



ROOM A | 130 6TH STREET WEST  
COLUMBIA FALLS, MT 59912

PHONE (406) 892-4391  
FAX (406) 892-4413

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**CITY COUNCIL REGULAR MEETING  
AGENDA  
TUESDAY, FEBRUARY 20, 2024  
COUNCIL CHAMBERS CITY HALL**

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**FINANCE COMMITTEE – 6:30 P.M**

(Barnhart, Piper, Robinson)

Contact City Clerk Barb Staalnd for virtual ZOOM meeting registration information no later than 6:00 pm the day of the meeting by calling (406) 892-4391 or email: [staalndb@cityofcolumbiafalls.com](mailto:staalndb@cityofcolumbiafalls.com)

**REGULAR MEETING – 7:00 P.M.**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**CONSENT AGENDA:**

- 1.** Approval of Claims - February 20, 2024 - \$93,208.85
- 2.** Approval of Payroll Claims - February 16, 2024 - \$165,861.21
- 3.** Approval of Regular Meeting Minutes - February 5, 2024
- 4.** Approval of Request to Connect to City Sewer - Meadow Lake Development Corp, 1030 Best Way, Lot 1 Homestead Industrial Park, Section 7, T 30N, Range 20 W

**VISITORS/PUBLIC COMMENT (Items not on agenda)**

**NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:**

**5. Public Hearing - Amend Title 13 - Water/Sewer Utility Account Provisions:**

On Tuesday, February 20, 2024, during the 7:00 p.m. Regular City Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of reviewing and revising the water/sewer customer provisions, specifically Chapter 13.04.020 Definitions, 13.04.050 Service-Application, and 13.04.090 Deposits – Generally, and 13.08.060 Service Deposits, all of which are related to allowing customer accounts to be transferred out of the owner's name and established in the name of a renter.

The City Council is proposing revising these provisions to require the water/sewer utility account to remain in the name of the owner and not be transferred to a renter thereby eliminating excessive paperwork, deposits, multiple meter reads and duplicative billing and notices.

The proposed changes are available for review at the office of the City Clerk, City of Columbia Falls. Persons may contact the City Clerk or City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing.

Written comments can be submitted to the City Clerk at 130 6th Street West, Columbia Falls, MT 59912, email: [staalandb@cityofcolumbiafalls](mailto:staalandb@cityofcolumbiafalls) or delivered in person to the City Council during the hearing on February 20, 2024.

## **ORDINANCES / RESOLUTIONS:**

### **6. Resolution # 1914:**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, CALLING FOR AN ELECTION ON THE QUESTION OF CONDUCTING A LOCAL GOVERNMENT REVIEW AND ESTABLISHING A STUDY COMMISSION.

## **REPORTS / BUSINESS FROM MAYOR & COUNCIL**

### **CITY MANAGER REPORT**

**Project Update - ARPA Wastewater Phase 2**

### **CITY ATTORNEY REPORT**

### **MISCELLANEOUS**

#### **7. Correspondence**

### **ADJOURN**

Next Scheduled Meetings:

City Council – Regular Meeting, **March 4, 2024** – 7:00 PM

Planning Board – TBD (No March meeting)

Planning Commission - no meeting date set yet

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45501		999999 ALL PRO FLATHEAD PROPERTY	32.46						
	021324	02/07/24 WATER DEPOSIT REFUND	32.46			5210 214010			101000
		Total for Vendor:	32.46						
45479		1606 ANYTIME LOCK & SAFE	595.00						
	KEYS								
	SY1848	01/04/24 ANNUAL RENEWAL KEYLESS ENTRY	595.00			1000 411200	366		101000
		Total for Vendor:	595.00						
45458		2863 BATES, SHAWN	33.43						
	W-2 2023	1099 MAILINGS							
	020824	01/30/24 FIN-W-2 1099 MAILINGS REIMBURS	11.15*			1000 410500	310		101000
	020824	01/30/24 WTR-W-2 1099 MAILINGS REIMBURS	11.14			5210 430500	310		101000
	020824	01/30/24 SWR-W-2 1099 MAILINGS REIMBURS	11.14			5310 430600	310		101000
		Total for Vendor:	33.43						
45460		6 BLACK MOUNTAIN SOFTWARE, INC.	100.00						
	30019	01/31/24 WTR-CASS CERTIFICATION 1-25-24	50.00			5210 430500	363		101000
	30019	01/31/24 SWR-CASS CERTIFICATION 1-25-24	50.00			5310 430600	363		101000
		Total for Vendor:	100.00						
45498		3174 BNSF RAILWAY COMPANY	949.11						
	90263700	02/06/24 SIDEWALK PROJECT 12TH AVE	949.11			2959 470300	354		101000
		Total for Vendor:	949.11						
45497		1700 BRECK LAW OFFICE, PC	10,040.47						
	MARCH FEES								
	020524	02/05/24 LGL-FEES FOR MARCH	2,013.18			1000 411100	350		101000
	020524	02/05/24 CITY COURT-MARCH	4,103.48			1000 410365	350		101000
	020524	02/05/24 WTR-FEES MARCH	661.52			5210 430500	350		101000
	020524	02/05/24 SWR-FEES MARCH	661.52			5310 430600	350		101000
	020524	02/05/24 PLG/ZONING-MARCH	330.76			1000 411000	350		101000
	020524	02/05/24 PD-FEES- MARCH	133.71			1000 420100	399		101000
	020524	02/05/24 WTR-FEES MARCH	29.71			5210 430500	357		101000
	020524	02/05/24 SWR-FEES MARCH	43.93			5310 430600	357		101000
	020524	02/05/24 STRS-FEES MARCH	59.42*			2500 430200	399		101000

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	020524	02/05/24 LGL-ADD'L FEES MARCH	178.24			1000 411100	350		101000
	020524	02/05/24 ADDITIONAL LEGAL	1,825.00			1000 411100	351		101000
		Total for Vendor:	10,040.47						
45450	E	997 CENTURYLINK - ELECTRONIC PAY	759.01						
	011824	01/18/24 CRTS-JAN/FEB	34.23			1000 410360	345		101000
	011824	01/18/24 PD-JAN/FEB	131.99			1000 420100	345		101000
	011824	01/18/24 FD-JAN/FEB	66.12			1000 420400	345		101000
	011824	01/18/24 POOL-JAN/FEB	36.73			1000 460445	345		101000
	011824	01/18/24 STRTS-JAN/FEB	135.12			2500 430200	345		101000
	011824	01/18/24 WTR-JAN/FEB	206.52			5210 430500	345		101000
	011824	01/18/24 SWR-JAN/FEB	148.30			5310 430600	345		101000
		Total for Vendor:	759.01						
45452		1145 CITY OF WHITEFISH BUILDING	6,089.85						
		Permits issued for JAN 2024							
	010124	01/01/24 BUILDING PERMITS 1/24	4,800.25			2394 420500	398		101000
	010124	01/01/24 ELECTRICAL PERMITS 1/24	425.75			2394 420500	398		101000
	010124	01/01/24 MECHANICAL PERMITS 1/24	668.85			2394 420500	398		101000
	010124	01/01/24 PLUMBING PERMITS 1/24	195.00			2394 420500	398		101000
		Total for Vendor:	6,089.85						
45478		1646 CONSOLIDATED ELECTRICAL	189.66						
	86-18642	01/25/24 SWR-SCREEN COMPACTOR PRTS	189.66			5310 430600	240		101000
		Total for Vendor:	189.66						
45474		3026 DAILY INTER LAKE	114.73						
		FY22 AUDIT REPORT AD							
	0000019015	02/09/24 FIN-22FY AUDIT REPORT	114.73			1000 410500	331		101000
		Total for Vendor:	114.73						
45491		3230 DEX IMAGING LLC	4,545.18						
	AR10724926	01/31/24 FIN-SHARP/MX-3071 CONTRACT	2,272.59*			1000 410500	363		101000
	AR10724926	01/31/24 WTR-SHARP/MX-3071 CONTRACT	1,136.29			5210 430500	363		101000
	AR10724926	01/31/24 SWR-SHARP/MX-3071 CONTRACT	1,136.30			5310 430600	363		101000
		Total for Vendor:	4,545.18						

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45471		2501 ENCOMPASS SUPPLY	114.21						
	96042	01/22/24 SWR-WHITE HAND TOWELS/NITRILE	114.21			5310 430600	220		101000
		Total for Vendor:	114.21						
45462	E	1879 EVERGREEN WASTE CONNECTIONS	505.25						
	4559280V41	02/01/24 FAC-01/01/24-01/31/24	91.65			1000 411200	340		101000
	4559280V41	02/01/24 STRS-01/01/24-01/31/24	184.55			2500 430200	340		101000
	4559280V41	02/01/24 WTR-01/01/24-01/31/24	91.65			5210 430500	340		101000
	4559280V41	02/01/24 SWR-01/01/24-01/31/24	76.30			5310 430600	340		101000
	4559280V41	02/01/24 PRKS-01/01/24-01/31/24	61.10			1000 460400	340		101000
		Total for Vendor:	505.25						
45480		438 FERGUSON WATERWORKS	16.00						
	0879482	02/08/24 WTR-THIN METER GASKETS	16.00			5210 430500	230		101000
		Total for Vendor:	16.00						
45500	E	2961 FIRST BANKCARD-ELECTRONIC PYMT	6,487.16						
	122223	12/22/23 WTR-BACKFLOW PREV ASS TEST CRS	925.00			5210 430500	380		101000
	122123	12/24/23 STR-TOTE HEATER	1,454.99			2500 430200	212		101000
	122723	12/27/23 PD-SGTS ACADEMY	500.00			1000 420100	380		101000
	010224	01/02/24 AMAZON WEB SERVICES	132.00			1000 410580	355		101000
	123123	12/31/23 WTR-BACKGROUND CHK MURPHY S	148.63			5210 430500	399		101000
	123123	12/31/23 SWR-BACKGROUND CHK MURPHY S	148.64			5310 430600	399		101000
	010224	01/02/24 PD-MIDWAY USA	258.67			1000 420100	220		101000
	010524	01/05/24 PD-ADOBE SUBSCRIPTION	119.88			1000 420100	355		101000
	010824	01/08/24 PD-FLASH DRIVE/BINDER CLIPS/SA	58.29			1000 420100	210		101000
	010924	01/09/24 PD-MULTI GAS/VAPOR CARTRIDGE	198.63			1000 420100	220		101000
	021224	02/12/24 POOL-POOL TRAINING	400.00			1000 460445	380		101000
	011224	01/12/24 PD-FACE RESPIRATOR	119.16			1000 420100	220		101000
	011224	01/12/24 PD-CRIME SCENE COURSE	646.87			1000 420100	380		101000
	012424	01/24/24 SWR-RURAL WTR WORKSHOP HELTON	61.80			5310 430600	380		101000
	012424	01/24/24 WTR-RURAL WTR WORKSHOP PUTNAM	61.80			5210 430500	380		101000
	011624	01/16/24 WTR-GATEWAY PROCESSING MTSKYNE	81.95			5210 430500	345		101000
	010924	01/09/24 PD-FBI LEEDA	795.00			1000 420100	380		101000
	011824	01/18/24 FD-KEY RINGS	15.46			1000 420400	220		101000
	012324	01/23/24 SWR-RAS VFD FANS	110.05			5310 430600	240		101000

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	012224	01/22/24 BBER SEMINAR	125.00			1000 410400	380		101000
	012224	01/22/24 HP PRINTHEAD DESIGN	31.34			5210 430500	210		101000
	012224	01/22/24 HP PRINTHEAD DESIGN	31.34			5310 430600	210		101000
	012224	01/22/24 HP PRINTHEAD DESIGN	31.33			2500 430200	210		101000
	012224	01/22/24 HP PRINTHEAD DESIGN	31.33			1000 411000	210		101000
		Total for Vendor:	6,487.16						
45454		3104 FIRST CALL COMPUTER SOLUTIONS,	58.80						
	94722	01/31/24 MONTHLY MICROSOFT NCE SUBSCRIP	58.80			1000 410580	355		101000
45457		3104 FIRST CALL COMPUTER SOLUTIONS,	1,800.00						
	94412	02/01/24 COMP-FEB IT SERVICES	1,800.00			1000 410580	355		101000
		Total for Vendor:	1,858.80						
45451		1892 FLATHEAD COUNTY	225.00						
	6233	02/06/24 OWNER LIST-PING/SCHRADER/KENNE	75.00			1000 411000	390		101000
	6234	02/06/24 OWNER LIST-NORTH 10 LLC	75.00			1000 411000	390		101000
	6235	02/06/24 OWNER LIST-HUDIG, ANDREW	75.00			1000 411000	390		101000
		Total for Vendor:	225.00						
45494		288 FLATHEAD COUNTY SHERIFF'S OFFICE	4,250.00						
	021324	02/09/24 ANIMAL CTRL FEES FY 2023-2024	4,250.00			1000 440600	300		101000
		Total for Vendor:	4,250.00						
45466		663 FLATHEAD COUNTY SOLID WASTE	3,083.61						
	12853	01/31/24 SWR-SLUDGE HAUL 1/01-01/31/24	3,073.67			5310 430600	395		101000
	1315871	01/29/24 PRKS- WASTE OLD COUCH	9.94			1000 460400	390		101000
		Total for Vendor:	3,083.61						
45463		24 FLATHEAD COUNTY TREASURER	924.00						
	020124	02/01/24 CRT-TECH SUR 01/24	425.00			1000 212201			101000
	020124	02/01/24 CRT-LEA/CRIM CONV SURCHRG 1/24	499.00			1000 212201			101000
		Total for Vendor:	924.00						

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45473		21 FLATHEAD ELECTRIC COOP INC	15,303.44						
	012424	01/24/24 FAC-12/25/23-01/25/24	464.34			1000 411200	341		101000
	012424	01/24/24 PD-12/25/23-01/25/24	45.44			1000 420100	341		101000
	012424	01/24/24 FD-12/25/23-01/25/24	451.28			1000 420400	341		101000
	012424	01/24/24 PRKS-12/25/23-01/25/24	451.68			1000 460400	341		101000
	012424	01/24/24 POOL-12/25/23-01/25/24	75.49			1000 460445	341		101000
	012424	01/24/24 LIGHTING-12/25/23-01/25/24	2,640.45			2400 430200	341		101000
	012424	01/24/24 STRS-12/25/23-01/25/24	143.66			2500 430200	341		101000
	012424	01/24/24 WTR-12/25/23-01/25/24	4,069.06			5210 430500	341		101000
	012424	01/24/24 SWR-12/25/23-01/25/24	6,962.04			5310 430600	341		101000
		Total for Vendor:	15,303.44						
45459		1378 GLACIER CLEAN CAR WASH	150.00						
	161-2024	02/15/24 PD-FLEET WASH CARD-33073	150.00			1000 420100	361		101000
		Total for Vendor:	150.00						
45503		3227 HALL, TODD	30.00						
		Dinner per diem on days of travel to/from academy per city policy 01/28/24-02/09/24							
	021424	02/14/24 Meal Per Diem Academy	30.00			1000 420100	380		101000
		Total for Vendor:	30.00						
45484		2806 HANSON'S HARDWARE	48.41						
	608890	01/17/24 SWR-MISC SCREWS	13.80			5310 430600	240		101000
	609073	01/31/24 SWR-EQ FLOW METER	13.86			5310 430600	240		101000
	608972	01/23/24 SWR-1PC 6X6 GASKETS	3.99			5310 430600	240		101000
	608954	01/22/24 SWR-HEX GALV BUSHING IMP	10.98			5310 430600	240		101000
	608943	01/21/24 SWR-PIN/PIN CLIPS	5.78			5310 430600	240		101000
		Total for Vendor:	48.41						
45476		1659 HIGH COUNTRY LINEN SUPPLY	272.05						
	0566914	10/09/23 FAC-CITY HALL, POLC, CRT, FIN	235.48			1000 411200	224		101000
	0566915	10/09/23 FAC-FIRE HALL	36.57			1000 411200	224		101000
		Total for Vendor:	272.05						

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45499		3232 HTURBO INC.	534.40						
	HT-INV-202	01/29/24 SWR-AIR FILTER	534.40			5310 430600	240		101000
		Total for Vendor:	534.40						
45472		3229 INTERPRETERS UNLIMITED	175.00						
	0370357	02/02/24 CRT-INTERPRETERS PHONE CALL	106.75			1000 410360	399		101000
	372324	02/02/24 CRT-INTERPRETERS PHONE CALL	68.25			1000 410360	399		101000
		Total for Vendor:	175.00						
45490		2849 J2 BUSINESS PRODUCTS	267.75						
	1358654-1	02/07/24 PD-INK	65.73			1000 420100	210		101000
	1358654-2	02/07/24 PD-10 DBL WDW ENVELOPES	61.76			1000 420100	210		101000
	1358654-0	02/06/24 PD-COPY PAPER/CLSP ENVELOPE	120.28			1000 420100	210		101000
	1359493	02/07/24 FIN-PAPER/XERO/DUP, 20#	6.66			1000 410500	210		101000
	1359493	02/07/24 WTR-PAPER/XERO/DUP, 20#	6.66			5210 430500	210		101000
	1359493	02/07/24 SWR-PAPER/XERO/DUP, 20#	6.66			5310 430600	210		101000
		Total for Vendor:	267.75						
45455		2580 JD THINNING INC	3,507.50						
	14819	02/07/24 STRS-HAULING SNOW FOR CITY	3,507.50*			2500 430200	399		101000
		Total for Vendor:	3,507.50						
45468		2537 MICROCOMM	7,275.00						
	020824	02/08/24 WTR-SCADA SYSTEM SERVICE	1,237.00			5210 430500	355		101000
	020824	02/08/24 SWR-SCADA SYSTEM SERVICE	6,038.00			5310 430600	355		101000
		Total for Vendor:	7,275.00						
45483		43 MONTANA ENVIRONMENTAL LABORATORY	770.00						
	2400049	01/11/24 SWR-AMMONIA/HEM/TKN	192.00			5310 430600	394		101000
	2400319	01/15/24 SWR-NITRATE+NITRITE, TKN	67.00			5310 430600	394		101000
	2400050	01/03/24 SWR-DISOLVED ALUMINUM	15.00			5310 430600	394		101000
	2400470	01/30/24 SWR-NITRATE+NITRITE, TKN	67.00			5310 430600	394		101000
	2400638	01/30/24 SWR-NITRATE+NITRITE, TKN	67.00			5310 430600	394		101000
	2400188	01/15/24 WTR-ALUM/ZINC/VANADIUM	211.00			5210 430500	394		101000
	2400085	01/04/24 WTR-COLIFORM	151.00			5210 430500	394		101000
		Total for Vendor:	770.00						



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45485		52 NAPA AUTO PARTS	154.04						
	071355	01/29/24 SWR-FUEL FILTERS	29.70			5310 430600	232		101000
	072320	02/07/24 FD-2.5 DEF	51.96			1000 420400	231		101000
	071693	02/01/24 SWR-NON DETER 30	72.38			5310 430600	231		101000
		Total for Vendor:	154.04						
45482		520 NORCO, INC.	12.71						
	39813810	01/31/24 STRS-CYLNDR RENT JAN	12.71			2500 430200	220		101000
		Total for Vendor:	12.71						
45495		3231 NORTHERN ROCKIES FIRE	24.48						
	222	02/05/24 FD-TURBOJET NOZZLE X2	24.48			1000 420400	220		101000
		Total for Vendor:	24.48						
45486		2002 NORTHWEST PARTS & EQUIPMENT &	405.00						
	S715589-01	01/30/24 STR-SHOP LABOR	405.00			2500 430200	361		101000
		Total for Vendor:	405.00						
45469		1437 NORTHWESTERN ENERGY	3,357.89						
		NATURAL GAS SERVICE 12/19/23-01/22/2024							
	012624	01/26/24 FAC-12/19/23-01/22/2024	637.85			1000 411200	344		101000
	012624	01/26/24 PD-12/19/23-01/22/2024	139.31			1000 420100	344		101000
	012624	01/26/24 FD-12/19/23-01/22/2024	627.66			1000 420400	344		101000
	012624	01/26/24 STRS-12/19/23-01/22/2024	489.38			2500 430200	344		101000
	012624	01/26/24 WTR-12/19/23-01/22/2024	106.31			5210 430500	344		101000
	012624	01/26/24 SWR-12/19/23-01/22/2024	1,357.38			5310 430600	344		101000
		Total for Vendor:	3,357.89						
45481		2816 O'REILLY AUTO PARTS	73.46						
	4774-46318	01/31/24 PRKS-MOTOR TRT GAS ANT FRZ	14.38			1000 460400	231		101000
	4774-46321	01/31/24 WTR-TOOLS	26.48			5210 430500	220		101000
	4774-45997	01/03/24 STR-A/T FILTER/	16.61			2500 430200	220		101000
	4774-45997	01/03/24 STR-TRANSX 1 QT	15.99			2500 430200	231		101000
		Total for Vendor:	73.46						

02/16/24  
13:58:10

CITY OF COLUMBIA FALLS  
Claim Approval List  
For the Accounting Period: 2/24

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Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45489		2769 RESPONSE EQUIPMENT SPECIALISTS,	852.50						
	6133	02/06/24 PD-2020 RAM FRONT BUMPER REPL	852.50			1000 420100	361		101000
		Total for Vendor:	852.50						
45453		2811 SALTUS TECHNOLOGIES, LLC	3,370.00						
		PERIOD FROM MARCH 1, 2024 THROUGH FEBRUARY 28, 2025							
	2402-03	02/01/24 PD-digiticket Hosting support	3,370.00			1000 420100	355		101000
		Total for Vendor:	3,370.00						
45496		3222 SUMMIT FIRE & SECURITY LLC	626.00						
	1413743	02/12/24 FD-INSPECTION FIRE EXTINGUISH	626.00			1000 420400	390		101000
		Total for Vendor:	626.00						
45488		1653 SUPER 1 FOODS	41.64						
	2572917	02/05/24 SWR-WATER	41.64			5310 430600	222		101000
		Total for Vendor:	41.64						
45475		2699 THE MAIL ROOM, INC	324.84						
		INVOICE #D118707							
		D118707 02/05/24 PD-MAIL SRVS 01/22-2/2	7.57			1000 420100	310		101000
		D118707 02/05/24 FIN-MAIL SRVS 01/22-2/2	168.23*			1000 410500	310		101000
		D118707 02/05/24 WTR-MAIL SRVS 01/22-2/2	44.59			5210 430500	310		101000
		D118707 02/05/24 SWR-MAIL SRVS 01/22-2/2	44.59			5310 430600	310		101000
		D118707 02/05/24 CRT-MAIL SRVS 01/22-2/2	58.11			1000 410360	310		101000
		D118707 02/05/24 PLN-MAIL SRVS 01/22-2/2	1.75			1000 411000	310		101000
		Total for Vendor:	324.84						
45487		1623 THE UPS STORE #4515	12.67						
	019549	01/31/24 PD-EVIDENCE SHIPPING	12.67			1000 420100	310		101000
		Total for Vendor:	12.67						
45493		2706 TRAINNOW.NET	1,344.00						
		JULY 18TH-2023 - JULY 17TH 2024							
	3194REV	07/01/23 FIN-eTIME 07/18/23-07/17/24	1,045.00*			1000 410500	363		101000
	3194REV	07/01/23 WTR-eTIME 07/18/23-07/17/24	93.00			5210 430500	363		101000
	3194REV	07/01/23 SWR-eTIME 07/18/23-07/17/24	122.00			5310 430600	363		101000

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13:58:10

CITY OF COLUMBIA FALLS  
Claim Approval List  
For the Accounting Period: 2/24

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Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	3194REV	07/01/23 STRS-eTIME 07/18/23-07/17/24	84.00*			2500 430200	363		101000
		Total for Vendor:	1,344.00						
45461		3016 TRANSUNION RISK AND ALTERNATIVE	160.00						
	202401-1	02/01/24 PD-01/01/24-01/31/24	160.00			1000 420100	335		101000
		Total for Vendor:	160.00						
45470		3200 USABLUEBOOK	164.13						
	INV0025813	01/26/24 SWR-HACH TUBE SET 50 TESTS	164.13			5310 430600	222		101000
		Total for Vendor:	164.13						
45456		3063 UTILITIES UNDERGROUND LOCATION	15.48						
		MONTH OF SERVICE JAN							
		9 TOTAL							
	4015070	01/31/24 WTR-JAN 2024 UDIGS	5.16			5210 430500	318		101000
	4015070	01/31/24 SWR-JAN 2024 UDIGS	5.16			5310 430600	318		101000
	4015070	01/31/24 STRS-JAN 2024 UDIGS	5.16			2500 430200	318		101000
		Total for Vendor:	15.48						
45464		1134 VICTIM-WITNESS ADVOCATE PROGRAM	458.91						
	020124	02/01/24 CRTS-JAN 2024	458.91			2917 410360	356		101000
		Total for Vendor:	458.91						
45492		84 WESTERN BUILDING CENTER	197.85						
	4I662055	01/30/24 SWR-VAC TRUCK/ASSORTED FASTN	6.60			5310 430600	232		101000
	1I666850	02/02/24 FD-18V LXT HIGH-PRESSURE	191.25			1000 420400	212		101000
		Total for Vendor:	197.85						
45502		3205 WESTERN STATES FIRE PROTECTION	1,880.00						
		INVOICE #6 - RESIDENTIAL BACKFLOW TESTING PER CONTRACT							
	917077	09/15/23 WTR-47 RES BF TESTS	1,880.00			5210 430500	399		101000
		Total for Vendor:	1,880.00						
45504	E	2733 WEX Fleet Universal	8,376.37						
		STATEMENT ENDING 01/31/2024							
	94977217	01/31/24 PD-JAN FUEL	2,360.71			1000 420100	231		101000
	94977217	01/31/24 FIRE-JAN FUEL	469.74			1000 420400	231		101000

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13:58:10

CITY OF COLUMBIA FALLS  
Claim Approval List  
For the Accounting Period: 2/24

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Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	94977217	01/31/24 PRKS-JAN FUEL	81.98			1000 460400	231		101000
	94977217	01/31/24 WTR-JAN FUEL	218.25			5210 430500	231		101000
	94977217	01/31/24 SWR-JAN FUEL	527.97			5310 430600	231		101000
	94977217	01/31/24 STRS-JAN FUEL	4,426.58			2500 430200	231		101000
	94977217	01/31/24 PD-TRAINING	279.99			1000 420100	380		101000
	94977217	01/31/24 FAC-JAN FUEL	11.15			1000 411200	231		101000
		Total for Vendor:	8,376.37						
45467		3201 WILD HEART PSYCHOLOGY	1,600.00						
	020724	02/07/24 PD-EVALUATION	800.00			1000 420100	390		101000
	021124	02/11/24 PD-EVALUATION	800.00			1000 420100	390		101000
		Total for Vendor:	1,600.00						
45477		2716 XYLEM DEWATERING SOLUTIONS, INC	510.40						
	3556D09577	01/30/24 SWR-lift station repair pr	510.40			5310 430600	240		101000
		Total for Vendor:	510.40						
		# of Claims	54	Total:	93,208.85	# of Vendors	49		
		Total Electronic Claims			16,127.79				
		Total Non-Electronic Claims			77081.06				

CITY OF COLUMBIA FALLS  
Fund Summary for Claims  
For the Accounting Period: 2/24

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	37,829.69
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	6,089.85
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	2,640.45
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	10,972.00
2917 CRIME VICTIMS ASSISTANCE FUND	
101000 CASH/CASH EQUIVALENTS	458.91
2959 EDA	
101000 CASH/CASH EQUIVALENTS	949.11
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	11,532.52
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	22,736.32
Total:	93,208.85

02/16/24  
13:58:11

CITY OF COLUMBIA FALLS  
Claim Approval Signature Page  
For the Accounting Period: 2 / 24

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Report ID: AP100A

Council Meeting Date: 02/20/2024

Claims Submitted to Council: \$ 93208.85

Claims Denied/Withheld by Council Finance Committee: \$ \_\_\_\_\_ Claim #'s: \_\_\_\_\_

Prepared By: Shawn Bates, Finance Director

Shawn Bates

Approved by Susan M. Nicosia, City Manager

Susan Nicosia

City Council to Approve by motion on consent agenda

The claims in this batch are routine in nature. Please let me know if you have any questions.  
Shawn

02/15/24  
09:06:24

CITY OF COLUMBIA FALLS  
Payroll Summary For Payrolls from 02/16/24 to 02/16/24

Page: 1 of 2  
Report ID: P130

Total for Payroll Checks  
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	Employee	Employer	Amount
	-----	-----	-----
COMA HOURS (Comp Time Accumulated)	2.63		
COMP HOURS (Comp Time Used)	3.00		81.61
OTHE HOURS (Other Time Used)	80.00		3,329.60
OVER HOURS (Overtime)	96.75		4,573.27
REG HOURS (Regular Time)	2,518.02		79,394.08
SHFN HOURS (Shift B)	336.00		672.00
SHFQ HOURS (OVT B)	13.00		39.00
SICK HOURS (Sick Time)	157.72		4,389.67
VACA HOURS (Vacation Time Used)	112.28		3,973.74
VOLN HOURS (Not in use)	24.00		1,200.00
GROSS PAY	96,452.97	0.00	
NET PAY	66,487.03	0.00	
NET PAY (CHECKS)	537.17		
NET PAY (DIRECT DEPOSIT)	65,949.86		
AFLAC-POSTTAX	86.97	0.00	
AFLAC-PRETAX	165.04	0.00	
CHILD SUPPORT P	206.76	0.00	
CITY OF CF ELEC	2,504.57	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	7,399.25	0.00	
FLEX ALLEGIANCE	782.33	22.50	
FOP	405.00	0.00	
HEALTHINS/PRE	2,676.72	23,498.50	
MEDICARE	1,343.96	1,343.96	
MT ST FIRE ASSO	104.93	0.00	
NATIONWIDE/CITY	0.00	2,363.15	
NATIONWIDE/EMP	238.33	0.00	
P.E.R.S.	4,017.96	4,613.03	
PERS RETIREE	0.00	96.60	
PERS/FURS	1,122.71	1,506.77	
PERS/POLICE	2,595.28	4,155.31	
SIT	2,567.00	0.00	
SOCIAL SECURITY	3,259.08	3,259.08	
TEAMSTERS DUES	327.00	0.00	
UNEMPL. INSUR.	0.00	427.73	
UNUM LIFE INS.	143.05	0.00	
WORKERS' COMP	0.00	2,938.48	
CHARLES SCHWAB	1,728.39	0.00	
FIRST INTERSTAT	1,155.05	0.00	
FREEDOM BANK	3,644.12	0.00	
GLACIER BANK KA	8,398.22	0.00	
GLACIER BANK MS	3,048.67	0.00	
GLACIER BANK/CF	18,870.92	0.00	
GLACIER BANK/WF	2,156.78	0.00	
NAVY FEDERAL CR	2,462.02	0.00	
PARKSIDE CR U	8,267.64	0.00	
STRIDE BANK	1,154.29	0.00	
USAA FEDERAL	1,435.02	0.00	

2/16/2024  
 Payroll  
 \$165,841.21  
 Bob Staaland

02/15/24  
09:06:24

CITY OF COLUMBIA FALLS  
Payroll Summary For Payrolls from 02/16/24 to 02/16/24

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USBANK.	803.65	0.00
WELLS FARGO	2,455.91	0.00
WELLS FARGO, TX	1,737.72	0.00
WFISH CR UNION	8,631.46	0.00
FIT/SIT BASE	82,350.03	0.00
MEDICARE BASE	92,687.46	0.00
PERS BASE	91,254.44	0.00
SOC SEC BASE	52,565.56	0.00
UN BASE	95,052.97	0.00
WC BASE	96,128.54	0.00

Total 44,225.11  
Total Payroll Expense (Gross Pay + Employer Contributions): 140,678.08  
\*\*\* PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY \*\*\*

Check Summary

Payroll Checks Prev. Out.	\$5,237.86
Payroll Checks Issued	\$58,916.96
Payroll Checks Redeemed	\$2,327.10
Payroll Checks Outstanding	\$61,827.72
Electronic Checks	\$106,944.25

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security		6518.16		212260
Medicare		2687.92		212260
P.E.R.S.		8630.99		212270
Unempl. Insur.	1758.41		2186.14	212210
Workers' Comp	11906.17		14844.65	212220
FIT		7399.25		212260
SIT		2567.00		212260
AFLAC-PRETAX	165.04	330.08		212230
NATIONWIDE/EMP		238.33		212280
Teamsters dues	327.00	654.00		212310
PERS/Police		6750.59		212240
NATIONWIDE/CITY		2363.15		212280
AFLAC-POSTTAX	86.97	173.94		212230
PERS/FURS		2629.48		212275
MT ST FIRE ASSO		104.93		212315
HEALTHINS/PRE	26175.22	54002.50	-1225.51	212400
CITY OF COLUMBI		20.00		212450
UNUM LIFE INS.	143.05	286.10		212400
FLEX ALLEGIANCE		804.83		212285
CHILD SUPPORT P		206.76		212330
FOP		405.00		212335
CITY OF CF ELEC		2504.57		212450
PERS RETIREE		96.60		212270
Total Ded.	74191.05	40988.41	99374.18	15805.28

\*\*\*\* Carried Forward column only correct if report run for current period.



**CITY OF COLUMBIA FALLS**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**HELD FEBRUARY 05, 2024**

Mayor Barnhart called the meeting to order at 7:00 p.m.

**ROLL CALL:** Councilor King, Councilor Lovering, Councilor Piper, Councilor Robinson, and Mayor Barnhart.  
 Absent: Councilor Shepard and Councilor Price.

Others present: City Manager Nicosia, City Clerk Staaland, City Attorney Breck, and Police Chief Peters.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA:** Councilor Lovering made motion to approve the agenda, seconded by Councilor Piper and the motion carried.

**CONSENT AGENDA:** Councilor Robinson motioned to approve the consent agenda noting there was a change on the claims amount to \$119,556.56. All other claims appear to be in order, seconded by Councilor Piper with Council voting as follows. Ayes: King, Lovering, Piper, Robinson, and Barnhart.

Approval of Claims - February 5, 2024 - \$119,545.58

Approval of Payroll Claims - January 19, 2024 - \$171,132.34

Approval of Payroll - February 2, 2024 - \$115,467.03

Approval of Regular Meeting Minutes - January 16, 2024

Approval of Manager Excess Vacation Carryover and Compensation

Approval of Change Order # 4 - NCC Neumann Construction Co - Sewer Main/LS #5 Rehab - \$11,100 and Authorize City Manager to Execute

Approval of Change Order #5 - NCC Neumann Construction Co - Sewer Main/LS #5 - \$14,920 and Authorize City Manager to Execute

Approval of FY 2023 Audit Contract - Doyle & Associates, P.C. - \$18,200

**VISITORS/PUBLIC COMMENT:** Peter Metcalf, 234 1<sup>st</sup> Ave E. is a representative of The Coalition for a Clean CFAC. They are a growing group of community residents that are concerned about the proposed clean up at the CFAC site. Mr. Metcalf said they need the EPA to pause its process and evaluate what the removal of the toxic waste would cost. They would like the Council to submit another letter to the EPA requesting further evaluation of the site cleanup. The EPA is expected to make a decision in late March and once the decision is issued the opportunity to change the cleanup process is over, according to Mr. Metcalf. The Coalition would like the opportunity to weigh in and look at what cleanup would allow for robust and expansive use of the site, said Mr. Metcalf.

Phil Matson, 1037 Raven Lane, believes the EPA report is inaccurate, misleading and inconsistent to effectively inform the public. Mr. Matson said former CFAC employee Steve Wright said the landfills that leak cyanide and fluoride into the ground water also contaminated the soil directly below and downgrade to the landfills. Just excavating the landfills will not remove all contamination between the landfills and the Flathead River. It is time to start the remediation process and ultimately remove CFAC from the Superfund CERCLA list. Former owner ARCO also noticed numerous flaws in the remedial investigation on which the cleanup is based,

including the lack of sufficient information about the nature and extent of contamination and conditions at the CFAC site. The record of decision depends on state acceptance and Mr. Matson urges the council to demand a pause.

Ron Gerson, 9 4<sup>th</sup> Ave. E., Kalispell said the entire Flathead Valley and watershed are counting on the City Council to get some reasoning to resolve the situation.

Mike Burr, 560 Talbot Road said he would like to reiterate what the other speakers have said before him. It was a lot of work getting CFAC on the cleanup list, but it is also time to pump the brakes to make sure we are doing the right thing. Mr. Burr is hopeful that the council will send another letter to do a better cleanup of the site.

Erin Sexton, 250 Kickbusch Lane Coram, said she sat on the Community Liaison Panel for the CFAC site from day one and it was a big disappointment that they did not do a community visioning process for the site. Ms. Sexton urges the council to take action on what has already been spoken on this evening.

Darin Fisher, 303 3<sup>rd</sup> E. asked City Attorney Breck if a person books a short-term rental for a couple days and they refuse to leave the short-term rental, would it take the landlord 30 – 60 days for an eviction process?

#### **NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS:**

Mayor Barnhart read the notice of hearing and asked City Manager Nicosia for a report:

#### **Notice of Public Hearing - February 20, 2024 - Amend Title 13 - Water/Sewer Utility Account Provisions:**

On Tuesday, February 20, 2024, during the 7:00 p.m. Regular City Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of reviewing and revising the water/sewer customer provisions, specifically Chapter 13.04.020 Definitions, 13.04.050 Service-Application, and 13.04.090 Deposits – Generally, and 13.08.060 Service Deposits, all of which are related to allowing customer accounts to be transferred out of the owner's name and established in the name of a renter.

The City Council is proposing revising these provisions to require the water/sewer utility account to remain in the name of the owner and not be transferred to a renter thereby eliminating excessive paperwork, deposits, multiple meter reads and duplicative billing and notices.

The proposed changes are available for review at the office of the City Clerk; City of Columbia Falls Persons may contact the City Manager at 406-892-4391 or 130 6th Street West, Columbia Falls, MT for more information about the hearing.

City Manager Nicosia said as discussed at the January 16, 2024, meeting, it has been ten years since the City Council last reviewed this item. Nicosia said there are significantly more rental units than the City had ten years ago, and it creates a lot of work for both the finance utility billing staff and the water department. The revision would eliminate excessive paperwork, deposits, multiple meter reads, and duplicative billing and notices. Staff are seeing more tenant turnover, recently there were 3 names associated with one account in the same month. This would save time in utility billing and the water department. The proposed changes will require a public hearing and two readings of an ordinance amending the applicable sections of Title 13.

**UNFINISHED BUSINESS:**

## Consideration of City Planning Commission Candidates

Mayor Barnhart said the Council has received 4 letters of interest from city residents for the City Planning Commission. The Council passed a resolution at the previous meeting requiring that the Board members be residents of the city. The Board will essentially oversee Planning and Zoning inside the city limits, said Mayor Barnhart. City Clerk Staland listed the city residents that submitted a letter of interest: Darin Fisher, Justin Ping, Sam Kavanagh and Mark Johnson. City Manager Nicosia said the Department of Commerce Community of Technical Assistance Program will set up workshops in the Flathead Valley for the new Planning Commission. Mayor Barnhart said it is his recommendation to appoint the four individuals that have submitted a letter of interest and look at appointing a 5<sup>th</sup> member at a later date.

Councilor King motioned to appoint Darin Fisher, Justin Ping, Sam Kavanagh and Mark Johnson to the City Planning Commission and appoint a fifth member upon receipt of additional letters of interest, seconded by Councilor Lovering. The motion carried unanimously.

## City Park Property - Housing Development Proposal

City Manager Nicosia said the Planning Department reviewed the possibility of a housing development at the ballpark on Railroad Street. The city received interest from Northwest Community Land Trust, whom we are already partnering with as well as Habitat for Humanity. The lot is 1.3 acres, and to the west is approximately another .5 acre that is undeveloped roadway. The property is currently zoned CB-2, and the process council would have to go through to consider housing is to amend the Growth Policy to Urban Residential Development with a zone change. This would allow Habitat Humanity to propose an 8-unit development on the property. Nicosia discussed parking, sidewalks, sewer and water on the said property.

Councilor Piper motioned to proceed with the possible Growth Policy and zone change at the ballpark on Railroad Street, seconded by Councilor Robinson.

Mayor Barnhart said the field is used for little guy baseball and a neighborhood park, and he cannot support the housing development proposal until he knows where the kids are going to be placed. City Manager Nicosia said we will work with the baseball association; they have not been using this field due to the harder surface. The half-acre would be developed as a playground that will be open to the public. Councilor Robinson asked how many ball parks the city owns. Nicosia replied that two ball fields including this one and the others are privately owned. Piper believes there are opportunities out there to place a ballpark for the younger children.

Councilor Piper retracted his motion to proceed with the Growth Policy and zone change until we have an alternative ball field for the kids, Councilor Robinson also retracted her second, noting her concern that it takes so long to get something moving if we choose to not move forward. The council voted in favor of tabling action until February 20, 2024.

**NEW BUSINESS:**

## Local Government Review - Section 9, Article XI of the Constitution of the State of Montana

City Manager Nicosia said the State constitution requires that the council adopt a resolution and call for the question of local government review every ten years. The resolution has to call for the election designating the number of commissions, no fewer than 3, as well as establishing the permissive dollar amount to fund the commission's work for the review. Staff will bring the resolution to the council for consideration on February

20<sup>th</sup>; the election department has to have it no later than March 12<sup>th</sup>. In June, the Local government Review will appear on the primary ballot. If it passes with a majority voting yes, then July-August 2024 citizens file with county election administrator to be a Study Commission candidate. If there are no candidates or not enough candidates, council can appoint said Nicosia. The city could put on a workshop to explain the City's form of government, 30 years as a commission/manager form, as well as the other forms or questions that can be reviewed such as charters or self-governing powers. If passed in June, the Study Commission candidates are elected in November, go to training in December and begin the process in January. Nicosia said the question for council this evening is how many Study Commission members to designate in the resolution. Mayor Barnhart said the City had three in 2014, in addition to the Mayor who was the council liaison.

Councilor King motioned to establish the Study Commission with three commissioners, seconded by Councilor Lovering and the motion carried unanimously.

### **REPORTS / BUSINESS FROM MAYOR & COUNCIL**

Mayor Barnhart said after the last Council meeting, the City Manager contacted representatives from Glencore to see if we could get some of the public comment questions answered. Barnhart and Nicosia met with John Stroiazzo and Cheryl Driscoll, and they provided answers to some of the questions as well as the future development map that was presented in summer of 2023. CFAC currently owns 2,400 acres and the EPA study area is approximately 1,300 acres, and 800 acres was already sold to the state of Montana, The former operational area is 500 acres. The map shows that property redevelopment includes residential, recreation, commercial and industrial use; 16% of their total acreage will be for industrial use.

Mayor Barnhart said one comment was that future businesses will not be able to use the ground water. They responded that you could drill a well as long as it isn't within the approximate 200 acres of commercial industrial land that will have deed restrictions on groundwater. The residential use areas are not contaminated and have adequate ground water available. Mayor Barnhart noted that the city has a 16-inch water main that feeds all water to the city that passes through their property as well as natural gas, electrical and the railroad tracks.

The industrial site has been fenced for decades but the proposal for remediation by EPA would only require approximately 8% of the area for the landfills themselves to be fenced; the overall fencing area will be reduced said Barnhart.

Regarding the question of toxins seeping into the river. They replied no seeps have been detected in the river for the last four years. The proposal for the remediation plan will reduce if not eliminate the flow contamination to groundwater.

They want to see the land utilized as quickly as possible. They noted that once the record of decision is rendered they can put forth a plan for reuse of the area.

Nicosia said this information and the maps were presented to the EPA and DEQ at the community meeting this summer.

Peter Metcalf, 234 1<sup>st</sup> Ave E. said the information is inconsistent with the information they have put out. In the proposed plan they made no mention of residential or recreational use. The information they received from the EPA on how these processes work is off their website. Whatever the record of decision is will dictate what the future uses can be on the site. It is in their interest to have the record of decision come through very quickly, and then they can continue having controlling conversations about what future sites can look like. Mr.

Metcalf said for him it doesn't change anything, it just shows the urgency of an evaluation and removal of the waste on site.

Mayor Barnhart said the representatives indicated that they will not have a redevelopment plan until they have the record of decision.

Shirley Folkwein, 285 Shooting Star Drive said in looking at all the testing they have done, they have been checking test wells for ten years which does not seem like a long time. Will it continue after the clean up? Mayor Barnhart said we asked who will be responsible for testing and maintenance and the answer we received back from them was they would be held responsible by EPA to continue testing and responding to any further contamination that comes up. Ms. Folkwein said they are looking at 100-200 years, she believes they are not going to be out there testing it for that long. Folkwein said what they are asking is the EPA taking a timeout to do an independent study of a cost analysis. She agrees with Mr. Metcalf on the inconsistencies. Mayor Barnhart said we have been hearing this information from the very beginning, there is not a whole lot we can do at this point as we have already sent a letter and they know where the City Council stands.

Phil Matson asked if the City can't do anything, who we can ask for help. Mayor Barnhart replied the EPA, Senator Tester, and Flathead County Commissioners may be of assistance to you.

Councilor Lovering asked for a status update on the cut through trail from Cedar Point to 3rd. Ave. W. City Manager Nicosia replied there is a platted area intended for city use that is problematic due to its location adjacent to a shared driveway. The path would cut across a yard unless it can be adjusted. Lovering inquired on a timeline to get it resolved. Nicosia said we have been working on it for a couple years; it is not a good design and is not sure the City can make it functional and will have the City Attorney review it.

Councilor Lovering said the council did a parking workshop a few months ago and we talked about curbs and gutters along with a few other things brought up such as signs stating do not block driveways. We also talked about where folks could park in the downtown area, and she asked where the City is at with the parking. City Manager said council is far into this project and has issued a contract for more than \$700,000 in construction to install curb gutter and sidewalks. When curb, gutter and sidewalks are installed the requisite is the curb is painted yellow. Signage is expensive to add. We did check with MMIA, and they do not recommend putting signage on private property regarding parking. When the project is complete, parking and public safety will be exponentially improved. Councilor Lovering asked where the sidewalks and curbs are being installed. Nicosia replied a block off Nucleus Ave on the major city streets. Nicosia said she can include a project can map with the next agenda. Councilor Lovering asked about 2-hour parking signs on Nucleus Avenue. Nicosia said they are pretty much unenforceable, and the City would spend considerable funds to do so. Police Chief Peters added currently they can park for 48 hours in a single spot, and it is complaint driven. Chief Peters said after 48 hours the Police department will sticker the vehicle to get it moved. Most nights there might be one car parked on Nucleus Avenue, said Peters.

#### **CITY MANAGER REPORT:**

Project Updates - including HB 355, RAISE, ARPA, New Funding

HB 355 – the city has quotes out on projects that are less than 80K and are prepping a call for bids.

The RAISE Grant is at the office of Secretary of Transportation in Washington D.C. Nicosia said we have shuffled numbers between preliminary and final engineering with the same dollar amount just different categories. We are still waiting for the final signature.

ARPA - still working on wastewater project Phase 2, at the treatment plant. The engineers were supposed to have a project dollar amount before January 1<sup>st</sup>, but we have yet to receive it. The city will call for bids at the next meeting on February 20<sup>th</sup>. Nicosia said the state has notified MLCT that there are left over ARPA funds. There are 10 cities implementing HB 382 and the League suggested giving those cities each 100k. We are waiting to hear back to see what they are going to do with the funds.

#### Water Testing Results - Including Specific Tests Ordered by City

The City Council has directed staff to test the City's wells for those items that could be contributed to the Aluminum Plant. In October 2020 the City tested for aluminum, cyanide, mercury, vanadium and zinc and has done the same testing this year, with no detects. The results will appear in the City's 2023 water confidence report. It is important to see a non-detect on the report. Staff recommend another test in two years unless the council prefers it done annually.

#### FY 2022 Audit

The 2022 Fiscal Year Audit Report has been issued and a copy provided to each council member. As the 2023 fiscal audit is currently being completed and as a single audit report will be issued by March 2024, Nicosia recommended having the formal exit conference upon the issuance of the 2023 Fiscal Year audit. The 2022 FY report has no findings.

#### CITY ATTORNEY REPORT

City Attorney Breck answered Darin Fisher's earlier question on how the landlord tenant act treats short term rentals versus long term rentals and how long the eviction process takes. Breck noted that in his private practice, his firm handles quite a few evictions on behalf of landlords but has not had any cases directly apply to short term rentals and does not know how the court would apply it. Breck noted the remedy for landlords if a tenant stays longer, it is called holding over. Breck discussed the regular hearing process and dates in those situations noting that from start to finish, it takes approximately 60 days to remove a tenant.

#### Miscellaneous Reports

Chief Peters reported that the department is close to completing the hiring process for another patrolman, filling the vacancy created upon Stufflebeem's promotion to sergeant.

#### MISCELLANEOUS

Correspondence

Fire Department - January Activity

#### ADJOURN

Councilor Lovering motioned to adjourn, seconded by Councilor Robinson and the meeting adjourned at 8:29 p.m.

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Mayor

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City Clerk

CITY OF COLUMBIA FALLS  
REQUEST FOR WATER/SEWER SERVICE

DATE: 2/12/24

OWNER NAME: Meadow Lake Development Corp.

ADDRESS: 1030 Best Way  
Columbia Falls, MT, 59912

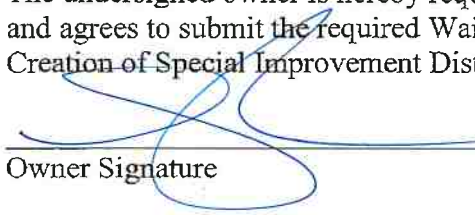
LEGAL DESCRIPTION: Lot 1 of Homestead Industrial Park in  
Section 07, Township 30N, Range 20W. Assessors  
number 0979741

DESCRIPTION OF SERVICE  
REQUEST:

Connect to the City of Columbia Falls sanitary  
Sewer system.

The undersigned owner is hereby requesting the Water and/or Sewer Service as described above and agrees to submit the required Waiver of Protest to Annexation and Waiver of Protest to Creation of Special Improvement Districts.

Owner Signature



Date

2/12/24

To be completed by City:

Date Extension(s) approved by City Council: \_\_\_\_\_

Date approved by MT DEQ: \_\_\_\_\_

Date of Final Acceptance by City: \_\_\_\_\_

Return to:  
City of Columbia Falls  
130 Sixth Street West, Room A  
Columbia Falls, MT 59912

**WAIVER OF PROTEST TO ANNEXATION**  
**WAIVER OF PROTEST TO SPECIAL IMPROVEMENT DISTRICT**

WAIVERS OF PROTEST executed this 13 day of Feb., 2024, by  
Will Steck at 1030 Best Way, Columbia Falls, MT, 59912  
(NAME) (Address)

For good and valuable consideration, the receipt and sufficiency of which is acknowledged, the undersigned hereby waive any and all right which they may have to protest, disapprove, or object to any annexation proceedings initiated by or on behalf of the CITY OF COLUMBIA FALLS, Flathead County, Montana, to incorporate within its boundaries the following described real property owned by us and situated in Flathead County, Montana, to-wit:

Lot 1 of Homestead Industrial Park in Section  
07, Township 30N, Range 20 W. Assessors  
number 0979741  
(Legal Description)

We further waive any and all rights which we may have to protest, disapprove, or object to any proceedings initiated by or on behalf of the CITY OF COLUMBIA FALLS, Flathead County, Montana, to incorporate the above-described real property within a special improvement district.

We do further agree that these Waivers shall be a covenant to run with, to and be binding upon the title of the real property and shall be binding on ourselves, our assigns or successors in interest, and to any and all subsequent purchasers, holders or owners of the above-described real property or any portion thereof.

IN WITNESS WHEREOF, the foregoing Waivers were executed on the day and year first above written.

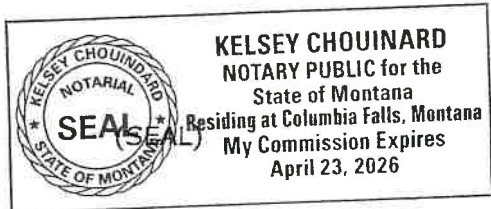
By Owner:  
[Signature]  
Name/Signature/Title Will Steck/GM

\_\_\_\_\_  
Name/Signature/Title

STATE OF MONTANA )  
) ss.  
County of Flathead )

On this 13 day of Feb., 2024, before me, the undersigned, a Notary Public for the State of Montana, personally appeared Will Steck known to me to be General Manager of Meadowlake Resort, whose name is subscribed to the within instrument, and acknowledged to me that he executed the same on behalf of said company.

IN WITNESS WHEREOF, I have here unto set my hand and affixed my official notary seal the day and year in this certificate first above written.



[Signature]  
Notary Public for the State of Montana  
Full Printed Name: Kelsey Chouinard  
Residing at: Columbia Falls  
My commission expires: 04-23-2026  
(Place full 4-year digits)



**CITY OF COLUMBIA FALLS  
NOTICE OF PUBLIC HEARING  
AMEND TITLE 13 – WATER/SEWER UTILITY ACCOUNT PROVISIONS**

On Tuesday, February 20, 2024, during the 7:00 p.m. Regular City Council meeting, the City Council of the City of Columbia Falls, shall conduct a public hearing for the purpose of reviewing and revising the water/sewer customer provisions, specifically Chapter 13.04.020 Definitions, 13.04.050 Service-Application, and 13.04.090 Deposits – Generally, and 13.08.060 Service Deposits, all of which are related to allowing customer accounts to be transferred out of the owner’s name and established in the name of a renter.

The City Council is proposing revising these provisions to require the water/sewer utility account to remain in the name of the owner and not be transferred to a renter thereby eliminating excessive paperwork, deposits, multiple meter reads and duplicative billing and notices.

The proposed changes are available for review at the office of the City Clerk, City of Columbia Falls 130 6<sup>th</sup> Street West, Columbia Falls, MT. Persons may contact the City Clerk or City Manager at 406-892-4391 or 130 6<sup>th</sup> Street West, Columbia Falls, MT for more information about the hearing.

Written comments can be submitted to the City Clerk at 130 6<sup>th</sup> Street West, Columbia Falls, MT 59912, email: [staalandb@cityofcolumbiafalls](mailto:staalandb@cityofcolumbiafalls) or delivered in person to the City Council during the hearing on February 20, 2024.

Dated this 5<sup>th</sup> day of February 2024.

Barb Staaland  
City Clerk

Publish: Daily Interlake Sunday February 11<sup>th</sup> and Sunday February 18<sup>th</sup>

February 15, 2024

To: Mayor and Council

From: City Manager Nicosia/Finance Director Bates

RE: Public Hearing – Amend Title 13 – Water/Sewer Utility Accounts

Over 380 letters were mailed to utility account holders that indicated that the property is a long-term rental. Of those, some accounts already remained in the owner's name. The City currently holds the \$250 deposit on 116 utility accounts as directed by the property owner. The Finance Director has received less than 10 calls regarding the notice. As of Thursday, February 15<sup>th</sup>, the City Clerk has received two written public comments for the packet (see correspondence).

The proposed Title 13 code changes are as follows:

#### 13.04.020 Definitions

Current Code: 13.040.020 C. Landlord Agreement. An agreement between the utility and the owner of a property whereas the owner allows the utility to establish an account in the name of the renter while retaining responsibility for unpaid charges.

**Proposed Code: This definition would be deleted in its entirety.**

#### 13.04.050 Service- Application

Current Code: 13.040.050 D. Applications. 8. Whether applicant is owner or tenant of, or agent for, the premises (if other than owner, a landlord agreement shall be provided).

**Proposed Code: Applications 8. Whether applicant is owner or agent for the premises.**

Current Code: 13.04.050. H. Landlord Agreement. The owner of a rental property may enter into a landlord agreement with the utility whereby the property owner agrees to allow the utility to establish an account in the name of the renter. The landlord may require the utility to collect a deposit from the tenant. Such an agreement does not reduce nor negate the owner's responsibility for unpaid charges. Such agreement shall be on forms provided by the utility.

**Proposed Code. H. Landlord Agreement – Deleted in its entirety.**

### 13.04.090 Deposits- Generally

#### Current Code:

- A. The following types of consumers shall be required to make a deposit.
  - 1. Renter. Where the owner has entered into a landlord agreement allowing an account in the name of the tenant and the agreement requires the utility to collect a deposit. The deposit shall be in accordance with the rate schedule for renter deposit.
  - 2. Temporary User. A temporary user of water shall make a deposit that shall be returned upon discontinuance of use and payment of the bill. Such deposit shall be as set forth under the rate schedule.
- B. Refund. Deposits shall be refunded upon discontinuance of service, less the amount of any unpaid water bills. If the refund is under five dollars, a refund will not be issued.

#### Proposed Code:

**13.04.090 – Deleted in its entirety. Add account balance refund language under 13.04.410 C. Final Bill.**

### 13.08.060 Service Deposits

#### Current Code:

- 1. The following types of consumers shall be required to make a deposit but not if a deposit was made as a water customer:
  - Renter. Where the owner has entered into a landlord agreement allowing an account in the name of the tenant and the agreement requires the utility to collect a deposit. The deposit shall be in accordance with the rate schedule for renter deposit.
- 2. Refund. Deposits shall be refunded upon discontinuance of service, less the amount of any unpaid sewer bills. If the refund is under five dollars, a refund will not be issued.

#### Proposed Code:

**13.08.060 Service Deposits – Deleted in its entirety.**

**RESOLUTION #1914**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, CALLING FOR AN ELECTION ON THE QUESTION OF CONDUCTING A LOCAL GOVERNMENT REVIEW AND ESTABLISHING A STUDY COMMISSION.**

**WHEREAS**, Section 9, Article XI of the Constitution of the State of Montana requires that each unit of local government shall conduct an election once every ten years to determine whether the local government will undertake a local government review procedure; and

**WHEREAS**, pursuant to 7-3-173(2) M.C.A. the municipality shall submit the question of conducting a local government review by the establishment of a study commission to the city electors by ballot held on the primary election date ten years following the previous election on the matter; and

**WHEREAS**, ten years have elapsed since the last election on this matter so that the proposal to undertake a local government review must now be placed on the June 4, 2024, primary ballot; and

**WHEREAS**, if a majority of the electors vote in favor of establishing a local government study commission, the members of the commission will be elected by ballot at the general election to be held November 5, 2024; and

**WHEREAS** 7-3-184, M.C.A. provides for the support of the study commission, for each fiscal year that the study commission is in existence, and the City shall appropriate Fifty-Five Thousand Dollars and No Cents (\$55,000) to fund the study, and the local government may permissively levy mills in excess of all other mills authorized by law to fund the appropriation for the support of the study commission. Upon termination of the study commission, unexpended funds revert to the General Fund of the City of Columbia Falls; and

**WHEREAS**, the Columbia Falls City Council is the governing body of the City of Columbia Falls and therefore must call for the election required by Section 9, Article XI of the Montana Constitution and 7-3-173, M.C.A. on the question of conducting a local government review and establishing a study commission.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The City Council of the City of Columbia Falls hereby calls for an election by the qualified and registered electors of the City of Columbia Falls, pursuant to Section 7-3-175, M.C.A., to determine whether to establish a local government study commission and provide for additional levy authority to fund the study commission for the purpose of conducting a local government review of the City of Columbia Falls.
2. If the voters decide in favor of conducting a local government review, a study commission comprised of three (3) members shall be elected at the general election on November 5, 2024.
3. Pursuant to 7-3-175, M.C.A. the question of conducting a local government review shall be submitted to the electors in substantially the following form:

*Vote for one:*

FOR the review of the government of the City of Columbia Falls and the establishment and funding with a permissive levy not to exceed Fifty-Five Thousand Dollars (\$55,000) of a local government study commission consisting of three (3) members to examine the government of the City of Columbia Falls and submit recommendations on the government.

AGAINST the review of the government of the City of Columbia Falls and the establishment and funding with a permissive levy not to exceed Fifty-Five Thousand Dollars (\$55,000) of a local government study commission consisting of three members to examine the government of the City of Columbia Falls and submit recommendations on the government.

Passed and adopted by the City Council of the City of Columbia Falls, Montana at a regular meeting held on the 20<sup>th</sup> day of February 2024, the Council voting as follows:

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
City Clerk

Approved by the Mayor of Columbia Falls, Montana this 20<sup>th</sup> Day of February 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**CITY OF COLUMBIA FALLS  
CORRESPONDENCE LIST  
COUNCIL MEETING  
February 20, 2024**

02/09/2024 Email from Jacque Demongin – Concerns about the resent appointment of Darin Fisher to the City Planning Commission

02/13/2024 Email from Andrew Blazer – Disagreeing with keeping the water/sewer in the owner’s name

02/05/2024 Email from Noah Bodman – Opposed to keeping the water/sewer in the owner’s name

B Staalnd

**From:** jacque demongin <jacqueline.demongin@gmail.com>  
**Sent:** Friday, February 9, 2024 2:57 PM  
**To:** B Staalnd  
**Subject:** Please pass to the Mayor and City Council

RECEIVED  
FEB 9 2024  
CITY OF COLUMBIA FALLS

Mayor Barhart and Members of the City Council,

I hope this message finds you well. I'm reaching out to share some concerns about the recent appointment of Darin Fisher to the new planning commission.

I'm disappointed to see Mr. Fisher on the commission, especially after he was voted off the council due to his support of corrupt developers east of the river. It feels like a step backward for our community's efforts toward responsible growth and fair representation. I'm genuinely surprised this aspect wasn't given more consideration.

Also, if another application comes in for the planning commission, would you consider adding a fifth member?

On another note, could you confirm that the new planning commission will only be making decisions within city limits?

Thank you,  
Jacque Demongin  
406-334-4440

*~ Happiness is serving others with nothing to gain.*

**Shawn Bates**

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**From:** lbrplumbingwf@gmail.com  
**Sent:** Tuesday, February 13, 2024 2:08 PM  
**To:** Shawn Bates  
**Subject:** water/ sewer utility accounts

RECEIVED  
FEB 13 2024  
CITY OF COLUMBIA FALLS

Hello Shawn,

As a tax payer and owner of several rental units in Columbia Falls I disagree with this amendment. We personally have very little turnover in our units. I believe that billing the homeowners, not the renters directly, will increase the amount of used and wasted water. If the tenant is not seeing an increase in their water usage and waste the renters will not directly see what their consumption is on a monthly basis and it will be harder for them to track if there is an issue. This will most likely increase the amount of water used throughout Columbia Falls. Is the city prepared for an increase in water consumption?

Andrew Blazer  
LBR Properties, LLC



B Staaland

**From:** Noah Bodman <noah.bodman@gmail.com>  
**Sent:** Thursday, February 15, 2024 9:26 AM  
**To:** B Staaland  
**Subject:** Comments on Amendment to Title 13

RECEIVED  
FEB 16 2024  
CITY OF COLUMBIA FALLS

Hello,

My name is Noah Bodman, and I am the owner (through my company, Skadi Properties, LLC) of 389 6th Ave EN in Columbia Falls. I rent this property to long term tenants who have lived there for several years, and by all accounts will continue to live there for years to come. I am writing regarding the proposal to require utility accounts to remain in the property owner's name.

I'm opposed to this proposal for a number of reasons. First and foremost, it will be a burden for both myself and my tenants. Rather than a simple monthly rent payment, this change would require an ongoing monthly accounting of utility charges between myself and my tenants. Instead of a utility charge producing one bill (from the city to the tenant), it would now produce two bills (from the city to me, and from me to the tenant). That is, quite frankly, a waste of everyone's time and energy.

Second, I question the legality of this proposal. Utility bills are well established as one of the primary methods of establishing residency for obtaining driver's licenses, voting, and any number of other obligations. (See, for example, ARM 23.3.183). By requiring that utility bills go to the owner of the property, the city would be depriving tenants of a primary means of proving residency.

I am not in any way disputing that the owner of the property is ultimately responsible for paying for the utilities. I take no issue with being on file with the City for this obligation, and if my tenants do not pay their bills in a timely manner, that obligation falls to me. I should not, however, be the primary point of billing for the utilities used by my long term tenants.

Thank you for your consideration,  
Noah Bodman