

AGENDA
CITY COUNCIL MEETING
CITY OF SHELBY
October 15, 2018
6:30 P.M.

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Regular Council Meeting, 10/01/18 (pgs 5-7)

APPEARANCE REQUESTS

- Agenda Items
- Non-Agenda Items

COMMITTEE REPORTS

CITY ATTORNEY

- NCMRWA Pipeline Purchase Agreement (pgs 8-12)

CITY FINANCE OFFICER

- City Judge's Report, September 2018 (pgs 13-37)
- Bank Account Report (pg 38), Budget Year to Date (pg 39), Vendor Summary (pgs 40-41), Enterprise Funds (pgs 42-45), Statement of Expenditures (pgs 46-70), Revenues (pgs 71-80), Cash Flow Report (pg 81), Project Budgets (pg 82), September 2018
- City of Shelby Delinquent Taxes, 9/30/18 (pg 83)

CITY SUPERINTENDENT

- Superintendent's Report, 10/15/18 (pg 84)

COMMUNITY DEVELOPMENT DIRECTOR

- RTP Grant Opportunity

OTHER MATTERS

- Williamson Building, Rainbow Hotel, Bitterroot School – maintenance/demolition
- Comfort Inn Water Meter (pg 85)
- SideWinder Electric Monitor, ELKHART Nozzles (pg 86)

ADJOURN

CITY OF SHELBY MEETING SCHEDULE

October 15, 2018

6:30 p.m. Regular City Council Meeting

October 29, 2018

6:30 p.m. Park & Recreation Meeting
(Mayor, Superintendent, Rec Director,
Tustian, Casey, Kimmet)

November 5, 2018

6:00 p.m. Audit Committee
(Mayor, Finance Officer, Clark, Tustian,
Moritz)

6:30 p.m. Regular City Council Meeting

November 13, 2018 (Due to Veteran's Day Holiday)

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

CITY COUNCIL PACKET LISTING

A. Agenda

B. Agenda Items

1. Minutes of Regular Council Meeting, 10/01/18
2. NCMRWA Pipeline Purchase Agreement
3. City Judge's Report, September 2018
4. Bank Account Report, September 2018
5. Budget Year to Date, September 2018
6. Vendor Summary, September 2018
7. Enterprise Funds, September 2018
8. Statement of Expenditures, September 2018
9. Statement of Revenues, September 2018
10. Cash Flow Report, September 2018
11. Project Budgets, 9/30/18
12. City of Shelby Delinquent Taxes, 9/30/18
13. Superintendent's Report, 10/15/18
14. 10/03/18 Email from Cheri Hirst re: Comfort Inn Water Meter
15. 10/1/2018 Quote from Municipal Emergency Services re: SideWinder Electric Monitor, ELKHART Nozzles

C. Correspondence

1. 9/25/18 Notice to Proceed re: Shelby Storm Water Improvements
2. 9/25/18 KLJ Meeting Agenda re: Shelby Wastewater Treatment Facility Expansion: Bi-weekly Progress Meeting
3. 10/04/18 Summary of Port of Northern Montana Board Meeting
4. 10/04/18 Email from David Irvin re: Transit Ridership Update
5. Picture of new Shelby sign

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
October 1, 2018

Mayor McDermott called the meeting to order at 6:30 p.m. Present were: Debra Clark, Lyle Kimmet, Aaron Heaton, Luke Casey, and Bill Moritz, Council Members; Bill Hunt, City Attorney; Jade Goroski, Finance Officer; Loren Skartved, City Superintendent; Lorette Carter, Community Development Director and Rob Tasker, Building Inspector. Other citizens present: Jim Yeagley, Donna Whitt and Mike O'Brien.

PLEDGE OF ALLEGIANCE

REGULAR MEETING MINUTES 9/17/2018

- CASEY MADE A MOTION TO APPROVE THE 9/17/2018 MINUTES. SECONDED BY TUSTIAN. VOTE AYES - CLARK, TUSTIAN MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

APPEARANCE REQUESTS

- Agenda Items - Sheriff Donna Whitt made an appearance in regards to speed limits on the 6th and 12th Ave.
- Non-Agenda Items

CLAIMS REPORT 9/30/2018

- MORITZ MADE A MOTION TO APPROVE THE 9/30/2018 CLAIMS REPORT. SECONDED BY CLARK. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

BUILDING INSPECTOR

- Rob Tasker reported he issued 1 new permit and there are 12 open permits. Rob also reported he repaired the open windows at the Rainbow Hotel, fixed the ramp at the Williamson building, sewer lift building is complete and 15 impounded cars have been sent to the state lot.

COMMITTEE REPORTS

- Minutes of Park & Recreation Meeting 9/24/2018

CITY ATTORNEY

- Resolution No. 1989 re: Weed Liens

MORITZ MADE A MOTION TO APPROVE RESOLUTION NO. 1989. SECONDED BY TUSTIAN. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

- NCMRWA 13TH Street Water line purchase
CASEY MADE A MOTION TO APPROVE THE SALE OF THE 13TH STREET WATER LINE FOR \$1,255,257 SUBJECT TO SHARED USE OF THE WATER LINE. SECONDED BY MORITZ. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

CITY FINANCE OFFICER

- Payroll Expense by Department 9/2018

CITY SUPERINTENDENT

Loren provided a report as part of the packet.

- Water Meter Purchase
MORITZ MADE A MOTION TO APPROVE THE \$15,590 PURCHASE FOR WATER METERS. SECONDED BY KIMMET. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

COMMUNITY DEVELOPMENT DIRECTOR

- The Shelby School District #14 Safe Routes to School Walk N' Wheel and Fit Friday program continues through October 12th.
- The DNRC Forestry Team will be in Shelby Wednesday morning training City employees and MRE employees on proper tree care and maintenance.
- The water line extension project is delayed as we are waiting on CDBG guidance on the Devon Water easements the City purchased as part of the project.
- The following grant programs require quarterly reporting requirements:
 - o Crime Victim Advocate Program
 - o Main Street Program Preservation Grant
 - o Main Street Program Quarterly Report
 - o EDA ~ water extension
 - o CDBG ~ water extension
 - o TSEP ~ Storm Water Project Phase I
 - o Big Sky Trust - Job Creation - Humic Growth Solutions
- The start-up documentation on the water wellfield project has been submitted with KLJ engineers working on a final scope of work.
- A reimbursement request for the Roadrunner Recreation Trail picnic area will be submitted this week.

- The City of Shelby is beginning a weekly Facebook post to keep residents up to date on city projects, programs and events. Please look for "THIS WEEK IN SHELBY" each week. If there are any changes to the schedule or notification, the City will post to Facebook.

OTHER MATTERS

- CDBG Stormwater Phase 2 - \$67,500 match
No action taken and will revisit once we have numbers on change order #3 for Phase 1 of the project.
- 6th and 12th Ave Speed Limit
KIMMET MADE A MOTION TO KEEP THE SPEED LIMITS AS THEY ARE BUT PROPERLY NOTICE THE BEGINNING AND END OF EACH SPEED ZONE. SECONDED BY CASEY. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET. NOES - HEATON. ABSENT - NONE. ABSTAIN - NONE.
- Marias River Livestock Civic Center Rental Fee
CASEY MADE A MOTION TO WAIVE THE RENTAL FEE. SECONDED BY MORITZ. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.
- 1994 Fire Department Command Center Ford Van
CLARK MADE A MOTION TO APPROVE THE SALE OF THE VAN FOR \$3,000. SECONDED BY KIMMET. VOTE AYES - CLARK, TUSTIAN, MORITZ, CASEY, KIMMET, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

ADJOURN

- AT 8:45 P.M. CLARK MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY CASEY. VOTE AYES - CLARK, MORITZ, CASEY, KIMMET, TUSTIAN, HEATON. NOES - NONE. ABSENT - NONE. ABSTAIN - NONE.

GARY MCDERMOTT, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

PIPELINE SELL-PURCHASE AND ASSIGNMENT OF EASEMENTS AGREEMENT

This Pipeline Purchase Agreement (“Agreement”) is made and entered into this ___ day of _____, 2018, by and between the City of Shelby, Montana (“Seller”) and North Central Montana Regional Water Authority (“Buyer”).

RECITALS

- A. Seller is the owner of a certain 16 inch water pipeline with a length of approximately 8,000 feet hereinafter called “Pipeline” and identified in Exhibit A attached to this Agreement.
- B. Seller is the owner of certain easements , rights of way, access, and/or rights of use associated with Pipeline hereinafter called “Easements” and identified in Schedule A attached to this Agreement
- C. Buyer owns and operates a drinking water pipeline system which supplies water to the North Central region of Montana.
- D. Buyer desires to purchase Pipeline and Easements and Seller wishes to sell Pipeline and Easements..

NOW, THEREFORE, in consideration of their mutual promises and other good and valuable consideration, the parties hereto agree as follows:

AGREEMENT

1. Purchase Price. The purchase price for the Pipeline and Easements shall be paid by the Buyer to the Seller as follows:
 - 1.1 For the Pipeline, a payment of _____ DOLLARS (\$) due within 5 business days of the execution of this Agreement.
 - 1.2 For the Easements, a payment of _____ due within 5 business days of execution of this Agreement.
2. Notice. All notices hereunder shall be in writing and may be given by personal service or by mailing the same to the party to whom such is directed, at the parties’ address herein set forth, in either registered or certified United States Mail, with postage prepaid thereon, and said notice shall be deemed complete upon deposition thereof in any United States Post Office.

If to Seller:

City of Shelby
112 1st Street South
Shelby, MT 59474

If to Buyer:
North Central Montana Regional Water Authority
P.O. Box 2456
Havre, MT 59501

3. Representations and Warranties of Seller. Seller makes the following representations and warranties to Buyer, which representations and warranties shall be effective as of the execution of this Agreement.
 - a. No litigation is pending and, to the best of Seller's knowledge, no litigation or administrative actions are proposed, threatened or anticipated with respect to any matter affecting the Pipeline and Easements. If Seller learns of any litigation or administrative action proposed, threatened or instituted with respect to the Property prior to Closing, Seller shall promptly deliver notice thereof to Buyer.
 - b. To the best of Seller's knowledge, Pipeline and Easements are currently in full and complete compliance with all governmental laws, ordinances, orders, rules and regulations applicable to the Property.
 - c. Seller has the full power and authority to enter into this Agreement and to convey the Property.
4. Possession and Use. Buyer shall be given sole and exclusive possession and use of the Pipeline on the date of Closing except as otherwise provided in this Agreement.
5. Risk of Loss. Risk of loss of the Property shall remain with the Seller until 5:00 p.m. local time on the date of the execution of this Agreement.
6. All Seller's Rights Transferred. Seller shall transfer all of its rights or interests in the Pipeline and Easements including any rights of way, rights of use, access, and/or any other interest in the Property including any, fixtures, and/or appurtenances to Pipeline to the Buyer except as otherwise provided in this Agreement.
7. Shared Use. Buyer agrees to allow Seller to use Pipeline to transport drinking water to Seller's customers and allow additional future customers of Seller to tap into Pipeline.
 - a. Seller agrees that its use of Pipeline shall not interfere with Buyer's use of Pipeline. Buyer shall enjoy the right to deliver drinking water to its customers in the amounts and quality that its customers require.

- b. Buyer agrees that it shall not charge Seller for shared use of Pipeline including administrative fees, wheeling charges, and operation & maintenance costs.
 - c. Buyer agrees to grant Seller access to Pipeline in order for Seller to maintain, repair, and install Seller's customers' taps. Seller agrees that it shall be responsible for all costs associated with installation and repair of its taps and any damage to Pipeline or Easements caused by its taps or maintenance and repair of its taps.
 - d. Buyer agrees that Seller shall have the right to ingress its easements, uncover, and access Pipeline to maintain, repair, and install taps for Seller's customers as necessary.
 - e. Transfer of Title. Seller shall convey the Pipeline and Easements to Purchaser by lawful documents showing title transferring to the Seller.
8. Buyer's General Indemnity. Buyer shall indemnify Seller and hold Seller harmless against all claims, demands, damages, costs and expenses, including attorneys' fees for defending claims and demands, to the extent they arise from any breach on Buyer's part of any terms or conditions of this Agreement, or from any act or omission constituting negligence or willful misconduct of Buyer, its agents, contractors, employees or invitees in or about the Pipeline and Easements. In case of any action or proceeding brought against Seller by reason of such claim, Buyer, on notice from Seller, shall defend the action or proceeding by counsel acceptable to Seller. The rights of the Seller arising from the General Indemnity provided in this Section shall be in addition to any other rights or remedies that the Seller may have under the law in the event of breach of this Agreement or negligent or willful misconduct or omission of Buyer.
9. Seller's General Indemnity. Seller shall indemnify Buyer and hold Buyer harmless against all claims, demands, damages, costs and expenses, including attorneys' fees for defending claims and demands, to the extent they arise from any breach on Seller's part of any terms or conditions of this Agreement, or from any act or omission constituting negligence or willful misconduct of Seller, its agents, contractors, employees or invitees in or about the Pipeline and Easements. In case of any action or proceeding brought against Buyer by reason of such claim, Seller, on notice from Buyer, shall defend the action or proceeding by counsel acceptable to Buyer. The rights of the Buyer arising from the General Indemnity provided in this Section shall be in addition to any other rights or remedies that the Buyer may have under the law in the event of breach of this Agreement or negligent or willful misconduct or omission of Seller.

(Notarial Seal)

Notary Name: _____
Notary Public for the State of _____
Residing at: _____
My commission expires: _____, 20____

BUYER:

NORTH CENTRAL MONTANA REGIONAL
WATER AUTHORITY

By: _____
Print Name: _____
Its: _____

STATE OF MONTANA)
 : ss.
COUNTY OF _____)

On this ____ day of _____, 2018, before me, a Notary Public for the State of Montana, personally appeared _____, the _____ of North Central Montana Regional Water Authority, BUYER. Known to me or satisfactorily proven to be the person(s) who executed the within instrument, and acknowledged that they executed the same.

In witness whereof, I have hereunto set my hand and affixed my notarial seal on the day and year first above written.

(Notarial Seal)

Notary Signature: _____
Notary Name: _____
Notary Public for the State of Montana
Residing at: _____
My commission expires: _____, 20____

Date: 9/28/2018

Time: 04:13 PM

Page 1 of 1

Shelby City Court
Cases by Filing Date
City
All Case Types
From 9/1/2018 to 9/28/2018
All Judges

User: BALEXANDER

Judge: Rapkoch, Peter

Case	Filed	Entered	Party	Status
TK-865-2018-0000107	9/5/2018	9/5/2018	Underdal, Maddison Diane, Defendant	Closed
TK-865-2018-0000108	9/7/2018	9/7/2018	Kaneff, Shawn Michael, Defendant	Pending
TK-865-2018-0000109	9/7/2018	9/7/2018	Cook, Michael Lynn, Defendant	Closed
TK-865-2018-0000110	9/7/2018	9/7/2018	Peterson, Miriam, Defendant	Closed
TK-865-2018-0000111	9/7/2018	9/7/2018	Gonzales, Samuel A, Defendant	Pending
TK-865-2018-0000112	9/7/2018	9/7/2018	Yeager, Shawn Robert, Defendant	Pending
TK-865-2018-0000113	9/7/2018	9/7/2018	Gingery, Hope Marie, Defendant	Pending
TK-865-2018-0000114	9/10/2018	9/10/2018	Spottedbear, Amanda Jo, Defendant	Pending
TK-865-2018-0000115	9/10/2018	9/10/2018	Underdahl, Blayne Orlo, Defendant	Pending
TK-865-2018-0000116	9/10/2018	9/10/2018	Cresswell, Mitchell Thomas, Defendant	Disposed
TK-865-2018-0000117	9/10/2018	9/10/2018	Halverson, Janet Erickson, Defendant	Closed
TK-865-2018-0000118	9/10/2018	9/10/2018	Bullshoe, Patrick, Defendant	Pending
TK-865-2018-0000119	9/10/2018	9/10/2018	Brown, Jacob, Defendant	Pending
TK-865-2018-0000120	9/10/2018	9/10/2018	Croff, Trisha Marie, Defendant	Pending
TK-865-2018-0000121	9/10/2018	9/10/2018	Winters, Devin Blake, Defendant	Closed
TK-865-2018-0000122	9/10/2018	9/10/2018	Johnston, North Dallas, Defendant	Disposed
TK-865-2018-0000123	9/10/2018	9/10/2018	Valdez, Jose, Defendant	Closed
TK-865-2018-0000124	9/20/2018	9/20/2018	Mitchell, Benjamin Lee, Defendant	Closed
TK-865-2018-0000125	9/24/2018	9/24/2018	Burtness, Aaron Mitchell, Defendant	Closed
TK-865-2018-0000126	9/24/2018	9/24/2018	Bamke, Aaron A, Defendant	Pending
TK-865-2018-0000127	9/26/2018	9/26/2018	Bachtell, James Donald, Defendant	Disposed
TK-865-2018-0000128	9/28/2018	9/28/2018	Gostnell, Austin Bryce, Defendant	Pending

Total cases for Rapkoch, Peter : 22

Total cases for report: 22

Shelby City Court
Receipts by Date
City
All Case Types
From 9/1/2018 to 9/28/2018

All Judges

9/4/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5369	10:20 AM	Criminal Payment	.00	.00	30.00	.00	.00	.00	.00	.00	.00	.00
		Payor: Murray, Joyce Ellen										
		TK-865-2018-0000061										
		Murray, Joyce Ellen		61-8-344(3)			Stop Sign Violation					
		11.00 Fine										
		9.00 Technology Surcharge										
		10.00 Law Enforcement Academy										
		30.00										

5370	01:05 PM	Unapplied	.00	.00	.00	85.00	.00	.00	.00	.00	.00	.00
		Payor: Underdal, Peder										

85.00 Unapplied receipt
85.00

Check Number: 2015

Shelby City Court
Receipts by Date
City
All Case Types
From 9/1/2018 to 9/28/2018

All Judges

9/4/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5371	01:31 PM	Criminal Payment	.00	.00	.00	.00	.00	.00	.00	.00	85.00	.00
		Payor: Dickison, Kress Daniel									E-Payment transaction no.: 1360444127	
		TK-865-2008-0000264										
		Dickison, Kress Daniel		61-3-322(3)								
		85.00 Fine										
		85.00										

Daily totals:		200.00	.00	.00	30.00	85.00	.00	.00	.00	.00	85.00	.00
Miscellaneous:		.00										
Fine/fee:		115.00										
Cash bond:		.00										
Bond forfeiture:		.00										
Bond percent fee:		.00										
Bond conversion:		.00										

Unapplied: 85.00

Shelby City Court

Receipts by Date

City

All Case Types

From 9/1/2018 to 9/28/2018

All Judges

9/7/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5376	10:51 AM	Miscellaneous Payor: Court Diligence LLC	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		<u>15.00</u> Search Fee										
		15.00					Check Number: 10891					
5377	11:40 AM	Miscellaneous Payor: Court Diligence LLC	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		<u>15.00</u> Search Fee										
		15.00					Check Number: 10877					
5378	11:41 AM	Miscellaneous Payor: Court Diligence LLC	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		<u>15.00</u> Search Fee										
		15.00					Check Number: 10876					
5379	11:42 AM	Miscellaneous Payor: Court Diligence LLC	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		<u>15.00</u> Search Fee										
		15.00					Check Number: 10784					

Shelby City Court

Receipts by Date

City

All Case Types

From 9/1/2018 to 9/28/2018

All Judges

9/19/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5387	10:21 AM	Criminal Payment Payor: Heinert, Steven Roy	.00	.00	20.00	.00	.00	.00	.00	.00	.00	.00
		TK-865-2018-0000097 Heinert, Steven Roy		61-13-103			Seatbelt Violation					
		20.00 Fine										
		<u>20.00</u>										
5388	04:32 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		15.00 Search Fee										
		<u>15.00</u>					Check Number: 11043					
5389	04:32 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		15.00 Search Fee										
		<u>15.00</u>					Check Number: 11051					
5390	04:33 PM	Miscellaneous Payor: court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		15.00 Search Fee										
		<u>15.00</u>					Check Number: 10993					
5391	04:34 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
		15.00 Search Fee										
		<u>15.00</u>					Check Number: 11014					

Shelby City Court
Receipts by Date
City
All Case Types
From 9/1/2018 to 9/28/2018

All Judges

9/19/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5392	04:35 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00

15.00 Search Fee
15.00

Check Number: 11015

5393	04:36 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
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15.00 Search Fee
15.00

Check Number: 11052

5394	04:36 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
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15.00 Search Fee
15.00

Check Number: 11021

Shelby City Court
Receipts by Date
City
All Case Types
From 9/1/2018 to 9/28/2018

All Judges

9/25/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5400	08:22 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
						15.00	Search Fee					
						15.00		Check Number: 11106				
5401	08:23 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
						15.00	Search Fee					
						15.00		Check Number: 11123				
5402	08:24 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
						15.00	Search Fee					
						15.00		Check Number: 11124				
5403	08:25 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
						15.00	Search Fee					
						15.00		Check Number: 11165				
5404	08:26 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
						15.00	Search Fee					
						15.00		Check Number: 11171				

Shelby City Court
 Receipts by Date
 City
 All Case Types
 From 9/1/2018 to 9/28/2018

All Judges

9/25/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5405	08:26 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00

15.00 Search Fee
15.00

Check Number: 11172

5406	08:27 PM	Miscellaneous Payor: Court Diligence	.00	.00	.00	15.00	.00	.00	.00	.00	.00	.00
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15.00 Search Fee
15.00

Check Number: 11173

5407	08:38 PM	Cash Bond Payor: Winters, Devin Blake	.00	.00	.00	20.00	.00	.00	.00	.00	.00	.00
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TK-865-2018-0000121
 Winters, Devin Blake
20.00 Cash bond
20.00

Check Number: 1526

Shelby City Court

Receipts by Date

City

All Case Types

From 9/1/2018 to 9/28/2018

All Judges

9/27/2018

Receipt	Time		Bond Conversion	Transfer	Cash	Check	Cashiers Check	Money Order	Credit Card	Debit Card	E-Payment	Direct Deposit
5412	04:48 PM	Bond Conversion	20.00	20.00	.00	.00	.00	.00	.00	.00	.00	.00
		Payor: Winters, Devin Blake										
		TK-865-2018-0000121										
		Winters, Devin Blake		61-8-303(1)(c) [1]		Speeding - 25 MPH Urban District - Day						
		20.00 Fine										
		<u>20.00</u>										
Daily totals:		290.00	205.00	205.00	85.00	.00	.00	.00	.00	.00	.00	.00
Miscellaneous:		.00										
Fine/fee:		85.00										
Cash bond:		.00										
Bond forfeiture:		.00										
Bond percent fee:		.00										
Bond conversion:		205.00										

Report totals:		1991.00	365.00	450.00	759.00	655.00	.00	42.00	.00	.00	85.00	.00
Miscellaneous:		315.00										
Fine/fee:		1021.00										
Cash bond:		205.00										
Bond forfeiture:		.00										
Bond percent fee:		.00										
Bond conversion:		365.00										

Unapplied: 85.00

City of Shelby

All Accounts	Monthly Bank Report -9/30/2018
First State Bank checking	1,641,611.85
Deposits in Transit - WAPA UB Utility Payment	0.00
BPCU resrticted/unrestricted	400,000.00
Payroll Taxes Unredeemed	0.00
BPCU Savings unrestricted	8,238.54
MT Board of Investments STIP - unrestricted & restricted	1,302,883.11
First State Bank CD Energy Share Fund - restricted	93,364.06
First State Bank CD Disaster Relief Fund - restricted	93,364.06
Security State Bank Trust - Landfill - restricted	404,010.27
US Bank Debt Service MultiModal-Water-restricted	0.00
US Bank Capital Interest MultiModal-Sewer-restricted	0.00
Petty Cash	1,350.00
TOTAL	3,944,821.89

City of Shelby
9/30/2018

Fund #	Name	YTD Revenues	YTD Expenditures	YTD Over/(Under)
1000	General	316,121.99	387,842.49	-71,720.50
2190	Comp Liability	735.75	14,479.53	-13,743.78
2260	Disaster-Flood Wlmsn Park	512.87	0.00	512.87
2310	Tax Increment Financing District	191.30	32,073.56	-31,882.26
2320	Economic Development	0.00	0.00	0.00
2370	PERS	1,161.28	0.00	1,161.28
2371	Health Insurance	2,238.10	0.00	2,238.10
2372	Permissive Levy	10.62	0.00	10.62
2395	Marias Valley Golf & Country Club	0.00	0.00	0.00
2396	Municipal Rec Pass Fund	0.00	0.00	0.00
2399	Revolving Loan Fund	5,513.05	0.00	5,513.05
2400	Street Lighting District	6,330.34	12,562.81	-6,232.47
2500	Street Maintanance District	21,439.25	247,423.82	-225,984.57
2550	2012 Sidewalk SID	3,699.08	350.00	3,349.08
2600	Park Maintanance District	2,012.39	24,871.83	-22,859.44
2810	Police Pension & Training	0.00	0.00	0.00
2920	Trails Grant	0.00	1,520.00	-1,520.00
2936	Williamson Bldg	14,550.00	4,542.85	10,007.15
3015	1991 Swimming Pool Bath House GOB	0.00	0.00	0.00
3035	Firehall Bond	8,008.11	0.00	8,008.11
3510	1992 Curb, Gutter, Side SID	0.00	0.00	0.00
4000	Capital Projects Fund	5,886.82	0.00	5,886.82
5210	Water	374,230.60	552,936.43	-178,705.83 ✓
5310	Sewer	1,304,815.36	1,255,557.21	49,258.15 ✓
5410	Solid Waste	212,225.79	225,624.35	-13,398.56 ✓
5720	Storm Drainage	61,400.73	122,491.31	-61,090.58
7060	Energy Share	244.73	0.00	244.73
7061	Disaster Relief	244.73	0.00	244.73
7110	Accommodations Tax	0.00	0.00	0.00
7120	Fire Relief Agency Fund	0.00	0.00	0.00
7199	Tourism Business Imp District (TBID)	13,782.00	0.00	13,782.00
7427	Specialty License Plate Fee	1,120.00	40.00	1,080.00
		\$ 2,356,474.89	\$ 2,882,316.19	-525,841.30

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10/11/18
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CITY OF SHELBY
Vendor Summary Query by Date
For claims processed from: 9/18 to 9/18

Page: 1 of 2
Report ID: AP200S

Vendor #/Name	Amount	Last Paid Date
01388 3 RIVERS COMMUNICATIONS INC	967.82	10/03/18
02300 ADVANCED LITHO PRINTING LLC	1,675.00	10/03/18
01806 ALARM SERVICE INC	35.00	10/03/18
01137 AQUA TECH LABORATORY	100.00	10/03/18
01438 BARRY DAMSCHEN CONSULTING LLC	2,025.00	10/03/18
00047 BEN TAYLOR INC	5,816.07	10/03/18
02334 BEN TAYLOR INC.	309.11	10/03/18
01994 BEST BUY	2,174.94	09/06/18
00088 CARQUEST AUTO PARTS	60.33	10/03/18
01851 CT CLEANING	1,200.00	10/03/18
00001 DEPARTMENT OF REVENUE	282.25	10/03/18
01998 DISCOUNT MUGS	347.00	09/27/18
00113 DNRC	30.00	10/03/18
00343 ENERGY LABORATORIES INC	826.00	10/03/18
02426 EREPLACEMENTPARTS.COM	165.49	09/12/18
02097 FASTENAL COMPANY	119.60	10/03/18
01988 FIELDSTONE OFFICE SUPPLY	880.10	10/03/18
00111 FIRST STATE BANK	133.60	10/02/18
00977 FOUR CORNERS SUPPLY INC	8.65	10/03/18
00016 GENERAL DISTRIBUTING CO	55.00	10/03/18
00025 HILINE REDI-MIX LLC	110.00	10/03/18
01552 HOME DEPOT	548.71	10/05/18
01285 HUNT, WILLIAM E JR	5,000.00	10/03/18
01593 I-STATE TRUCK CENTER	485.06	10/01/18
01620 KADRMAS, LEE & JACKSON INC.	35,036.12	10/03/18
01862 KENCO SECURITY AND TECHNOLOGY	90.00	10/03/18
00026 MARIAS RIVER ELECTRIC COOP INC	10,995.42	10/03/18
00027 MARKS TIRE & ALIGNMENT	701.50	10/03/18
00512 MT DEPARTMENT OF ADMINISTRATION	170.00	10/03/18
01125 MT DEQ/PERMITTING & COMPLIANCE DIV/MPDES	3,768.89	10/03/18
02045 NAPA AUTO PARTS	951.81	10/03/18
02069 NATIONAL LAUNDRY CO	29.32	10/03/18
01752 NORTHTOWN DRUG	19.08	09/26/18
02368 OPTUM	12.75	10/03/18
02109 PAYPAL	9.99	09/26/18
00039 PETTY CASHIER	40.00	10/03/18
00144 POSTMASTER	354.01	09/27/18
00309 PREFERRED OFFICE EQUIPMENT	719.52	10/03/18
00043 SHELBY GAS ASSOCIATION	343.60	10/03/18
01866 SHELBY PAINT AND HARDWARE	329.42	10/03/18
00041 SHELBY PROMOTER	477.52	10/03/18
00119 SHELBY VOLUNTEER FIRE DEPT	22,030.00	10/03/18
02012 SHOPKO	56.32	10/03/18
01805 SYSTEMS	105.00	10/03/18
00048 TOOLE COUNTY CLERK & RECORDER	53,065.53	10/03/18
01669 U.S. BANK	300.00	10/03/18
01657 UNITED MATERIALS OF GREAT FALLS INC	922.50	10/03/18
01486 USDA RURAL DEVELOPMENT	1,603.00	10/05/18
00400 UTILITIES UNDERGROUND LOCATION CENTER	40.04	10/03/18
00676 UTILITY SPECIALTIES INC	490.00	10/03/18
02389 WELLS FARGO VENDOR FIN SERV	127.70	10/03/18
00539 YEAGLEY, JAMES H	600.00	10/03/18

10/11/18
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CITY OF SHELBY
Vendor Summary Query by Date
For claims processed from: 9/18 to 9/18

Page: 2 of 2
Report ID: AP200S

Vendor #/Name	Amount	Last Paid Date
01968 ZOMER TRUCK COMPANY	159.18	10/03/18
Grand Total:	156,902.95	

**2018-19
Enterprise Funds Income, Expense**

10/10/2018								
	Jul-18			Aug-18			Sep-18	
Water		notes	Water		notes	Water		notes
Income	102,596		Income	146,081		Income	125,553	
Expenses	-385,175	Semi Annual bond payments	Expenses	-25,190		Expenses	-49,071	
<i>rev over/under</i>	<i>-282,579</i>		<i>rev over/under</i>	<i>120,892</i>		<i>rev over/under</i>	<i>76,482</i> ✓	
Sewer			Sewer			Sewer		
Income	118,964		Income	1,118,350		Income	67,501	
Expenses	-414,477	Semi Annual Bond Payments & draw on 4th cell will see revenue in August	Expenses	-783,866		Expenses	-57,213	
<i>rev over/under</i>	<i>-295,513</i>		<i>rev over/under</i>	<i>334,484</i>		<i>rev over/under</i>	<i>10,288</i> ✓	
Solid Waste			Solid Waste			Solid Waste		
Income	69,544		Income	73,053		Income	69,630	
Expenses	-130,968	Gargage truck payment and interfund loan payment	Expenses	-47,139		Expenses	-47,518	
<i>rev over/under</i>	<i>-61,424</i>		<i>rev over/under</i>	<i>25,914</i>		<i>rev over/under</i>	<i>22,112</i> ✓	
Storm Water			Storm Water			Storm Water		
Income	21,822		Income	20,759		Income	18,819	
Expenses	-62,288	Semi Annual Bond Payment	Expenses	-56,719		Expenses	-3,484	
<i>rev over/under</i>	<i>-40,466</i>		<i>rev over/under</i>	<i>-35,959</i>		<i>rev over/under</i>	<i>15,335</i>	
	Oct-18			Nov-18			Dec-18	
Water		notes	Water		notes	Water		notes
Income	0		Income	0		Income	0	
Expenses	0		Expenses	0		Expenses	0	
<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>	
Sewer			Sewer			Sewer		
Income	0		Income	0		Income	0	
Expenses	0		Expenses	0		Expenses	0	
<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>	
Solid Waste			Solid Waste			Solid Waste		
Income	0		Income	0		Income	0	
Expenses	0		Expenses	0		Expenses	0	
<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>	
Storm Water			Storm Water			Storm Water		
Income	0		Income	0		Income	0	
Expenses	0		Expenses	0		Expenses	0	
<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>		<i>rev over/under</i>	<i>0</i>	

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	Water Fund Sep-18			
	Current	YTD	Budget	Budget Avail
Revenue:				
Charges for services	125,553.06	374,203.90	2,947,275.00	2,573,071.10
Misc	0.00	26.70	9,790.00	9,763.30
Investment ROI	0.00	0.00	100.00	100.00
Total Revenue	125,553.06	374,230.60	2,957,165.00	2,582,934.40
Expenses				
Audit	0.00	2,712.50	11,000.00	8,287.50
Community Development	1,287.68	3,871.04	17,486.00	13,614.96
Public Safety	4,910.00	14,730.00	60,000.00	45,270.00
Public Works	25,015.89	80,374.29	539,965.00	459,590.71
Admin Council	2,884.11	7,564.91	40,649.00	33,084.09
Admin Mayor	5.38	76.48	11,769.00	11,692.52
Legal	1,250.00	3,750.00	15,000.00	11,250.00
Newsletter	0.00	128.76	1,000.00	871.24
City Hall	155.54	540.00	4,598.00	4,058.00
Accounting & Coll	8,563.15	26,321.25	116,297.00	89,975.75
Interlocal Joint Venture	0.00	7,500.00	7,500.00	0.00
Liability Ins	0.00	14,479.53	15,317.00	837.47
Total Operating Exp	44,071.75	162,048.76	840,581.00	678,532.24
Net Before Debt Service	81,481.31	212,181.84	2,116,584.00	1,904,402.16
Debt Service				
Principal & Interest	0.00	274,266.50	2,048,826.00	1,774,559.50
Net After Debt	81,481.31	-62,084.66	67,758.00	
Other Revenue				
TSEP Grant	0.00	0.00	750,000.00	750,000.00
Humic/Devon	0.00	0.00	0.00	0.00
CDBG/EDA	0.00	0.00	1,072,000.00	1,072,000.00
Loans	0.00	0.00	0.00	0.00
Total				
Capital Expenditures	4,998.88	116,621.17	1,822,000.00	1,705,378.83
Net After Capital Expenditures	76,482.43 ✓	-178,705.83 ✓		

**Sewer Fund
Sep-18**

	Current	YTD	Budget	Budget Avail
Revenue:				
Charges for services	67,501.20	217,002.88	844,920.00	627,917.12
Misc	0.00	0.00	1,050.00	1,050.00
Investment ROI	0.00	0.00	100.00	100.00
Total Revenue	67,501.20	217,002.88	846,070.00	629,067.12
Expenses				
Audit	0.00	2,712.50	11,000.00	8,287.50
Community Development	1,287.69	3,871.05	17,486.00	13,614.95
Public Safety	4,910.00	14,730.00	60,000.00	45,270.00
Public Works	14,224.22	42,184.86	206,027.00	163,842.14
Admin Council	2,884.12	7,564.92	40,649.00	33,084.08
Admin Mayor	5.38	76.47	11,019.00	10,942.53
Legal	1,250.00	3,750.00	15,000.00	11,250.00
Newsletter	0.00	128.77	1,000.00	871.23
City Hall	155.53	539.97	4,337.00	3,797.03
Accounting & Coll	7,724.11	23,611.93	109,147.00	85,535.07
Interlocal Joint Venture	0.00	7,500.00	7,500.00	0.00
Liability Ins	0.00	14,479.53	15,317.00	837.47
Total Operating Exp	32,441.05	121,150.00	498,482.00	377,332.00
Net Before Debt Service	35,060.15	95,852.88	347,588.00	251,735.12
Debt Service				
Principal & Interest	0.00	100,932.00	253,148.00	152,216.00
Net After Debt	35,060.15	-5,079.12	94,440.00	
Other Revenue				
SRF Loan Proceeds	0.00	1,043,588.00	3,650,000.00	2,606,412.00
Interfund Transfer in	0.00	44,224.48	88,449.00	44,224.52
Total				
Capital Expenditures	24,772.90	1,033,475.21	3,760,000.00	2,726,524.79
Net After Capital Expenditures bonds and transf	10,287.25 ✓	49,258.15 ✓		

**Solid Waste
Sep-18**

	Current	YTD	Budget	Budget Avail
Revenue:				
Charges for services	68,811.56	210,171.79	820,057.00	609,885.21
Misc	818.00	2,054.00	65,000.00	62,946.00
Investment ROI	0.00	0.00	16,000.00	16,000.00
Total Revenue	69,629.56	212,225.79	901,057.00	688,831.21
Expenses				
Audit	0.00	2,712.50	11,000.00	8,287.50
Community Development	1,287.69	3,869.62	27,486.00	23,616.38
Public Safety	4,910.00	14,730.00	60,000.00	45,270.00
Admin Council	2,884.12	7,564.92	40,649.00	33,084.08
Admin Mayor	5.38	76.48	12,069.00	11,992.52
Legal	1,250.00	3,750.00	15,000.00	11,250.00
Newsletter	0.00	128.78	1,000.00	871.22
City Hall	155.53	539.99	4,337.00	3,797.01
Garbage Collection	6,694.73	17,817.67	114,819.00	97,001.33
Landfill	21,769.62	62,969.55	310,645.00	247,675.45
Acct & Coll	8,560.95	26,927.80	124,913.00	97,985.20
Liability Ins	0.00	14,479.53	15,317.00	837.47
Total Operating Exp	47,518.02	155,566.84	737,235.00	581,668.16
Net Before Debt Service	22,111.54	56,658.95	163,822.00	107,163.05
Debt Service				
Principal & Interest	0.00	70,057.51	127,566.00	57,508.49
Net After Debt	22,111.54	-13,398.56		
Other Revenue				
Cat Loan	0.00	0.00	348,905.00	348,905.00
Interfund Transfer in	0.00	0.00	0.00	0.00
Total				
Capital Expenditures	0.00	0.00	45,000.00	45,000.00
Net After Capital Expenditures	22,111.54	-13,398.56		