00001 DEPARTMENT OF REVENUE	357.03							
1	3 09/26/19 App #3 Sandry Construction Co	357.03			5210 430501	950 2284	101000		
190266	00312 HELENA SAND & GRAVEL INC	388,238.89							
4th Cell									
1	7 09/26/19 Wastewater Treatment App #7	388,238.89			5310 430601	950 2282	101000		
190267	00001 DEPARTMENT OF REVENUE	3,921.60							
4th Cell									
1	7 09/26/19 App #7 Helena Sand & Gravel	3,921.60			5310 430601	950 2282	101000		
190268	00312 HELENA SAND & GRAVEL INC	274,258.27							
1	9 09/26/19 Storm Water App #9	274,258.27			5720 430246	950 2283	101000		
190269	00001 DEPARTMENT OF REVENUE	2,770.28							
1	9 09/26/19 App #9 Helena Sand & Gravel	2,770.28			5720 430246	950 2283	101000		
190270	-98574E 01810 ORIENTAL TRADING COMPANY	72.14							
1	698372126 09/27/19 Halloween Balloons/Pencils	18.03		32029	1000 410550	200	101000		
2	698372126 09/27/19 Halloween Balloons/Pencils	18.03		32029	5210 430570	200	101000		
3	698372126 09/27/19 Halloween Balloons/Pencils	18.04		32029	5310 430670	200	101000		
4	698372126 09/27/19 Halloween Balloons/Pencils	18.04		32029	5410 430870	200	101000		
190271	01736 MUNICIPAL EMERGENCY SERVICES INC	5,351.45							
1	1380668 09/24/19 CFD-(3)Leather Boots	930.00		31895	1000 420400	200	101000		
2	1380691 09/24/19 CFD-Cleaning Decontamination	68.96		31895	1000 420400	200	101000		
3	1378118 09/17/19 RFD-(3)Cylinders	4,352.49*		31896	1000 420401	200	101000		
190272	00119 SHELBY VOLUNTEER FIRE DEPT	5,895.00							
1	07/22/19 RFD-911 Lights Siren for F51	114.00*			1000 420401	200	101000		
2	09/16/19 CFD-Fire Smoke Generator	750.00			1000 420400	200	101000		
3	09/30/19 RFD-Officer/Men 7/19-9/19	3,424.00			1000 420401	300	101000		
4	09/30/19 CFD-Officer/Men 7/19-9/19	1,007.00			1000 420400	300	101000		
5	09/30/19 CFD-Treasurer Wage 7/19-9/19	300.00			1000 420400	300	101000		
6	09/30/19 CFD-Secretary Wage 7/19-9/19	300.00			1000 420400	300	101000		

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CITY OF SHELBY
Claim Details
For the Accounting Period: 9/19

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* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190273		01805 SYSTEMS	325.50					
1	35148	09/27/19 MSO365 Fee 9/19-11/19	65.10			1000 410550	300	101000
2	35148	09/27/19 MSO365 Fee 9/19-11/19	65.10			5210 430570	300	101000
3	35148	09/27/19 MSO365 Fee 9/19-11/19	65.10			5310 430670	300	101000
4	35148	09/27/19 MSO365 Fee 9/19-11/19	65.10			5410 430870	300	101000
5	35148	09/27/19 MSO365 Fee 9/19-11/19	65.10			1000 411050	300	101000
190274		00649 LARSON CLOTHING COMPANY	299.00					
1	09/06/19	Clothing Allowance-Bentley	37.25			1000 430200	220	101000
2	09/06/19	Clothing Allowance-Bentley	37.25			5210 430500	220	101000
3	09/06/19	Clothing Allowance-Bentley	37.25			5310 430600	220	101000
4	09/06/19	Clothing Allowance-Bentley	37.25			5410 430840	220	101000
5	09/20/19	Clothing Allowance-Roark	37.50			1000 430200	220	101000
6	09/20/19	Clothing Allowance-Roark	37.50			5210 430500	220	101000
7	09/20/19	Clothing Allowance-Roark	37.50			5310 430600	220	101000
8	09/20/19	Clothing Allowance-Roark	37.50			5410 430840	220	101000
190275		00001 DEPARTMENT OF REVENUE	366.57					
1	09/30/19	Accom Tax Shel-oole Campground	366.57			7110 212500		101000
190276		00001 DEPARTMENT OF REVENUE	69.72					
1	09/30/19	Accom Tax Williamson Park	69.72			7110 212500		101000
190277		01866 SHELBY PAINT AND HARDWARE	332.68					
1	66558	08/21/19 Fiskars/Chain Saw Chain	94.97		32271	1000 460430	200	101000
2	66569	08/22/19 Broom	19.99		32271	1000 430200	200	101000
3	66596	08/28/19 Spreader/Fertilizer/Seed	70.97		32271	1000 460430	200	101000
4	66616	09/10/19 Paint	16.98		32271	1000 430200	200	101000
5	66675	09/04/19 Lock Nuts	8.75		32271	1000 430200	200	101000
6	66625	09/16/19 Bleach	29.88		32271	5210 430500	200	101000
7	66749	09/16/19 Brackets/Screws	15.18		32271	5410 430830	200	101000
8	66755	09/17/19 Door Pull/Screws/Antifreeze	69.58		32271	1000 430200	200	101000
9	66765	09/19/19 Shelf Brackets	6.38		32271	5410 430830	200	101000
190278		02412 CORE & MAIN	1,328.14					
1	L241367	09/25/19 (28)24 PVC SDR35 Pipe	924.00		32267	5210 430500	200	101000
2	L241367	09/25/19 Pipe Lube Quart	5.59		32267	5210 430500	200	101000
3	L236831	09/23/19 Hymax Coupling/Gasket (Airport	398.55		32267	5210 430500	200	101000

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

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
190279	-98573E	01545 AMAZON.COM	8.79					
1	1113114253	08/29/19 Starter Solenoid Relay	8.79		32270	1000 430200	200	101000
190280		02483 CENTRAL EXCAVATION	79,146.84					
1	3 10/02/19	Storm Water Phase II App #3	79,146.84			5720 430246	950 2283	101000
190281		00001 DEPARTMENT OF REVENUE	799.46					
1	3 10/02/19	App #3 Central Excavation	799.46			5720 430246	950 2283	101000
190282		02334 BEN TAYLOR INC.	18.58					
1	682955	09/23/19 CFD-Fuel	18.58		31897	1000 420400	230	101000
190283	-98572E	02299 PLATT ELECTRIC SUPPLY	187.08					
1	947888	08/29/19 (10) Fuses-Well 5	187.08		32283	5210 430500	200	101000
190284		02462 LITTRELL ELECTRIC	3,432.68					
1	731	09/15/19 Well 10 & 12 Repairs	3,432.68		32282	5210 430500	369	101000
190285	-98571E	01145 MONTANA STATE	530.00					
		October 8-10, 2019 - Bozeman, MT						
1	09/13/19	Water/Wastewater School-Hoover	265.00		32281	5210 430500	370	101000
2	09/13/19	Water/Wastewater School-Barnes	265.00		32281	5310 430600	370	101000
190286		02335 CINTAS CORPORATION	30.55					
1	5014662283	09/05/19 Restock Medicine Cabinet-S	30.55		32280	1000 430200	200	101000
190287		01996 AMBIENTE H2O INC	455.98					
1	V190678	09/04/19 Gland Half/Pkg 5 Pcs/Ring Hal	455.98		32279	5310 430600	200	101000
190288		02334 BEN TAYLOR INC.	815.24					
1	654984	09/03/19 Guardol/Megaplex	815.24*		32275	5410 430840	200	101000
190289		02045 NAPA AUTO PARTS	737.53					
1	121733	09/13/19 Weather Stripping	19.99		32272	5310 430600	200	101000
2	122790	10/02/19 RETURN-Weather Stripping	-19.99		32272	5310 430600	200	101000
3	120954	08/28/19 Drill Bit/WD40/Gloves	48.88		32272	5210 430500	200	101000
4	122506	09/26/19 Connector	10.99		32272	1000 430200	200	101000
5	122403	09/25/19 Floor Dri	59.85		32272	1000 430200	200	101000
6	121680	09/12/19 Spout	3.69		32272	1000 430200	200	101000
7	122377	09/24/19 Lamp	7.40		32272	1000 430200	200	101000
8	122345	09/24/19 Power Steering Fluid	10.98		32272	1000 430200	200	101000
9	121577	09/10/19 Disp Gloves	25.98*		32272	5410 430840	200	101000
10	120894	08/28/19 Drain Valve	85.58		32272	1000 430200	200	101000
11	120895	08/28/19 Filters	33.13		32272	1000 430200	200	101000

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

Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
12	120989 08/29/19 Shocks	214.76		32272	1000 460430	200	101000	
13	121212 09/04/19 Filters/Floor Dri	34.81		32272	1000 430200	200	101000	
14	121306 09/05/19 Air Freshener	6.98		32273	5410 430830	200	101000	
15	121603 09/11/19 Filters	16.48		32273	1000 430200	200	101000	
16	121366 09/06/19 Battery	103.12		32273	1000 430200	200	101000	
17	121617 09/11/19 Filters	68.91		32273	1000 430200	200	101000	
18	119314 08/02/19 Purple Power Car	5.99		32273	5410 430830	200	101000	
190290	01124 FIRST INTERSTATE BANK	864.30						
1	1909182680 09/18/19 Landfill Trust Qtly Fee-LF	439.84			5410 430870	300	101000	
2	1909182680 09/18/19 Landfill Trust QtlyFee-LF0	424.46			5410 430870	300	101000	
190291	00039 PETTY CASHIER	57.95						
1	2865 09/05/19 Correa-Postage Reimbursement	29.10			5210 430500	300	101000	
2	2866 09/23/19 TC C&R 9/19 Legal Filings	5.25			1000 410550	300	101000	
3	2866 09/23/19 TC C&R 9/19 Legal Filings	5.25			5210 430570	300	101000	
4	2866 09/23/19 TC C&R 9/19 Legal Filings	5.25			5310 430670	300	101000	
5	2866 09/23/19 TC C&R 9/19 Legal Filings	5.25			5410 430870	300	101000	
6	2867 09/24/19 Roark-Postage Reimbursement	7.85			5210 430500	300	101000	
190292	00088 CARQUEST AUTO PARTS	127.83						
1	2567300880 10/01/19 Pump Oil/Funnel	9.71*		32290	5410 430840	200	101000	
2	2567300011 09/10/19 Connectors/Stick-Cherry	12.48		32290	1000 430200	200	101000	
3	2567299509 08/29/19 Return-Black 1Pk	-31.49		32290	1000 430200	200	101000	
4	2567299509 08/29/19 Austin Blk 2Pk	50.99		32290	1000 430200	200	101000	
5	2567299499 08/29/19 Black 1Pk	31.49		32290	1000 430200	200	101000	
6	2567298822 08/14/19 Conductor/Connector/Termin	23.08		32290	1000 430200	200	101000	
7	2567298721 08/12/19 Reflector/Tape	31.57		32290	1000 430200	200	101000	
# of Claims 103		Total: 1345,368.98						
Total Electronic Claims		7,640.54	Total Non-Electronic Claims		1337728.44			

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CITY OF SHELBY
Fund Summary for Claims
For the Accounting Period: 9/19

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Fund/Account	Amount
1000 GENERAL	
101000 Cash-Operating	\$112,210.24
2400 STREET LIGHTING DISTRICT NO. 35	
101000 Cash-Operating	\$3,873.66
2500 STREET MAINTENANCE DISTRICT NO. 1	
101000 Cash-Operating	\$324,104.26
2936 WILLIAMSON BLDG RENOVATIONS	
101000 Cash-Operating	\$527.24
5210 WATER UTILITY	
101000 Cash-Operating	\$77,935.77
5310 SEWER UTILITY	
101000 Cash-Operating	\$429,464.36
5410 SOLID WASTE UTILITY	
101000 Cash-Operating	\$18,660.40
5720 STORM DRAINAGE	
101000 Cash-Operating	\$375,568.62
7110 ACCOMMODATIONS TAX	
101000 Cash-Operating	\$436.29
7199 TOURISM BUSINESS IMPROVEMENT DIST (TBID)	
101000 Cash-Operating	\$2,588.14
Total:	\$1,345,368.98

Building Inspector Report September 2019

10/2/2019

Permit	Date	Zone	Name	Addition	Block	Lot	Address	Permit For	Evaluation	FEE
4392	9/11/2019	CB	Northtown Drug	Shelby Original	4	1-3	100 Main St	zoning-sign	-	24.00
4393	9/16/2019	RR	NCMRWA	SW4SW4	Tr1A		66 City Shop Road	pump station	425,000.00	2,814.00
4394	9/16/2019	RR	Hardee Clark	S35T32NR2W		1B	1604 Roosevelt Hwy	12'x28' lean to	2,500.00	83.00
4395	9/16/2019	IND	Pats Offroad	Rail Park		9	3219 Burlington Ave	storage tanks	480,000.00	3,234.00
									\$ 907,500.00	\$ 6,155.00
4 Permits issued this Month									Job	TOTALS
									Evaluation	
									Totals	

FISCAL YTD TOTALS	
Number of Permits	7
Permit Fees	\$ 6,239.00
Total Job Values	\$ 907,500.00

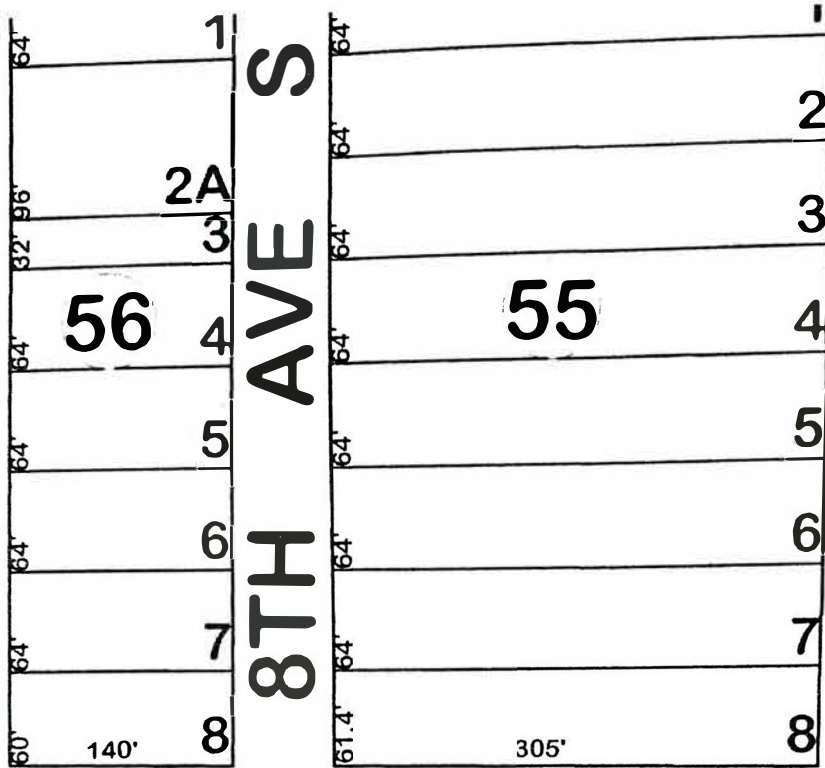
CITY OF SHELBY

PAYROLL EXPENSE BY DEPARTMENT - 9/2019

CITY HALL	31,367.37
ELECTED OFFICIALS (Mayor & Council)	9,380.13
PARK & RECREATION	1,922.46
PUBLIC WORKS	76,789.20
VOLUNTEERS (Animal Shelter & Firemen)	163.36
- Workers Comp expense only	
TOTAL PAYROLL EXPENSE	\$ 119,622.52

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

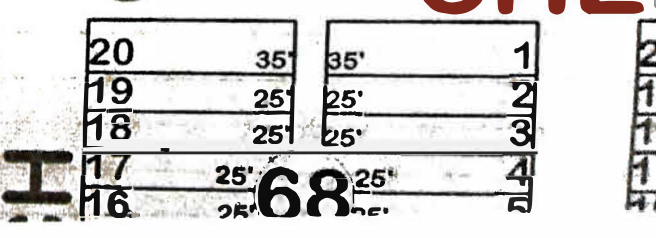
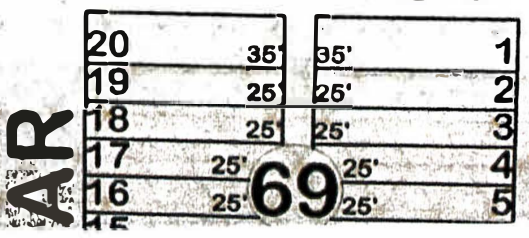
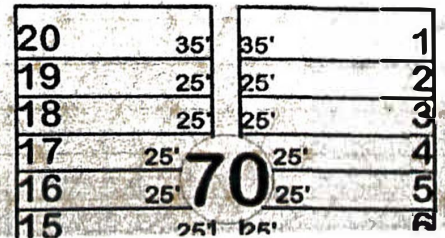
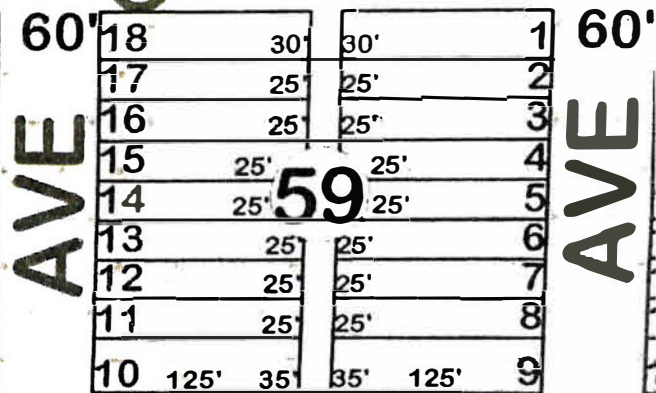
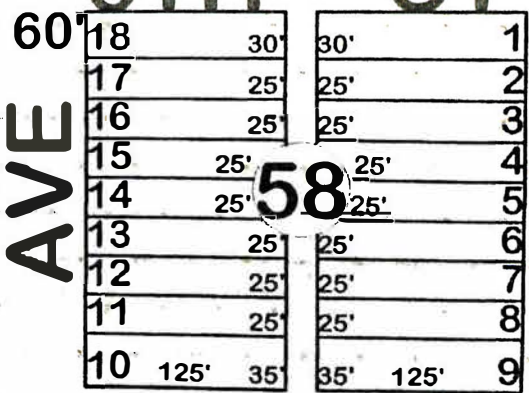
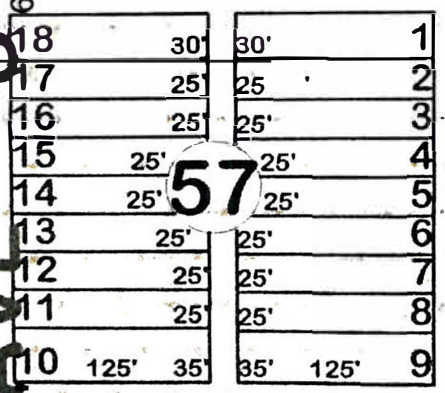
NOB HILLS



New Stop sign

RIAS
ER
TRIC

New Stop sign



SHE







Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Gary McDermott, Mayor of the City of
Shelby, Montana, do hereby proclaim
Friday, April 24, 2020 as

Arbor Day

In the City of Shelby, Montana, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this Eighteenth day of September, 2019
Mayor 

**SHELBY WELLFILED IMPROVEMENTS INSTALLATION OF WELLS 2, 4, AND 6
CITY OF SHELBY**

Bid Letting: October 3, 2019 @ 10:00 AM, Shelby City Hall

[illegible]

**SOURCE WATER
PROTECTION PLAN**

***City of Shelby
Public Water Supply***

PWSID # MT0000328

March 2019

Executive Summary

Source Water Protection (SWP) planning focuses on the water supply sources for a public water system. The City of Shelby is a rural community that is located at the junction of US Highway 2 and Interstate 15 with routes south leading to Great Falls and north to the Canadian border point of entry. The City of Shelby obtains their public water supply from eleven active groundwater wells. This report looks at the potential impacts that could occur to these sources. It identifies management activities that the city can implement to protect their source water and includes an emergency contingency response plan to address communication and coordination efforts to deal with potential risk events for the public water system.

This project was completed as a group effort among a planning committee that included staff with the City of Shelby, Toole County Departments including Disaster and Emergency Services, Public Health Department and Montana Rural Water Systems, Inc. The planning committee reviewed the 2003 Source Water Delineation and Assessment Report (SWDAR) completed by Jeffrey Herrick, Hydrologist with the Montana Department of Environmental Quality (DEQ). This report was used as a technical basis for this planning process to review, update and develop management plans to protect the water supply sources. On-site tours and several planning meetings were held throughout 2018 to update and refine information, inventories, potential susceptibilities and maps for the City of Shelby's public water supply system. Kristi Kline, MRWS SWP Specialist, completed the 2019 SWP plan for the City of Shelby.

The SWP planning team members included:

City of Shelby

Gary McDermott, Mayor
Lorette Carter
Jade Goroski
Loren Skartved, (past PWS staff)

Toole County

Cindy Combs, Disaster and Emergency Services (DES)
Darrell Stafford, (Past DES Coordinator)
Ron Anderson, Sanitarian
Robyn Kimmet, Public Health Director
Kristi Aklestad, (Past)Public Health Director

Montana Rural Water Systems

Kristi Kline, Source Water Protection Specialist

On-site tours and several planning meetings were held throughout 2018 to update and refine information on current inventory and potential susceptibilities for the City of Shelby's public water supply (PWS). Management protection strategies and a Contingency Response Plan included in this 2019 SWP Plan will focus on the eleven active PWS supply wells.

The goal of SWP planning is to identify what protective barriers are already in place, strive to establish new or support existing collaborations with various entities and then work together to incorporate management strategies to reach a common goal of protecting the community's source water.

Groundwater Sources

Currently, the City of Shelby uses 11 shallow source wells for the public water supply (PWS). These wells are located six miles south of Shelby in the Williamson Park area near the Marias River. The groundwater follows the general flow direction of the Marias River and flows from west to east. The groundwater supply wells range in depths from 31 feet to 50 feet and are completed in an unconfined alluvial aquifer in close proximity to each other. PWS Wells 1,2,3 and 13 are used year-round with PWS Wells 5,7,8,11 and 12 being used in warmer seasons during higher usage demands. Wells 6, 9 and 10 are noted for future use as supplemental supplies. Currently, Wells 4 and 6 are listed as inactive.

Future Supply

Currently, the City of Shelby Public Water System is meeting the winter and summer water usage demands for their community. In planning for the future of their community, the City of Shelby joined the Rocky Boy's North Central Regional Water System project in 2002.

This Regional Water System consists of a *Core System* that will provide a water supply for the residents of the Rocky Boy's Reservation, and on-reservation infrastructure, and a *non-Core System* that will provide water service to several communities, rural water districts, Hutterite colonies, and other rural users within seven counties of north central Montana including Chouteau, Hill, Liberty, Pondera, Teton, Glacier and Toole. The Regional Water System will include an intake on Tiber Reservoir, a Bureau of Reclamation operated facility, along with a treatment facility and piping infrastructure that will deliver a water supply for both the Core and Non-Core Systems.

As this project has been progressing over the years, it has experienced funding challenges that have given way to alternative interim solutions to ensure a safe and adequate rural, municipal and industrial water supply for this project. In 2018, an agreement was reached between the City of Shelby and the North Central Regional Authority to provide an interim water supply to various project segments of the non-Core System. As some of the construction projects were completed in 2018, additional work will continue throughout 2019.

As a result of this project, several well tests have been completed on the City of Shelby groundwater wells over the past two years. These tests have provided current information for these wells that will be valuable in the operation and maintenance of the system as it supplies an interim water supply for the Regional Authority's Non-Core System segments.

Risks -Groundwater Sources

Risks around the City of Shelby's source water wellfield are reduced due to the remote location, low activity levels and security measures installed by the City. The PWS wellfield is located in Williamson Park, a city-owned park, located along the Marias River, 6 miles south of Shelby. Williamson Park is a public recreation area open seasonally from May through September with campground and boat ramp facilities. Access to the Park is reached from a frontage road and gravel access road which usually carries a low traffic volume.

The Marias River valley outside the wellfield consists of mainly pasture and grazing land. Natural weather events such as flooding or drought have occurred which have affected the Marias River in past years. Agricultural croplands are located on higher grounds above the valley floor.

Other potential significant risks identified are at locations further west and upgradient of the wellfield with the potential to reach the Marias River.

- US Interstate 15 that crosses the Marias River west of the wellfield, is a heavily travelled truck route for both regional and international (Interstate 15 continues north to Canadian port of entry) uses

- The Marias Valley Golf and Country Club, an 18-hole course, located south of Marias River and further west of Interstate 15, is operated from March through November.

Land further west within the watershed region, is predominately non-irrigated agriculture based. This area is generally remote and not easily accessed along the Marias River corridor. There are also 4 petroleum pipelines within the watershed region that carry product from north to south and cross the Marias River.

Implementation

Source water protection is an ongoing effort, extending for the life of the water sources. Management protection for this SWP Plan will focus on the eleven active PWS supply wells. As source water protection is an ongoing effort, extending for the life of the water sources, an active participation and communication effort by the City of Shelby, Toole County and local residents in this collaboration are important roles to be continued in the future.

The **City of Shelby Public Works staff, Mayor and Council members** will update the inventory every year. Changes in land uses or potential contaminant sources will be noted and additions made as needed. A complete evaluation will be completed by the **Shelby SWP Planning committee** every five years to include updated inventories and evaluate management planning strategies, effectiveness and goals and objectives of protecting the PWS source supplies.

The 2019 SWP Plan includes implementation tables that lists management and contingency response action items, responsible parties and timelines for actions to be completed. Description of those action items follow in the Management and Contingency Planning chapters.

City of Shelby 2019 SWP Management Action Items

ACTION ITEMS	RESPONSIBLE PARTY	TIMELINE	STATUS
Continue to review and budget for maintenance and monitoring of PWS well field site in Williamson Park	Shelby City Council and PWS staff	Annual budget	On-going
Review SWP Management Plan annually -Listing of any new contaminants	Shelby City Council and PWS staff	Annually/February	
Discuss operations and encourage BMPs to provide water quality protection with the O & M of the Marias Valley Golf Course	Shelby City Council, PWS staff and Golf Course Contractor	Annual meeting	On-going
Participate in ERP planning for Interstate 15 and bridge over Marias River near PWS Wellfield	Toole County staff and City of Shelby Council and PWS staff	Yearly	On-going
Coordinate floodplain management and ERP planning for SWP areas for the City of Shelby PWS Well field	Toole County staff and City of Shelby Council and PWS staff	Yearly meeting	On-going
Outreach of SWP Plan in developing ERPs for petroleum pipelines	Toole County DES, Pipeline Company Environmental staff, City of Shelby Council and PWS staff	Yearly	On-going
Develop Public outreach for water conservation and protection tips	Shelby City Council, PWS staff and MRWS staff	May 2019	On-going

City of Shelby 2019 SWP Contingency Response Action Items

ACTION ITEMS	RESPONSIBLE PARTY	TIMELINE	STATUS
Coordinate with Toole County DES and Public Health staff - SWP Contingency planning -LEPC meetings -ERP funding sources	City of Shelby Council and PWS staff and Toole County staff	Monthly meetings/3 rd Tuesday Funding Cycle Deadlines	On-going
Budget for PWS repairs and contingency funding	City of Shelby Council	Yearly	On-going
Develop SOGs for PWS shutdown procedures; ERP thresholds; water conservation program	City of Shelby Council, PWS staff and MRWS staff	May 2019	On-going
Update PWS contact information for Toole County Dispatch	City of Shelby Council and PWS staff	February 2019 As needed	On-going
Review Shelby SWP Contingency Plan annually for updates	City of Shelby Council and PWS staff	Yearly/February	

March 2019

MANAGEMENT PLANNING – SOURCE WATER PROTECTION PLAN

The source water protection (SWP) areas for the City of Shelby PWS are defined as those areas or regions that contribute water to the PWS wells. The Shelby PWS groundwater supply wells range in depths from 31 feet to 50 feet and are completed in an unconfined aquifer along the Marias River. The SWP areas defined for an **un-confined aquifer** are:

- *Control Zone* - 100-foot radius around each well
- *Inventory Region* - 1-mile radius around the wellfield
- *Recharge Region* – topographic assessment of Marias River Watershed

The goal of Source Water Protection Planning is to protect the City of Shelby PWS wells sources by *preventing* activities nearest the wells and *managing* the other regions to ensure that any susceptibility from land use activities or potential contaminant sources is the lowest possible. As watershed regions can involve a very large area, maintaining an awareness of future activities and potential contaminants that may have an impact or affect the Shelby PWS wells is an important planning tool for City of Shelby PWS administration and staff. In addition, considering that the recharge area for the PWS wellfield aquifer runs along the margins of the Marias River valley and from the surrounding bedrock, keeping an aware of activities in the *Surface Water Buffer Area*, which includes the 0.5 miles along both sides of the Marias River from the PWS wellfield and 10 miles upstream from the PWS wellfield, will provide an additional protective management tool for the PWS wells.

Federal law requires all public groundwater supplies to be tested to determine if the sources are groundwater or under the direct influence of surface water (GWUDISW). Required testing was completed by MT DEQ in September 2013 and again in 2015 which produced results that determined all City of Shelby's public water sources are groundwater. Any changes that may occur in the future such as a flooding event or a significant deterioration in the production of the well, MT DEQ may require a new assessment of any of the PWS wells. The groundwater determination documents from MT DEQ are included in Appendix C.

The City of Shelby PWS staff provided a tour of the PWS wellfield, treatment system and distribution system for the SWP planning team in 2018. Several planning meetings were held to evaluate and update the information from the 2003 Shelby SWDAR.

Three PWS wells were added in within the existing PWS wellfield in 2005. The SWP planning members determined the current inventory will apply for these new wells. All of the current PWS well logs are included in Appendix B. Current updated information for all PWS wells are listed in a table in the SWDAR 2019 update chapter.

To address possible deterioration of the source water quality, several additions to the Treatment Plant process are in place. A raw water ultraviolet (UV) disinfection unit and a wellfield booster station were installed in 2005 and a 2nd UV unit was added in 2013 which replaced an existing chlorination system. The UV disinfection process works in conjunction with the Wellfield Booster to ensure a safe source water for the PWS.

In 2013, work was completed along the river bank near the PWS wellfield to resolve damage from the 2011 flood on the Marias River. The river bank was re-sloped along with the installation of a protective clay liner.

Susceptibility Assessment – SWP Management

City of Shelby PWS SWP Plan

Source	Contaminants	Hazard	Hazard Rating	Barriers	Susceptibility	Management implemented
Septic System associated with Williamson Park	Nitrate, pathogens, other contaminants	Leakage of maintained systems	High Hazard	New Septic tank installed-2010 O&M pumping of tank Drain field located down gradient (300-400') from wellfield	Moderate Susceptibility	O&M for Septic System City staff on-site Security fencing around well sites public education with posters and placards at the park,
Marias Valley Golf and Country Club	Nitrates, SOCs	Leaks and spills that can reach groundwater	High Hazard	Dilution of contaminants by river and groundwater channels during transport Annual operational meeting Encourage BMPs	Moderate Susceptibility	City of Shelby owns golf course and contracts operations with private entity- Annual meetings to coordinate management of golf course to reduce chemical use
Interstate 15 and bridge across the Marias River	VOCs, petroleum hydrocarbons, SOCs, other	Wrecks and large spills near the river or on the bridge, which can reach the rivers and maybe impact groundwater	High Hazard	Emergency responders are trained and equipped to deal with a spill, spills will generally occur on the far bank of the river and dilution will occur during contaminant transport	Moderate Susceptibility	Coordination of Emergency Response with Toole County DES
4 petroleum pipelines	VOCs, petroleum hydrocarbons	Large scale leaks directly into the river upstream of the Inventory Region	High Hazard	Toole County ERP Plan Shelby SWP Plan Pipeline Company ERPs	Moderate Susceptibility	Coordination of response plans with Toole County DES and environmental managers of the various pipelines Outreach of Shelby SWP Plan to Pipeline Companies

March 2019

CONTROL ZONE MANAGEMENT

PWS Wellfield - Williamson Park

Williamson Park, a city owned park located along the Marias River, is located within the Control Zone for the PWS wells. Williamson Park is a public recreation area open seasonally from May through September with campground and boat ramp facilities. No community septic systems are located near or upgradient of the PWS wellfield. All campers using the Park must be self-contained. Williamson Park website provides public information along with signage at Park.

Access to the Park is by a rural road off of the frontage road south of Shelby. Each of the PWS well sites located in Williamson Park are fenced and locked with security lighting. The park is maintained and monitored by the City of Shelby, which employs a staff employee who lives on the property year-round. The City's housing unit and two park bathrooms are supported by a septic system with a drain field that is 300'-400' from the wellfield and downstream from local groundwater flow. A new septic tank was installed in 2010 and a regular operations and maintenance schedule is followed for this system. The septic system was pumped in February of 2017. This new septic system replaces the large capacity septic system noted in the 2003 SWDAR report. **The SWP planning team identified several barriers that reduce the 2003 SWDAR susceptibility of this contaminate source from Very High to Moderate.**

ACTION ITEMS:

- **City of Shelby Council** will continue to review and budget for maintenance and monitoring operations of the PWS well sites in Williamson Park
 - Maintain O&M for septic system
 - Maintain security measures around well sites
 - Continue public outreach for SWP protection on-site and through media
 - Monitor Marias River flows
 - Monitor source water quality increasing trends

Inventory Region, Surface Water Buffer and Recharge Region Management

Marias Valley Golf and Country Club

This 18-hole golf course, is bordered by the Marias River. Topography of the area limits runoff from only the last nine holes that is near the Marias River. The golf course is owned by the City of Shelby and is managed by a contracted private entity. A new contract will be negotiated in 2019. Best management practices to protect water quality for operation and maintenance of the golf course will be emphasized and encouraged.

ACTION ITEMS:

- **City of Shelby Council, PWS staff and Golf Course Contractor** will review and implement best management practices in the operation and maintenance of the golf course
 - Renew Contract in 2019
 - Schedule annual meeting

Transportation Routes

US Interstate 15 that crosses the Marias River west of the wellfield, is a heavily travelled truck route for both regional and international uses. Interstate 15 continues north to Canadian port of entry at Sweetgrass, MT. Concern is from vehicle accidents and potential risk of spilled contaminants reaching the Marias River. Toole County has developed an Emergency Response Plan (ERP) to address incidents along this corridor and will coordinate with all pertinent response entities. An active participation by the City of Shelby Council and PWS staff in communicating the concerns for the City of Shelby Wellfield in future planning response efforts to deal with these routes will be an important tool.

ACTION ITEMS:

- **City of Shelby Council and PWS staff** will coordinate and participate with **Toole County Disaster and Emergency Services (DES)** on emergency response planning for Interstate 15 bridge near the PWS wellfield

Watershed Region Concerns

Four petroleum pipelines that cross from north to south within the wellfield region and also cross the Marias River pose concerns from spills or leaks that could reach the wellfield. Extreme weather events may affect water quality of the Marias River or may cause other issues of concerns for the PWS wellfield. Flooding and drought events which affect the production rate or operational issues may require a new assessment of any of the PWS wells as a groundwater source. Working with County DES Coordinators to collaborate and develop action plans for emergency response to these events will be a protective barrier for the PWS wellfields.

ACTION ITEMS:

- **City of Shelby Council and PWS staff** will coordinate with **Toole County Disaster and Emergency Services (DES)** on emergency response planning for petroleum pipeline and natural disaster events

- **City of Shelby PWS staff** will continue to monitor water quality test results on the source water for any notable changes that may indicate a contamination of the source water

PUBLIC OUTREACH

A powerful tool for Source Water Protection planning, public outreach will be used to carry the message of source water protection to ensure a safe and future supply for the City of Shelby. Newspaper articles, social media posts and public meetings are several ideas that will be included in the 2019 SWP plan.

Public Outreach Ideas

- *Articles*
 - o *Public Survey on Community's source water*
 - o *Conserving Water Tips for Consumers*
 - o *Surface Water – Ground Water Connections*
 - *Ground Water Model presentations*
 - *What is an Aquifer*
 - o *Risks to Ground Water*
 - o *Protection of Ground Water*
- *Website links and Fact Sheets*
- *Public Events*
 - o *SWP Plan Outreach*
 - *Shelby, Toole County residents*
 - *North Central connective systems*
 - *Glacier County*
 - o *Promote MT Department of Agriculture Chemical Roundup Disposal Program*
 - o *Collaborate with local groups*
 - *Local 4-H Clubs and activities*
 - *Toole and Glacier County Conservation District*
 - *Marias River Watershed Group (currently inactive)*

ACTION ITEMS:

- **City of Shelby Council, PWS staff, and SWP planning committee members** will collaborate and communicate with local residents, county and state staff to develop outreach material to message source water protection

CONTINGENCY RESPONSE PLANNING – SOURCE WATER PROTECTION PLAN

The City of Shelby PWS staff led several SWP planning team members on a tour of the wellfield and public water distribution system in 2018. The SWP planning team evaluated the principal threats to the source groundwater wells, designated a Public Water System (PWS) emergency coordinator, and developed potential responses in the event that a water shortage or event occurs. Another important aspect of this plan is an estimate of the equipment and materials that are available or would be needed in the event of an emergency, a description of how a short-term replacement water supply would be handled, and a description of the funding available to deal with an emergency response.

This Source Water Protection contingency response planning chapter includes coordinating communication efforts with the City of Shelby staff, customers and Toole County.

This collaboration and the following items listed are also important for the implementation of this contingency response plan:

ACTION ITEMS

City of Shelby Council and PWS staff will coordinate with **Toole County Disaster and Emergency Services (DES) and Public Health Department staff** on emergency planning exercises, Local Emergency Planning Committee (LEPC) activities and any funding opportunities for emergency equipment resources.

City of Shelby Council will continue to budget for PWS utility repairs and contingency funding yearly.

City of Shelby Council and PWS staff will develop with assistance from Montana Rural Water System staff:

- Standard Operating Guidelines (SOGs) for PWS well shutdown procedures
- Evaluate emergency thresholds for contingency planning
- Review water conservation programs that could be implemented during water shortage events

City of Shelby PWS staff will coordinate with **Toole County DES and Dispatch staff** to update PWS emergency contact information for new and future County staff including a tour of the PWS facilities and system

City of Shelby
Public Water System SWP Plan
Emergency contacts and phone numbers

CONTACT NAME	TITLE	PHONE	RESPONSIBILITY
PWS Emergency Contact	Public Works Staff	Office (406) 434-5564	O & M of City of Shelby Public Water System
Gary McDermott	Mayor/Public Information Officer	Cell phone (406) 450-4319 (406) 450-1173	City of Shelby official
Luis Correa	Public Works Director	Cell phone (406) 750-2952	Operations and Maintenance of the City of Shelby Utilities
John Postma	PWS Operators	On-call number (406) 450-5564	
Brian Roark		Backup on-Call number (406) 450-0932	
Backup Emergency Contact(s)			
Cindy Combs	Toole County Disaster and Emergency Services (DES) Director	(406) 450-6261	Emergency preparedness, planning and response coordination for Toole County
Toole County Sheriff/Dispatch	Toole County Deputy DES	24/7 Contact # 911 or (406) 434-5585	
Montana DES-24/7	Duty Officer	(406)324-4777	All reportable spills.
Montana DEQ Public Water Supply-Helena DEQ Duty Officer		(406)444-4400 (406)431-0014	All reportable events for surface or groundwater
Leonard Berry	MT Dept. of Agriculture	(406)444-5400	All agricultural chemical or fertilizer spills or response questions

March 2019

PREVENTION/MITIGATION

Equipment and material resources

The principal identified threats to the wells are *vandalism, flooding events or chemical spills*. Resources that may be needed to respond to these are listed below. Should additional resources be needed the City of Shelby will contract with an emergency response firm properly trained and equipped.

Resources and Equipment - available

City of Shelby

- Various parts and equipment (pickups, heavy equipment)
- PWS maps
- GIS programs
 - o Coordinated with Sheriff Department/911
- Backup Generators
 - o Public Works Shop – Portable (Lift Station & Booster Station)
 - o PWS wellfield site (located in pumphouse #2)
- Locks and fencing around PWS buildings
- Security sensor lighting around PWS buildings

Toole County

- Tri-County Interlocal Agreement
- Shop Maintenance staff
 - o Coordination/assistance with incidents
- Disaster and Emergency Services Coordinator
 - o LEPC meetings
- Public Health Department – (406) 424-5169
 - o Health Nurse/Emergency Preparedness - (406) 450-8087
 - o Sanitarian (Contract)
 - Ron Anderson (406) 868-4957
- Sheriff Department
 - o Staff and patrol

Other resources

- Area Public Water Systems - Equipment and staff resources
 - City of Conrad – contact Public Works Director
 - City Hall (406) 271-3623
 - City of Cut Bank – contact Public Works Director
 - City Hall – (406) 873-5526
- Area Private wells
- Laboratory Testing
 - o Energy Labs (Billings) – 1-800-735-4489
- Electrician – Shelby area
- Well Driller – Boland Drilling – Great Falls (406) 761-1063
- Neighborhood Watch (community members)
- Montana Rural Water Systems, Inc. – (406) 454-1151

Procedure to shut down PWS wells

Depending on the emergency, the City's PWS wells can be isolated from the water supply system. Under ideal conditions the system **can operate without the supply** by using water in the water storage tank(s) **for approximately one-day (1) in the summer months and three to four (3-4) days in the winter months.**

- Public Work Director will oversee PWS well shut-down

Communication Procedures

- Evaluation of Emergency/situation
 - develop Standard Operating Guidelines (SOG) concerning triggers or thresholds for Emergency status to relay information on:
 - Storage Tank levels
 - Shut down of water supply to outlying PWS/Districts
 - Early notification to water users
 - prevent loss of pressure
 - Delay scheduled PWS/District maintenance projects
 - Maintain continuity for all connective PWS/Districts
 - Should be reviewed yearly by all staff and PWS/District officials
 - Review with City of Shelby PWS staff and Council yearly

Emergency communication of incidents

City of Shelby's **Public Water System staff** will evaluate and communicate information to the **Public Works Director**. Further communication will proceed with the City of Shelby Mayor (*also the Public Information Officer*) and City Council members about the situation.

- Upon incident review, further communication and collaboration may proceed with the **Toole County DES Coordinator and Toole County Public Health Department staff**
- **Fire and/or Sheriff's Department staff** will be contacted depending on the incident
- Depending on incident - Council members will review need for *emergency and/or disaster declaration*
- A public statement would be developed by PWS staff, Mayor and City Council and disseminated by the Public Information Officer. **Toole County DES, Fire and/or Police Department staff** will be contacted depending on the incident.

Public Notice Postings:

Door Hangers/Door to Door notification – completed by **City Shelby's Public Works staff** with assistance from Toole County Health Department staff and Sanitarian and designated volunteers

Phone calls to water users – by City of Shelby designated staff

- Medical
 - o Marias Medical Center – (406) 434-3200
 - Notify Maintenance staff - Brian Krahn – (406) 450-0279
 - Marias Heritage Center
 - Marias Healthcare
- Marias Care Center/EmpRes – Emergency Contact, Saza Lee (406) 450-4089
- Area Daycares – coordinate with Toole County Health Department
- Shelby School District #14
 - o High School/Junior High/Grade School – Notify Superintendent
 - (406) 424-8910 Ext. 1
- Area businesses
 - o Crossroads Correctional Facility/CoreCivic
- **Area PWS**
 - o Ethridge County Water District - contact
 - Arlene Henke (406) 339-2481 or (406) 450-0124
 - Initiate call tree to customers
 - o Cut Bank PWS – Public Works Director (406) 873-2719

Local Radio, TV stations and news and Social media – (coordination with Toole County DES Coordinator)

City of Shelby website - <http://www.shelbymt.com/>

Facebook Pages

- City of Shelby
- Toole County Health Department

Radio

- KSEN – Shelby

TV

- KRTV – Great Falls
- KFBB – Great Falls

Other resources

- Available Reader Boards – Local banks, MT Dept. of Transportation
- NOAA – weather alerts
- PA on Fire Trucks
- PANS system – Coordinate use with Toole County DES Coordinator

Newspaper – *Shelby Promoter*

- published weekly

Source of emergency water

City of Shelby PWS

- Storage Tank supply
 - 1-4 days – depending on tank levels at time of emergency
- Initiate *Water Conservation Outreach Messages*
- Implement volunteer or mandatory water conservation efforts

Coordination with Toole County

- Toole County Public Health Department staff
 - Determination of bottled water acquisition and distribution – figured by population and accountability

Distribution Center/Point of Distribution (POD)

- Coordinate with Toole County DES, Public Health, Fire and Police – location will be determined depending on incident
 - Shelby High School
 - Shelby Fire Hall – 634 1st St. North

Certified water hauler list – information through:

- MT DEQ Operator Certification Office at **(406) 444-3434**

Funds

The City of Shelby has budgeted contingency funding for public utilities repairs. In addition, the City Council is aware of all state and federal funding available through state and federal grants and loans and would apply for available funds for any emergencies.

ACTION ITEM:

-City of Shelby Council will continue to budget for PWS utility repairs and contingency funding yearly.

SOURCE WATER ASSESSMENT – (2019 Update)

A 2003 Source Water Delineation and Assessment Report (SWDAR) was completed for the City of Shelby by Jeffrey Herrick, Montana (MT) Department of Environmental Quality Source Water Protection Program. The 2003 SWDAR is included in this SWP plan.

The SWDAR is predominantly a technical document that provides the technical basis for this Source Water Protection Plan. During the planning process to develop the 2019 SWP plan, the City of Shelby's PWS staff along with Toole County staff and Kristi Kline, Montana Rural Water SWP Specialist, reviewed current information, inventories and improvements that had been added to the PWS since the 2003 SWDAR was written.

Those updates are highlighted in **bold** in this 2019 SWP plan. The 2003 SWDAR information includes:

- General information on the City of Shelby, economy, population served, public water and wastewater services;

New **2019** updates include:

City of Shelby Population – **3,376 residents** served through **1,213 connections**

Groundwater-Source Water - (new wells added)

- Well 11 (WL012) and Well 12 (WL013) - completed May 1993
- Well 13 (WL014) – completed Sept. 2005
- **Treatment Plant (TP001)**
- Two Trojan Ultraviolet disinfection units have been added to the system
- **Storage Tanks**
- Prison Tank – (ST 004) – 500,000 gallons – installed
- Delineation and mapping of the source water protection area including updated maps and evaluation of hydrology and hydrogeology;
- Inventory of potential contaminant sources that could impact the water sources
- A susceptibility assessment to identify potential contaminant sources that are considered particularly significant with respect to the City of Shelby's water sources.

**MONTANA DEPARTMENT OF TRANSPORTATION SEMI-ANNUAL MEETING AGENDA
CITY OF CHOTEAU, CHESTER, SHELBY, CUT BANK, CONRAD & BROWNING
TOOLE, TETON, PONDERA, LIBERTY, & GLACIER COUNTIES
Teton County Annex - Chouteau 10:00 am on September 12th, 2019**

1. INTRODUCTIONS

2. CURRENT CONSTRUCTION PROJECTS

7980	SF 129 - GTFS HRZNTAL CRV SIGNG	\$271,138	9/7/17	Poteet Construction, Inc.
5135	GALATA - E&W	\$12,694,455.00	1/18/18	Nelcon, Inc.
7449	N OF KIOWA-N	\$12,471,646	11/15/18	Schellinger Construction Co. Inc.
9425	SF 169 GT FALLS SFTY IMPRV*	Tied	3/14/19	Montana Lines, Inc.
6165	JCT MT 217 - SOUTH	\$7,552,997	3/28/19	LHC Inc.
9650	CONRAD-SHELBY ADA UPGRADES	\$3,447,022	5/9/19	Century Construction/Stahly Eng.
8853	BIG COULEE - 5M SW FAIRFIELD	\$396,400	6/13/19	Bishop, Inc.
9623	BOOTLEGGER TRAIL REPAIR	\$339,257	7/11/19	Shumaker Trucking & Exc. Inc

3. ACTIVE PROJECTS – Over

4. MDT

5. City of Choteau

6. City of CUT BANK

7. GLACIER County

8. City of SHELBY

9. TOOLE County

10. City of CONRAD

11. PONDERA County

12. TETON County

13. LIBERTY County

14. Others

DATE FOR NEXT MEETING _____

CN	NAME	SYS	LETTING*	COUNTY	MP	Project Type
9394	MAIN ST – SHELBY*	N-1	9/19/19	TOOLE	278.09 - 280.02	MILL & OVERLAY
9396	SHELBY – NORTH*	P-67	9/19/19	TOOLE	0 - 1.75	MILL & OVERLAY (Partial)
8866	NO NAME DITCH BR-4M SE VALIER	Off Syst. - (37031)	11/14/19	PONDERA	PONDERA	OFF SYSTEM BRIDGE (new culvert)
7938	MT 21 BRIDGES (SIMMS to AUGUSTA)	Mt-21	11/14/19	CASCADE/L&C	0.5 – 20.5	BRIDGE REHAB & CULVERTS
9391	BRADY N&S - NB	I-15	12/12/19	TETON/PONDERA	322.69 - 334.26	MILL & OVERLAY
8864	CANAL - 3 MILES W OF VALIER	Off Syst. - (37003)	1/23/20	PONDERA	N	OFF SYSTEM BRIDGE (new culvert)
9401	CONRAD - EAST	S-218	2/13/20	PONDERA	0 - 25.72	CS & PARTIAL S&C & FOG SEAL
9398	SUMMIT NORTHEAST	N-1	2/27/20	GLACIER	197.52 - 204.32	CS & S&C
9400	JCT S-444 EAST (US-2)	N-1	2/27/20	GLACIER/BF-IRES	233.58 - 246.88	CS & S&C
9442	SIDEWALKS - FAIRFIELD	Various local	3/25/20	TETON	N	SIDEWALKS & CURB & GUTTER
9441	NYHAGEN RD PATH - CUT BANK	S-213 & Various local	3/25/20	GLACIER	N	8' ASPHALT SHARED USE PATH
9744	HAY COULEE ROAD REPAIR	Off System	7/25/20	LIBERTY	3.8 – 4.2	ER FLOOD DAMAGE REPAIR/CULVERT
9678	RR CROSSINGS – CHOTEAU	S-221	7/25/20	TETON	0 – 0.2	NEW RAILROAD CROSSINGS
9154	MULTI-USE PATH - HEART BUTTE	N/A	11/12/20	PONDERA/BF-IRES	N/A	SHARED USE PATH
9375	SF 169 FAIRFIELD CURVE IMPRV	S-408	11/12/20	TETON	0.5 - 11.0	CURVE RECON, SLP FLTN, SHLD WIDEN
7450	HUDSON BAY DIVIDE SOUTH	P-58	1/25/21	GLACIER/BF-IRES	20.7 - 25.516	RECONSTRUCTION
9319	BRIDGES NW VALIER FT BENTON	P-80 / P-3	1/25/21	PONDERA / CHOTEAU	2.4-2.5 P-80 & 87.2-87.7 P-3	DECK REHAB OR REPLACEMENT (OT PHASE)
9624	JOPLIN - NORTH	S-224	1/25/21	LIBERTY	0 - 10.0	OVERLAY
9395	JCT US-89 EAST – BROWNING	N-1	1/25/21	GLACIER/BF-IRES	224.75 – 234.11	CS & S&C
9399	BROWNING – SOUTHWEST	N-1	1/25/21	GLACIER/BF-IRES	218.8 – 221.22	OVERLAY
9750	FAIRFIELD NORTH & SOUTH	P-3	1/25/21	TETON/ CASCADE	16.85 – 28.36	CS & S&C
9751	CHESTER – EAST	N-1	1/25/21	LIBERTY	321.08 – 332.62	CS & S&C
9753	BROWNING – SOUTHEAST	N-1	1/25/21	GLACIER/BF-IRES	221.79 – 224.75	OVERLAY
9619	GLACIER COUNTY SNOW FENCE	N-1/P-3/P-58/S-464	6/1/21	GLACIER/BF-IRES	**	SNOW FENCE
7938	ELK CR HOGAN BRIDGE REPLACEMENT	MT-21	7/25/21	L&C	0 – 0.8	BRIDGE REPLACEMENT
9522	MUDDY CR-10 M NE FARMINGTON	Off Syst. - (L-50-11 N)	6/1/22	TETON	3.102	BRIDGE REHAB OR REPLACEMENT
8965	CHOTEAU - NORTH	P-3	9/25/22	TETON	42.70 - 49.60	RECONSTRUCTION – 32' TOP
9343	CHOTEAU - SOUTH	P-3	1/25/23	TETON	34.0 - 40.4	RECONSTRUCTION - 32' TOP
9683	SOLID RD BRIDGE-20 M E CONRAD	S-218	6/1/23	PONDERA	19.2 – 19.4	BRIDGE REPLACEMENT
9537	FREEZEOUT LAKE - NORTH	P-3	>2023	TETON	28.36 - 34.0	RECONSTRUCTION/REHAB
9722	NORTH OF AUGUSTA – NORTH	P-9	>2023	TETON	47.8 – 56.0	RECONSTRUCTION
8885	SHELBY STORMWATER IMPROVEMENTS	N-1	N	TOOLE	278.8 - 279.9 & .3 - .4	COST PARTICIPATION IN STORM DRAIN

*dates that are not bold are tentative

**N-1 RP 213.0-213.55, 214.11-214.37,221.4-221.5, P-3 RP 106.4-107.10, 107.4-107.5, P-58 RP 5.79-6, 8.18-8.55,8.71-9.0, S-464 RP 18.6–18.89

Snow Removal Areas

1. Civic Center
2. Old City Hall
3. Fire Hall
4. Both Main Street Parking Lots
5. Lincoln Park
6. Water Dispenser
7. Andy Anderson Park
8. Rainbow Hotel
9. Middle School
10. Albertson's Park
11. Pool
12. Champion Park
13. Bitterroot School
14. Aronow Park