



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

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

**CITY COUNCIL REGULAR MEETING
AGENDA
MONDAY, APRIL 01, 2024
COUNCIL CHAMBERS CITY HALL**

FINANCE COMMITTEE – 6:30 P.M

(Barnhart, Lovering, Piper)

Contact City Clerk Barb Staalnd for virtual meeting registration information no later than 6:00 PM the day of the meeting by calling (406) 892-4391 or email: 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 - \$106,038.31 - April 1, 2024
- [2.](#) Approval of Special Payroll Claim- March 28, 2024 - \$1,537.69
- [3.](#) Approval of Regular Payroll Claims - March 29, 2024 - \$172,590.23
- [4.](#) Approval of March 18, 2024 Regular City Council Meeting Minutes
- [5.](#) Approval of Memorandum of Understanding - Flathead County EMS and City of Columbia Falls - Non-Transport Agencies (QRU) and authorize City Manager to execute.
- [6.](#) Approval of Records Destruction Request

VISITORS/PUBLIC COMMENT (Items not on agenda)

PRESENTATIONS:

- [7.](#) **5 Year Pin - John Paliga - WWTP Operator 2**
- [8.](#) **Fish, Wildlife & Parks - Justine Vallieres, Bear Conflict Mangagment Specialist and People and Carnivores - Ryan Wilbur: Update on Mitigating Conflict/City Partnership**

UNFINISHED BUSINESS:

9. Amended Call for Bids - WWTP Phase 2 Project

Based on input received from contractors at the pre-bid meeting on Tuesday, March 26th, the City agreed to add a week to the bid opening from April 9th to April 16th. This may require a special City Council meeting on Monday, April 22nd to award the bid.

10. Railroad Street Park/Affordable Housing Discussion Continued

NEW BUSINESS:

11. Award Bid - WWTP Scum Pump and Controls Project - Highgrade Construction - \$109,788

REPORTS / BUSINESS FROM MAYOR & COUNCIL

CITY MANAGER REPORT:

Project Updates

Police Chief - Retirement Effective August 1, 2024

CITY ATTORNEY REPORT

MISCELLANEOUS

12. Fire Department - February Activity

13. Correspondence

ADJOURN

Next Scheduled Meetings:

City Council – Regular Meeting, Monday, April 15, 2024 – 7:00 PM

Planning Board – TBD

City Planning Commission - Thursday, April 11, 2024 - 6:00 PM

City Manager Candidate - Meet and Greet - 6-7 PM, Tuesday, April 16, 2024

City Manager Candidate - Interviews (Mayor and Council) - Wednesday, April 17, 2024

03/29/24
13:45:18

CITY OF COLUMBIA FALLS
Claim Approval List
For the Accounting Period: 3/24

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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
45632		3238 360 OFFICE SOLUTIONS	441.83						
	1376473	03/13/24 FAC-BATH/SOAP/TOWEL/CLNR	435.16			1000 411200	224		101000
	C1353862	03/12/24 URINAL BLOCKS RETURN	-24.80			1000 411200	224		101000
	1378030	03/18/24 FIN-INDEX STICKY TABS	2.49			1000 410500	210		101000
	1378030	03/18/24 WTR-INDEX STICKY TABS	2.49			5210 430500	210		101000
	1378030	03/18/24 SWR-INDEX STICKY TABS	2.49			5310 430600	210		101000
	1379043	03/20/24 FIN-LAMINATING SHEETS	8.00			1000 410500	210		101000
	1379043	03/20/24 WTR-LAMINATING SHEETS	8.00			5210 430500	210		101000
	1379043	03/20/24 SWR-LAMINATING SHEETS	8.00			5310 430600	210		101000
		Total for Vendor:	441.83						
45640		3112 406 CLEANING OF COLUMBIA FALLS	3,400.00						
	362	03/25/24 FAC-MARCH JANITORIAL SERVICE	3,400.00			1000 411200	399		101000
		Total for Vendor:	3,400.00						
45631		2825 BATTERIES PLUS BULBS #647	378.00						
	P70884325	03/05/24 STR-BATTERIES FOR NUCLEUS C	378.00			2500 430200	243		101000
		Total for Vendor:	378.00						
45642		1260 CARQUEST AUTO PARTS	92.96						
	15651-4860	03/19/24 SWR-FUEL FILTER	92.96			5310 430600	231		101000
		Total for Vendor:	92.96						
45658		3028 CENTURYLINK - BUSINESS SERVICES	347.77						
	91138489	03/16/24 COMP-02/16-03/15/24	347.74			1000 410580	345		101000
	680771583	03/20/24 LONG DISTANCE CHARGES	0.03			1000 410580	345		101000
		Total for Vendor:	347.77						
45645	E	2852 CHARTER COMMUNICATIONS	312.94						
	030124	03/01/24 PD-INTERNET 03/01/24-03/31/24	157.97			1000 420100	345		101000
	030624	03/06/24 SWR-INTERNET03/06/24-04/05/24	154.97			5310 430600	345		101000
		Total for Vendor:	312.94						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45654		14 CITY OF COLUMBIA FALLS	428.51						
	032524	03/25/24 FAC-2/16/24-3/18/24	126.75			1000 411200	342		101000
	032524	03/25/24 FD-2/16/24-3/18/24	33.26			1000 420400	342		101000
	032524	03/25/24 PRKS-2/16/24-3/18/24	40.99			1000 460400	342		101000
	032524	03/25/24 STRS-2/16/24-3/18/24	94.92			2500 430200	342		101000
	032524	03/25/24 WTR-2/16/24-3/18/24	49.06			5210 430500	342		101000
	032524	03/25/24 SWR-2/16/24-3/18/24	83.53			5310 430600	342		101000
		Total for Vendor:	428.51						
45627		1711 COMFORT SYSTEMS USA	289.00						
	92015992	01/23/24 SWR-HVAC TECH	289.00			5310 430600	366		101000
		Total for Vendor:	289.00						
45619		1646 CONSOLIDATED ELECTRICAL	695.16						
	3510-10776	02/23/24 SWR-CABINET HEATERS FOR HE	695.16			5310 430600	240		101000
		Total for Vendor:	695.16						
45636		3026 DAILY INTER LAKE	597.04						
	000020179	03/03/24 BACKFLOW QUOTE NOTICE	278.24			5210 430500	331		101000
	000020374	03/10/24 SCUM PUMP SEWER BIDS	318.80			5310 430600	331		101000
		Total for Vendor:	597.04						
45660		999999 DANIELLE BENNETT	216.46						
	032724	03/27/24 WATER DEPOSIT REFUND BENNETT	216.46			5210 214010			101000
		Total for Vendor:	216.46						
45672		999999 ERYN JENKINS	164.68						
	032924	03/29/24 WATER DEPOSIT REFUND JENKINS	164.68			5210 214010			101000
		Total for Vendor:	164.68						
45662		240 FLATHEAD CONCRETE PRODUCTS, INC.	768.00						
		BEAR PROOF TRASH CAN ANCHOR PADS							
	25393	03/12/24 PRKS-BEARPROOF CAN PADS	768.00			1000 460400	220		101000
		Total for Vendor:	768.00						

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45620		1892 FLATHEAD COUNTY	300.00						
	6257 03/18/24	OWNER LIST-HAWKS ADRIAN	75.00			1000 411000	390		101000
	6258 03/18/24	OWNER LIST-LEGENDS OF FALLS	75.00			1000 411000	390		101000
	6259 03/18/24	OWNER LIST-MORELLI	75.00			1000 411000	390		101000
	6262 03/19/24	OWNER LIST-JL JAMMERS	75.00			1000 411000	390		101000
		Total for Vendor:	300.00						
45655		22 FLATHEAD COUNTY CLERK & RECORDER	21.00						
	1074534 02/16/24	WTR LIEN RELEASE	5.00			5210 430500	331		101000
	1074856 02/23/24	ORDINANCE	16.00			1000 411000	390		101000
		Total for Vendor:	21.00						
45626		3075 FLATHEAD OIL	777.95						
	24-7380 03/12/24	STRS-55/1 FLT SYN OIL 15W40	777.95			2500 430200	231		101000
		Total for Vendor:	777.95						
45667		3198 FRIESEN, MICAH	138.00						
	032724 03/27/24	PD-TRAVEL MEALS 03/25-03/29	138.00			1000 420100	380		101000
		Total for Vendor:	138.00						
45666		1378 GLACIER CLEAN CAR WASH	100.00						
	164-2024 03/23/24	PD-FLEET WASH CARD-33073	100.00			1000 420100	361		101000
		Total for Vendor:	100.00						
45653		3113 GLOBAL ARCHIVES INC	166.32						
	2023953 03/25/24	WTR-MONTHLY STORAGE AS BUILTS	83.16			5210 430500	363		101000
	2023953 03/25/24	SWR-MONTHLY STORAGE AS BUILTS	83.16			5310 430600	363		101000
		Total for Vendor:	166.32						
45650		3227 HALL, TODD	60.00						
	Dinner per diem on days of travel to/from academy per city policy 03/10/24-03/22/24								
	032524 03/25/24	Meal Per Diem Academy	60.00			1000 420100	380		101000
		Total for Vendor:	60.00						

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45629		2806 HANSON'S HARDWARE	225.98						
	609593	03/13/24 PRKS-MISC SCREWS FOR BEAR CANS	47.00			1000 460400	220		101000
	609691	03/20/24 WTR-SHOP VAC	170.99			5210 430500	212		101000
	609704	03/21/24 PRKS-60LB CONCRETE MIX	7.99			1000 460400	220		101000
		Total for Vendor:	225.98						
45671		1119 HDR ENGINEERING, INC.	67,361.45						
		WWTP AND SEWER IMPROVEMENTS PROJECT INVOICE #22, 23, & 24							
	1200586756	01/10/24 SWR ARPA INV #22 THRU DEC	14,378.52			5310 430600	930		101000
	1200595688	02/09/24 SWR ARPA INV #23 THRU JAN	45,749.65			5310 430600	930		101000
	1200602041	03/06/24 SWR ARPA INV #24 THRU FEB	7,233.28			5310 430600	930		101000
		Total for Vendor:	67,361.45						
45647		1659 HIGH COUNTRY LINEN SUPPLY	273.30						
	0586627	03/25/24 FAC-CITY HALL, POLC, CRT, FIN	236.56			1000 411200	224		101000
	0586628	03/24/24 FAC-FIRE HALL	36.74			1000 411200	224		101000
		Total for Vendor:	273.30						
45646		260 INSTY-PRINTS OF KALISPELL	85.00						
	259187	03/14/24 PD-THOMPSON. RJ BIZ CARDS	85.00*			1000 420100	210		101000
		Total for Vendor:	85.00						
45621		3233 KALISPELL FIRE DEPARTMENT	495.00						
	032124	03/24/24 FD-INCIDENT SAFETY OFFICER	495.00			1000 420100	380		101000
		Total for Vendor:	495.00						
45628		162 LOGAN HEALTH - WHITEFISH	1,732.58						
	032224	02/25/24 PD-EVID BLOOD COLLECTION	20.00			1000 420100	390		101000
	032224	03/05/24 PD-EVIDENCE	1,712.58			1000 420100	390		101000
		Total for Vendor:	1,732.58						
45648		2749 MJC & MCCA	225.00						
	032524	03/25/24 CLERKS SPRING CONFERENCE	225.00			1000 410360	380		101000
		Total for Vendor:	225.00						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45623		44 MONTANA LEAGUE OF CITIES AND	100.00						
	ML01213	03/15/24 MANGAN & BENNION SUPRT EXPENS	100.00			1000 410100	399		101000
		Total for Vendor:	100.00						
45625		2004 MONTANA STATE UNIVERSITY	180.00						
	219-41	03/13/24 FD-RESOURCE CENTER FEES	180.00			1000 420400	380		101000
		Total for Vendor:	180.00						
45670		3119 MONTANA TRUCK WORKS, LLC	15,941.26						
		Ins claim - less \$3,000 deductible (3 sep claims - same truck)							
	211462	03/13/24 FD-FIRE TRUCK Ins Claiim	6,986.89*			1000 510330	519		101000
	211606	03/28/24 FD-FIRE TRUCK MAINTENANCE	8,954.37			1000 420400	361		101000
		Total for Vendor:	15,941.26						
45638		722 MORRISON-MAIERLE, INC.	1,594.00						
	000240391	03/11/24 BIZ DISTRICT PARKNG & SIDEW	1,435.00			2310 470300	931		101000
	000240219	02/12/24 WTR ENGINEERING SERVICES BE	79.50			5210 430500	354		101000
	000240219	02/12/24 SWR ENGINEERING SERVICES BE	79.50			5310 430600	354		101000
		Total for Vendor:	1,594.00						
45644		2305 MOTOROLA SOLUTIONS, INC.	320.00						
	8281803861	01/18/24 PD-USB 128GB STICK/WI FI R	320.00			1000 420100	212		101000
		Total for Vendor:	320.00						
45622		2707 MOUNTAIN ALARM	120.75						
		ALARM MONITORING SERVICES APRIL 2024							
	136856	04/01/24 FAC-CITY HALL APRIL 24	57.35			1000 411200	366		101000
	4457108	04/01/24 FAC-FD APRIL 24	63.40			1000 411200	366		101000
		Total for Vendor:	120.75						
45641		520 NORCO, INC.	100.21						
	74519352-0	03/11/24 EMS-NITRILE GLOVES 2CS	100.21			1000 420730	220		101000
		Total for Vendor:	100.21						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45663		3085 ORTHOPEDIC REHAB INC	800.00						
	32956	02/19/24 PD-PRE EMPLOYMENT SCREENS	400.00			1000 420100	390		101000
	32956	03/11/24 FD-PRE EMPLOYMENT SCREENS	400.00			1000 420400	390		101000
		Total for Vendor:	800.00						
45649		3039 PEDERSON, LACEY	204.84						
		SPRING CONFERENCE 2024 TRAVEL REIMBURSEMENT							
	032524	03/25/24 CRTS-TRAVEL REIMBURSEMENT	204.84			1000 410360	380		101000
		Total for Vendor:	204.84						
45637		1495 PLATT ELECTRIC SUPPLY	351.68						
	4X57309	03/13/24 SWR-UV SYSTEM LFU 20AMPS	351.68			5310 430600	240		101000
		Total for Vendor:	351.68						
45624		1823 POLLARD WATER	68.77						
	0257356	03/06/24 WTR-SONOSCOPE QTY 2	68.77			5210 430500	220		101000
		Total for Vendor:	68.77						
45634		3193 POMP'S TIRE SERVICE INC	836.44						
	2090006570	03/15/24 WTR-TIRES FOR WTR TRUCK	836.44			5210 430500	232		101000
		Total for Vendor:	836.44						
45661		3192 POP A SQUAT PORTABLES	595.00						
	15556	03/25/24 PRKS-8 PORTA POTTIES	595.00			1000 460400	399		101000
		Total for Vendor:	595.00						
45669		66 POSTMASTER	2,000.00						
	ub3282024	03/28/24 SWR-BILL CARD POSTAGE	1,000.00			5310 430600	310		101000
	ub3282024	03/28/24 WTR-BILL CARD POSTAGE	1,000.00			5210 430500	310		101000
		Total for Vendor:	2,000.00						
45635		1042 SANDS SURVEYING, INC.	1,548.75						
	38320	03/19/24 P/Z-ROUTINE SRVS 02/19-03/14	1,548.75			1000 411000	399		101000
		Total for Vendor:	1,548.75						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
45651		2755 SHERWIN-WILLIAMS CO	290.55						
	5021-1	03/13/24 FAC-PAINT BLACK/GOLD	222.82*			1000 411200	240		101000
	4858-7	03/05/24 FAC-PAINT WHITE/BLK/DEEP GOLD	67.73*			1000 411200	240		101000
		Total for Vendor:	290.55						
45643		2890 SPOKANE HOUSE OF HOSE, INC	530.00						
	1049957	03/13/24 SWR-HANNAY .3/8"X175' CRANK	530.00			5310 430600	220		101000
		Total for Vendor:	530.00						
45657		1644 THE CHEMNET CONSORTIUM	105.00						
	121786	03/25/24 STRS-DRUG SCREEN COX. M	105.00*			2500 430200	399		101000
		Total for Vendor:	105.00						
45652		2699 THE MAIL ROOM, INC	193.24						
		INVOICE #D119207							
	D119207	03/18/24 PD-MAIL SRVS 03/01-03/15	3.87			1000 420100	310		101000
	D119207	03/18/24 FIN-MAIL SRVS 03/01-03/15	35.16*			1000 410500	310		101000
	D119207	03/18/24 WTR-MAIL SRVS 03/01-03/15	31.20			5210 430500	310		101000
	D119207	03/18/24 SWR-MAIL SRVS 03/01-03/15	31.20			5310 430600	310		101000
	D119207	03/18/24 CRT-MAIL SRVS 03/01-03/15	55.81			1000 410360	310		101000
	D119207	03/18/24 PLN-MAIL SRVS 03/01-03/15	36.00			1000 411000	310		101000
		Total for Vendor:	193.24						
45630		1623 THE UPS STORE #4515	26.13						
	020573	03/16/24 PD-EVIDENCE SHIPPING	12.67			1000 420100	310		101000
	020741	03/25/24 PD-EVIDENCE SHIPPING	13.46			1000 420100	310		101000
		Total for Vendor:	26.13						
45659		84 WESTERN BUILDING CENTER	37.76						
	4I727324	03/20/24 WTR-SFTY MARKER	5.29			5210 430500	240		101000
	4I728069	03/21/24 PRKS-3PC SOCKET ADAPTER SET/	22.48			1000 460400	240		101000
	4I725231	03/19/24 PRKS-HOSE BIB	9.99			1000 460400	240		101000
		Total for Vendor:	37.76						
		# of Claims	48	Total:	106,038.31	# of Vendors	47		
		Total Electronic Claims			312.94				
		Total Non-Electronic Claims			105725.37				

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CITY OF COLUMBIA FALLS
Claim Approval Signature Page
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April 1, 2024

Council Meeting Date: _____

\$106,038.31

Claims Submitted to Council: \$ _____

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

Prepared By: Shawn Bates, Finance Director
S. Bates

Approved by Susan M. Nicosia, City Manager
S. Nicosia

City Council to Approve by motion on consent agenda

Mayor and Council -

The following claims are large or unusual:

HDR Engineering - WWTP Project Engineering - 3 months - \$67,361.45. City officials met w/HDR regarding contract paraments and add'l \$69K in preliminary and final design engineering. HDR will offset w/a credit. City not obligated to pay above original contract amount.

MT Truck Works - Fire truck repair - \$6,986.89 - will net to \$3k with insurance reimbursement, 3 claims same truck.

Other claims are routine in nature. Please contact me if you have any questions on any claim.

Susan

Total for Payroll Checks

	Employee	Employer	Amount
J001 HOURS (CLOTH ALLOW)	0.00		-406.25
TRMS HOURS (Termination Sick Pay)	5.86		136.07
TRMV HOURS (Termination Vacation Pay)	79.41		1,843.90
GROSS PAY	1,573.72	0.00	
NET PAY	1,162.14	0.00	
FIT	93.77	0.00	
MEDICARE	22.82	22.82	
P.E.R.S.	156.42	179.58	
SIT	41.00	0.00	
SOCIAL SECURITY	97.57	97.57	
UNEMPL. INSUR.	0.00	8.91	
WORKERS' COMP	0.00	102.60	
WFISH CR UNION	1,162.14	0.00	
FIT/SIT BASE	1,417.30	0.00	
MEDICARE BASE	1,573.72	0.00	
PERS BASE	1,979.97	0.00	
SOC SEC BASE	1,573.72	0.00	
UN BASE	1,979.97	0.00	
WC BASE	1,979.97	0.00	
Total		411.48	
Total Payroll Expense (Gross Pay + Employer Contributions):		1,985.20	

Final pay
3/28/24
\$1,537.69
Bruce Staalawed

Check Summary

Payroll Checks Prev. Out.	\$10,450.70
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$8,331.22
Payroll Checks Outstanding	\$2,119.48
Electronic Checks	\$1,537.69

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	195.14	195.14		212260
Medicare	45.64	45.64		212260
P.E.R.S.	336.00		672.00	212270
Unempl. Insur.	8.91	2668.50	2677.41	212210
Workers' Comp	102.60	17980.68	18083.28	212220
FIT	93.77	93.77		212260
SIT	41.00	41.00		212260
Teamsters dues	0.00			212310
NATIONWIDE/CITY	0.00			212280
Total Ded.	823.06	20985.18	375.55	21432.69

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

03/26/24
16:58:39

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 03/29/24 to 03/29/24

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Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	2.25		
COMP HOURS (Comp Time Used)	7.92		209.80
OTHE HOURS (Other Time Used)	80.00		3,329.60
OVER HOURS (Overtime)	75.75		3,790.17
OVRTD HOURS (STEP overtime)	5.50		216.65
REG HOURS (Regular Time)	2,709.50		83,626.92
SFTO HOURS (Shift Sup/FTO - \$1.5/hour)	84.00		126.00
SHFN HOURS (Shift B)	478.00		956.00
SHFQ HOURS (OVI B)	2.00		6.00
SICK HOURS (Sick Time)	38.50		1,104.65
VACA HOURS (Vacation Time Used)	121.08		3,789.84
GROSS PAY	97,155.63	0.00	
NET PAY	71,157.30	0.00	
CHILD SUPPORT P	206.76	0.00	
CITY OF CF ELEC	1,948.00	0.00	
CITY OF COLUMBI	20.00	0.00	
FIT	8,404.76	0.00	
MEDICARE	1,380.48	1,380.48	
MT ST FIRE ASSO	105.72	0.00	
P.E.R.S.	3,958.75	4,545.05	
PERS RETIREE	0.00	97.96	
PERS/FURS	1,131.19	1,518.13	
PERS/POLICE	2,798.84	4,481.25	
SIT	2,870.00	0.00	
SOCIAL SECURITY	3,173.83	3,173.83	
UNEMPL. INSUR.	0.00	437.19	
WORKERS' COMP	0.00	2,949.56	
CHARLES SCHWAB	1,934.48	0.00	
FIRST INTERSTAT	1,168.33	0.00	
FREEDOM BANK	3,902.34	0.00	
GLACIER BANK KA	9,215.26	0.00	
GLACIER BANK MS	3,055.29	0.00	
GLACIER BANK/CF	20,037.91	0.00	
GLACIER BANK/WF	2,336.82	0.00	
NAVY FEDERAL CR	1,960.39	0.00	
PARKSIDE CR U	8,172.82	0.00	
REGIONS BANK	1,988.81	0.00	
STRIDE BANK	1,211.16	0.00	
USAA FEDERAL	1,531.81	0.00	
USBANK.	902.41	0.00	
WELLS FARGO	2,355.12	0.00	
WELLS FARGO, TX	1,886.81	0.00	
WFISH CR UNION	9,497.54	0.00	
FIT/SIT BASE	87,318.85	0.00	
MEDICARE BASE	95,207.63	0.00	
PERS BASE	92,860.75	0.00	
SOC SEC BASE	51,190.74	0.00	
UN BASE	97,155.63	0.00	

3/29/24
Payroll
\$ 172,590.23
Paul Ireland

03/26/24
16:58:39

CITY OF COLUMBIA FALLS
Payroll Summary For Payrolls from 03/29/24 to 03/29/24

Page: 2 of 2
Report ID: P130

WC BASE 95,820.04 0.00
Total 18,583.45
Total Payroll Expense (Gross Pay + Employer Contributions): 115,739.08

Check Summary

Payroll Checks Prev. Out. \$10,450.70
Payroll Checks Issued \$60,570.38
Payroll Checks Redeemed \$8,331.22
Payroll Checks Outstanding \$62,689.86
Electronic Checks \$112,019.85

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security 6347.66		6347.66		212260
Medicare 2760.96		2760.96		212260
P.E.R.S. 8503.80		8503.80		212270
Unempl. Insur. 437.19	3096.78		3533.97	212210
Workers' Comp 2949.56	20827.64		23777.20	212220
FIT 8404.76		8404.76		212260
SIT 2870.00		2870.00		212260
AFLAC-PRETAX 0.00				212230
NATIONWIDE/EMP 0.00				212280
Teamsters dues 0.00				212310
PERS/Police 7280.09		7280.09		212240
NATIONWIDE/CITY 0.00				212280
AFLAC-POSTTAX 0.00				212230
PERS/FURS 2649.32		2649.32		212275
MT ST FIRE ASSO 105.72		105.72		212315
HEALTHINS/PRE 0.00	53191.44	59951.80	-6760.36	212400
CITY OF COLUMBI 20.00		20.00		212450
UNUM LIFE INS. 0.00	286.10	286.10		212400
FLEX ALLEGIANCE 0.00				212285
CHILD SUPPORT P 206.76		206.76		212330
FOP 0.00				212335
CITY OF CF ELEC 1948.00		1948.00		212450
PERS RETIREE 97.96		97.96		212270
Total Ded. 44581.78	77401.96	101432.93	20550.81	

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

**CITY OF COLUMBIA FALLS
CITY COUNCIL REGULAR MEETING MINUTES
HELD MARCH 18, 2024**

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

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

Also present: City Manager Nicosia, City Clerk Staland, City Attorney Breck, Finance Director Bates, Fire Chief Weeks, and Police Chief Peters.

PLEDGE OF ALLEGIANCE

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

CONSENT AGENDA: Councilor King made motion to approve the consent agenda noting all claims appeared to be in order, seconded by Councilor Shepard with Council voting as follows. Ayes: Robinson, Shepard, King, Lovering, Piper and Barnhart.

Approval of Claims - \$71,043.98

Approval of Special Payroll Claims - \$608.70 - March 8, 2024

Approval of Payroll Claims - \$113,900.49 - March 15, 2024

Approval of March 4, 2024, Regular City Council Meeting Minutes

Approval of Agreement for Temporary Construction Easement Agreements and Authorize City Manager to Execute

APPOINTMENTS:

Appointments - Probationary Volunteer Firefighters and Oath of Office - Melissa Johnson and Tanner Kienas
Fire Chief Weeks said Melissa Johnson submitted her application a couple months ago and is already an EMT plus has experience with the West Glacier Fire Department. Tanner Kienas has been on the Somers Fire Department for a couple years and also comes with Fire Department experience.

Staff recommend appointment of the two applicants.

Councilor Lovering motioned to appoint Melisa Johnson and Tanner Kienas as probationary Firefighters, seconded by Councilor King and the motion carried unanimously. City Clerk Staland administered the oath of office to the candidates and the Council and Administration welcomed them to the City.

VISITORS/PUBLIC COMMENT (Items not on agenda)

James Livingston, 175 4th Ave, EN, said he is opposed to making the Railroad St. baseball field into housing and provided council with a petition with several names on it. Mr. Livingston said the baseball field is well used and green space is needed in the neighborhood. Mr. Livingston wants to know who is authorizing the sale of the property or who offered to buy the property.

Craig Tucker, 2305 Columbia Dr. said he is with the Columbia Falls Baseball League and the league has not heard anything from the city but read about the proposal on social media and Hungry Horse News. Mr. Tucker said he contacted the School District and they said they received a phone call from the City Manager, and nothing was approved. Mr. Tucker said the cost to use the school baseball field is \$2,000 - \$4,000 per year,

which is much more than they pay the city. Tucker said the T-ball and Rookie teams have doubled in size this season. Tucker said he is here to get answers to better understand what is going on at the ball field.

Mr. Tucker read a letter from Brad Neilson President of the Columbia Falls Baseball League stating he is opposed to relocating the baseball field from Railroad Park to the school. Losing this field will put this league under pressure to operate year to year. There has been no contact from the city about the effect it will have on the league. Mr. Neilson urges the council to consider a project priority that best serves the community.

Mark Lampman, 160 6th St. EN, said he has used the ball field a lot for several sports over the years. A few years ago, the city put money into the park by installing a two-inch tap with an irrigation system. Mr. Lampman is opposed to making the park into housing for 8 units and would like to keep the green space on the east side of town because once it's gone it's gone, said Lampman.

Shirley Folkwein, 285 Shooting Star Dr. said she is representing the Coalition for a Clean CFAC and wanted to bring council up to date on recent meetings. Recently they met with EPA and DEQ leadership regarding the proposed plan for CFAC cleanup and had the opportunity to share goals and ideas in the cleanup process. It was a productive meeting resulting in cooperation and desire to work together, said Folkwein. The list of 1400 petition signatures and 12 organizations representing 15,000 constituents was presented to the Council. The response from the Environmental Quality Council members was encouraging, with them offering to help with our effort.

Councilor Piper asked if the city has a cost for the Columbia Falls Baseball League to use the ball field at the school. He is uncomfortable not having all the information before proceeding. Piper believes we need to provide when we take away.

Councilor King said she does not like the idea that the league will have to go to the Jr. High and does not like the idea of closing the park. King said the proposed housing is needed and it is affordable.

Mr. Tucker said due to Covid they lost a \$14,000 grant from Flathead Electric to help with safety at the park. The Jr. High is a better option, but funding is a problem.

City Manager Nicosia said the City does not have a written agreement with the School District for the baseball field as it would not be the city contracting for the school property. However, Nicosia noted that the question from the City Council was if there was a location to relocate RR Street Ballfield. Nicosia noted that city staff reviewed and while there was room for another field at Fenholt, there is limited parking. Per extensive conversation with the SD 6 Athletic Director, there is space on school district property to relocate the field. There is currently a field with a backstop at the Jr. High that is available now. Mr. Bowman had 3 different possible locations for the league. Nicosia also noted that Northwest Community Land trust is working on grants to help move the field, it was not the city's intent for the baseball league to lose the field and incur significant cost. The baseball league has not applied for city park use for this year, but the Railroad field will be available for this season.

Councilor King would like to have more collaboration between the Baseball League and the City.

Councilor Robinson said it is her understanding that the city owns the land and is not selling it. City Manager Nicosia said after the houses are built, the property would be deeded to the Land Trust, ensuring affordability in perpetuity. The other part of the proposal is there is a half-acre designated for a public park with playground equipment, said Robinson.

Robinson said she is for having space for the Baseball League as it is a worthy cause for the kids but is still a proponent of affordable housing. It is the only piece of property the city has to offer. Should this fail Robinson said she doesn't want to hear any more about affordable housing as a council goal.

Councilor Shepard said the council has been beat on about housing. He is not thrilled about losing the field but has seen half hazard use over the years. The city needs affordable housing, and we need to remind the School District there should not be a cost to T-ball to use a school baseball field.

Councilor Lovering concurs with Robinson and Shepard and feels finding a solution for baseball is doable. We are going to lose teachers because they cannot afford housing in Columbia Falls. Lovering said she loves and wants green space but also wants people to live in Columbia Falls. The City has more parks than any city in the Flathead. The housing proposal includes a public park, it may not look the same, but it is still green space. We owe it to the young people that want to stay in this area to have affordable living options.

Mayor Barnhart said when this was brought forward, he stated he could not support it unless there was a location for the kids. We haven't gotten all the information such as place and cost for the baseball league. He has lived in the area for many years and folks in the area do not want to lose the green space. Mayor Barnhart noted that the City has not transferred the property. Mayor Barnhart said he is torn between the two at this point. Lovering asked if there could be a compromise with a larger green space.

Councilor Robinson also noted that the agenda and minutes are always posted before each meeting, council gets beat up for not informing residents of what's going on, but people need to be more responsible and active in the community, go to the city website and see what's on the agenda and read prior meeting minutes. Councilor Robinson would like to see greater public participation.

NEW BUSINESS:

Approval of Eagle Scout (Merrick Fairchild) Project Concept and Authorize City Manager to Sign Project Form

The City Parks Committee has reviewed the project and has recommended a site location. The Parks Committee recommends approval of Ms. Fairchild's proposed project concept. The Parks Committee and City Staff will review and approve the final design and location.

Merrick Fairchild, Life Scout with Troup 1941 G said she is proposing a children's memorial garden at Wildcat Park. She plans to work very closely with the Parks Committee to create a low maintenance design that requires minimal care but is beautiful from spring to late fall. Ms. Fairchild believes the city will benefit from the project to celebrate the lives of community children. The location is highly visible within the school zone and a nice neighborhood said Ms. Fairchild.

Councilor Lovering motioned to authorize City Manager Nicosia to sign the project form for Merrick Fairchild's Eagle Scout project, seconded by Councilor Robinson and the motion carried unanimously.

Approval of Council Absence

Councilor Piper has announced his retirement from his PERS-covered position at the Montana Veterans Home. Pursuant to PERS rules, Mr. Piper must have a 90-day separation from all PERS-covered employment, including Council. Therefore, Mr. Piper must have a 90-day separation from his elected position. The council may grant a 90-day leave without vacating his position.

Councilor Lovering moved to approve Mr. Piper's 90-day separation, seconded by Councilor Shepard and the motion carried unanimously.

Letter of Support – 2024-2025 MBCC NW Montana Drug Task Force

City Manager Nicosia said this is an annual renewal request for the NW Montana Drug Task Force. Mayor Barnhart asked do we receive money for being a member. Police Chief Peters said we do not receive financial assistance as we do not have an officer assigned to work with the Task Force, but we utilize the Task Force on a regular basis, and they are very important to our operation.

Councilor King motioned to approve the letter of support to the NW Montana Drug Task Force, seconded by Councilor Robinson and the motion carried.

ORDINANCES / RESOLUTIONS:**Second and Final Reading - Ordinance #829 - Amend Title 13 - Water/Utility Accounts**

City Manager Nicosia said there have been no changes to Ordinance #829 since the March 4th council meeting. There have been additional conversations with landlords and property owners with City staff and they don't believe there will be much of a change. The ordinance will be effective 30 days after passage and our goal is to have it fully operational by July 1, 2024. Mayor Barnhart asked if the property owner and the tenant will both receive a bill and if the tenant changes, they won't have to come into the city. Finance Director Bates said that is correct, it will be the owner's responsibility to let the city know if there are new tenants.

Councilor Piper made a motion to approve the final reading of Ordinance #829, seconded by Councilor King with council voting as follows. Ayes: Shepard, King, Lovering, Piper, Robinson, and Barnhart.

REPORTS / BUSINESS FROM MAYOR & COUNCIL

Councilor Piper said his last day on council before is required PERS 90-day absence is April 1, 2024.

Piper thanked the Police Officers for their help with residents at the Veterans Home. They make safe decisions on helping residents out.

Councilor Shepard asked Nicosia to follow up with the baseball association on the ballfield. The parking at the current field is atrocious.

Councilor Shepard said as a council we have dealt with the CFAC cleanup for 9 years. Shepard said the worst thing we can do is delay the process. They have a track record of what they are doing because of the plants in Oregon and Washington. Shepard said the worst thing they can do is to dig it up.

Mayor Barnhart said the EPA response letter answered a lot of questions the Coalition had for them.

Mayor Barnhart didn't realize so many folks near the Railroad ballfield were against the proposed housing project. River's Edge Park is nice, and folks were utilizing it well, Mayor asked if the bathroom was in service. Nicosia said we are waiting for parts, but it is scheduled to be repaired. Barnhart noted there is a lack of trash cans at the park, and he would like to see more. The other thing we need to be aware of is the benches need to be moved back.

Mayor Barnhart would like to get the street opened at 1st Ave E and 6th St. E.

Councilor Shepard commented on the skateboard park petition submitted to Council, it has been in the paper for a few months now.

CITY MANAGER REPORT

Nicosia reported that the City Planning Commission held their first meeting last Thursday and adopted their bylaws and appointed a president and vice president. There is still one opening for a city resident on the commission. They set their monthly meetings for the second Thursday of each month. Nicosia said there were three people in attendance at the meeting.

The City was not successful on the RTP grant application on the bike path/sidewalk by the school and Ruis property but will keep it on the project list and seek other funding sources. Kudos to the Police Department, they are out heavily patrolling throughout the community as shown in the Police report.

MISCELLANEOUS REPORT

Chief Peters reported that there have been multiple thefts from unlocked vehicles, he asked HHN to put out a notice about keeping vehicles and property locked and secure. Chief Peters noted that the city talked about proactive community policing and with current staffing, we are getting there. Additionally, the officers are averaging 10 – 20 traffic stops a day. Chief Peters said they are extremely short at the 911 center, but employees recently received a \$3 per hour wage increase. The hope is they can get fully staffed very soon. Mayor Barnhart asked about people burning debris within the city, is that complaint driven. Chief Peters said if we see it, we can stop and talk but it helps when folks call it in.

MISCELLANEOUS

Police Department - February 2024 Activity Report
correspondence

CLOSED SESSION - PERSONNEL MATTER

Mayor Barnhart closed the meeting at 8:23 PM so the Council may review the City Manager applications. Mayor Barnhart noted that the applicant's right to privacy exceeds the public's right to know at this stage of the selection process.

ADJOURN

Mayor Barnhart opened the meeting and seeing no other business to come before the Council, Councilor Shepard motioned to adjourn the regular council meeting, seconded by Councilor Lovering and the motion carried.

Mayor

City Clerk

Memorandum of Understanding

Non-Transport Agencies (QRU)

Agency Name Columbia Falls Fire Department Date 3/18/2024

It is understood that the Flathead County EMS levy funds are to be distributed to EMS agencies in Flathead County. The intended uses of these funds are for Quick Response Unit operations and/or staff training. Your agency will be allotted the approved distribution amount to be processed June and December each year. Acceptance of this funding is agreeing to the standards of the Flathead County EMS Administrative Board and Flathead County Office of Emergency Services.

- Dates of Memorandum of Understanding: June 01, 2024 to May 31, 2025.
- Your agency is a licensed Non-Transport response agency with the State of Montana. (Pursuant to Administrative Rules of Montana 37.104.401 through 37.104.410 and Montana Code Section 50-6-323)
- You agree to have the equipment and licensed medical provider to respond when dispatched to render medical aid at least 95% of the time.
- You agree that the Flathead County Medical Director will be the Medical Director of your unit.
- You agree that your personnel will be available for mutual aid dispatch to the county in the event neighboring services are out of resources. (Pursuant to Montana Code Section 7-33-4112, 7-33-2405, 7-33-2108 and 10-3-209)
- You agree to provide information needed to provide System Management, Quality Control and Medical Oversight when requested to the EMS Office.

*Failure to meet the conditions of this agreement can result in a financial consequence in your future allotment.

*Staffed is to be interpreted as staffed with paid on-site personnel, or available personnel that are equipped with communication devices that alert them to respond.

Return signed form to the Flathead County EMS Office by April 30, 2024.

Signature _____ Date April 1, 2024

Printed Name Susan M. Nicosia

Title City Manager

_____ Date _____

Randy Brodehl, Chairman, Board of Commissioners Flathead County, Montana

Make Checks Payable to **OR** Transfer to FUND #: 7852- City of Columbia Falls

RECORDS DESTRUCTION DOCUMENT (RM88)

NO. 2024-03-21
PAGE 1 OF 2 PAGES


1. AGENCY NAME AND DIVISION/PROGRAM: CITY OF COLUMBIA FALLS	2. AGENCY CONTACT: NAME: Shassity Murpy PHONE #: 406-892-4392 EMAIL:ubclerk@cityofcolumbiafalls.com
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3. NOTICE OF INTENTION: The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one).

Delete
 Incinerate
 Shred as Classified
 Toss without Restriction

Other: Explain

4. SUBMITTED BY: I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or **Offer to the State Historical Society Archives** has been fully justified, and that further retention is not required for any litigation pending or imminent. *Documentation attached from Historical Society.*

SIGNATURE: 

NAME AND TITLE: Shassity Murpy, Utility Billing Clerk/Deputy City Clerk

DATE: 3/21/24

5. LIST OF RECORD SERIES

NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.

a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
schedule 8	1250,1a and 1b	general billing records and adjustments	3 year	2019-2020	3.375	
schedule 8	1090, 4	daily cash receipt	5 years	2012-2013	1.125	
schedule 8	1250, 4	work orders	3 years	2002-2007	1.125	
schedule 8	1250, 4	work orders	3 years	2002-2007	1.125	
schedule 8	1090, 4	claims	5 years	1991-1995	1.125	
schedule 8	1090, 1a	monthly reports	30 years	1983-1994	4.5	
schedule 8	1180, 1a	pool receipts	5 years	2012	1.125	
schedule 8	1250, 3	payment coupons	1 year	2019-2022	4.5	

6. DISPOSAL AUTHORIZATION: Disposal for the above listed records is authorized. Any deletions or modifications are indicated.	7. DISPOSAL CERTIFICATE: The above listed records have been disposed of in the manner and on the date shown in column g.
Custodian/Records Manager Name: Date:	Name and Title: Signature:
Signature:	



MEMO

Date: 03/07/2024

To: City Manager Nicosia, Mayor and Council
From: City Clerk Staland

RE: Employee Incentive

Please put John Paliga, hire date 01/28/2019, on the April 1, 2024 Council Agenda to receive his 5 years of service incentive pin. I will include his \$50.00 employee incentive monies on his 03/15/2024 payroll check.

Thank you.

CALL FOR BIDS - AMENDED
 City of Columbia Falls, Montana
 WWTP Improvements

General Notice

City of Columbia Falls (Owner) is requesting Bids for the construction of the following Project:

Wastewater Treatment Plant (WWTP) Improvements Project
 HDR Project Number 10330911

Bids for the construction of the Project will be received at the City of Columbia Falls City Hall located at 130 6th St W, Columbia Falls, MT 59912 until **Tuesday, April 16, 2024 at 2:00 PM** local time at which time the bids will be publicly opened and read aloud. Original copies must be submitted; no faxed or electronic bids will be accepted.

The Project includes the following Work:

1. Expansion of the existing bioreactor from a 3-stage A2O process to a 5-stage Bardenpho process. Work includes the addition of a post-anoxic zone, a post-aerobic zone, and associated equipment.
2. Furnishing a supplemental carbon unit.
3. Mixed liquor recycle (MLR) piping improvements.
4. Provide new redundant high speed aeration blower.
5. Provide new redundant sludge thickening equipment which includes construction of a new building with thickening room, chemical room, and electrical room. Work also includes a new equipment platform, HVAC systems, replacement of existing WAS pumps and installation of new VFDs, and associated structural, mechanical, electrical and instrumentation necessary to create a complete and workable system.
6. Pretreatment Building improvements including expansion of existing building, installation of new redundant mechanical fine screen with screenings washer/compactor, HVAC improvements, and other miscellaneous electrical, controls, building, piping and valve improvements.
7. Provide new sewage receiving station.

Bids are requested for the following Contract: City of Columbia Falls, WWTP Improvements Project

Obtaining the Bidding Documents

The Issuing Office for the Bidding Documents is:

HDR
 700 SW Higgins Ave., Suite 200
 Missoula, MT 59803

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of 8:00 AM and 4:30 PM local time and may obtain copies of the Bidding Documents from the Issuing Office as described below. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda, if any, obtained from sources other than the Issuing Office.

Paper copies of the Bidding Documents may be obtained from the Issuing Office by paying a deposit of \$150.00 for each set. Bidders who return full sets of the Bidding Documents in good condition within 10 days after receipt of Bids will receive a full refund. Non-Bidders and Bidders who obtain more than one set of the Bidding Documents, will receive a refund of \$75.00 for documents returned in good condition within the time limit indicated above. Make deposit checks for Bidding Documents payable to "HDR

Engineering, Inc.” and mailed to Devie Bessette, 700 SW Higgins Avenue, Suite 200, Missoula, MT 59803.

Bidding Documents may be purchased from the Issuing Office during the hours indicated above. Cost does not include shipping charges. Upon Issuing Office’s receipt of payment, paper Bidding Documents will be sent via the prospective Bidder’s delivery service or electronic documents shared via an online cloud storage system. The shipping charge amount will depend on the shipping method chosen. Bidding Documents are available for purchase in the following formats:

Format	Cost
Bidding Documents (including half-size Drawings)	\$500
Electronic download of Bidding Documents via hyperlink to cloud storage	\$0

Project Funding

The “Columbia Falls WWTP Improvements” project is funded with American Rescue Plan Act (ARPA) funds. Bidder must meet all requirements of the appropriate Federal/State agencies, as indicated in the specifications.

Pre-bid Conference

A mandatory pre-bid conference for the Project will be held on **Tuesday, March 26, 2024 at 10:30 AM** at Columbia Falls WWTP located at 600 Veteran Drive, Columbia Falls, MT 59912. Bids will not be accepted from Bidders that do not attend the mandatory pre-bid conference.

Instructions to Bidders

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

CONTRACTOR and any of the CONTRACTOR’s subcontractors bidding or doing work on this project will be required to be registered with the Montana Department of Labor and Industry (DLI). Forms for registration are available from the DLI, PO Box 8011, 1805 Prospect, Helena, Montana 59604-8011. Information on registration can be obtained by calling (406) 444-7734. CONTRACTOR is required to have registered with the DLI prior to bidding on this project. All laborers and mechanics employed by CONTRACTOR or subcontractors in performance of the construction work shall be paid wages at rates as may be required by the laws of City of Columbia Falls and the State of Montana.

By entering a Bid the CONTRACTOR agrees that all hiring by CONTRACTOR of persons doing work on this project shall be on the basis of merit and qualifications. The CONTRACTOR will have a policy to provide equal employment opportunity in accordance with all applicable State and Federal anti-discrimination laws, regulations, and contracts. The CONTRACTOR will not refuse employment to a person, bar a person from employment, or discriminate against a person in compensation or in a term, condition, or privilege of employment because of race, color, religion, creed, political ideas, sex, age, marital status, national origin, actual or perceived sexual orientation, gender identity, physical or mental disability, except when the reasonable demands of the position require an age, physical or mental disability, marital status, or sex distinction. The CONTRACTOR shall be subject to and comply with Title VI of the Civil Rights Act of 1964; Section 140, Title 2, United States Code, and all regulations promulgated thereunder. CONTRACTOR represents it is, and for the term of this project will be, in compliance with the requirements of the Equal Pay Act of 1963 and Section 39-3-104, MCA (the Montana Equal Pay Act).

Each Bid or proposal must be accompanied by a Certified Check, Cashier’s Check, or a Bid Bond payable to **City of Columbia Falls**, in an amount not less than ten percent (10%) of the total amount of the Bid.

Successful BIDDER(s) shall furnish an approved Performance Bond and a Labor and Materials Payment Bond, each in the amount of one hundred percent (100%) of the Contract amount. Insurance, as required, shall be provided by the successful BIDDER(s) and certificates of that insurance shall be provided.

No bid may be withdrawn after the scheduled time for the public opening of the Bids specified above.

City of Columbia Falls reserves the right to reject any or all proposals received, to waive informalities to postpone the award of the Contract for a period of sixty (60) days, and to accept the lowest responsive and responsible Bid which is in the best interest of City of Columbia Falls.

This Advertisement is issued by:

Owner: City of Columbia Falls

By: Barb Staaland
Title: City Clerk

Publication Dates:
March 10, 2024,
March 17, 2024, and
March 31, 2024 (Amended)
April 7, 2024 (Amended)

March 29, 2024

To: Mayor & Council

From: City Manager Nicosia

RE: Railroad Street Park/Affordable Housing Discussion Continued

Mayor and Council:

The Council began this fiscal year with a priority goal of working on affordable housing. That goal has been partially met through the City's partnership with the NW Montana Community Land Trust. With recaptured program funds, the City has an agreement with the Land Trust to use available funds for the purchase of a single-family lot within the City of Columbia Falls. The Land Trust was able to secure a standard 50' X 125' (6,250 sq ft) non-conforming lot for slightly less than the appraised value of \$122,000. As shocking as that price is, it is considered affordable and was the only lot with city water and sewer available in that price range. The rising cost of land coupled with a reduced supply has driven up the cost of land within the City and throughout the Flathead Valley. The City has submitted the reimbursement paperwork to the MT DOC and NW Montana Community Land Trust will complete the project as quickly as humanly possible.

The City Council tasked the staff with vetting additional land available for affordable housing development in partnership with both Habitat for Humanity and NW Community Land Trust. Both organizations have actively pursued and researched land purchases in Columbia Falls with no success. The City was deeded Tract 3D by the MT DOT in 1966. The tract is approximately 1.3 acres and is currently home to a baseball field as well as being located adjacent to an unbuilt 70' street right of way that is another .55 acres. This property could be used for development as it is not dedicated parkland. The City Council and staff began vetting the possibility of utilizing this location or a portion of this language for affordable single-family housing (NOT APARTMENTS).

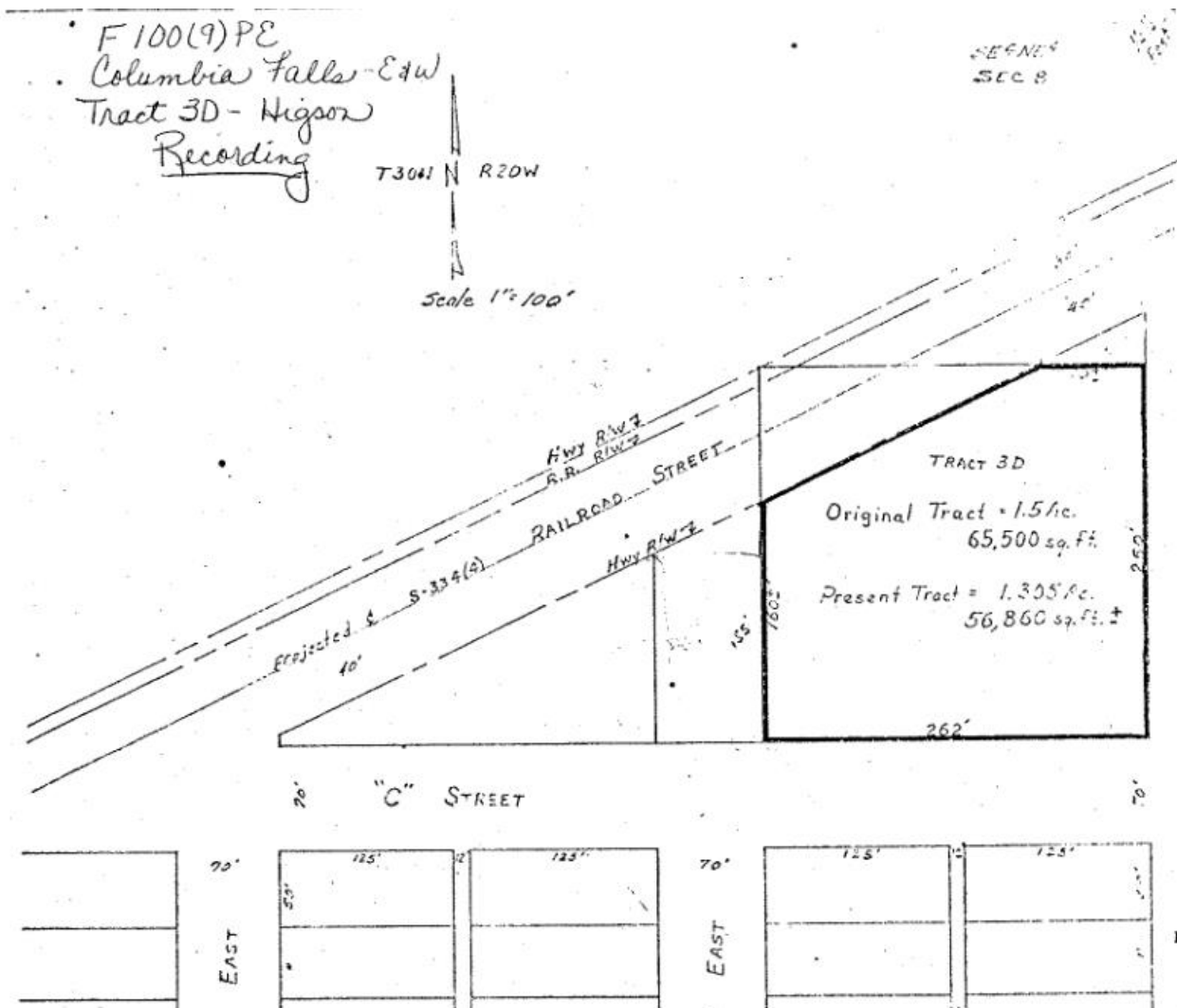
City Council has also expressed a goal of having a park within walking distance in the neighborhoods. With the development of Hoerner Park in 2022 and 2023, platted with Hoerner subdivision in 1949, the high school neighborhood has an actual park within walking distance. The westside of Nucleus between Railroad St and the Highway is lacking a park. The ultimate green area that will be provided with Pit to Park will come the closest to a neighborhood park.

City subdivision regulations require a Park Land dedication of 11% of the acreage or Cash in Lieu to satisfy the parkland requirement. The River Bend, Scenic View, and River Terrace neighborhoods have satisfied the requirement with a combination of parkland dedication and

cash in lieu. Should Tract 3D be subdivided, the 11% requirement would be 6,255 sq feet or approximately a standard city lot.

It is not unusual for a Council to have competing goals: affordable housing and open space. The City is constrained by available infrastructure, zoning and location when making development decisions. All formal zoning amendments go through extensive public hearings. The City has held initial discussions on the possibility of developing single-family housing on Tract 3D or a portion of Tract 3D. The public hearing process has not started nor are there concrete approved plans.

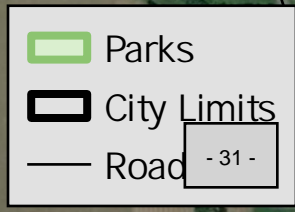
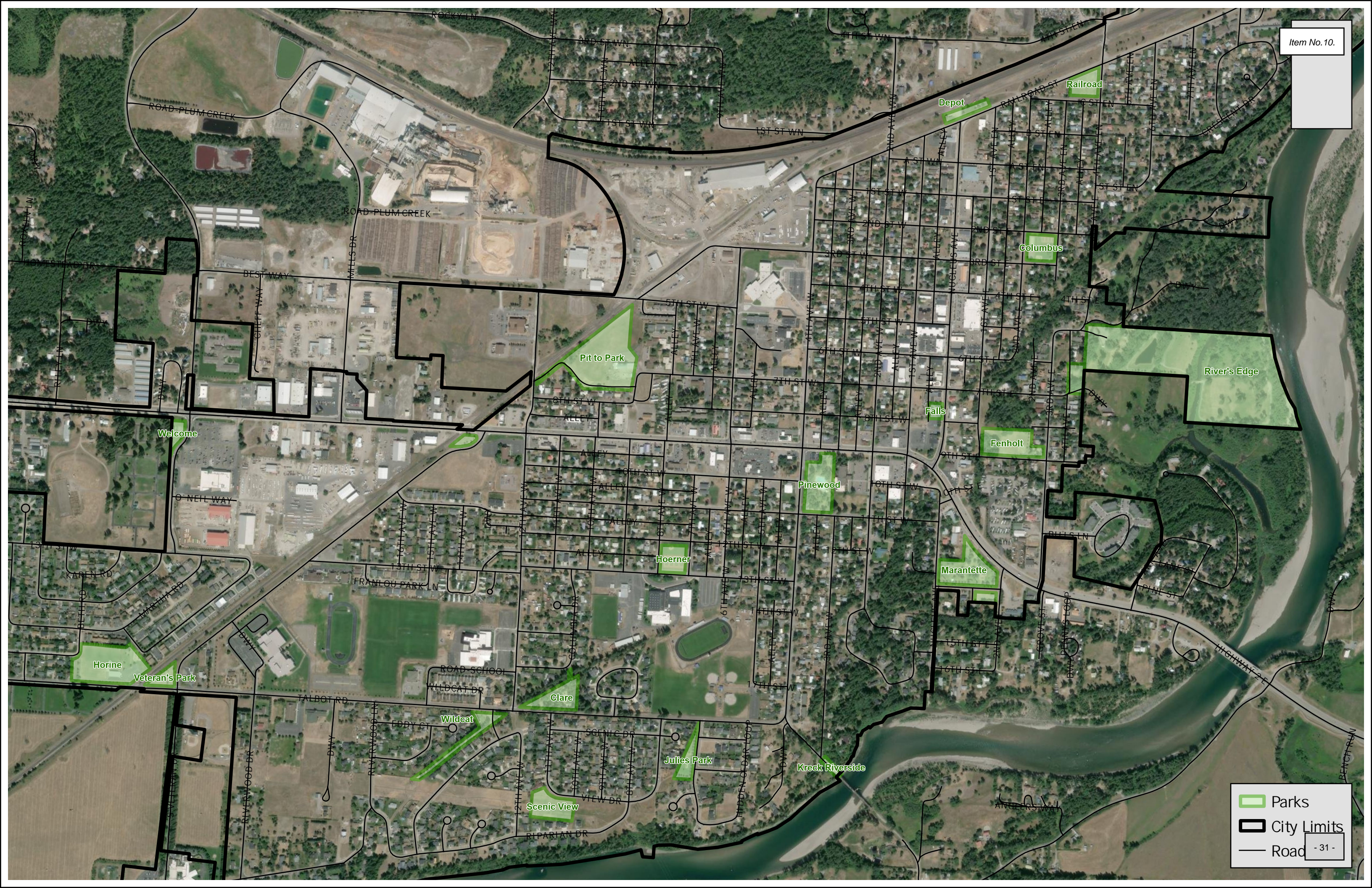
The City's 2019 Growth Policy noted the lack of developable residential land within the City. The housing crunch was just starting in 2019 with average housing prices hitting the \$300k mark, now averaging \$580k.





The City Council will continue the discussion on possible affordable housing. The School District has adequate space for at least one baseball field. The Baseball Association President, SD 6 A.D. and I are meeting in the near future to vet field locations. This is not a debate of baseball vs affordable housing. This is a discussion on the best/highest use of city-owned property and how the Council can meet their goals.

Looking forward to continuing the discussion on Monday night. Please let me know if there is any additional information that you would like to have brought forward.



March 29, 2024

To: Mayor & Council

From: City Manager Nicosia

RE: Award Bid – WWTP Scum Pump and Controls Replacement Project (HB 355 Project)

City Staff recommend awarding the bid for the WWTP Scum Pump and Controls Replacement Project to Highgrade Construction in the amount of \$109,788.00. Highgrade Construction provided the only bid in response to the City's call for bids.

Originally, city staff estimated this project at \$100k. The HB 355 project application submittal will be amended to reflect the \$9,788 difference.

City staff reviewed the bid documents and Highgrade provided all required documentation and bid bond.

Council Action: Award WWTP Scum Pump and Controls Replacement Project bid to Highgrade Construction

BID FORM

BID

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1.	Supply and install new scum pump, control panel, VFD, level sensor, piping, valves, and all incidentals for a fully functioning Scum Pumping System.	1	Lump Sum	<u>104,788.⁰⁰</u>
2.	Removal of old scum pump, all controls, valves, piping.	1	Lump Sum	<u>5000.⁰⁰</u>

TOTAL BID PRICE: 109,788.⁰⁰

One hundred nine thousand seven hundred eighty eight dollars.
TOTAL BID PRICE WRITTEN IN WORDS

The City will accept the lowest responsible bid, but the City Council reserves the right to reject any and all bids or to waive any technicality or informality and accept any bid which may be deemed in the best interest of the City.

SUBMITTED on: March 26, 2024
(Date)

Montana Contractor's Registration Number: 261106

Employer's Tax ID Number: 84-5094239

BIDDER:

NAME/TYPE:

Mac & sons LLC / DBA Highgrade Construction
(Name typed or printed/Type of Business Entity)

By: [Signature] / owner
(Authorized Individual's Signature/Title)

Doing Business as: Highgrade Construction

Business Address: Po Box 1524
Whitefish MT 59937

Phone No: 406-260-3284 FAX No. _____

**CITY OF COLUMBIA FALLS
INVITATION TO BID
SCUM PUMP AND CONTROLS REPLACEMENT PROJECT**

The City of Columbia Falls, Montana will receive sealed bids for the **WWTP Scum Pump and Controls Replacement Project**. The project consists of furnishing materials, labor and equipment required for the replacement and installation of a new Scum Pump and Controls in the Secondary Clarifier building at the City's Wastewater Treatment Plant. Bid documents may be obtained at City Hall, 130 6th Street West, Columbia Falls, MT 59912 or on the City's website, www.cityofcolumbiafalls.org. Any bidder wishing further information should contact the City of Columbia Public Works Director, Chris Hanley, phone (406) 892-4430. Bids will be received by the City Clerk, 130 6th Street West, Columbia Falls MT. 59912 until 2:00 P.M. on **Tuesday, March 26, 2024, at 2:00 PM** at which time all bids will be publicly opened and read aloud in the City Council Chambers, 130 6th Street West, Columbia Falls, MT 59912. Proposals shall be addressed to the City Clerk, 130 6th Street West, Columbia Falls, MT 59912 and entitled **BID FOR WWTP SCUM PUMP AND CONTROLS REPLACEMENT PROJECT**.

Each bid must be accompanied by bid security in the amount of 10% of the bid. The security must consist of cash, a cashier's check, a certified check, a bank money order, a certificate of deposit, a money market certificate, or a bank draft. The security must be: (i) drawn and issued by a federally chartered or state-chartered bank or savings and loan association that is insured by or for which insurance is administered by the federal deposit insurance corporation; (ii) drawn and issued by a credit union insured by the national credit union share insurance fund; or (iii) a bid bond or bonds executed by a surety company authorized to do business in the state of Montana. The bid security must be signed by an individual authorized to submit the security by the corporation or other business entity on whose behalf the security is submitted.

The City will accept the lowest responsible bid, but the City Council reserves the right to reject any and all bids or to waive any technicality or informality and accept any bid which may be deemed in the best interest of the City.

s/Barb Staaland

Barb Staaland
City Clerk

Publication Dates: March 10, 2024
March 17, 2024

Columbia Falls Fire Department Incident Breakdown

Item No. 12.

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2024
Dispatches	44	17											61	Dispatches
ALS Medical Total	2	0											2	ALS Medical Total
BLS Medical Total	12	5											17	BLS Medical Total
Medical CPR	2	0											2	Medical CPR
Medical ALS	0	0											0	Medical ALS
Medical BLS	1	0											1	Medical BLS
Medical Lift Assist	6	1											7	Medical Lift Assist
MVA with injury	1	0											1	MVA with injury
Extrication	0	0											0	Extrication
Ambulance Driver	0	0											0	Ambulance Driver
MVA non injury	4	4											8	MVA non injury
Airport Emergency	0	0											0	Airport Emergency
Traffic Control	0	0											0	Traffic Control
HazMat	8	1											9	HazMat
Hazardous Conditions	2	1											3	Hazardous Conditions
CO	0	1											1	CO
Gas Leak/Odor inside	1	0											1	Gas Leak/Odor inside
Gas Leak/Odor outside	1	0											1	Gas Leak/Odor outside
Powerline	3	0											3	Powerline
Other	0	0											0	Other
Service	4	0											4	Service
Good Intent	2	2											4	Good Intent
Fire Alarm	3	2											5	Fire Alarm
False Alarm	3	0											3	False Alarm
Illegal burn	0	1											1	Illegal burn
Smoke Investigation, outside	0	0											0	Smoke Investigation, outside
Smoke Investigation, inside	1	0											1	Smoke Investigation, inside
Cancelled enroute	5	4											9	Cancelled enroute
Fire, residential	5	0											5	Fire, residential
Fire, chimney	0	0											0	Fire, chimney
Fire, commercial	1	0											1	Fire, commercial
Fire, vehicle	0	1											1	Fire, vehicle
Fire, vegetation, grass	0	0											0	Fire, vegetation, grass
Fire, vegetation, wildland	0	0											0	Fire, vegetation, wildland
Dispatch Totals	44	17											61	Dispatch Totals
Structure fires (In District)	2	0											2	Structure fires
Structure fires (Mutual aid)	4	0											4	
Acres burned	0	0											0	Acres burned

**CITY OF COLUMBIA FALLS
CORRESPONDENCE LIST
COUNCIL MEETING
APRIL 1, 2024**

03/07/24 Memo – Employee Incentive 5 year employee John Paliga

03/18/24 Letter of support to Montana Board of Crime Control

03/21/24 Email from Susan Marshall – Peace Run July 4th



MEMO

Date: 03/07/2024

To: City Manager Nicosia, Mayor and Council
From: City Clerk Staaland

RE: Employee Incentive

Please put John Paliga, hire date 01/28/2019, on the April 1, 2024 Council Agenda to receive his 5 years of service incentive pin. I will include his \$50.00 employee incentive monies on his 03/15/2024 payroll check.

Thank you.



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

Item No. 13.

PHONE (406) 892-4391

FAX (406) 892-4413

March 18, 2024

To: Montana Board of Crime Control

Re: Letter of Support for the Northwest Montana Drug Task Force 2024-2025 Grant

The Northwest Montana Drug Task Force has been enforcing drug laws and educating the public in Northwest Montana since 1984. The success of this task force over the years is widely known and has proved to be a major deterrent in the use, distribution, and manufacture of illegal drugs. The City of Columbia Falls added the School Resource Officer assignment within the Police Department beginning in 2003 based on a strong recommendation of the NW Drug Task Force to do so to combat the use of drugs within our community.

The use of illegal drugs throughout our community continues to increase and brings with it increased crimes such as thefts, burglaries and domestic violence have a widespread impact on our citizens.

The Northwest Montana Drug Task Force has demonstrated the ability to work with state, local and federal agencies to prosecute major drug trafficking organizations in Northwest Montana.

The Northwest Montana Drug Task Force has earned the trust and support of our community through not only enforcement but also education.

The Northwest Montana Drug Task Force has trained many of the local law enforcement, fire, and EMS personnel regarding methamphetamine labs and the hazards they present as well as current drug trends.

The City of Columbia Falls fully supports the Northwest Drug Montana Task Force and any funding to continue the operation of this productive task force.

Sincerely,

Donald Barnhart, Mayor

an Nicosia

From: Susan Marshall <susan_marshall@peacerun.org>
Sent: Thursday, March 21, 2024 2:24 PM
To: Susan Nicosia
Subject: Peace Run

Dear Mayor Barnhart and City of Columbia Falls Councilor's

I am writing to invite your participation in a global torch relay that will be in Columbia Falls this July 4.

To give you some background about us, the Sri Chimmoy Oneness-Home Peace Run is a global torch relay run created in 1987 as a way to focus on humanity's innate love of peace and friendship.

Every two years, teams of runners cover over 25,000 miles globally while carrying a flaming torch, symbolic of the flame for peace in every heart. Teams visit schools, community groups, community and world leaders while also running up to 100 miles each day. The four month North American Peace Run covers 11,000 miles. We feel that peace starts in the heart of each person and we can each create a more positive, inspired and peaceful world by starting with ourselves.

The Peace Run has passed through over 155 countries and has been embraced by countless world and community leaders, religious leaders and elite athletes; including Nelson Mandela, Mikhail Gorbachev, Mother Theresa, three popes and Olympian Carl Lewis. Hundreds of thousands of school children in over 25,000 schools have welcomed the runners for our school program which is fun, inspiring and educational for students and staff alike.

We would be very grateful for the opportunity to share the Peace Torch with you as well. If you had even a few minutes on that day we would love have a brief meeting to hear a little of you and your community's hopes for peace.

Here is a link to our website you may find helpful:

www.peacerun.org/us

Please contact me directly on 929 312 2460.

Kind regards,
Susan Marshall.
Local coordinator.