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

PHONE (406) 892-4391
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CITY COUNCIL REGULAR MEETING-MOVED DUE TO HOLIDAY
AGENDA
TUESDAY, FEBRUARY 18, 2025
COUNCIL CHAMBERS CITY HALL

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Piper and Price)

REGULAR MEETING – 7:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Approval of Claims - $170,167.32
2. Approval of Payroll Claims - Feb. 14, 2025 - $116,997.85
3. Approval of 02/03/2025 Council Minutes
4. Approval of 02/10/25 Council Minutes
5. Change Order No. 3
   Prospect Construction, Inc.

VISITORS/PUBLIC COMMENT (Items not on agenda)

Employee Incentive:

6. Fire Chief Karl Weeks - Five Years of Service

NEW BUSINESS:

7. Waiver of Protest to Annexation
   City of Columbia Falls request for sewer service and waiver of Protest to Annexation for 15 16th Street E. Columbia Falls.
8. Grant Funding for a Full Time DUI Officer and overtime funding for STEP

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT

CITY ATTORNEY REPORT

MISCELLANEOUS

9. Fire Department Reports
10. Police Department Report
11. Correspondence

CFAC Update

ADJOURN

Next Scheduled Meetings:
City Council – Regular Meeting, **Monday, March 3, 2025 – 7:00 PM**
Planning Board – TBD
Raise Grant Open House - **Wednesday, Feb. 19, 2025 – 5-7PM**
City Council and Planning Commission - Housing Study Work Session **Monday, Feb. 24, 2025 - 7:00 PM**

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
47007		2677 ALFA LAVAL, INC.	1,863.68								
		284087052 02/06/25 SWR-SAFETY SWITCH/TRIP CORD	1,863.68			5310		430600	240		101000
		Total for Vendor:	1,863.68								
47000		1700 BRECK LAW OFFICE, PC	9,728.74								
MARCH 2025 FEES											
		FEB 25 02/03/25 LGL-FEES MAR	2,113.84			1000		411100	350		101000
		FEB 25 02/03/25 CRT-FEES MAR	4,308.63			1000		410365	350		101000
		FEB 25 02/03/25 WTR-FEES MAR	694.60			5210		430500	350		101000
		FEB 25 02/03/25 SWR-FEES MAR	694.60			5310		430600	350		101000
		FEB 25 02/03/25 PLZ-FEES MAR	347.30			1000		411000	350		101000
		FEB 25 02/03/25 PD-FEES MAR	140.40			1000		420100	399		101000
		FEB 25 02/03/25 WTR-FEES MAR	31.20			5210		430500	357		101000
		FEB 25 02/03/25 SWR-FEES MAR	46.13			5310		430600	357		101000
		FEB 25 02/03/25 STR-FEES MAR	62.39			2500		430200	399		101000
		FEB 25 02/03/25 ADDITIONAL LABOR	187.15			1000		411100	350		101000
		689 02/06/25 ADD SERV-DENHAM HRB CLAIM	1,102.50			1000		411100	351		101000
		Total for Vendor:	9,728.74								
47037	E	2852 CHARTER COMMUNICATIONS	629.90								
AUTO PAY											
		010125 01/01/25 PD-INTERNET 01/01-01/31/25	159.98			1000		420100	345		101000
		020125 02/01/25 PD-INTERNET 02/01-02/28/25	159.98			1000		420100	345		101000
		010625 01/06/25 SWR-INTERNET 01/06-02/05/25	154.97			5310		430600	345		101000
		020625 02/06/25 SWR-INTERNET 02/06-03/05/25	154.97			5310		430600	345		101000
		Total for Vendor:	629.90								
47001		1145 CITY OF WHITEFISH BUILDING	3,376.10								
Permits issued for January 2025											
		013125 01/31/25 BUILDING PERMITS 1/25	2,719.60			2394		420500	398		101000
		013125 01/31/25 ELECTRICAL PERMITS 1/25	520.00			2394		420500	398		101000
		013125 01/31/25 PLUMBING PERMITS 1/25	136.50			2394		420500	398		101000
		Total for Vendor:	3,376.10								

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
47008		1679 COMMERCIAL MACHINE SERVICES INC.	682.74								
		56945 01/27/25 SWR-RAS PUMP PARTS	682.74			5310		430600	240		101000
		Total for Vendor:	682.74								
46979		3026 DAILY INTER LAKE	186.37								
24-25 FISCAL YEAR BUDGET AMENDMENTS											
		31971 01/31/25 FIN-24/25 BUDGET AMEND	235.70			1000		410500	331		101000
		29496 11/01/24 FIN-ADJUSTMENT FROM 11/24	-49.33			1000		410500	331		101000
		Total for Vendor:	186.37								
47009	E	1879 EVERGREEN WASTE CONNECTIONS	547.00								
		4868927 02/01/25 FAC-01/01-01/31/25	99.23			1000		411200	340		101000
		4868928 02/01/25 STRS-01/01-01/31/25	199.80			2500		430200	340		101000
		4869032 02/01/25 WTR-01/01-01/31/25	99.23			5210		430500	340		101000
		4869034 02/01/25 SWR-01/01-01/31/25	82.60			5310		430600	340		101000
		4869032 02/01/25 PRKS-01/01-01/31/25	66.14			1000		460400	340		101000
		Total for Vendor:	547.00								
47022		438 FERGUSON WATERWORKS	45.61								
		0912818 01/24/25 WTR-CRIMPING PLIERS	45.61			5210		430500	220		101000
		Total for Vendor:	45.61								
47039	E	2961 FIRST BANKCARD-ELECTRONIC PYMT	3,255.75								
		0373066 12/24/24 CRT-TONER	109.97			1000		410360	210		101000
		6276203 12/23/24 CRT-BATTERY BACKUP/2	159.98			1000		410360	210		101000
		12901 12/26/24 FD-INTERCOM HEADSET	966.54			1000		420400	361		101000
		8274605 12/23/24 PD-FLASH DRIVES/20	59.86			1000		420100	210		101000
		519658 12/27/24 SWR-D.SANDSON PHYSICAL C.C	125.00			5310		430600	399		101000
		4801806 12/24/24 FD-LABEL MAKER/TAPE	17.50			1000		420400	210		101000
		66050 12/30/24 LS-VOICE RECORDER	159.00			1000		411000	390		101000
		66050 12/30/24 PZ-ANNUAL MEMBERSHIP	79.00			1000		411000	390		101000
		123124 12/31/24 FD-MFC AS MISSOULA	-75.00*			1000		420400	335		101000
		5377053 12/19/24 FD-THERMOMETER COVERS	13.98			1000		420400	220		101000
		010325 01/03/25 CS&P-WEB SERVICES	147.00			1000		410580	355		101000
		2024120054 12/31/24 PD-RECORD SEARCH	155.57			1000		420100	355		101000
		010225 01/02/25 PRK-N.RILEY HOTEL	169.00			1000		460400	380		101000

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	603 01/03/25 LS-K.KING BASKET	24.46			1000	410100	220		101000
	27062 01/03/25 LS-K.KING BASKET	49.65			1000	410100	220		101000
	010225 01/06/25 SWR-ADOBE WEB SERVICE	119.88			5310	430600	355		101000
	0044228 12/31/24 CRT-ENVELOPES/BATTERIES	35.77			1000	410360	210		101000
	2578 01/07/25 SWR- TRAINING	20.00			5210	430500	380		101000
	0488269 01/09/25 FIN-STAPLER	10.49			1000	410500	210		101000
	011025 01/10/25 CRT-TONER	-120.40			1000	410360	210		101000
	6251468 11/26/24 SWR-WRENCH ROLL UP BELT	39.97			5310	430600	220		101000
	0743458 01/09/25 FIN-PENS/ LTR OPNR/POST IT	15.56			1000	410500	210		101000
	0743458 01/09/25 STR-PENS/ LTR OPNR/POST IT	15.56			2500	430200	210		101000
	0743458 01/09/25 WTR-PENS/ LTR OPNR/POST IT	15.57			5210	430500	210		101000
	0743458 01/09/25 SWR-PENS/ LTR OPNR/POST IT	15.57			5310	430600	210		101000
	8369005 01/08/25 PD-AIR COMP/ STORAGE CASE	272.47			1000	420100	212		101000
	2852258 01/14/25 PD-FLASH DRIVES	170.00			1000	420100	210		101000
	285228 01/14/25 PD-GLOVES	149.00			1000	420100	220		101000
	958 01/16/25 FIN-J.RICE SEMINAR	99.00			1000	410500	380		101000
	497431872 01/16/25 FIN-J.RICE ONLINE COURSE	50.00			1000	410500	380		101000
	011725 01/17/25 FIN-STAPLER	-5.48			1000	410500	210		101000
	1888200 01/16/25 FD-LABEL MKR REFILL	19.67			1000	420400	210		101000
	8808214 01/21/25 PD-SHARPIES/ PENS	12.26			1000	420100	210		101000
	9541827 01/21/25 CRT-ENVELOPE MOISTENER	15.79			1000	410360	210		101000
	6530604 01/21/25 PD-FLASH DRIVES	34.99			1000	420100	210		101000
	3509040 01/21/25 PD-LABEL MAKER REFILL	36.94			1000	420100	210		101000
	9037066 01/21/25 FIN-TONER	71.63			1000	410500	210		101000
	Total for Vendor:	3,255.75							
46993	3104 FIRST CALL COMPUTER SOLUTIONS,	91.40							
MONTHLY BILLING FOR JANUARY									
	103019 01/31/25 MONTHLY MICROSOFT M365 SUBS	91.40			1000	410580	355		101000
	Total for Vendor:	91.40							
47017	1892 FLATHEAD COUNTY	75.00							
OWNER: B.I.G RIVER RETREAT LLC									
	6456 02/10/25 OWNERSHIP LIST-BIG RIVER	75.00			1000	411000	390		101000
	Total for Vendor:	75.00							

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
46984		663 FLATHEAD COUNTY SOLID WASTE	3,542.44								
JAN BILLING 1/02/25-01/30/25											
		16547 01/31/25 SWR-SLUDGE WASTE 1/2-1/30/25	3,542.44			5310		430600	395		101000
		Total for Vendor:	3,542.44								
46987		21 FLATHEAD ELECTRIC COOP INC	16,495.07								
DEC 2024											
		013125 01/31/25 FAC-12/25/24-1/25/25	470.22			1000		411200	341		101000
		013125 01/31/25 PD-12/25/24-1/25/25	46.06			1000		420100	341		101000
		013125 01/31/25 FD-12/25/24-1/25/25	461.94			1000		420400	341		101000
		013125 01/31/25 PRKS-12/25/24-1/25/25	549.43			1000		460400	341		101000
		013125 01/31/25 POOL-12/25/24-1/25/25	62.25			1000		460445	341		101000
		013125 01/31/25 LIGHTING-12/25/24-1/25/25	2,604.70			2400		430200	341		101000
		013125 01/31/25 STRS-12/25/24-1/25/25	129.09			2500		430200	341		101000
		013125 01/31/25 WTR-12/25/24-1/25/25	4,837.46			5210		430500	341		101000
		013125 01/31/25 SWR-12/25/24-1/25/25	7,333.92			5310		430600	341		101000
		Total for Vendor:	16,495.07								
47023		3113 GLOBAL ARCHIVES INC	166.32								
		2024112 01/25/25 WTR-MONTHLY STORAGE AS BUILTS	83.16			5210		430500	363		101000
		2024112 01/25/25 SWR-MONTHLY STORAGE AS BUILTS	83.16			5310		430600	363		101000
		Total for Vendor:	166.32								
47002		400 GOVERNMENT FINANCE OFFICERS	160.00								
		103024 10/30/24 FIN-MEMBERSHIP DUES 25	160.00			1000		410500	335		101000
		Total for Vendor:	160.00								
47004		2806 HANSON'S HARDWARE	171.94								
		613974 01/27/25 SWR-BATTERY	13.99			5310		430600	240		101000
		613923 01/22/25 STRS-TORCH KIT	89.99			2500		430200	240		101000
		614123 02/09/25 SWR-PVC SLIP	16.98			5310		430600	240		101000
		614040 02/03/25 SWR-HEAT CABLE	39.99			5310		430600	240		101000
		614110 02/07/25 SWR-MICE STATION REFIL	10.99			5310		430600	220		101000
		Total for Vendor:	171.94								

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
47028		3299 HOME PRO LLC	2,210.60							
FINAL PAYMENT										
		2025CITYOF 02/11/25 LS-COUNCIL CHAMBERS SND SY	2,210.60			1000	410100	212		101000
		Total for Vendor:	2,210.60							
46988		2591 HOTSY OF WESTERN MONTANA	226.20							
		8657 02/04/25 FD-CARBONATE DET 5 GALLON (2)	226.20			1000	420400	220		101000
		Total for Vendor:	226.20							
47040		3292 JACOBS ENGINEERING	53,992.05							
CFALLS GATEWAY TO GLACIER SAFETY & MOBILITY										
		W3Y27200-2 01/16/25 RAISE GRANT INV #2	35,094.83			2995	430230	930		101000
		W3Y27200-2 01/16/25 RAISE GRANT INV #2	18,897.22			2995	430550	930		101000
		Total for Vendor:	53,992.05							
46982		2580 JD THINNING INC	1,006.25							
lIMBING DANGEROUS TREES @430 3RD AVE WIN THE ALLEY										
		16442 01/31/25 TCP-LIMB DANGEROUS TREES	1,006.25			1000	410131	390		101000
		Total for Vendor:	1,006.25							
47021		3293 JTCREATIONS LLC	10,087.50							
		000641 01/30/25 PD-'18 DUR LBR CAR#20	1,242.50			1000	420100	361		101000
		000642 02/09/25 PD-CAR#26 UPFIT	8,845.00*			4020	420100	940		101000
		Total for Vendor:	10,087.50							
47034		999999 JUSTIN & YULIYA COLVIN	228.96							
TENANTS MOVED OUT AND DID NOT CALL CITY TO REMOVE ACH ON ACCOUNT #04891-00. REFUND 3 MONTHS AND BACKFLOW CHARGE IN OCTOBER.										
		021225 02/12/25 WTR-ACNT REFUND-COLVIN	228.96			5210	214010			101000
		Total for Vendor:	228.96							
47010		1504 KALISPELL COPY CENTER	12.00							
		264978 02/10/25 SWR-FIRE EXT STICKER	12.00			5310	430600	220		101000
		Total for Vendor:	12.00							

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
46996		2590 L.N. CURTIS & SONS	368.33								
		910111 01/28/25 FD-TROUSER REPAIRS	368.33			1000		420400	360		101000
		Total for Vendor:	368.33								
46998		1080 LES SCHWAB TIRE CENTER	51.99								
FLAT REPAIR FOR 2009 FORD F650 SD - 2 SCREWS											
		610435 01/29/25 SWR- FLAT REPAIR	51.99			5310		430600	361		101000
		Total for Vendor:	51.99								
47018		631 MONTANA DEPT. OF ENVIRONMENTAL	4,424.00								
		2503648 10/18/24 WTR-COMM CONNECTION FEE	4,424.00			5210		430500	391		101000
		Total for Vendor:	4,424.00								
47006		43 MONTANA ENVIRONMENTAL LABORATORY	594.00								
		2413683 01/09/25 SWR-NITRATE/NITRATE	67.00			5310		430600	394		101000
		2500173 01/15/25 SWR-AMNIA/NITRATE/TKN	100.00			5310		430600	394		101000
		2500174 01/09/25 SWR-ALUMINUM DISSOLVED	17.00			5310		430600	394		101000
		2500477 01/20/25 SWR-NITRATE/ TKN	175.00			5310		430600	394		101000
		2500756 01/27/25 SWR-NITRATE/ TKN	75.00			5310		430600	394		101000
		2500066 01/07/25 WTR-COLIFORM	160.00			5210		430500	394		101000
		Total for Vendor:	594.00								
46983		3119 MONTANA TRUCK WORKS, LLC	6,370.02								
		461 01/30/25 FD-'01 HME 457 FIRE TRK RPR	3,937.79			1000		420400	361		101000
		481 02/06/25 FD-'02 HME 441 WINDSHEILD	2,432.23			1000		420400	361		101000
		Total for Vendor:	6,370.02								
47024		722 MORRISON-MAIERLE, INC.	204.17								
ON CALL SERVICE MEADOW LAKE TOWN HOMES											
		258069 02/10/25 WTR-ON CALL SRVS	102.08			5210		430500	354		101000
		258069 02/10/25 SWR-ON CALL SRVS	102.09			5310		430600	354		101000
		Total for Vendor:	204.17								

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
46989		2305 MOTOROLA SOLUTIONS, INC.	7,343.00								
CAR #26											
		8281962206 08/23/24 PD-VIDEO SYSTEM CAR#26	1,000.00*			4020		420100	940		101000
		8281996686 10/07/24 PD-VIDEO EQUIP CAR#26	6,343.00*			4020		420100	940		101000
		Total for Vendor:	7,343.00								
46985		2707 MOUNTAIN ALARM	131.62								
ALARM MONITORING 12/1/24-12/31/24											
		5799854 02/01/25 FAC-CITY HALL FEB 25	62.52			1000		411200	366		101000
		5798997 02/01/25 FAC-FD FEB 25	69.10			1000		411200	366		101000
		Total for Vendor:	131.62								
46990		52 NAPA AUTO PARTS	149.08								
		105920 01/27/25 SWR-HYDRAULIC OIL	62.99			5310		430600	231		101000
		106407 02/01/25 SWR-OIL FILTER	23.04			5310		430600	232		101000
		106216 01/30/25 SWR-ANTIFREEZE	43.98			5310		430600	231		101000
		105278 01/17/25 FD-TRK LIGHT	19.07			1000		420400	232		101000
		104956 01/14/25 SWR-FUEL FLITER	-10.31			5310		430600	232		101000
		104875 01/13/25 SWR-FUEL FILTER (CR)	10.31			5310		430600	232		101000
		Total for Vendor:	149.08								
47020		2002 NORTHWEST PARTS & EQUIPMENT &	17.89								
		347336 02/10/25 SWR- TANK TRK HOSE 3"	17.89			5310		430600	240		101000
		Total for Vendor:	17.89								
46999		1437 NORTHWESTERN ENERGY	2,553.97								
NATURAL GAS SERVICE											
		012825 01/28/25 FAC-12/19/24-01/21/25	510.70			1000		411200	344		101000
		012825 01/28/25 PD-12/19/24-01/21/25	107.47			1000		420100	344		101000
		012825 01/28/25 FD-12/19/24-01/21/25	488.79			1000		420400	344		101000
		012825 01/28/25 STRS-12/19/24-01/21/25	323.68			2500		430200	344		101000
		012825 01/28/25 WTR-12/19/24-01/21/25	85.12			5210		430500	344		101000
		012825 01/28/25 SWR-12/19/24-01/21/25	1,038.21			5310		430600	344		101000
		Total for Vendor:	2,553.97								

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47025		2816 O'REILLY AUTO PARTS	77.20						
		106876 02/03/25 STR-TRUCK 101 TOGGLE	29.47			2500 430200	232		101000
		107260 02/07/25 PD-5 OIL FILTERS	47.73			1000 420100	231		101000
		Total for Vendor:	77.20						
47019		3204 PLAN IT SOFTWARE LLC	3,500.00						
		PLAN-0650 02/06/25 FIN-ANNUAL SUPSCRIPTION	1,166.66			1000 410500	355		101000
		PLAN-0650 02/06/25 WTR-ANNUAL SUPSCRIPTION	1,166.67			5210 430500	355		101000
		PLAN-0650 02/06/25 SWR-ANNUAL SUPSCRIPTION	1,166.67			5310 430600	355		101000
		Total for Vendor:	3,500.00						
47029		1888 PLETCH ELECTRIC INC	9,400.00						
ELECTRICAL LABOR AND MATERIAL TO INSTALL CONDUIT, WIRE, BREAKERS									
		5805 02/03/25 STREET SHOP ELECTRICAL WRK	9,400.00			4000 430200	930		101000
		Total for Vendor:	9,400.00						
46997		2811 SALTUS TECHNOLOGIES, LLC	3,505.00						
PERIOD FROM MARCH 1, 2025 THROUGH FEBRUARY 28, 2026									
		2502-03 02/01/25 PD-DIGI TICKET SOFTWARE	3,505.00			1000 420100	355		101000
		Total for Vendor:	3,505.00						
46995		862 SUCCESSFUL SIGNS AND AWARDS	20.00						
		12557 02/05/25 FIN- J.RICE NAME PLATE	20.00			1000 410500	210		101000
		Total for Vendor:	20.00						
46991		3222 SUMMIT FIRE & SECURITY LLC	740.00						
		2996276 02/05/25 PD-CHEM EX 5LB RE CHRG	210.00			1000 420100	360		101000
		2990182 02/03/25 FD-CHEM EX SERVICE	336.00			1000 420400	360		101000
		2205474 08/02/24 FAC-FIRE EX INSPECT	194.00			1000 411200	360		101000
		Total for Vendor:	740.00						
47026		1653 SUPER 1 FOODS	31.28						
		2932187 02/02/25 SWR-LAB WATER	31.28			5310 430600	222		101000
		Total for Vendor:	31.28						

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
47035		3280 SUSAN M NICOSIA, CPA, LLC	12,425.00							
		CITY-02 02/11/25 FIN-24 AFR/GRANT ADMIN/TRN	4,141.66*			1000	410500	399		101000
		CITY-02 02/11/25 WTR-24 AFR/GRANT AMIN/TRN	4,141.67*			5210	430500	399		101000
		CITY-02 02/11/25 SWR-24 AFR/GRANT ADMIN/TRN	4,141.67			5310	430600	399		101000
		Total for Vendor:	12,425.00							
47011		2699 THE MAIL ROOM, INC	226.04							
INVOICE # D122888 DATE 12/31/24										
		D123426 02/10/25 PD-MAIL SRVS 1/27-2/7/25	11.24			1000	420100	310		101000
		D123426 02/10/25 FIN-MAIL SRVS 1/27-2/7/25	20.38			1000	410500	310		101000
		D123426 02/10/25 WTR-MAIL SRVS 1/27-2/7/25	65.07			5210	430500	310		101000
		D123426 02/10/25 SWR-MAIL SRVS1/27-2/7/25	65.07			5310	430600	310		101000
		D123426 02/10/25 CRT-MAIL SRVS 1/27-2/7/25	59.84			1000	410360	310		101000
		D123426 02/10/25 PNZ-MAIL SRVS 1/27-2/7/25	4.44			1000	411000	310		101000
		Total for Vendor:	226.04							
46980		3063 UTILITIES UNDERGROUND LOCATION	28.00							
MONTH OF SERVICE DEC 16TOTAL										
		5015075 01/31/25 WTR-JAN 2025 UDIGS	9.33			5210	430500	318		101000
		5015075 01/31/25 SWR-JAN 2025 UDIGS	9.33			5310	430600	318		101000
		5015075 01/31/25 STRS-JAN 2025 UDIGS	9.34			2500	430200	318		101000
		Total for Vendor:	28.00							
47014	E	1218 VERIZON WIRELESS	1,526.70							
		6103487416 02/04/25 ADMIN-12/13/24-1/12/25	34.90			1000	410400	345		101000
		6103487416 02/04/25 FIN-12/13/24-1/12/25	34.90			1000	410500	345		101000
		6103487416 02/04/25 FD-12/13/24-1/12/25	140.48			1000	420400	345		101000
		6103487416 02/04/25 FAC-12/13/24-1/12/25	12.45			1000	411200	345		101000
		6103487416 02/04/25 STRS-12/13/24-1/12/25	112.03			2500	430200	345		101000
		6103487416 02/04/25 PD-12/13/24-1/12/25	798.50			1000	420100	345		101000
		6103487416 02/04/25 PRKS-12/13/24-1/12/25	49.79			1000	460400	345		101000
		6103487416 02/04/25 WTR-12/13/24-1/12/25	196.72			5210	430500	345		101000
		6103487416 02/04/25 SWR-12/13/24-1/12/25	97.14			5310	430600	345		101000
		6103487416 02/04/25 CRT-12/13/24-1/12/25	49.79			1000	410360	345		101000
		Total for Vendor:	1,526.70							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
46994		1964 WESTECH	913.45								
		105886 02/05/25 SWR-WIPER BOTTOM/SIDE/SKIMMER	913.45		18331	5310	430600	240			101000
COL004											
		Total for Vendor:	913.45								
46992		84 WESTERN BUILDING CENTER	192.23								
		1229132 01/29/25 FD-ELECTRONIC BALLAST	55.98			1000	420400	240			101000
		1229172 01/29/25 SWR-MISC SCREWS	50.75			5310	430600	220			101000
		1238297 02/06/25 FD-WMN RESTROOM	21.48			1000	420400	240			101000
		1240829 02/10/25 SWR-DRFT PUMP PIPING	64.02			5310	430600	240			101000
		Total for Vendor:	192.23								
47036	E	2733 WEX Fleet Universal	5,035.17								
BILL CLOSING DATE JAN31 2025											
		102574015 01/31/25 PD-DEC FUEL	2,580.37			1000	420100	231			101000
		102574015 01/31/25 FD-DEC FUEL	551.09			1000	420400	231			101000
		102574015 01/31/25 PRKS-DEC FUEL	108.09			1000	460400	231			101000
		102574015 01/31/25 WTR-DEC FUEL	163.96			5210	430500	231			101000
		102574015 01/31/25 SWR-DEC FUEL	291.24			5310	430600	231			101000
		102574015 01/31/25 STRS-DEC FUEL	1,307.63			2500	430200	231			101000
		102574015 01/31/25 PRK-TRAINING FUEL	32.79			1000	420100	380			101000
		Total for Vendor:	5,035.17								
47016		3203 WHITEFISH SIGN COMPANY LLC	1,285.56								
GRAPHICS PACKAGE FOR 2023 WHITE CHARGER											
		1226 01/16/25 PD-GRAPHICS FOR CAR #26	1,285.56*			4020	420100	940			101000
		Total for Vendor:	1,285.56								
47015		3275 WITTY'S GARAGE	272.00								
		1059 02/08/25 PD-OIL/FILTER CHNG CAR 22	68.00			1000	420100	361			101000
		1060 02/08/25 PD-OIL/FILTER CHNG CAR 23	68.00			1000	420100	361			101000
		1061 02/08/25 PD-OIL/FILTER CHNG CAR 24	68.00			1000	420100	361			101000
		1062 02/08/25 PD-OIL/FILTER CHNG CAR 25	68.00			1000	420100	361			101000
		Total for Vendor:	272.00								

\# of Claims 50 Total: 170,167.32 # of Vendors 45

Total Electronic Claims 10,994.52

Total Non-Electronic Claims 159172.80

For the Accounting Period: 2/25

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH/CASH EQUIVALENTS	40,833.13
2394 BUILDING CODE ENFORCEMENT FUND	
101000 CASH/CASH EQUIVALENTS	3,376.10
2400 SPECIAL LIGHTING DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	2,604.70
2500 SPECIAL STREET MAINTENANCE DISTRICT FUND	
101000 CASH/CASH EQUIVALENTS	2,278.98
2995 RAISE Grant	
101000 CASH/CASH EQUIVALENTS	53,992.05
4000 CAPITAL PROJECTS FUND - Building	
101000 CASH/CASH EQUIVALENTS	9,400.00
4020 CAPITAL PROJECTS FUND - General	
101000 CASH/CASH EQUIVALENTS	17,473.56
5210 WATER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	16,570.41
5310 SEWER ENTERPRISE FUND	
101000 CASH/CASH EQUIVALENTS	23,638.39
Total:	170,167.32

Council Meeting Date: 02/18/25

Claims Submitted to Council:$ $170,167.32

Claims Denied/Withheld by Council Finance Committee:$______________ Claim #'s:________________

Prepared By: Jessica Rice, Finance Director

Jessica Rice

Approved by Mark Shrives, Interim City Manager

Mark Shrives

City Council to Approve by motion on consent agenda

The following claims are significant:

1. Jacobs Engineering - $53,992.05. RAISE project. (Fund 2995)

2. JT Creations - $10,087.50. Reconfiguration of Car #18 and completing new Car #26. (Funds 1000 and 4020)

3. Montana Truck Works - $6,370.02. Truck #457 repair and windshield replacement for truck #441. (Fund 1000)

4. Motorola Solutions - $7,343.00. Video camera for Car #26. (Fund 4020)

5. Susan Nicosia - $12,425.00. Consulting work; Annual Financial Report (AFR), training, grant admin. (Fund 1000)

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

Jessica Rice
(406) 892-4327

Feb. 14, 2025
Payroll
$ 116,997.85
[signature]

Total for Payroll Checks

	Employee	Employer	Amount
ADDL HOURS (Additional)	0.00		10.00
COMA HOURS (Comp Time Accumulated)	13.51		
COMP HOURS (Comp Time Used)	2.00		59.06
OVER HOURS (Overtime)	49.00		2,118.64
OVTD HOURS (STEP overtime)	8.50		355.22
PERS HOURS (Personal Time Used)	8.00		236.08
REG HOURS (Regular Time)	2,797.50		91,056.17
REG1 HOURS (Additional to regular)	1.00		50.00
SFTO HOURS (Shift Sup/FTO - $1.5/hour)	84.00		126.00
SHFN HOURS (Shift B)	348.00		696.00
SICK HOURS (Sick Time)	93.25		2,552.31
VACA HOURS (Vacation Time Used)	173.25		6,155.79
GROSS PAY	103,415.27	0.00	
NET PAY	73,686.34	0.00	
AFLAC-POSTTAX	86.97	0.00	
AFLAC-PRETAX	150.29	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	8,223.28	0.00	
FLEX ALLEGIANCE	712.50	22.50	
FOP	495.00	0.00	
HEALTHINS/PRE	2,854.20	25,669.90	
MEDICARE	1,461.15	1,461.15	
MT ST FIRE ASSO	113.19	0.00	
MUTUAL OF OMAHA	286.90	0.00	
NATIONWIDE/CITY	0.00	1,070.84	
NATIONWIDE/EMP	200.00	0.00	
P.E.R.S.	3,949.83	4,534.78	
PERS/FURS	1,211.06	1,625.31	
PERS/POLICE	3,029.02	4,849.80	
SIT	3,057.00	0.00	
SOCIAL SECURITY	3,529.04	3,529.04	
TEAMSTERS DUES	349.50	0.00	
UNEMPL. INSUR.	0.00	465.38	
WORKERS' COMP	0.00	3,478.05	
BECU	1,811.36	0.00	
CHARLES SCHWAB	1,851.95	0.00	
FIRST INTERSTAT	1,224.03	0.00	
FREEDOM BANK	4,032.16	0.00	
GLACIER BANK KA	6,362.53	0.00	
GLACIER BANK MS	3,152.23	0.00	
GLACIER BANK/CF	18,033.12	0.00	
GLACIER BANK/WF	2,094.17	0.00	
NAVY FEDERAL CR	1,822.95	0.00	
PARKSIDE CR U	10,134.07	0.00	
REGIONS BANK	1,807.02	0.00	
STOCKMAN BANK	1,335.87	0.00	
USAA FEDERAL	5,017.77	0.00	
USBANK.	1,841.19	0.00	

WELLS FARGO	2,836.43	0.00
WELLS FARGO, TX	2,002.88	0.00
WFISH CR UNION	8,326.61	0.00
FIT/SIT BASE	91,308.37	0.00
MEDICARE BASE	100,769.12	0.00
PERS BASE	95,601.80	0.00
SOC SEC BASE	56,920.20	0.00
UN BASE	103,415.27	0.00
WC BASE	102,590.63	0.00
Total		46,706.75

Total Payroll Expense (Gross Pay + Employer Contributions): 150,122.02

Check Summary

Payroll Checks Prev. Out.	$64,671.48
Payroll Checks Issued	$1,621.05
Payroll Checks Redeemed	$64,130.00
Payroll Checks Outstanding	$2,162.53
Electronic Checks	$115,376.80

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	7,058.08		7,058.08		212260
Medicare	2,922.30		2,922.30		212260
P.E.R.S.	8,484.61		8,484.61		212270
Unempl. Insur.	465.38	1,949.09		2,414.47	212210
Workers' Comp	3,478.05	14,418.79		17,896.84	212220
FIT	8,223.28		8,223.28		212260
SIT	3,057.00		3,057.00		212260
AFLAC-PRETAX	150.29	150.29		300.58	212230
NATIONWIDE/EMP	200.00		200.00		212280
Teamsters dues	349.50	349.50		699.00	212310
PERS/Police	7,878.82		7,878.82		212240
NATIONWIDE/CITY	1,070.84	217.02	1,287.86		212280
AFLAC-POSTTAX	86.97	86.97		173.94	212230
PERS/FURS	2,836.37		2,836.37		212275
MT ST FIRE ASSO	113.19		113.19		212315
HEALTHINS/PRE	28,524.10	28,524.10		57,048.20	212400
CITY OF COLUMBI	20.00		20.00		212450
FLEX ALLEGIANCE	735.00		735.00		212285
FOP	495.00		495.00		212335
PERS RETIREE	0.00				212270
MUTUAL OF OMAHA	286.90	286.90		573.80	212400
Total Ded.	76,435.68	45,982.66	43,311.51	79,106.83	

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

02/13/25
15:40:05

CITY OF COLUMBIA FALLS
Trial Balance
For the Accounting Period: 2 / 25

Report ID: L120

7910 PAYROLL FUND

Account	Beginning	Debit	Credit	Net Change	Ending Balance
ASSETS					
101000 CASH/CASH EQUIVALENTS	45,264.82	152,087.42	179,506.80	(27,419.38)	17,845.44
Total ASSETS	**45,264.82**	**152,087.42**	**179,506.80**	**(27,419.38)**	**17,845.44**
LIABILITIES AND FUND EQUITY					
201000 Warrants Payable	64,671.48	64,130.00	1,621.05	(62,508.95)	2,162.53
212210 Due to Unemployment Insurance	1,483.54	0.00	465.38	465.38	1,948.92
212220 Due to Workers Compensation /	10,940.74	0.00	3,478.05	3,478.05	14,418.79
212230 Due to American Family Life As	0.00	0.00	237.26	237.26	237.26
212240 Due to Police Reserve/PERS	0.00	7,878.82	7,878.82	0.00	0.00
212260 Due to Federal Withholding	0.00	21,260.66	21,260.66	0.00	0.00
212270 Due to PERS	0.00	8,484.61	8,484.61	0.00	0.00
212275 Due to FURS Pension	0.00	2,836.37	2,836.37	0.00	0.00
212280 Due to Nationwide Insurance Co	217.02	1,487.86	1,270.84	(217.02)	0.00
212285 Due to Flex Plan	0.00	735.00	735.00	0.00	0.00
212310 Due to Teamsters Union Local N	0.00	0.00	349.50	349.50	349.50
212315 Due to Montana State Fireman's	0.00	113.19	113.19	0.00	0.00
212335 Due to FOP	0.00	495.00	495.00	0.00	0.00
212400 Due to Health Insurance	(32,047.96)	0.00	30,776.40	30,776.40	(1,271.56)
212450 Due to City of Columbia Falls	0.00	20.00	20.00	0.00	0.00
Total LIABILITIES AND FUND EQUITY	45,264.82	107,441.51	80,022.13	(27,419.38)	17,845.44

CITY OF COLUMBIA FALLS
CITY COUNCIL REGULAR MEETING MINUTES
HELD FEBRUARY 03, 2025

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

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

Also present: Interim City Manager Shrives, City Clerk Staaland, City Attorney Breck, Fire Chief Weeks and Police Chief Stephens.

PLEDGE OF ALLEGIANCE

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

CONSENT AGENDA:
Councilor Lovering motioned to approve the consent agenda noting all claims appeared to be in order, seconded by Councilor Price and the motion carried unanimously.

Approval of Claims - February 3, 2025 - $65,550.78
Approval of Payroll Claims - Jan. 31, 2025 - $192,040.56
Extending Marantette Park Hours from 10:00 p.m. to Midnight, specifically on 07/12/25, 08/09/25 and 09/13/25 for Movie Night in the Park sponsored by Columbia Falls Chamber of Commerce.
Approval of Regular Council Meeting Minutes - January 21, 2025

NOTICE OF PUBLIC HEARINGS/PUBLIC HEARINGS: Amending the 24-25 Fiscal Year Budget
The City is proposing amending funds budgeted revenue and/or expenditures.

Service Provider Susan Nicosia, CPA, LLC, provided a report on routine amendments due to unanticipated revenues and grants. Discussion included adjustments for Building Code Enforcement Fund, tax Increment District Funds, Resort Tax Fund, TEDD Industrial Park Fund, Columbia Rising Industrial Park Fund, and the ARPA Fund.

With no public comments Mayor Barnhart opened and closed the Public Hearing at 7:21 p.m.

UNFINISHED BUSINESS:
Update on Railroad Street Park Housing Project - Habitat for Humanity

Mary Beth Morand with Habitat for Humanity provided an update on Railroad Street Park housing project for Habitat for Humanity. Approval is sought for redesign due to land ownership issues; they are now proposing six single-family homes and a park space. They anticipate starting the building process by mid-summer said Morand.

Councilor King asked if the Columbia Falls Baseball Association was aware of the project. City Manager Shrives said yes, they are aware and will play there this spring and move after the season.

NEW BUSINESS:

Columbia Falls Fire Department ISO rating

In July of 2024 the Columbia Falls Fire Department received an evaluation from ISO to update our rating. The last time we have been evaluated was in 2017.

Fire Chief Weeks reported on the ISO review, maintaining a solid five rating with improvements in the water system.

ORDINANCES / RESOLUTIONS:

FINAL READING OF ORDINANCE # 831

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, APPROVING THE PETITION OF TOBY AND MINDY GILCHRIST FOR ANNEXATION AND INITIAL ZONING OF 274 MEADOW LAKE BLVD., DESCRIBED AS PARCEL B OF COS NO. 22075 IN THE NE1/4 SW1/4 IN SECTION 7, TOWNSHIP 30 NORTH, RANGE 20 WEST, P.M.M., FLATHEAD COUNTY, MONTANA.

Councilor Lovering made motion to approve the final reading of Ordinance # 831, seconded by Councilor Shepard with council voting as follows. Ayes: Robinson, Shepard, King, Lovering, Price and Barnhart.

FINAL READING OF ORDINANCE # 832

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLUMBIA FALLS, MONTANA, AMENDING THE COLUMBIA FALLS ZONING MAP TO ALLOW THE DEVELOPMENT OF A PLANNED UNIT DEVELOPMENT (PUD) OVERLAY AT 274 MEADOW LAKE BLVD DESCRIBED AS PARCEL B OF COS NO. 22075 IN THE NE1/4 SW1/4 IN SECTION 7, TOWNSHIP 30 NORTH, RANGE 20 WEST, P.M.M., FLATHEAD COUNTY, MONTANA.

Councilor Lovering motioned to approve the final reading of Ordinance # 832, seconded by Councilor Shepard with council voting as follows. Ayes: Shepard, Lovering, Robinson, and Barnhart. Noes: Price and King.

RESOLUTION # 1936

A RESOLUTION AMENDING SPECIFIED FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2025.

Councilor Robinson made motion to approve Resolution # 1936, seconded by Councilor Shepard with council voting as follows. Ayes: Price, Robinson, Shepard, King, Lovering and Barnhart.

REPORTS / BUSINESS FROM MAYOR & COUNCIL:

Councilor Lovering inquired about the prohibition of cloven-hoofed animals in city limits. Mayor Barnhart said it was looked at it as urban area not rural.

Councilor Shepard said he could not get the zoom meeting to work at the last meeting, and later found out he was given the incorrect meeting information.
There is a person giving the city’s name out on bear issues. She was portraying that Columbia Falls has bears at all times, which is incorrect said Shepard.

Councilor Price inquired about a price on the slide replacement at Marantette Park. Public Works Director Bates replied staff is in the process of getting quotes.

Councilor King said the zoom meeting has good audio quality.

Mayor Barnhart asked if folks could hear better with the new sound system place. Some replied they could hear very well.

CITY MANAGER REPORT

The recruitment for the City Manager position is moving along. Semifinalist interviews were held last Friday and Saturday. There were a total of 8 applicants that were interviewed. City Manager Shrives said on February 10^{th} there will be a special executive meeting to go over the interviews to select the top 4-5 candidates to come in person for a final interview with council. Final interviews will be held on March 7, 2025.

Discussion on Senate Bill 382 grant allocation and necessary studies and consultants. Shrives said it looks like the city may get $391,000. The city will have to do some land use planning with the Growth Policy, a consultant, and get RFP's out.

DEQ violation letter was resolved with no violations.

Announcement of RAISE grant open house will be February 19, 2025 from 5:00 p.m. to 7:00 p.m.

MISCELLANEOUS

Correspondence

ADJOURN: Councilor Lovering made motion to adjourn, seconded by Councilor Robinson and the meeting adjourned at 7:51 p.m.

____
Mayor

____
City Clerk

CITY OF COLUMBIA FALLS
CITY COUNCIL SPECIAL MEETING MINUTES
HELD FEBRUARY 10, 2025

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

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

Also Present: Interim City Manager Shrives, City Clerk Staaland, Fire Chief Weeks and Michael Boese (Clear Career Professionals) via zoom.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: Councilor Lovering motioned to approve the agenda, seconded by Councilor Robinson and the motion carried.

NEW BUSINESS: City Manager Candidate Review

EXECUTIVE SESSION:
Mayor Barnhart closed this portion of the meeting for Council deliberations as the individual's right to privacy exceeds the public's right to know.

ADJOURN: Councilor Lovering motioned to adjourn, seconded by Councilor Shepard and the meeting adjourned at 8:05 p.m.

____
Mayor

____
City Clerk

CHANGE ORDER NO.: 3

Owner:	City of Columbia Falls	Owner's Project No.:	N/A
Engineer:	HDR Engineering, Inc.	Engineer's Project No.:	10330911
Contractor:	Prospect Construction, Inc.	Contractor's Project No.:	N/A
Project:	WWTP Improvements		
Contract Name:	WWTP Improvements		
Date Issued:	January 29, 2025	Effective Date of Change Order:	January 29, 2025

The Contract is modified as follows upon execution of this Change Order:

Description:

The purpose of this Change Order is to provide:

- **304SST pipe and mud valves in the MLR Box in lieu of ductile iron pipe and butterfly valves, respectively, and**
- **316 SST bolt kits in lieu of mechanically galvanized bolt kits.**

Attachments:

A cost breakdown from Prospect Construction, Inc.

Change in Contract Price	Change in Contract Times
Original Contract Price: $ 5,125,000.00	Original Contract Times: Substantial Completion: August 15, 2025 Ready for final payment: September 30, 2025
Decrease from any previously approved Change Orders to Current Change Order: $ -786,801.25	Increase or Decrease from any previously approved Change Orders to Current Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: $ 4,338,198.75	Contract Times prior to this Change Order: Substantial Completion: August 15, 2025 Ready for final payment: September 30, 2025
Decrease this Change Order: $ -5,445.17	Increase or Decrease this Change Order: Substantial Completion: 0 Ready for final payment: 0
Contract Price incorporating this Change Order: $ 4,332,753.58	Contract Times with all approved Change Orders: Substantial Completion: August 15, 2025 Ready for final payment: September 30, 2025

	Recommended by Engineer (if required)	Accepted by Contractor
By:	Rickey Schultz Schultz Jr., Rickey L Digitally signed by Schultz Jr., Rickey L Date: 2025.01.29 09:36:22 -07'00'	Ethan Starbuck
Title:	Project Manager	Project Manager
Date:	1/29/2025	2/4/2025

	Authorized by Owner	Approved by Funding Agency (if applicable)
By:	Mark Shrives	
Title:	Interim City Manager	
Date:		

PROSPECT
CONSTRUCTION, INC.
PH. (253) 446-1600
FX. (253) 446-1601

January 9th, 2025

City of Columbia Falls
Building Department
City Hall
130 6th St West
Columbia Falls, MT 59912

Attn: Rickey Shultz

Re: Columbia Falls WWTP Improvements
PCI Change Order Proposal – Pricing for Approval
Stainless Steel MLR Piping and Valve Substitution

Dear Mr. Shultz

Prospect is pleased to provide this change proposal for substituting MLR ductile pipe materials for 304 SST pipe, as well as substituting the 16" butterfly valves called for in the MLR box to 16" stainless steel Trumbull mud valves, PN #1367-1356

Summary of Change Proposal Costs:

Additions	**$47,098.49**
Custom Fabricated 304 SST Pipe	$26,175.00
Stainless Steel Trumbull Mud Valves 1367-1356	$12,230.21
Project Engineering (10hrs)	$1,050.00
Additional Detailing (15hrs)	$1,500.00
GC Fee Increase (15%)	$6,143.28
Credits	**$50,648.44**
Credit for Ductile Pipe	($25,184.77)
Credit for 16" Butterfly Valves	($23,051.84)
Contractor's Fee Credit (5%)	($2,411.83)
Subtotal of Additions and Credits	($3,549.95)
CGRT Reduction	($35.00)
Total Credit	**($3,584.95)**

Enclosed is cost justification for the additions and credits. Please don't hesitate to reach out if you have any questions.

Sincerely,

Ethan Starbuck
Project Manager
PROSPECT CONSTRUCTION, INC.

MEMO

TO: Interim City Manager Shrives
FROM: City Clerk Staaland
SUBJECT: Employee Incentive Program
DATE: 02/06/25

Karl Weeks (hire date 02/03/2025) is eligible to receive his **5 years** of service pin. Please add him to the Tuesday, February 18, 2025 agenda for formal presentation of his City Logo Pin. I will include his incentive stipend of $50.00 on his 02/14/2025 payroll check.

Thank you,

COLUMBIA FALLS
MONTANA

City Council
Agenda Item Summary

Title: Request for City Sewer Service.

Date: 02/12/2025

Staff Contact: Shawn Bates

AGENDA ITEM SUMMARY: City Of Columbia Falls Request for Sewer Service and Waiver of Protest to Annexation.

BACKGROUND: The property owners at 15 16th St E are requesting to connect to city sewer service due to a failing septic tank. The property is outside of the city limits however there is sewer available in front of the property. The sewer in front of the property is a 1 ¼" force main that was installed in 2010 due to a failing septic at 25 16th St E. There were 4 subject properties that were approved to hook to the force main (25 16th St E, 15 16th St E, 20 16th St E and 1605 S Nucleus Ave.) There was a 10-year Developers Extension Agreement in place at the time the force main was installed which has since expired (09/07/2020).

ANALYSIS: The sewer force main has a service stub out to 15 16th St E and has been previously reviewed and approved by the City and MT DEQ.

FINANCIAL CONSIDERATIONS: The city will collect Plant Investment Fees in the amount of $3,150.53 for this property.

STAFF RECOMMENDATION: I recommend the approval of this sewer service connection to the City's sanitary sewer system.

SUGGESTED MOTION: Motion to approve Request for City Sewer Service and Waiver of Protest to Annexation for property located at 16th St E.

ATTACHMENTS: City of Columbia Falls Request for Water/Sewer Service. Waiver Of Protest to Annexation.

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 11th day of February, 2025, by Paul Johnson and Stephanie Bonet at 15 16th Street East, 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:

PARCEL 1: LOTS ONE (1) AND TWO (2) OF BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS, MONTANA, ACCORDING TO THE MAP OR PLAT THEROF ON FILE AND OF RECORD IN THE OFFICE OF THE CLERK AND RECORDER OF FLATHEAD COUNTY, MONTANA.

AND THAT PORTION OF THE WEST HALF OF THE ABANDONED ROADWAY LYING EAST OF AND IMMEDIATELY ADJACENT TO LOT 1, BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS.

PARCEL 2: LOT THREE (3) OF BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS, MONTANA, ACCORDING TO THE MAP OR PLAT THEROF ON FILE AND OF RECORD IN THE OFFICE OF THE CLERK AND RECORDER OF FLATHEAD COUNTY, MONTANA
(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:
Paul Johnson
Name/Signature/Title

Stephanie M Bonet
Name/Signature/Title

STATE OF MONTANA)
) ss.
County of Flathead)

On this 11th day of February, 2025 before me, the undersigned, a Notary Public for the State of Montana, personally appeared Paul Johnson & Stephanie Bonet known to me to be Property owners, 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.

Barb Staaland
Notary Public for the State of Montana
Full Printed Name: Barb Staaland
Residing at: Columbia Falls
My commission expires: 01-19-2027
(Place full 4-year digits)

(SEAL)

BARB STAALAND NOTARIAL SEAL STATE OF MONTANA
BARB STAALAND
NOTARY PUBLIC for the
State of Montana
Residing at Columbia Falls, Montana
My Commission Expires
January 19, 2027

CITY OFCOLUMBIA FALLS
REQUEST FOR WATER/SEWER SERVICE

DATE: 2/11/2025

OWNER NAME: Paul Johnson and Stephanie Bonet

ADDRESS: 15 16th St E
Columbia Falls, MT
59912

LEGAL DESCRIPTION:

PARCEL 1: LOTS ONE (1) AND TWO (2) OF BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS, MONTANA, ACCORDING TO THE MAP OR PLAT THEROF ON FILE AND OF RECORD IN THE OFFICE OF THE CLERK AND RECORDER OF FLATHEAD COUNTY, MONTANA.
AND THAT PORTION OF THE WEST HALF OF THE ABANDONED ROADWAY LYING EAST OF AND IMMEDIATELY ADJACENT TO LOT 1, BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS.
PARCEL 2: LOT THREE (3) OF BLOCK 3 OF NUCLEUS ADDITION, COLUMBIA FALLS, MONTANA, ACCORDING TO THE MAP OR PLAT THEROF ON FILE AND OF RECORD IN THE OFFICE OF THE CLERK AND RECORDER OF FLATHEAD COUNTY, MONTANA

DESCRIPTION OF SERVICE REQUEST:

Connection to City of Columbia Falls sewer service due to septic failure

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.

Paul Johnson 2/11/25

Owner Signature Date

Stephanie M Bonet

To be completed by City:

Date Extension(s) approved by City Council:__________

Date approved by MT DEQ:__________

Date of Final Acceptance by City:__________

COLUMBIA FALLS
MONTANA

City Council
Agenda Item Summary

Title: Grant Funding for a Full Time DUI Officer and overtime funding for STEP.

Date: February 18, 2025

Staff Contact: Chief Chad Stephens

AGENDA ITEM SUMMARY: Grant application approval for a full time DUI enforcement officer and Selective Traffic Enforcement Program (STEP) funding.

BACKGROUND: The Montana Department of Transportation offers grant funding to support its strategies under the Comprehensive Highway Safety Plan (CHSP). In 2024 the Columbia Falls Police Department arrested 107 people for DUI and responded to 233 collisions in Columbia Falls. One of those collisions was a fatality and the causing driver was intoxicated. Officers also conducted 3,216 traffic stops and issued 1,950 traffic citations in 2024.

ANALYSIS: The Montana Department of Transportation, through its State Highway Traffic Safety Section, has grant funding opportunities for FFY 2026 projects. The attached application contains two projects. The first is funding for a full time DUI officer with the Columbia Falls Police Department. The grant supplies funding for 100% of the officer’s salary and benefits. It also supplies funding for traffic related training and equipment. The second portion of this grant project is $15,000.00 in funding for STEP overtime.

The Columbia Falls Police Department currently has a $16,000.00 grant for STEP overtime funding. This STEP grant has been in place with CFPD for many years. The current STEP funding will be reduced to $15,000.00. However, the city/ department will receive $135,262.56 to pay for the wages and benefits for a full-time officer to be assigned to DUI and other traffic related enforcement duties. Also included in the grant is an additional $15,000.00 to pay for DUI enforcement specific training and equipment.

If the grant becomes defunded the council would have to decide whether or not to fund the position. There are currently five other communities/ Police Departments in Montana who have this same grant. Those other agencies are, Flathead County (1 year), Kalispell PD (1 Year), Missoula PD (1 year), Billings PD (First year) and Helena PD (6 years).

The CHSP has four goals:

- Impaired driving enforcement.
- Use of safety restraints and reduction of unrestrained vehicle occupants.
- Reduction of roadway departures and intersection collisions.
- Enhanced emergency response and post-crash care.

Benefits:

- Full time DUI officer devoted to impaired driving enforcement as well as other dangerous driving behaviors.
- Will be trained as a Drug Recognition Expert (DRE). To enhance enforcement efforts with drug impaired DUIs.
- All CFPD officers will be Advanced Roadside Impaired Driving Enforcement (ARIDE) trained. This will enhance all officers' abilities to detect impaired drivers.
- Full time DUI officer will be able to take over DUI investigations from normal patrol officers allowing them to return to normal patrol duties.
- New Portable Breath Testers (PBTs) and Tint Meters for the department.
- Overtime for the full-time DUI enforcement officer can be paid out of the other STEP $15,000.00 as long as it is related to DUI enforcement efforts and traffic related activities and investigations.

FINANCIAL CONSIDERATIONS: This is a 100% grant funded project.

STAFF RECOMMENDATION: Recommend Approval.

SUGGESTED MOTION: Approval of the application to the Montana Department of Transportation's State Highway Traffic Safety Section funding opportunity for Federal Fiscal Year 2026 projects as outlined in the attached application.

ATTACHMENTS: Complete grant application ready for submission.

Item No.8.

Montana Grants and Loans

Application

137590 - Law Enforcement Only - FFY2026 State Highway Traffic Safety - Final Application

137787 - Law Enforcement Only - FFY2026 State Highway Traffic Safety
MDT - Highway Traffic Safety

Status:	Editing	**Submitted Date:**		**Submitted By:**	

Applicant Information

Primary Contact:

Name:* Mrs. (Salutation) Angela (First Name) E (Middle Name) Burns (Last Name)

Title:

Email:* aburns@colfallsmt.com

Alternate Email

Address:* 130 6th St. W

* Columbia Falls (City) Montana (State/Province) 59912 (Postal Code/Zip)

Phone:* 406-892-3235
Phone
###-###-####
Ext.

Alternate Phone

Fax:

Item No.8.

Organization Information

Name:*	Columbia Falls, City of		
Organization Type:	City Government		
Organization Website:	cityofcolumbiafalls.org		
Address:*	130 6th Street West		
*	Columbia Falls City	Montana State/Province	59912 Postal Code/Zip
Phone:*	406-892-4388		
Ext.			
Alternate Phone	406-892-4391		
Fax:	406-892-4413		
Email address	staalandb@cityofcolumbiafalls.com		
Alternate Email			
Vendor ID			

Project Identification

Project Director - Individual that is responsible for contract implementation

Name*	Chad First Name	Stephens Last Name	
Title*	Chief of Police		
Agency/Organization*	City of Columbia Falls		
Mailing Address*	130 6th Street West		
*	Columbia Falls City	Montana State	59912 Zip Code
E-mail Address*	cstephens@colfallsmt.com		
Phone Number*	406-892-3226		

Project Manager/Point of Contact (individual responsible for day-to-day activities)

Name	Chad First Name	Stephens Last Name	
Title	Chief of Police		
Agency/Organization	City of Columbia Falls		
Mailing Address	130 6th Street West		
	Columbia Falls City	Montana State	59912 Zip Code
E-mail Address	cstephens@colfallsmt.com		
Phone Number	406-892-3226		

Authorized Official for Grantee (City/County Commissioner Chair, Mayor, Chief Executive Officer, Department Head or President of Board of Directors).

Name*	Mark First Name	Shrives Last Name	
Title*	City Manager		
Agency/Organization*	City of Columbia Falls		
Mailing Address*	130 6th Street West		
*	Columbia Falls City	Montana State	59912 Zip Code
E-mail Address*	citymanager@cityofcolumbiafalls.com		
Phone Number*	406-892-4384		

Budget Representative (Individual responsible for the accounting practices).

Name	Jessica First Name	Rice Last Name
Title	Finance Director	
Agency/Organization	City of Columbia Falls	
Mailing Address	130 6th Street West	

Item No.8.

Columbia Falls	Montana	59912
City	State	Zip Code

E-mail Address financedirector@cityofcolumbiafalls.com

Phone Number 406-892-4327

UEI Number

Organization's UEI Number*

102366739-DUNS ID
UEI-CWH8E9BX81F9

Project Narrative

Executive Summary

Executive Summary (6500 characters allowed)*

The Columbia Falls Police Department, Full-Time DUI Officer Program provides a full-time police officer to enforce DUI laws and other traffic violations.

This enforcement program corresponds with the CHSP objectives of creating strategies to reduce impaired driving related fatalities and serious injury collisions. Use of vehicle safety restraints and reduction of unrestrained vehicle occupant related deaths and serious injuries. Reduction of roadway departures and intersection crashes resulting in fatalities and serious injuries and enhanced emergency response and post-crash care to reduce mortality and enhance crash survivability.

This project allows an additional on-duty officer to conduct traffic patrol on Hwy 2 West from its intersection with Hwy 40 through the city limits of Columbia Falls to the intersection of Hwy 2 and Hwy 206. This officer will target impaired drivers, distracted drivers (those using handheld cellular devices prohibited by city ordinance), speeding, and drivers exhibiting dangerous driving behavior. As the Gateway to Glacier National Park (GNP), the increase of motor vehicle traffic on Hwy 2 which bifurcates the City of Columbia Falls is increasing exponentially each year with GNP seeing its all-time high visitor rate in 2024. Additionally, Nucleus Ave, a state highway, which runs north in Columbia Falls and directly connects with Railroad Street and N. Fork Rd in the City of Columbia Falls has a huge volume of recreational traffic because the N. Fork Rd is the direct route into the N. Fork recreational area, a vast National Forrest bordered by Glacier National Park.

The Columbia Falls Traffic Enforcement Project provides additional traffic patrols that also correspond to CHSP objectives which will augment the full-time DUI officer. This will allow officers to conduct patrols targeting DUIs, Dangerous and distracted driving as well as restraint enforcement when the full-time DUI officer is not working. It will also allow the Columbia Falls Police Department to deploy officers outside normally scheduled work shifts and during events in Columbia Falls and in neighboring communities where alcohol is served to provide additional enforcement and a visible deterrence.

Problem/Needs Statement

Problem/Needs Statement (6500 characters allowed)*

The Columbia Falls Police Department, Full Time DUI Officer Program provides a full-time police officer to enforce impaired driving laws, safety restraints, reduce roadway departures and intersection collisions and provide enhanced post-crash care. Traffic Enforcement Project allows officers to augment the full-time DUI position with selective enforcement efforts during events, time periods outside the full-time DUI officer's normally scheduled shift, and effectively respond to emerging trends in dangerous driving habits. The full-time DUI Officer would be able to take over DUI investigations from patrol officers who stop a suspected impaired driver. This would allow the patrol officer to be able to respond to the continually rising call volume in Columbia Falls.

The City of Columbia Falls is a small city with limited resources and has a population of 5,723 (2023 est.). It is divided in half by Hwy 2 which is the direct route to Glacier National Park. The Park receives approximately 3 million visitors a year through the West entrance, all arriving by some form of motor vehicle traveling on Hwy 2. The city does not have the financial ability to dedicate a full-time police officer to impaired driving and traffic enforcement. The Montana Highway Patrol is also stretched very thin and the Columbia Falls Police Department regularly responds to collisions and other calls for service in their jurisdiction to help augment their efforts.

Currently, the city has 11 police officers and a working chief which serves a growing community with increasing calls for service. The massive influx of traffic from all over the country to recreate here presents a unique problem, one for which we are not staffed to deal with. Officers are not able to focus solely on traffic issues because of calls for service.

Despite increased calls for service Columbia Falls Police Officers arrested 107 people for impaired driving and responded to 233 collisions in 2024. They also conducted 3,216 traffic stops and issued 1,950 traffic citations in 2024. Hwy 2 is a well-used thoroughfare for large commercial vehicles such as logging trucks and those carrying commercial goods as well as large pieces of machinery.

Goal(s)

Goal(s) (1000) characters allowed)*

The goal of the Columbia Falls full-time DUI Officer and Traffic Enforcement Project is to increase the safety of the motoring public and pedestrian traffic along Hwy 2, Nucleus Ave, and throughout the Columbia Falls community. The increased enforcement will reduce dangerous driving behaviors with a more visible and constant police presence. Active and constant DUI enforcement patrols working to ensure traffic laws are being adhered to especially DUI, seat belt usage and distracted driving are key aspects of a safe community. The ability for residents and visitors to travel safely throughout the community will have a positive impact on the overall Columbia Falls community.

Data Collection and Analysis

Data collection and analysis to ensure transparency.*

The Police Chief will gather all data related to this position including the number of traffic stops, DUI arrests, citations issued, warnings, and collision response. This information will be reported quarterly to MDT. The Chief will analyze current data to deploy resources to maximize the effectiveness of enforcement and deterrence efforts.

Community Collaboration Efforts

Discussion of planned community collaboration efforts related to traffic enforcement. *

The City of Columbia Falls would not be able to provide a dedicated officer to exclusively focus on dangerous driving, specifically DUI enforcement. With the enormous increase in recreational traffic for visitors heading to Glacier National Park and the vast forest areas and water recreational access areas surrounding Columbia Falls, the traffic volume is staggering to deal with.

Our Community Collaboration would be as follows:

Work with local media to advertise and give fair warning the new position within the department will be focusing on impaired drivers and dangerous driving behaviors.

Participate in Valley-Wide traffic enforcement and education campaigns on impaired driving, distracted driving, and vehicle passenger restraint use.

Additionally, working locally with the Columbia Falls High School to educate student on the hazards of impaired and distracted driving as well as the benefits of restraint use and having a designated driver. Having the availability of an officer to focus on this important safety issue and be able to respond to collision scenes to help mitigate sustained injuries.

Employ advertising on department social media about the dangers of impaired driving, intersection safety and not using vehicle safety restraints.

Be present at community gatherings and present literature on the dangers of impaired driving, intersection safety and not using vehicle safety restraints.

Objectives: STEP and SETT Only

Objectives: STEP and SETT Only 1	
Period(s)	Period 3
Objective*	Labor Day High Visibility Mobilization
Target Population/Date/Event Name(250 character limit)	
All drivers - Labor Day includes high traffic through Hwy 2 in Columbia Falls and it is always the first week of school. The Labor Day event would include scheduling STEP shifts to increase seat belt usage and reduce impaired driving.	
Activities(1000 character limit)	
Full-time DUI Officer reguarly scheduled. Schedule STEP shifts to conduct a visible and active patrol. Coordinate with other law enforcement agencies to ensure extra coverage.	
Responsible Person/Party(250 character limit)	

Chief of Police and Patrol Sergeants.
Outcome(500 character limit)
Increased traffic safety and awareness through the City on Hwy 2. Increased seat belt and child safety seat use. Reduced impaired and distracted driving.

Objectives: STEP and SETT Only 2	
Period(s)	Period 1
Objective*	Winter High Visibility Mobilization
Target Population/Date/Event Name(250 character limit)	
All drivers - includes the standard winter holidays as well as special events in the Flathead: Winter Carnival, Canadian holidays, and Cabin Fever Days	
Activities(1000 character limit)	
Coordinate with other law enforcement agencies and schedule STEP shifts to cover the high traffic holidays and events. Full-time DUI Officer reguarly scheduled.	
Responsible Person/Party(250 character limit)	
Chief of Police and Patrol Sergeant.	
Outcome(500 character limit)	
Targeted visible traffic enforcement to discourage impaired or distracted driving, and encourage seat belt use.	

Objectives: STEP and SETT Only 3	
Period(s)	Period 3
Objective*	Special Event High Visibility Mobilization
Target Population/Date/Event Name(250 character limit)	
Heritage Days - last full weekend in July. Large community celebration with class reunions and other events that include alcohol. This campaign would target impaired driving for all ages as well as safe driving, including seat belt use.	
Activities(1000 character limit)	
Schedule STEP shifts and regular shifts of all Columbia Falls police officers for Friday and Saturday night of Heritage Days. Additionally, the City would coordinate with the Flathead County Sheriff for extra patrol and assistance, including the Posse. Full-time DUI Officer reguarly scheduled.	
Responsible Person/Party(250 character limit)	
Chief of Police	
Outcome(500 character limit)	
Decrease impaired driving, reduce traffic accidents.	

Objectives: STEP and SETT Only 4

Period(s)	Period 3
Objective*	Sustained Enforcement
Target Population/Date/Event Name(250 character limit)	
All drivers - high volume traffic to/from Glacier National Park from June - Sept.	
Activities(1000 character limit)	
Schedule STEP shifts to cover high volume traffic. Full-time DUI Officer reguarly scheduled.	
Responsible Person/Party(250 character limit)	
Chief of Police/Patrol Sergeant.	
Outcome(500 character limit)	
Increase traffic safety through the City of Columbia Falls.	

Objectives: STEP and SETT Only 5	
Period(s)	Period 1
Objective*	Sustained Enforcement
Target Population/Date/Event Name(250 character limit)	
Qtr. 1 includes the holiday season (Thanksgiving, Christmas, New Year’s Eve). Additionally, Columbia Falls celebrates the Night of Lights the first Friday of December. STEP shifts will be scheduled to enhance public safety during the holiday season. We will also work with the Flathead County Alcohol Enforcement Team or CARE program to reduce underage drinking/driving. Target population - all, particularly young or impaired drivers who are operating a motor vehicle in a manner that endangers others to include speeding, distracted driving, failing to wear seat belts, and careless/reckless driving.	
Activities(1000 character limit)	
Identify key time frames to schedule STEP shifts: Coordinate STEP shifts with the other agencies (Flathead County, Highway Patrol, City of Kalispell, City of Whitefish). Community events, parades, or gatherings involving alcohol sales and consumption. Prom, High School athletics, and other school related functions where alcohol consumption is usually increased. Full-time DUI Officer reguarly scheduled. Saturation patrols after special community events where vehicle traffic is significantly increased, and the probability of alcohol impaired driving is extremely high.	
Responsible Person/Party(250 character limit)	
Chief of Police and Patrol Sergeants	
Outcome(500 character limit)	
The ultimate outcome of the STEP patrols is a safer community for all those traveling in and around the City. An increase in patrol activity not only affects those who are stopped, but slows down other traffic and increases awareness of drivers who see the presence of police officers.	

Objectives: STEP and SETT Only 6	
Period(s)	Period 2

Objective*	Sustained Enforcement
Target Population/Date/Event Name(250 character limit)	
The Feb 1 - May 31 time period includes icy roads and special events in the Flathead: Winter Carnival in Whitefish, Canadian holidays and Canyon Fever Days in Hungry Horse, all creating increased traffic through Columbia Falls, including impaired drivers. In addition, this quarter includes St. Patrick's Day and Memorial Day. Toward the end of the period, spring sets in and there are more families and young adults on the roadways attending sporting events, vacations, and enjoying the sunshine. Target population, all drivers who may be impaired by alcohol or drugs, or distracted by handheld electronic devices.	
Activities(1000 character limit)	
Schedule STEP shifts according to activities to ensure adequate coverage. Have a very visible police force -marked patrol cars, proactive patrol, and increased patrols in high visibility areas. Full-time DUI Officer reguarly scheduled.	
Responsible Person/Party(250 character limit)	
Chief of Police and Patrol Sergeants	
Outcome(500 character limit)	
Increase the number of agencies working together to deter/prevent impaired driving in the Flathead Valley, particularly on Hwy 2 West.	

Objectives: STEP and SETT Only 7	
Period(s)	Period 3
Objective*	Sustained Enforcement
Target Population/Date/Event Name(250 character limit)	
The June 1 - Sept 30th period includes the higher summer tourist traffic volumes; as well as summer events: Heritage Days in Columbia Falls, 4th of July activities valley-wide as well as the beginning of the school year and Labor Day. STEP shifts would be scheduled to enforce seat belt use, as well as deterring and preventing impaired driving and distracted driving. The target poplulation is all drivers on the road.	
Activities(1000 character limit)	
Schedule STEP shifts according to holidays and special events. Coordinate with other law enforcement agencies in the Flathead valley to ensure adequate coverage. Full-time DUI Officer reguarly scheduled. Work with Flathead Care on media coverage of STEP shifts.	
Responsible Person/Party(250 character limit)	
Chief of Police and/or Patrol Sergeants.	
Outcome(500 character limit)	
Decrease alcohol related incidents/accidents. Decrease the number of unrestrained occupant fatalities and serious injuries. Safer traffic through the City.	

A. Personnel Services

Description	Type of Personnel Service	Proposed MDT-SHTSS Funding	Matching Funds	Total
Overtime Wages,STEP Shift Related Courtroom Testimony	Salary	$135,262.56	$0.00	$135,262.56
STEP	Overtime	$15,000.00	$0.00	$15,000.00
		$150,262.56	$0.00	$150,262.56

Personnel Services Narrative

One full-time DUI Officer scheduled during peak DUI times. Officers work 8 and 10 hour "STEP" shifts, targeting holidays, summer traffic and high traffic/high risk days. Officers are paid at an overtime rate to work these special shifts as determined according to each officer's placement on the salary schedule. These shifts are in addition to a regularly scheduled shift. Fringe benefits include only the direct payroll cost of paying for the shifts worked: medicare, unemployment and workers' compensation. Officers work as many shifts as funding and staffing allows.

B. Contracted Services

Description	Type of Contract Service	Proposed MDT-SHTSS Funding	Matching Funds	Total
		$0.00	$0.00	$0.00

Contracted Services Narrative

C. Operating Expenses

Description	Type of Operating Expense	Proposed MDT-SHTSS Funding	Matching Funds	Total
Training	Other	$10,000.00	$0.00	$10,000.00
		$10,000.00	$0.00	$10,000.00

Operating Expenses Narrative

ARIDE training for all officers and Drug Recognition Expert (DRE) for full-time DUI assigned officer.

D. Travel

Description	Type of Travel	Proposed MDT-SHTSS Funding	Matching Funds	Total
		$0.00	$0.00	$0.00

Travel Narrative

E. Equipment

Description	Proposed MDT-SHTSS Funding	Matching Funds	Total
Equipment	$5,000.00	$0.00	$5,000.00
	$5,000.00	$0.00	$5,000.00

Equipment Narrative

Item No.8.

Intoximeters and tint meters at $5,000.

F. Indirect Costs

Description	Proposed MDT-SHTSS Funding
	$0.00

Indirect Costs Narrative

Total Project Budget

Combined Totals For All Columns

Total Proposed MDT-SHTSS Funding	$165,262.56
Total Matching Funds	$0.00
Combined Total	$165,262.56

Percentages

SHTSS Share of Project	100.0%
Match Percent	0%

Agreement

The National Highway Traffic Safety Administration (NHTSA) requires the SHTSS to obtain written request from local subdivisions when they want to participate in state administered programs such as paid media. To ensure that the local community has a "voice" in the expenditure of federal funding, please indicate a choice below:

If applicable, we would request that MDT include our community in statewide media messages that support highway traffic safety efforts.

Yes	Yes
No	
Full Name*	Chad Stephens
Title*	Chief of Police

Attachments

Columbia Falls Fire Department
January 2025 Inspections

Item No.9.

Business Name	Address	Date Inspected	Reinspection Date
Columbia Falls High School	610 13th St W	1/2/2024	
Mudman Gallery	1022 9th St W	1/9/2025	1/10/2025
Arena Investments LLC	62 Arcadia Way	12/24/2024	1/10/2025
Hailey Saur	816 10th St W	5/1/2024	1/13/2025
Carol Walsh	850 Riparian Dr	1/22/2025	

Columbia Falls Fire Department
2025 Runs

Item No.9.

	Jan	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Calls YTD 2	2025
calls	33												33	
Weeks	20												20	60.61%
Peterson	15												15	45.45%
Smith, R.	19												19	57.58%
Thomas	18												18	54.55%
Ross	16												16	48.48%
Loughery	5												5	15.15%
Smith, K.	5												5	15.15%
Arnold	10												10	30.30%
Perkins	5												5	15.15%
Willcut	8												8	24.24%
Woodruff	8												8	24.24%
O'Brien	15												15	45.45%
Shanks	4												4	12.12%
Bates	1												1	3.03%
Stuhler	11												11	33.33%
Schrader	3												3	9.09%
Grogan	0												0	0.00%
Dickerson	4												4	12.12%
Butts	7												7	21.21%
Hogan	10												10	30.30%
Kehl, M	4												4	12.12%
Vessels	15												15	45.45%
Kienas	12												12	36.36%
Johnson	14												14	42.42%
Jost	6												6	18.18%
Atchley	1												1	3.03%
Thorsteinson	5												5	15.15%
Weber	2												2	6.06%
			#1 month		#2 month		2025 #1					Department Ave	10	28.84%
	Jan	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Calls YTD 2025	
Total calls	33												33	
Rural	19												19	57.58%
City	14												14	42.42%
Mutual Aid Received	1												1	3.03%
Mutual Aid Given	3												3	9.09%
Medical & MVA	16												16	48.48%

Columbia Falls Fire Department Incident Breakdown

Item No.9.

2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2025
Dispatches	**33**												**33**	**Dispatches**
ALS Medical Total	0												0	ALS Medical Total
BLS Medical Total	16												16	BLS Medical Total
Medical CPR	0												0	Medical CPR
Medical ALS	0												0	Medical ALS
Medical BLS	5												5	Medical BLS
Medical Lift Assist	3												3	Medical Lift Assist
MVA with injury	4												4	MVA with injury
Extrication	0												0	Extrication
Ambulance Driver	0												0	Ambulance Driver
MVA non injury	4												4	MVA non injury
Airport Emergency	0												0	Airport Emergency
Traffic Control	0												0	Traffic Control
HazMat	4												4	HazMat
Hazardous Conditions	4												4	Hazardous Conditions
CO	0												0	CO
Gas Leak/Odor inside	2												2	Gas Leak/Odor inside
Gas Leak/Odor outside	2												2	Gas Leak/Odor outside
Powerline	0												0	Powerline
Other	0												0	Other
Service	0												0	Service
Good Intent	1												1	Good Intent
Fire Alarm	1												1	Fire Alarm
False Alarm	1												1	False Alarm
Illegal burn	0												0	Illegal burn
Smoke Investigation, outside	0												0	Smoke Investigation, outside
Smoke Investigation, inside	0												0	Smoke Investigation, inside
Cancelled enroute	6												6	Cancelled enroute
Fire, residential	4												4	Fire, residential
Fire, chimney	0												0	Fire, chimney
Fire, commercial	0												0	Fire, commercial
Fire, vehicle	0												0	Fire, vehicle
Fire, vegetation, grass	0												0	Fire, vegetation, grass
Fire, vegetation, wildland	0												0	Fire, vegetation, wildland
Dispatch Totals	33												**33**	**Dispatch Totals**
Structure fires (In District)	1												1	Structure fires
Structure fires (Mutual aid)	3												3	
Acres burned	0												0	Acres burned

Columbia Falls Police Department
Monthly Activity Report
January 2025

Police	January 2025	2024	2023	2022	2021	5 Year Average
Arrests (Total)	44	25	24	13	34	28
Adult	33	22	18	10	30	23
Juvenile	11	3	6	3	4	5
Accidents Investigated	17	25	10	16	12	16
Stolen Property (Value)	42381	6367	5566	7541	59	12383
Stolen Property (Recovered)	0	4462	236	27511	27	6447
Criminal Mischief (Incidents)	2	3	5	8	2	4
Damage Amount	50	1	1600	3301	480	1086
Misdemeanor Citations Issued	179	109	65	66	207	125
Traffic Offenses	165	90	53	57	188	111
Cell Phone Viol.	6	6	1	0	57	14
DUI Offenses	12	4	3	1	7	5
Drug Offenses	6	0	0	2	4	2
Traffic Stops	288	138	138	104	258	185
Court Fines and Forfeitures	19883	17535	10042	12686	16503	15330
Miles patrolled	8039	5293	6260	7344	7408	6869
911 Phone Calls	198	248	121	99	133	160
Incident Reports	867	839	718	688	889	800
Domestic Abuse/Assaults/Disorderly	17	21	27	22	31	24
Felony Investigations/Arrest	6	4	6	9	9	7
Business Checks	75	103	68	54	65	73
Welfare Checks	6	15	10	11	5	9
Citizen Assist	41	40	47	58	60	49
Agency Assist	31	18	43	35	36	33

From: Kristine Fife <kristine@bigskypublicrelations.com>
Sent: Friday, February 14, 2025 1:00 PM
To: Kristine Fife
Subject: Columbia Falls Aluminum Company Update

Columbia Falls Aluminum Company

Hello,

On January 10, 2025, the U.S. Environmental Protection Agency (EPA) released the Record of Decision (ROD) describing its plan to clean up the Columbia Falls Aluminum Company (CFAC) Superfund site. Although there is still much to do, the release of the ROD is a significant milestone toward the remediation of the site.

According to EPA Regional Administrator K.C. Becker, "This cleanup plan reflects years of collaboration and is a crucial step in finalizing a comprehensive set of cleanup actions that will protect the health of the community and the environment. In partnership with Montana DEQ [Department of Environmental Quality] and Columbia Falls community leaders, we have worked to ensure public participation and transparency throughout the process. We are moving forward now to get the cleanup underway, protect the Flathead River, and move towards a safer, healthier future for everyone who calls the Columbia Falls area home."

What happens now?

There are still several actions that must be completed before cleanup activities can begin. With the finalization of the ROD, the Potentially Responsible Parties (PRP) and the EPA will begin Consent Decree negotiations. This is a legal agreement that provides a framework for cleanup activities. This process can take from 6 to 12 months depending on complexity.

Once the Consent Decree is finalized, the next step in the process is the Remedial Design. Remedial Design involves conducting more detailed site investigation to determine the specific designs and technical requirements needed to implement the selected remedy. This process will produce detailed designs and supporting documentation necessary to execute of the Remedial Action. Each of these phases can be very lengthy but are critical steps toward ensuring the cleanup is comprehensive and effective.

Community Liaison Panel

Over the past 10 years, a Community Liaison Panel (CLP) of community leaders and stakeholders has helped move this project forward by asking the hard questions, having thoughtful discussions, and working toward a remediation plan. The CLP still has an important role to play as this project moves toward a remediation that meets the needs of the Columbia Falls community.

The CLP will reconvene in early March to discuss the details of the ROD and what happens next. Mem the project team will present findings included in the ROD and a timeline for next steps. This meeting is open to the public and time will be provided at the end of the meeting for questions from guests. **Please note, this meeting is not part of a formal comment period and comments and questions from guests will not be recorded as such.**

Community Liaison Panel Meeting
Wednesday, March 5, 2025
6 to 8 p.m.
The Hub Downtown
533 1st Avenue E, Columbia Falls

We appreciate the community's participation in this process and look forward to continuing the conversation as we move toward site remediation.

For more information about the CFAC site and previously completed investigative efforts, please visit cfacproject.com. If you would like to review the ROD, it can be found on the EPA website.

If you have questions, please feel free to reach out to me at kristine@bigskypublicrelations.com or call the project hotline at 406-207-4484, Monday through Friday, 9 a.m. to 5 p.m.

Best regards,

Kristine Fife
On behalf of the Columbia Falls Aluminum Company