



City of Sidney, MT  
City Council Regular Meeting 6-2-25  
June 02, 2025 6:30 PM  
115 2nd Street SE | Sidney, MT 59270

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The City Council meetings are open to the public attending in person, with masks encouraged when social distancing cannot be accomplished. If the public does not wish to participate in person, they are also invited to participate via a Zoom meeting. You can participate via phone:

Meeting ID: 713 080 5898      Passcode: 4332809      Call: 1-346-248-7799

1. Call to Order
2. Pledge of Allegiance
3. Aldermen Present
4. Correction or Approval of Minutes
  - a. [May 19th, 2025 Regular Meeting Minutes](#)
5. Visitors
6. Public Hearing
7. Mayor Norby
  - a. Municipal Election-Filling Deadline Changed to June 11th
8. Committee Meeting Work
  - a. Schedule Budget and Finance Committee-FY25-26 Payroll
9. Alderman Requests and Committee Reports

Budget and Finance – Chairman Christensen – DiFonzo, Koffler. Police and Fire – Chairman DiFonzo – Rasmussen, Larson. Parks and Recreation – Chairman Christensen – Larson, Rasmussen. Water and Sewer – Chairman Buxbaum – Christensen, DiFonzo. Street and Alley – Chairman Rasmussen – DiFonzo, Koffler. Sanitation – Chairman Larson – Koffler, Buxbaum. City Buildings & Street Lighting – Chairman Koffler – Buxbaum, Christensen

10. Unfinished Business

11. New Business
  - [a.](#) B&B Work Order 1: Pool Doors \$3,789.00
  - [b.](#) B&B Work Order 2: City Hall Door Stop and Knobs \$1,121.00
12. City Planner
13. City Attorney
  - a. Kalil Prosecution Contract
  - [b.](#) Resolution #3948-Adopting the Hazard Mitigation Plan
14. Chief of Police
15. Public Works Director
  - [a.](#) Water Tower Replacement ARPA Draw #3 for \$365,572.08
16. Fire Marshal/Building Inspector
17. City Clerk/Treasurer
  - a. FY23-24 Audit
  - [b.](#) Denning, Downey Audit Contract transfer to Nexus
  - [c.](#) Cancel Unclaimed Checks
18. Consent Agenda
  - [a.](#) Claims to be approved: \$83,154.40
  - [b.](#) Building Permits to be approved: RC2025-30, 2025-069 to 2025-072
19. Executive Session-Litigation
20. Adjournment



City of Sidney, MT  
 City Council Regular Meeting 5-19-25  
 May 19, 2025 6:30 PM  
 115 2nd Street SE | Sidney, MT 59270

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Meeting ID: 713 080 5898      Passcode: 4332809      Call: 1-346-248-7799

**1. Call to Order**

Mayor Norby called the regular meeting of the Sidney City Council to order at 6:30pm.

**2. Pledge of Allegiance**

The Pledge of Allegiance was stated by all present.

**3. Aldermen Present**

Aldermen present: Christensen, Buxbaum, Larson, Rasmussen, and DiFonzo. Aldermen absent: Koffler.

**4. Correction or Approval of Minutes**

**a. May 5th, 2025 Regular Meeting Minutes**

Motion was made to approve.

Motion made by Alderwoman Buxbaum, Seconded by Alderwoman Christensen.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

**b. May 7th, 2025 Water and Sewer Committee Meeting Minutes**

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Buxbaum.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

**c. May 7th, 2025 Budget and Finance Committee Meeting Minutes**

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman DiFonzo.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

## 5. Visitors

Chris Schoepp, Gary Schoepp, Karen Schoepp, Cami Skinner (Seitz Insurance), Jody Wells (Roundup), Jordan Mayer (Interstate Engineering)

Via Zoom: Jessica Chamberlin (City Clerk Treasurer) and David Seitz (Seitz Insurance)

## 6. Public Hearing

### a. Public Hearing: Amended Plat-Homestead Subdivision Phase 2 (tabled at 3-17-25, 4-7-25, 4-21-25 and 5-5-25 Meetings until 5-19-25 Meeting)

Motion was made by Alderwoman Rasmussen to untable the public hearing for the Amended Plat-Homestead Subdivision Phase 2, seconded by Alderwoman Christensen. Voting Yea: Alderwoman Rasmussen, Alderwoman Christensen, Alderwoman Buxbaum, Alderwoman Larson, Alderman DiFonzo.

City Planner Sanderson presented the Amended Plat- Homestead Subdivision Phase 2 report with recommendation of approval. City Planner Sanderson stated that the waiver of the city policy requiring the extension of the sewer main to the furthest extent of the subdivision on 14th Ave NW was the only sticking point needing to be addressed and voted on. The Homestead Subdivision is in compliance with all zoning, growth policy, frontage access on all lots, and access to water and sewer utilities.

Alderman DiFonzo asked if the city should consider a subdivision policy change for possible future similar situations where water and sewer utilities are not extended. City Planner Sanderson stated that the Homestead subdivision is a unique circumstance that will not set a precedence with approving. Further stating that yes, the city could have required the sewer extension, but the subdivision was two phase and was not necessary during phase one.

Jordan Mayer (Interstate Engineering) added that the lots were originally designed differently.

Mayor Norby called for proppants three times with none coming forward.

Mayor Norby called for opponents three times with none coming forward.

Mayor Norby closed the public hearing.

## 7. Mayor Norby

Nothing.

## 8. Committee Meeting Work

### a. Water/Sewer Committee: Homestead Subdivision Sewer Extension

Alderman Buxbaum presented on the Homestead Subdivision sewer extension on 14th Avenue NW. A current water and sewer line map was presented on the monitors for all to see.

Alderman Buxbaum highlighted lot 2A to show that the lot is served with city water and sewer from 4th Street NW although the lot is L shaped and extends to 14th Avenue NW. Alderman Buxbaum stated should that lot ever subdivide, the developer or owner would be required to install the sewer extension on 14th Ave NW to service the northwest corner of the lot.

Motion was made to grant a variance to the requirement for the sewer extension on 14th Avenue NW.

Motion made by Alderman Buxbaum, Seconded by Alderman Christensen.

Voting Yea: Alderman Rasmussen, Alderman DiFonzo, Alderman Buxbaum, Alderman Christensen, Alderman Larson

### b. Budget/Finance Committee: FY25-26 Workers Comp Coverage Carrier

Alderman DiFonzo presented the Fiscal Year 2025-2026 Workers Comp Coverage Carrier quote from Seitz Insurance with the eMOD revision at \$61,777 compared to the current carrier, MMIA, with a quote of \$78,382. Seitz Insurance has sold workers comp with the Montana state fund since 1996 when it was initially offered, and their program is long standing and beneficial. State Fund uniquely offers a dividend program after 3 years of insurance coverage. The dividend program, when we become eligible, will be around 19-20%.

Motion was made to switch the city's workers comp coverage starting July 1, 2025 to Seitz Insurance and the Montana State Fund.

Motion made by Alderman DiFonzo, Seconded by Alderman Christensen.

Voting Yea: Alderman Rasmussen, Alderman DiFonzo, Alderman Christensen

Voting Abstaining: Alderman Buxbaum, Alderman Larson

Alderman Rasmussen asked if the change of workers comp company will affect the city's health insurance, with is covered with MMIA. Clerk Treasurer Chamberlin responded that the city will continue to received health insurance with MMIA and there will be no ill affects.

Mayer Norby stated that the city is excited to have a local insurance agency and office for a great working relationship.

Alderman DiFonzo also reported on the insurance rate changes for FY 25-26 that include a decrease in liability insurance of 1%, and increase in the aggregate rate for auto physical damage of 2.26%, and increase in the aggregate for the Contractor Equipment and Real & Property Program of 1.02%, and increase for health insurance of 12.2%.

Alderman DiFonzo stated that the Budget and Finance Committee will meet at the end of May to review and discuss the payroll budget. After payroll is completed, Clerk Treasurer Chamberlin will be working closely with the Department Heads on setting the preliminary budget.

## 9. Alderman Requests and Committee Reports

**Budget and Finance** – Chairman Christensen – DiFonzo, Koffler. **Police and Fire**– Chairman DiFonzo – Rasmussen, Larson. **Parks and Recreation** – Chairman Christensen – Larson, Rasmussen. **Water and Sewer** – Chairman Godfrey – Christensen, DiFonzo. **Street and Alley** – Chairman Rasmussen – DiFonzo, Koffler. **Sanitation**– Chairman Larson – Koffler, Godfrey. **City Buildings & Street Lighting** – Chairman Koffler – Godfrey, Christensen

Alderwoman Rasmussen stated that she received a request for the city to consider adding a yield sign on 4th Avenue NW and West Main Street. Chief Kraft said he will look at the intersection and consider adding a yield sign.

Alderman DiFonzo thanked PWD Hintz for adding yield signs by the high school.

## 10. Unfinished Business

Nothing.

## 11. New Business

### a. Chris Schoepp Variance Request

Motion was made to approve Chris Schoepp Variance Request for a greenhouse.

Motion made by Alderwoman Christensen, Seconded by Alderwoman Rasmussen.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

### b. Seitz Insurance- Worker's Compensation Policy

Seitz Insurance provided an Insurance Proposal for Workers Comp with Montana State Fund.

## 12. City Planner

### a. Homestead Expedited Subdivision Review

City Planner Sanderson presented on the Homestead Subdivision Expedited Review and lists ten conditions of approval.

Motion was made to approve.

Motion made by Alderwoman Rasmussen, Seconded by Alderman DiFonzo.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

### 13. City Attorney

#### a. Resolution 3947-Calling for Municipal Election

Mayor Norby read Resolution #3947 Calling for a Municipal General Election

Motion was made to approve.

Motion made by Alderwoman Buxbaum, Seconded by Alderwoman Christensen.

Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

### 14. Chief of Police

#### a. April 2025 Police Department Report

Chief Kraft presented the April 2025 Police Department Report

### 15. Public Works Director

#### a. April 2025 Public Works Report

PWD Hintz presented the April 2025 Public Works Report.

PWD Hintz stated that June 9th work will begin on the million gallon water tank to repair a leak, this will be the third attempt at repairing it.

PWD Hintz report that the garbage truck purchased in September 2024 has been broken down since February 11, 2025 and may need to involve our City Attorney. Alderwoman Buxbaum asked if PWD Hintz has requested an extension to the warranty since it has been out of service for more than three months. PWD Hintz stated that he has an extension.

PWD Hintz reported on compliance report. All trailers and vehicles noticed have been abated. There are four nuisance properties for the committee to discuss as the committee meeting next week.

#### b. Water Tank Replacement Project-ARPA Draw #2 for \$11,388.50

PWD Hintz presented the North Park Elevated Water Tank Draw #2 request to pay \$19,388.50. (Not \$11,388.50)

Motion was made to approval Draw # 2 payment for \$19,388.50.

Motion made by Alderwoman Rasmussen, Seconded by Alderwoman Buxbaum.  
 Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

## 16. Fire Marshal/Building Inspector

### a. April 2025 Fire Run Report

FM/BI Rasmussen provided the April 2025 Fire Run Report.

## 17. City Clerk/Treasurer

### a. April 2025 JV Report

Motion was made to approve.

Motion made by Alderwoman Larson, Seconded by Alderwoman Christensen.  
 Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

### b. April 2025 Treasurer Report

Motion was made to approve.

Motion made by Alderwoman Rasmussen, Seconded by Alderman DiFonzo.  
 Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

## 18. Consent Agenda

Motion was made to approve claims and building permits.

Motion made by Alderwoman Rasmussen, Seconded by Alderwoman Larson.  
 Voting Yea: Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

a. Claims to be approved: \$9,091.43 + \$59,587.75 = \$68,679.18

#43905 MDU \$ 9,091.43

b. Building Permits to be approved: RC2025-28, 2025-50, 2025-053, 2025-60, 2025-63, 2025-64, 2025-65, 2025-66, and 2025-67

## 19. Adjournment

at 7:06pm.



***EXHIBIT C - WORK ORDER***  
*for use with Master Agreement Between Owner and Contractor*

**WORK ORDER** number 001 made as of the 14 day of May, 2025.

**BETWEEN** the Owner:

**City of Sidney**  
 115 2<sup>nd</sup> Street SE  
 Sidney, Montana, 59270  
 (406) 433-2809

and the Contractor:

**B & B Builders Inc.**  
 108 2<sup>nd</sup> St NE  
 Sidney, Montana, 59270  
 (406) 482-4401

License no. 12210 for the following **PROJECT:**  
*(Name, location, and detailed description)*

Sidney Svarre Municipal Pool Doors  
 801-833 7th Ave SW  
 Sidney, MT 59270  
 Relace door closures and kick down door stops

The Architect for the Project:  
*(Name, legal status, address, and other information)*

**THE CONTRACT**

This Work Order, together with the Contract Documents enumerated herein, including the Master Agreement between Owner and Contractor dated the 1 day of May, 2025 form the Contract.

The Owner and Contractor agree as follows.

## TABLE OF ARTICLES

1. THE WORK OF THIS WORK ORDER
2. DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
3. CONTRACT SUM
4. PAYMENTS
5. INSURANCE AND BONDS
6. PARTY REPRESENTATIVES
7. ENUMERATION OF CONTRACT DOCUMENTS

### ARTICLE 1 THE WORK OF THIS WORK ORDER

The Contractor shall execute and pay for the Work described in the Contract Documents enumerated in Article 7 of this Work Order, and any modifications issued after execution of this Work Order, except as specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

☒ The date of this Work Order.

☐ A date set forth in a notice to proceed issued by the Owner.

☐ Established as follows:  
*(Insert a date or a means to determine the date of commencement of the Work.)*

The Date of Commencement of the Work for the Project shall be the date that the Building Permit is issued for the Work.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Work Order.

§ 2.2 The Contract Time shall be measured from the date of commencement.

#### § 2.3 Substantial Completion

§ 2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Check the appropriate box and complete the necessary information.)*

☒ Not later than (45) calendar days from the date of commencement of the Work.

☐ By the following date:

§ 2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

**Portion of Work**

**Substantial Completion Date**

§ 2.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 2.3, liquidated damages, if any, shall be assessed as set forth in Section 3.6.

**ARTICLE 3 CONTRACT SUM**

§ 3.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be one of the following:

*(Check the appropriate box.)*

☐ Stipulated Sum, in accordance with Section 3.2 below

☐ Cost of the Work plus the Contractor's Fee, in accordance with Section 3.3 below

☐ Cost of the Work plus the Contractor's Fee with a Guaranteed Maximum Price, in accordance with Section 3.4 below

☒ Other, in accordance with Section 3.5 below

*(Based on the selection above, complete Section 3.2, 3.3, 3.4 or 3.5 below.)*

**§ 3.2 Stipulated Sum**

§ 3.2.1 The Stipulated Sum shall be (\$\_\_\_\_\_), subject to additions and deductions as provided in the Contract Documents. See Exhibit "B" for Contract Sum breakdown. Contractor's clarifications to the scope of Work are attached as Exhibit "C". The Work shall be performed in accordance with the schedule attached as Exhibit "D".

For Change Orders or Construction Change Directive Work, the amount for overhead and for profit added or deducted shall be a total of ten percent (10%) of the Cost of the Work that is added or deducted, respectively ("Contractor's Fee"). Cost of the Work is defined in Exhibit "A". Such Contractor's Fee includes all profit, overhead, general conditions costs, and insurance (but not additional bond costs, if applicable), except if a Change Order extends the Date of Substantial Completion, then Contractor's reasonable extended daily general conditions costs shall be added to the cost of the Change Order per §12.5 of the Master Agreement. Likewise, subcontractors shall not add general conditions costs, except that if the change includes an increase in the Contract Time, then extended daily general conditions costs may be added in accordance with §12.5 of the Master Agreement. However, fee shall not be reduced for deductive Change Orders arising as a result of the Sales Tax Savings Program of Article 21.12 of

the Master Agreement, except fee on the amount of the sales tax saved shall be deducted.

1. For Change Order Work accomplished by the Contractor's own forces, acting in the role of a subcontractor, overhead and profit shall be a maximum of 10% of the Cost of the Work.
2. For Change Order Work accomplished by Subcontractors, Subcontractor's overhead and profit shall be a maximum of 10% of the Cost of the Work.
3. For each Subcontractor, for Work performed by that Subcontractor's sub-subcontractor, no overhead charges, but a 5% fee for overhead and profit on the amount due the sub-subcontractor shall be paid the Subcontractor.
4. For each Sub-subcontractor, for Work performed by that Sub-subcontractor, overhead and profit shall be a maximum of 10% of the Cost of the Work.
5. No further tiering of sub-subcontractors will be allowed mark up for fees, overhead, or profit.

§ 3.2.2 The Stipulated Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

*(State the numbers or other identification of accepted alternates. If the Owner is permitted to accept other alternates subsequent to the execution of this Work Order, attach a schedule of such other alternates showing the change in the Stipulated Sum for each and the deadline by which the alternate must be accepted.)*

Exhibit “B”

§ 3.2.3 Unit prices, if any:

*(Identify the item and state the unit price and any applicable quantity limitations.)*

<b>Item</b>	<b>Units and Limitations</b>	<b>Price per Unit (\$0.00)</b>
Exhibit “B”		

§ 3.2.4 Allowances, if any, included in the Stipulated Sum:

*(Identify each allowance.)*

<b>Item</b>	<b>Price</b>
Exhibit “B”	

§ 3.3 Cost of the Work plus Contractor's Fee

§ 3.3.1 The Cost of the Work is as defined in Exhibit A, Determination of the Cost of the Work.

§ 3.3.1.1 The following costs are subject to the Owner's prior approval:

§ 3.3.2 The Contractor's Fee:

*(State a lump sum, percentage of Cost of the Work or other provision for determining the Contractor's Fee and the method of adjustment to the fee for changes in the Work.)*

**§ 3.4 Cost of the Work plus Contractor's Fee with a Guaranteed Maximum Price**

**§ 3.4.1** The Cost of the Work is as defined in Exhibit A, Determination of the Cost of the Work.

**§ 3.4.1.1** The following costs are subject to the Owner's prior approval:

**§ 3.4.2** The Contractor's Fee:

*(State a lump sum, percentage of Cost of the Work or other provision for determining the Contractor's Fee and the method of adjustment to the fee for changes in the Work.)*

**§ 3.4.3 Guaranteed Maximum Price**

**§ 3.4.3.1** The sum of the Cost of the Work and the Contractor's Fee is guaranteed by the Contractor not to exceed (\$\_\_\_\_\_), subject to additions and deductions by changes in the Work as provided in the Contract Documents. This maximum sum is referred to in the Contract Documents as the Guaranteed Maximum Price. Costs which would cause the Guaranteed Maximum Price to be exceeded shall be paid by the Contractor without reimbursement by the Owner. *(Insert specific provisions if the Contractor is to participate in any savings.)*

**§ 3.4.3.2** The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

*(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Work Order, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)*

**§ 3.4.3.3** Unit Prices, if any:

*(Identify the item and state the unit price and any applicable quantity limitations.)*

Item	Units and Limitations	Price Per Unit (\$0.00)
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**§ 3.4.3.4** Allowances, if any, included in the Guaranteed Maximum Price:

*(Identify each allowance.)*

Item	Price
------	-------

**§ 3.4.3.5** Assumptions, if any, on which the Guaranteed Maximum Price is based:

§ **3.4.3.6** To the extent that the Contract Documents are anticipated to require further development, the Guaranteed Maximum Price includes the costs attributable to such further development consistent with the Contract Documents and reasonably inferable therefrom. Such further development does not include changes in scope, systems, kinds and quality of materials, finishes or equipment, all of which, if required, shall be incorporated by Change Order.

§ **3.4.3.7** The Owner shall authorize preparation of revisions to the Contract Documents that incorporate the agreed-upon assumptions contained in Section 3.4.3.5. The Owner shall promptly furnish such revised Contract Documents to the Contractor. The Contractor shall notify the Owner and Architect of any inconsistencies between the agreed-upon assumptions contained in Section 3.4.3.5 and the revised Contract Documents.

### § **3.5 Other**

§ **3.5.1** The Contract Sum shall be determined in accordance with the following:  
(Insert a description of how the Contract Sum will be determined.)

Per attached estimate 1321 dated 5/12/25 project "2025 Pool Doors"

§ **3.6** Liquidated damages, if any:  
(Insert terms and conditions for liquidated damages, if any.)

## **ARTICLE 4 PAYMENTS**

§ **4.1** Payments shall be in accordance with Article 3 of the Master Agreement, except as indicated below:

(Indicate all payment terms that differ from those set forth in the Master Agreement, such as period covered by each Application for Payment or date upon which each Application/or Payment is due.)

See Master Agreement.

§ **4.2** Retainage will be withheld in accordance with Article 3 of the Master Agreement, except as indicated below: (Indicate all retainage terms that differ from those set forth in the Master Agreement, such as retainage amount, items not subject to retainage, terms for reduction, or limitation of retainage.)

See Master Agreement.

## **ARTICLE 5 INSURANCE AND BONDS**

§ **5.1** Insurance and Bonds shall be in accordance with Article 15 of the Master Agreement.

## **ARTICLE 6 PARTY REPRESENTATIVES**

§ **6.1** The Owner identifies the following representative in accordance with Section 1.4.1 of the

Master Agreement:

Jeff Hintz  
(406) 433-2809

§ 6.2 The Contractor identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:  
(List name, address, and other information.)

## ARTICLE 7 ENUMERATION OF CONTRACT DOCUMENTS

§ 7.1 The Contract Documents are defined in Section 5.2 of the Master Agreement and, except for Modifications issued after execution of this Work Order, are enumerated in the sections below.

§ 7.1.1 This Work Order

§ 7.1.2 The Master Agreement

§ 7.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
See Exhibit E, if any.	2025 Pool Doors	5/12/25	1

§ 7.1.4 The Specifications:  
(Either list the Specifications here or refer to an exhibit attached to this Work Order.)

Section	Title	Date	Pages
See Exhibit E			

§ 7.1.5 The Drawings:

*(Either list the Drawings here or refer to an exhibit attached to this Work Order.)*

Number	Title	Date
See Exhibit E		

§ 7.1.6 The Addenda, if any:

Number	Date	Pages
See Exhibit E		

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are enumerated in this Article 5.

§ 7.1.7 Additional documents, if any, forming part of the Contract Documents:

*(List here any additional documents that are intended to form part of the Contract Documents.)*

This Work Order entered into as of the day and year first written above.

\_\_\_\_\_  
**OWNER** *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
**CONTRACTOR** *(Signature)*

**Sean Suisse, President**

\_\_\_\_\_  
*(Printed name and title)*



# B & B Builders, Inc.

108 2nd St NE  
Sidney, MT 59270

## ESTIMATE

Item a.

Date	ESTIMATE NO.
5/12/2025	1321

NAME / ADDRESS
City of Sidney 115 2nd St SE Sidney, MT 59270

PROJECT
---------

2025 Pool Doors		
DESCRIPTION		Total
Labor and materials to remove and replace three door closures and eight kick down door stops at the Sidney Svarre Municipal Pool		3,789.00
Due to market volatility, material cost is subject to change after 15 days.		<b>Total</b> \$3,789.00
Phone #	Fax #	E-mail
406-482-4401	406-482-9023	admin@bbbuildersinc.com

***EXHIBIT C - WORK ORDER***  
*for use with Master Agreement Between Owner and Contractor*

**WORK ORDER** number 002 made as of the 20 day of May, 2025.

**BETWEEN** the Owner:

**City of Sidney**  
 115 2<sup>nd</sup> Street SE  
 Sidney, Montana, 59270  
 (406) 433-2809

and the Contractor:

**B & B Builders Inc.**  
 108 2<sup>nd</sup> St NE  
 Sidney, Montana, 59270  
 (406) 482-4401

License no. 12210 for the following **PROJECT:**  
*(Name, location, and detailed description)*

Sidney City Hall Door Stops and Door Knob  
 115 2nd St SE  
 Sidney, MT 59270  
 Install 5 kick down door stops and replace storage door knob  
 with an entrance door knob on the door in council chambers to  
 the storage room 131

The Architect for the Project:  
*(Name, legal status, address, and other information)*

**THE CONTRACT**

This Work Order, together with the Contract Documents enumerated herein, including the Master Agreement between Owner and Contractor dated the 20 day of May, 2025 form the Contract.

The Owner and Contractor agree as follows.

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### ARTICLE 1 THE WORK OF THIS WORK ORDER

The Contractor shall execute and pay for the Work described in the Contract Documents enumerated in Article 7 of this Work Order, and any modifications issued after execution of this Work Order, except as specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

☐ The date of this Work Order.

☐ A date set forth in a notice to proceed issued by the Owner.

☒ Established as follows:

*(Insert a date or a means to determine the date of commencement of the Work.)*

The date of notice to proceed after council approval in meeting dated June 2, 2025

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Work Order.

§ 2.2 The Contract Time shall be measured from the date of commencement.

### § 2.3 Substantial Completion

§ 2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Check the appropriate box and complete the necessary information.)*

- ☒ Not later than (60) calendar days from the date of commencement of the Work.  
Lead time on receiving materials: 6+ weeks
- ☐ By the following date:

§ **2.3.2** Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

## Portion of Work

### Substantial Completion Date

**§ 2.3.3** If the Contractor fails to achieve Substantial Completion as provided in this Section 2.3, liquidated damages, if any, shall be assessed as set forth in Section 3.6.

## ARTICLE 3 CONTRACT SUM

§ 3.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be one of the following:  
(Check the appropriate box.)

- ☐ Stipulated Sum, in accordance with Section 3.2 below
- ☐ Cost of the Work plus the Contractor's Fee, in accordance with Section 3.3 below
- ☐ Cost of the Work plus the Contractor's Fee with a Guaranteed Maximum Price, in accordance with Section 3.4 below
- ☒ Other, in accordance with Section 3.5 below

(Based on the selection above, complete Section 3.2, 3.3, 3.4 or 3.5 below.)

### § 3.2 Stipulated Sum

§ **3.2.1** The Stipulated Sum shall be (\$\_\_\_\_\_), subject to additions and deductions as provided in the Contract Documents. See Exhibit “B” for Contract Sum breakdown. Contractor's clarifications to the scope of Work are attached as Exhibit “C”. The Work shall be performed in accordance with the schedule attached as Exhibit “D”.

For Change Orders or Construction Change Directive Work, the amount for overhead and for profit added or deducted shall be a total of ten percent (10%) of the Cost of the Work that is added or deducted, respectively ("Contractor's Fee"). Cost of the Work is defined in Exhibit "A". Such Contractor's Fee includes all profit, overhead, general conditions costs, and insurance (but not additional bond costs, if applicable), except if a Change Order extends the Date of Substantial Completion, then Contractor's reasonable extended daily general conditions costs shall be added to the cost of the Change Order per §12.5 of the Master Agreement. Likewise, subcontractors shall not add general conditions costs, except that if the change includes an increase in the Contract Time, then extended daily general conditions costs may be added in accordance with §12.5 of the Master Agreement. However, fee shall not be reduced for deductive Change Orders arising as a result of the Sales Tax Savings Program of Article 21.12 of

the Master Agreement, except fee on the amount of the sales tax saved shall be deducted.

1. For Change Order Work accomplished by the Contractor's own forces, acting in the role of a subcontractor, overhead and profit shall be a maximum of 10% of the Cost of the Work.
2. For Change Order Work accomplished by Subcontractors, Subcontractor's overhead and profit shall be a maximum of 10% of the Cost of the Work.
3. For each Subcontractor, for Work performed by that Subcontractor's sub-subcontractor, no overhead charges, but a 5% fee for overhead and profit on the amount due the sub-subcontractor shall be paid the Subcontractor.
4. For each Sub-subcontractor, for Work performed by that Sub-subcontractor, overhead and profit shall be a maximum of 10% of the Cost of the Work.
5. No further tiering of sub-subcontractors will be allowed mark up for fees, overhead, or profit.

§ 3.2.2 The Stipulated Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

*(State the numbers or other identification of accepted alternates. If the Owner is permitted to accept other alternates subsequent to the execution of this Work Order, attach a schedule of such other alternates showing the change in the Stipulated Sum for each and the deadline by which the alternate must be accepted.)*

Exhibit “B”

§ 3.2.3 Unit prices, if any:

*(Identify the item and state the unit price and any applicable quantity limitations.)*

<b>Item</b>	<b>Units and Limitations</b>	<b>Price per Unit (\$0.00)</b>
Exhibit “B”		

§ 3.2.4 Allowances, if any, included in the Stipulated Sum:

*(Identify each allowance.)*

<b>Item</b>	<b>Price</b>
Exhibit “B”	

§ 3.3 Cost of the Work plus Contractor's Fee

§ 3.3.1 The Cost of the Work is as defined in Exhibit A, Determination of the Cost of the Work.

§ 3.3.1.1 The following costs are subject to the Owner's prior approval:

§ 3.3.2 The Contractor's Fee:

*(State a lump sum, percentage of Cost of the Work or other provision for determining the Contractor's Fee and the method of adjustment to the fee for changes in the Work.)*

**§ 3.4 Cost of the Work plus Contractor's Fee with a Guaranteed Maximum Price**

**§ 3.4.1** The Cost of the Work is as defined in Exhibit A, Determination of the Cost of the Work.

**§ 3.4.1.1** The following costs are subject to the Owner's prior approval:

**§ 3.4.2** The Contractor's Fee:

*(State a lump sum, percentage of Cost of the Work or other provision for determining the Contractor's Fee and the method of adjustment to the fee for changes in the Work.)*

**§ 3.4.3 Guaranteed Maximum Price**

**§ 3.4.3.1** The sum of the Cost of the Work and the Contractor's Fee is guaranteed by the Contractor not to exceed (\$\_\_\_\_\_), subject to additions and deductions by changes in the Work as provided in the Contract Documents. This maximum sum is referred to in the Contract Documents as the Guaranteed Maximum Price. Costs which would cause the Guaranteed Maximum Price to be exceeded shall be paid by the Contractor without reimbursement by the Owner. *(Insert specific provisions if the Contractor is to participate in any savings.)*

**§ 3.4.3.2** The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

*(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Work Order, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)*

**§ 3.4.3.3** Unit Prices, if any:

*(Identify the item and state the unit price and any applicable quantity limitations.)*

<b>Item</b>	<b>Units and Limitations</b>	<b>Price Per Unit (\$0.00)</b>
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**§ 3.4.3.4** Allowances, if any, included in the Guaranteed Maximum Price:

*(Identify each allowance.)*

<b>Item</b>	<b>Price</b>
-------------	--------------

**§ 3.4.3.5** Assumptions, if any, on which the Guaranteed Maximum Price is based:

§ **3.4.3.6** To the extent that the Contract Documents are anticipated to require further development, the Guaranteed Maximum Price includes the costs attributable to such further development consistent with the Contract Documents and reasonably inferable therefrom. Such further development does not include changes in scope, systems, kinds and quality of materials, finishes or equipment, all of which, if required, shall be incorporated by Change Order.

§ **3.4.3.7** The Owner shall authorize preparation of revisions to the Contract Documents that incorporate the agreed-upon assumptions contained in Section 3.4.3.5. The Owner shall promptly furnish such revised Contract Documents to the Contractor. The Contractor shall notify the Owner and Architect of any inconsistencies between the agreed-upon assumptions contained in Section 3.4.3.5 and the revised Contract Documents.

### § **3.5 Other**

§ **3.5.1** The Contract Sum shall be determined in accordance with the following:

*(Insert a description of how the Contract Sum will be determined.)*

**Per attached estimate 1314 dated 4/28/2025 project "2025 Door Stops and Door Knob"**

§ **3.6** Liquidated damages, if any:

*(Insert terms and conditions for liquidated damages, if any.)*

## **ARTICLE 4 PAYMENTS**

§ **4.1** Payments shall be in accordance with Article 3 of the Master Agreement, except as indicated below:

*(Indicate all payment terms that differ from those set forth in the Master Agreement, such as period covered by each Application for Payment or date upon which each Application/or Payment is due.)*

See Master Agreement.

§ **4.2** Retainage will be withheld in accordance with Article 3 of the Master Agreement, except as indicated below: *(Indicate all retainage terms that differ from those set forth in the Master Agreement, such as retainage amount, items not subject to retainage, terms for reduction, or limitation of retainage.)*

See Master Agreement.

## **ARTICLE 5 INSURANCE AND BONDS**

§ **5.1** Insurance and Bonds shall be in accordance with Article 15 of the Master Agreement.

## **ARTICLE 6 PARTY REPRESENTATIVES**

§ **6.1** The Owner identifies the following representative in accordance with Section 1.4.1 of the

Master Agreement:

Jeff Hintz  
(406) 433-2809

§ 6.2 The Contractor identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:  
(List name, address, and other information.)

## ARTICLE 7 ENUMERATION OF CONTRACT DOCUMENTS

§ 7.1 The Contract Documents are defined in Section 5.2 of the Master Agreement and, except for Modifications issued after execution of this Work Order, are enumerated in the sections below.

§ 7.1.1 This Work Order

§ 7.1.2 The Master Agreement

§ 7.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
See Exhibit E, if any.	2025 Door Stops and Door Knob	4/28/2025	1

§ 7.1.4 The Specifications:  
(Either list the Specifications here or refer to an exhibit attached to this Work Order.)

Section	Title	Date	Pages
See Exhibit E			



§ 7.1.5 The Drawings:

*(Either list the Drawings here or refer to an exhibit attached to this Work Order.)*

Number	Title	Date
See Exhibit E		

§ 7.1.6 The Addenda, if any:

Number	Date	Pages
See Exhibit E		

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are enumerated in this Article 5.

§ 7.1.7 Additional documents, if any, forming part of the Contract Documents:

*(List here any additional documents that are intended to form part of the Contract Documents.)*

This Work Order entered into as of the day and year first written above.

\_\_\_\_\_  
**OWNER** *(Signature)*

\_\_\_\_\_  
**CONTRACTOR** *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
*(Printed name and title)*

# B & B Builders, Inc.

108 2nd St NE  
Sidney, MT 59270

## ESTIMATE

Item b.

Date	ESTIMATE NO.
4/28/2025	1314

NAME / ADDRESS
Sidney City Hall 115 2nd St SE Sidney, MT 59270

### PROJECT

### 2025 Door Stops and Door Knob

DESCRIPTION	Total
Labor and materials to install five (5) kick down door stops and replace storage door knob with entrance door knob on the door in council chambers to the storage room 131	1,121.00

Due to market volatility, material cost is subject to change after 10 days.

**Total** \$1,121.00

Phone #	Fax #	E-mail
406-482-4401	406-482-9023	admin@bbbuildersinc.com

## Addendum S Richland County Hazard Mitigation Plan

### S.1 Mitigation Planning

This Addendum serves to update the 2022 Richland County Multi-Hazard Mitigation Plan (MHMP), which was approved on January 5, 2023. The 2022 MHMP includes a strategy for plan implementation and maintenance that includes a monitoring schedule, formal updates, plan evaluation, continued public outreach, and incorporation into existing planning mechanisms. This strategy allows the County to evaluate the effectiveness of the plan and make any necessary changes.

Because this plan was recently approved, Montana Disaster and Emergency Services (MT DES) and the Federal Emergency Management Agency (FEMA) Region VIII determined that it would only be necessary to provide implementation updates associated with the mitigation strategy in an Addendum rather than conducting new analysis in an Annex. The Addendum discusses the following topics, as each relates to plan implementation and maintenance:

- Natural hazard events that have occurred since the 2022 Plan was approved,
- Changes in risk exposure within the planning area,
- Review of the mitigation action plan and progress on mitigation actions,
- Changes in capabilities that could impact plan implementation, and
- Recommendations for changes/enhancement.

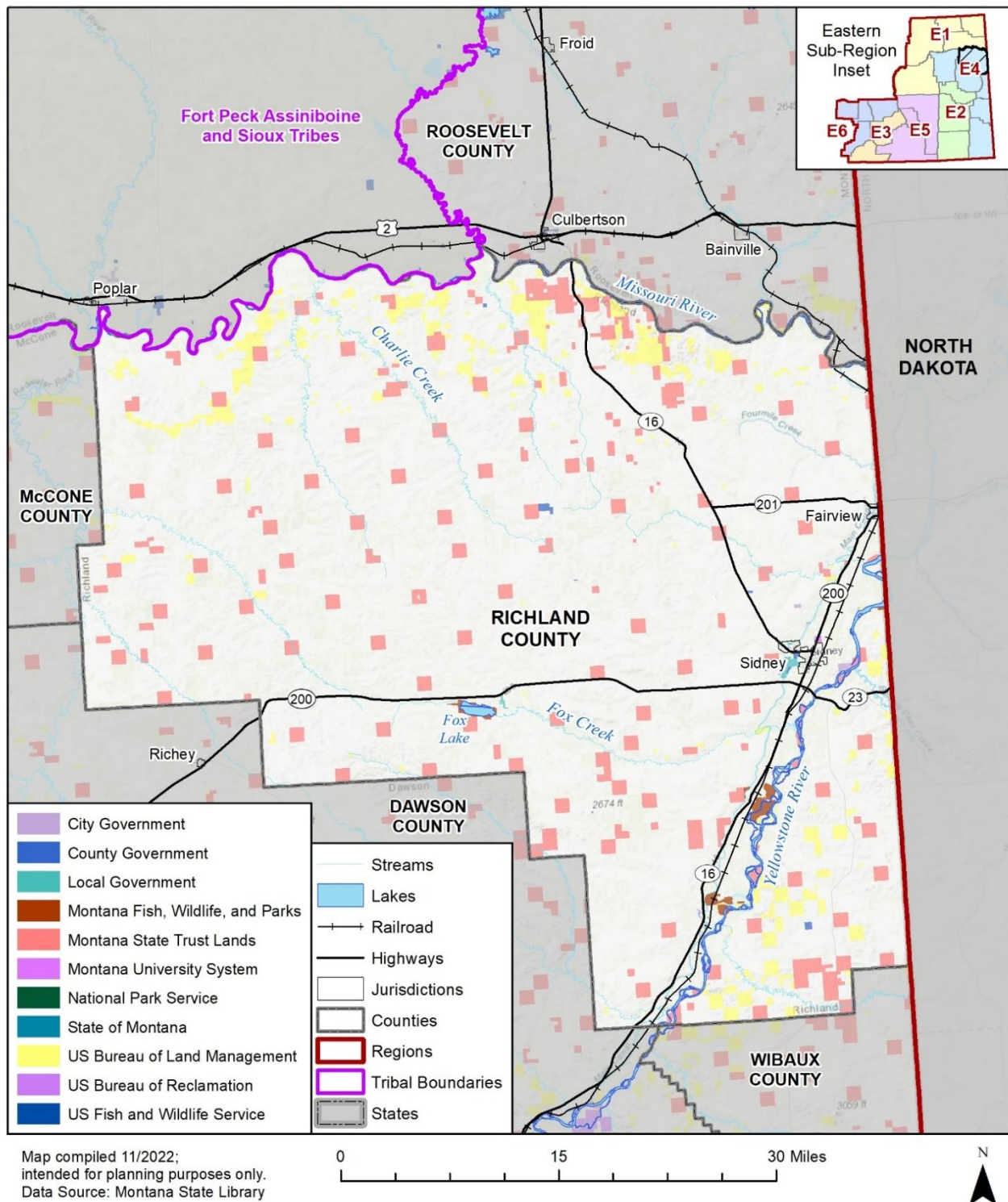
This Addendum also updates the 2022 MHMP to be in full compliance with FEMA's updated *2022 Local Mitigation Planning Policy Guide*, which became effective April 19, 2023. Data and analysis added and described in this Addendum to meet the new policy and element requirements include:

- Including a broader range of stakeholders, to consist of agencies that regulate land use and building codes, academia partners, climate change experts, agencies that support underserved communities, and community lifeline stakeholders.
- Describing targeted outreach opportunities to underserved communities.
- Considering the effects of climate change and other future conditions.
- Addressing requirements of the High Hazard Potential Dam (HHPD) grant program to include all dam risks (see Hazard Identification and Risk Assessment [HIRA] Section 4.2.5 Dam Failure).
- Describing building codes and land use and development ordinances.

The Town of Fairview and City of Sidney participated in the Disaster Mitigation Act (DMA) planning process with the County. As part of the regional planning process, the County established a County Planning Team (CPT) to update the status of previous mitigation projects and identify opportunities for additional projects. This included consulting representatives from a broad range of sectors, to include community lifelines, academia, and non-profits that support underserved communities. Stakeholders included Roosevelt, McCone, Dawson, and Wibaux counties; McKenzie county in North Dakota, Holy Rosary Hospital, and Faith Lutheran Home. More details regarding how the counties, municipalities and stakeholders participated in the 2023 planning process can be found in Chapter 3 of the base plan. A full list of local government departments and stakeholders that participated can be found in Appendix A.

A map showing Richland County land stewardship is displayed in Figure S-1.

Figure S-1 Richland County Base Map and Land Stewardship



## S.2 Summary Overview of the 2022 Plan's Progress

The County MHMP has targeted 34 hazard mitigation initiatives to be pursued during the five-year performance period. The following overall progress can be reported:

- 25 out of 34 initiatives (38%) reported ongoing action toward completion.
- 8 out of 34 initiatives (35%) reported no action taken.
- 1 out of 34 initiatives (2%) were reported as completed or deleted.

## S.3 Social Vulnerability

Social vulnerability is broadly defined as the susceptibility of social groups to the adverse impacts of natural hazards, including disproportionate death, injury, loss, or disruption of livelihood. Social vulnerability considers the social, economic, demographic, and housing characteristics of a community that influence its ability to prepare for, respond to, cope with, recover from, and adapt to environmental hazards. Refer to HIRA for more information on social vulnerability.

The National Resilience Index (NRI) assessed Richland County's social vulnerability as 'Relatively low,' giving it a score of 20.81. This indicates that Richland County is more socially vulnerable than 44.60% of the counties in Montana. Additional details on social vulnerability and FEMA's NRI can be found in Section 4.1.1.5 of the Base Plan.

An additional 21 variables from the 2020 American Community Survey (ACS) that can influence the social vulnerability of a community are displayed in Table S-1.

**Table S-1 Demographic Estimates for Richland County (2020 ACS)**

Characteristic	Richland County	State of Montana
Percentage of persons below 150% poverty estimate	14.8%	24.1%
Unemployment Rate estimate	4.2%	4.0%
Percentage of housing cost-burdened occupied housing units with annual income less than \$75,000 (30%+ of income spent on housing costs) estimate	18.8%	21.4%
Percentage of persons with no high school diploma (age 25+) estimate	4.6%	7.5%
Percentage uninsured in the total civilian noninstitutionalized population estimate	6.4%	9.6%
Percentage of persons aged 65 and older estimate	16.1%	22.1%
Percentage of persons aged 17 and younger estimate	25.5%	21.3%
Percentage of civilian noninstitutionalized population with a disability estimate	13.6%	15.6%
Percentage of single-parent households with children under 18 estimates	6.0%	3.9%
Percentage of persons (age 5+) who speak English "less than well" estimate	0.2%	0.3%
Minority (other than white non-Hispanic) estimate	7.2%	14.6%
Percentage of housing in structures with 10 or more units estimate	8.8%	3.3%
Percentage of mobile homes estimate	19.1%	13.1%
Percentage of occupied housing units with more people than rooms estimate	1%	2.1%
Percentage of households with no vehicle available estimate	7.9%	4.9%
Persons in group quarters estimate	0.4%	2.8%
Percentage Female estimate	50.0%	49.7%
Median Age estimate	38.3	40.1

Characteristic	Richland County	State of Montana
Median Gross Rent estimate	\$755	\$836
Median House Value estimate	\$229,100	\$244,900
Unoccupied Housing Units estimate	21.7%	15.3%

Source: U.S. Census Bureau ACS 5-year estimates, 2020

Richland County faces a steady average economic outlook, with 14.8% of its population living below the 150% poverty line, which is lower than the State average of 24.1%. The County's unemployment rate (4.2%) is in line with the State average (4%). Additionally, the County has a demographic distribution that is younger than age of the State norm, with the proportion of residents over 65 being 16.1 % compared to the State average of 22.1%., The percentage of those under 17 years old is 25.5% compared to that State (21.3%). The median age in Richland County is lower at 38.3 years, compared to the State median of 40.1 years. Additional sources of social vulnerability in Richland County encompasses factors such as economic well-being, education access, and healthcare availability.

Table S–2 below provides a brief overview of economic characters in Richland County. The following information is provided by the U.S. Census Bureau ACS 5-year estimates from 2016–2020.

**Table S–2 Richland County Economic Profile**

Economic Characteristics	Richland County
Families Below Poverty Level	3.1%
Individuals Below Poverty Level	6.9%
Median Home Value	\$236,700
Median Household Income	\$64,158
Per Capita Income	\$30,330
Population > 16 Years Old in Labor Force	57%

Source: U.S. Census Bureau ACS 5-year estimates, 2020

Table S–3 below shows the breakdown of employment in Richland County by the industry sector. According to the ACS, the leading employment sectors in the County are “Educational services, and health care and social assistance,” which composes 16.5% of the total employment in the County with an estimated 921 people. This is followed by “Agriculture, forestry, fishing and hunting, and mining” with 916 people and “Retail trade” with 621 people.

**Table S–3 Richland County Occupation by Industry Profile**

Industry	Population Employed	Percent of Labor Force
Agriculture, forestry, fishing and hunting, and mining	916	16.4%
Construction	563	10.1%
Manufacturing	279	5.0%
Wholesale trade	97	1.7%
Retail trade	621	11.1%
Transportation and warehousing, and utilities	400	7.2%
Information	71	1.3%

Industry	Population Employed	Percent of Labor Force
Finance and insurance, and real estate and rental and leasing	376	6.7%
Professional, scientific, and management, and administrative and waste management services	368	6.6%
Educational services, and health care and social assistance	921	16.5%
Arts, entertainment, and recreation, and accommodation and food services	575	10.3%
Other services, except public administration	201	3.6%
Public administration	185	3.3%

Source: U.S. Census Bureau ACS 5-year estimates, 2020

## S.4 Hazard Events within the Planning Area

During the reporting period (November 2021 through October 2023), there was one Statewide emergency declaration and nine natural hazard events within Richland County. A summary of these events is as follows:

- January 19, 2022, Governor Greg Gianforte signed Executive Order 1-2022, declaring a statewide emergency due to increased demand for propane and heating oil caused by harsh winter conditions.
- Between November 1, 2021, and July 31, 2023, there were nine natural hazard events recorded by the National Centers for Environmental Information (NCEI) Storm Events Database, detailed in Table S-4.
- There were no recorded deaths/injuries or property damage.

**Table S-4 Hazard Events in Richland County, November 2021-June 2023**

Event Type	Number of Events	Deaths	Injuries
Flash Flood	1	0	0
Hail	1	0	0
Heavy Snow	3	0	0
Thunderstorm Wind	4	0	0
<b>Grand Total</b>	<b>9</b>	<b>0</b>	<b>0</b>

Source: NCEI Storm Events Database

## S.5 Changes in Risk Exposure in the Planning Area

Temperatures have risen almost 2.5°F in Montana since the beginning of the 20th century (Frankson et al 2022). This temperature increase, combined with shifting precipitation patterns, accelerates soil moisture loss during dry spells, intensifying the occurrence of drought and subsequently increasing the risk of wildfires. These projected increases in drought and wildfire have the capacity to impact the County's agricultural sector.

This warming has, and will continue to, result in the steady receding of Montana's glaciers. This increased run-off, combined with an increasingly variable precipitation regime, will likely lead to more frequent and severe flooding. The primary flooding hazard in the County stems from riverine flooding, notably from Lone Tree Creek, the Yellowstone River, and the Missouri River. Lone Tree Creek courses through the southwest part of Sidney, while both Sidney and Fairview are situated in proximity to the Yellowstone River, presenting the greatest potential impacts.



The variability in precipitation, coupled with climbing summer temperatures, can give rise to more intense summer storms. These storms, often accompanied by severe wind, hail, and heavy rain, are common in the County but can have a greater impact on the vulnerable populations, such as the aging populations and the segment of the population with a disability.

Frequent consequences resulting from strong winds in the County encompass the breakage of trees and branches, harm to agricultural structures, and damage to power poles. For instance, as noted in the 2022 MHMP, in June 2012, a wind incident close to Fairview resulted in the snapping of 21 power poles at their base and the impairment of two additional poles, necessitating replacement. Another incident occurred in June 2015 when a microburst swept through Richland County at a speed of 83 knots (96 mph). The documented effects included the destruction of a roping barn that was only four years old. Based on the National Climatic Data Center (NCDC) Storm Events Database, the estimated property damages amounted to around \$165,000.

Additionally, frigid temperatures are a regular occurrence in Montana, and Richland County is no stranger to extreme cold. The County's record low temperature since 1963 stands at -46 degrees Fahrenheit, recorded in January 1989. Additionally, the lowest average high temperature for a month was 8.3 degrees Fahrenheit in January 1969. The combination of cold temperatures and wind is a common occurrence, leading to dangerously low wind chills persisting throughout much of the winter season. While power loss is infrequent in the County, significant storms have the potential to cause outages. In the event of a major winter storm causing extensive damage or hindering crews' access to affected areas, prolonged power outages could occur. Given past trends and climate change impacts, these events are likely to continue and increase in frequency in the coming years.

### **S.5.1 Cyber-Attack**

Cyber-attack was not included in the 2022 Richland County HMP, however, all servers, networks, and users in Eastern Montana are vulnerable to cyber-attacks. Cyber-attack is a low significance hazard for Richland County, the Town of Fairview, and the City of Sidney. While there have been no recorded cyber-attack events occurring in the County or its jurisdictions, minor cyber-attacks such as phishing emails often go unreported. The elderly population in the U.S. has been disproportionately impacted by losses from cyber-attack events. The population of residents aged 65 and older in Richland County is 16.9% of the total population.

Refer to Chapter 4 for a discussion of the cyber-attack risk relative to Richland County and the Eastern Region.

### **S.5.2 Earthquake**

Earthquake was not included in the 2022 Richland County HMP, but it is profiled in Section 4.2.6 of the Regional Base Plan. That section provides an analysis of this hazard relative to the Eastern Region including Richland County.

All the Eastern Region could be impacted by earthquakes, but the greatest potential for damaging quakes is in the southwestern portion of the Region. The State of Montana is one of the most seismically active states in the United States according to the US Geological Survey. However, the Eastern Region is less susceptible to earthquake hazards when compared to the Central and Western Region, where large seismic events have centered in the past. Richland County is in an area that has very low potential losses, therefore earthquake is ranked as an overall low significance hazard.

The Hazus model estimates earthquake-related building losses broken out into two categories: direct building losses and business interruption losses. Direct building losses are the costs associated with



repairing or replacing damage to buildings and their contents caused by an earthquake. Business interruption losses include the financial impacts of disrupted business operations due to earthquake damage. These losses also include temporary living expenses for individuals displaced from their homes.

For the 2,500-year probabilistic earthquake scenario, total building related losses for Richland County is estimated at \$1.12 million. Of this total, direct building losses are estimated at \$827,000, shown in Table S-5, and income related losses are estimated at \$294,000, shown in Table S-6.

**Table S-5 Richland County Hazus Capital Stock Losses**

County	Structural Damage	Non-Structural Damage	Contents Damage	Inventory Loss
Richland County	\$196,000	\$474,000	\$153,000	\$4,000

Source: Hazus 2500 yr probabilistic EQ

**Table S-6 Richland County Hazus Income Losses**

County	Relocation Loss	Capital Related Loss	Wages Losses	Rental Income Loss
Richland County	\$115,000	\$52,000	\$70,000	\$57,000

Source: Hazus 2500 yr probabilistic EQ

Due to the low likelihood of exposure to ground shaking, there were not specific areas of concern in Richland County, the Town of Fairview, or the City of Sidney. Additionally, climate change will not affect the physical hazards associated with an earthquake.

Refer to Chapter 4 for a discussion of the earthquake risk relative to Richland County and the Eastern Region.

### S.5.3 Transportation Accidents

Transportation accidents was not included in the 2022 Richland County HMP, but it is profiled in Section 4.2.14 of the Regional Base Plan. Transportation accidents are an overall low significance hazard for Richland County, the Town of Fairview, and the City of Sidney.

Between 2016 and 2020, Richland County ranked second in roadway crashes within the Eastern Region, with 1,447 incidents reported by the Montana Department of Transportation, well behind Yellowstone County's 16,475 incidents. While transportation incidents can occur along any type of transportation route, they are more likely to occur in high traffic areas along significant highways in the County, such as Highways 16, 23, and 200.

The County is also currently served by a freight rail line through Sidney operated by the Yellowstone Valley Railroad under a lease from BNSF. The Montana Rail Link, a regional railroad passing through Richland County, ceased operations in January 2024 when BNSF resumed control of the line.

Refer to Chapter 4 for a discussion of the transportation accident risk relative to Richland County and the Eastern Region.

### S.5.4 Volcanic Ash

Volcanic ash was not included in the 2022 Richland County HMP, but it is profiled in Section 4.2.15 of the Regional Base Plan. That section provides an analysis of this hazard relative to the Eastern Region including Richland County. The frequency and extent of volcanic ashfall is uniform across the Eastern Region and is discussed in Section 4.2.15, subsections *Past Occurrences* and *Frequency/Likelihood of Occurrence*.

All assets are potentially exposed to volcanic ash. Even assets located indoors are exposed when ash penetrates the ventilation system of buildings. Many assets in Richland County are susceptible to damage from volcanic ash, following the pattern described in Section 4.2.10, subsection *Vulnerability Assessment*.

Climate change will not affect exposure to volcanic ash and is not expected to affect susceptibility or vulnerability to this hazard.

All jurisdictions in the Eastern Region, including those jurisdictions within Richland County, ranked volcanic ash as an overall low significance hazard.

## S.6 Mitigation Capabilities Assessment

As part of the regional plan development, the Region and participating jurisdictions developed a mitigation capability assessment. Capabilities are those plans, policies and procedures that are currently in place to contribute to reducing hazard losses. Combining the risk assessment with the mitigation capability assessment results in “net vulnerability” to disasters and more accurately focuses the goals, objectives, and proposed actions of this plan.

The Richland County CPT used a two-step approach to conduct this assessment. First, an inventory of common mitigation activities was made using a matrix. The purpose of this effort was to identify policies and programs that were either in place or could be undertaken, if appropriate. Second, the CPT conducted an inventory and review of existing policies, regulations, plans, projects, and programs to determine if they contribute to reducing hazard related losses.

### S.6.1 Regulatory Mitigation Capabilities

Table S–7 lists planning and land management tools typically used by local jurisdictions to implement hazard mitigation activities and indicates those that are in place in the Eastern Region and each participating jurisdiction.

**Table S–7 Richland County and Jurisdictions Regulatory Mitigation Capabilities**

Plans and Regulations	Richland County	Town of Fairview	City of Sidney
Local Building Codes	Yes	Through County	No
Building Codes Year	2021 IBC, IRC, & IFC	2021 IBC, IRC, & IFC	n/a
BCEGS Rating	4.4Y	4.4Y	4.4Y
Capital Improvements Program (CIP) or Plan	Yes	Through County	Through County
Community Rating System (CRS)	No	No	No
Community Wildfire Protection Plan (CWPP)	Yes	Through County	Through County
Comprehensive, Master, or General Plan	Yes	Yes	Yes
Economic Development Plan	No	No	No
Elevation Certificates	Yes	Yes	Yes
Emergency Operations Plan	Yes	Through County	Through County
Erosion/Sediment Control Program	No	No	No

Plans and Regulations	Richland County	Town of Fairview	City of Sidney
Floodplain Management Plan	Yes	Yes	Yes
Flood Insurance Study	Yes, 1985	Yes, 1986	Yes, 1987
Growth Management Ordinance	Yes	Yes	Yes
Hazard-Specific Ordinance or Plan (Floodplain, Steep Slope, Wildfire)	No	No	No
National Flood Insurance Program (NFIP)	Yes, 12/04/85	Yes, 05/15/86	Yes, 12/04/85
Site Plan Review Requirements	Yes	Yes	Yes
Stormwater Program, Plan, or Ordinance	No	No	No
Zoning Code or Ordinance	Yes	Yes	Yes

### Discussion of Existing Regulatory Mitigation Capabilities

Richland County adheres to State building codes and has a dedicated department for enforcing these codes. The building department is tasked with reviewing plans prior to construction, issuing building permits, Issuing Certificates of Occupancy, and perform building inspections for Richland County.

Despite the absence of an economic development plan within the County or its jurisdictions, all three maintain a Growth Management Plan with the goal to promote population growth to sustain new businesses and schools at a rate that can be supported with government services and infrastructure. Additionally, while the County drafted a CWPP that encompasses each jurisdiction, rapidly changing environmental conditions coupled with a landscape altered by past fires may necessitate the development of an updated plan to ensure effective and current wildfire management strategies.

### S.6.2 Administrative and Technical Mitigation Capabilities

Table S–8 identifies the personnel responsible for activities related to mitigation and loss prevention in Richland County and its jurisdiction.

**Table S–8 Richland County Jurisdictions Administrative/Technical Mitigation Capabilities**

Administrative and Technical	Richland County	Town of Fairview	City of Sidney
Emergency Manager	Yes	Through County	Through County
Floodplain Administrator/ Position/ Department	Yes	Yes	Yes
Community Planning:			
- Planner/Engineer (Land Development)	Yes	No	No
- Planner/Engineer/ Scientist (Natural Hazards)	No	No	No
- Engineer/Professional (Construction)	No	No	No
- Resiliency Planner	No	No	No
- Transportation Planner	Yes	No	No
Full-Time Building Official	Yes	Yes	Yes
GIS Specialist and Capability	Yes	No	Yes

Administrative and Technical	Richland County	Town of Fairview	City of Sidney
Grant Manager, Writer, or Specialist	No	No	No
Housing Authority	Yes	No	No
Warning Systems: (list the hazards each system is used for)			
- Sirens	No	Yes. Used for weather & HAZMAT emergencies.	Yes. Used for weather & HAZMAT emergencies.
- Reverse 911	Yes. For public safety and missing persons	Through County	Through County
- Integrated Public Alert and Warning System (IPAWS)/Wireless Emergency Alerts (WEA)	Yes. For all emergencies with a threat to life or heavy property damage.	Through County	Through County
- Opt-In Notifications (CodeRed, Everbridge, etc.)	Yes. For non-life-threatening emergencies and moderate property threats, also for general emergency notifications, public safety, and updates.	Through County	Through County
- Other system	Yes	No	No

### Discussion on NFIP Participation and Compliance

Richland County, the Town of Fairview, and the City of Sidney have formally adopted the National Flood Insurance Program's (NFIP) minimum floodplain management criteria through the County's 2019 Floodplain Regulations. Richland County and each of the jurisdictions joined the NFIP in 1986-1987, and their current flood insurance rate map (FIRM) became effective on August 15, 2019. Richland County's floodplain regulations are enforced by the County's Director of Public Works. The Town of Fairview's floodplain regulations are enforced by the Town Clerk and the City of Sidney's floodplain regulations are enforced by the Director of Public Works.

By locally enforcing these regulations, which adhere to the NFIP's minimum criteria, FEMA grants access to flood insurance coverage for residents and properties within Richland County, Fairview, and Sidney. The Floodplain Regulations set forth by the NFIP establish baseline standards for development within designated flood hazard areas. These regulations wield a considerable influence on land use decisions, emphasizing the importance of maintaining stringent measures to mitigate flood-related risks and ensure the safety and resilience of each community involved.

Following flood or other damage events, the 2019 regulations enforce a substantial improvement/substantial damage provision by evaluating damaged properties to determine if they meet thresholds requiring them to comply with updated floodplain management standards. If substantial damage is determined, properties must undergo upgrades to meet current floodplain standards before they can be repaired or rebuilt. This process helps to reduce future risk by ensuring that post-event repairs and reconstructions contribute to long-term flood resilience.

### S.6.3 Financial Capabilities

Table S-9 identifies the financial tools or resources that the County and its jurisdictions have access to, or are eligible to use, and that could potentially be used to help fund mitigation activities.

**Table S–9 Richland County Jurisdictions Financial Capabilities**

Financial Capabilities	Richland County	Town of Fairview	City of Sidney
Ability to fund projects through Capital Improvements funding	Yes	Yes	Yes
Ability to incur debt through general obligation bonds	Yes	Yes	Yes
Ability to incur debt through private activities	Yes	Yes	Yes
Ability to incur debt through special tax bonds	Yes	Yes	Yes
Authority to levy taxes for a specific purpose with voter approval	Yes	Yes	Yes
Authority to withhold spending in hazard prone areas	No	No	No
Community Development Block Grants	Yes	Yes	Yes
FEMA Hazard Mitigation Assistance grants	Yes	Yes	Yes
FEMA Public Assistance funds	Yes	Yes	Yes
Stormwater Service Fees	Yes	No	No
System Development Fee	No	No	No
Utility fees (water, sewer, gas, electric, etc.)	Yes	Yes	Yes

The most recent update to the County's MHMP was undertaken to ensure the County and its jurisdictions maintain eligibility for applying for FEMA mitigation grants and funding.

#### **FEMA and Other Grant Funding Leveraged for Hazard Mitigation**

Funding for the proposed mitigation projects may come from a variety of sources. Below is a list of funding possibilities. This list is not tied directly to each proposed project; however, these programs could work for specific projects or multiple projects.

- FEMA Hazard Mitigation Assistance Grants including:
  - Building Resilient Infrastructure and Communities (BRIC)
  - Flood Mitigation Assistance Program (FMA)
  - Hazard Mitigation Grant Program (HMGP)
- US Army Corp of Engineers funding
- US Department of Agriculture Environmental Quality Incentive Program.
- USDA Conservation Reserve and Conservation Reserve Enhancement Program.
- USDA Small Watersheds, a program in the Natural Resource Conservation Service (NRCS)

There are many more potential funding opportunities available to the municipalities and County. Funding research will be done during the scoping process for each project. New funding mechanisms may be present that were not before.

#### **S.6.4 Education and Outreach Capabilities**

Table S–10 identifies the education and outreach programs in place that the County and its jurisdictions could use to help promote mitigation activities.

**Table S–10 Richland County Education and Outreach Capabilities**

Education & Outreach Programs	Richland County	Town of Fairview	City of Sidney
Ongoing public education programs (fire safety, responsible water use, household preparedness, etc.)	Yes	Yes	Yes
Local citizen groups that communicate hazard risks	Yes	Yes	Yes
Firewise or other fire mitigation program	No	No	No

Education & Outreach Programs	Richland County	Town of Fairview	City of Sidney
National Weather Service StormReady	Yes, but not yet recognized as a Weather Ready Nation	No	No

### S.6.5 Non-Governmental Organizations (NGOs) and Mitigation Partnerships

Table S–11 shows the local chapters that have partnered with the County and its jurisdictions.

**Table S–11 Richland County Non-Governmental Organizations (NGOs)**

Non-Governmental Organizations (NGOs)	Richland County	Town of Fairview	City of Sidney
American Red Cross	No	No	No
Chamber of Commerce	Yes	Yes	Yes
Community Organizations (Lions, Kiwanis, etc.)	Yes	Yes	Yes
Environmental Groups	No	No	No
Homeowner Associations	Yes	Yes	Yes
Neighborhood Associations	Yes	Yes	Yes
Salvation Army	No	No	Yes
Veterans Groups	No	Yes	Yes
Other?	Yes	Yes	Yes

### S.6.6 Opportunities for Enhancement

While the County of Richland has several plans and mechanisms in place to mitigate hazards and ensure the well-being of its residents, there are several ways these protections can be enhanced. Richland County ranks high in social vulnerability, as defined by the NRI. Addressing this vulnerability may necessitate targeted interventions, focusing on initiatives that support economic development, create employment opportunities, and cater to the specific needs of distinct age groups within the community. One way to address these needs would be through the development of a targeted economic development plan. Such a plan could focus on attracting growth to the County in a way that aims to enhance overall community resilience and reduce social disparities. Additional areas for enhancement could include:

#### Richland County

- Consider updating the County CWPP to reflect the latest science and environmental conditions, especially since the most recent plan was from 2003.
- Enhance GIS capabilities to inform decision-making related to land use planning, infrastructure development, and emergency response.
- Explore local building codes that could increase the resiliency of future development in the wildland-urban interface.
- Consider the development of an economic development plan.
- Regularly update the Growth Management Plan to understand growth trends and to sustain new businesses and schools at a rate that can be supported with government services and infrastructure.

#### Town of Fairview

- Participate in the County's update to the 2003 CWPP.
- Regularly update the Growth Management Plan to understand growth trends and to sustain new businesses and schools at a rate that can be supported with government services and infrastructure.

**City of Sidney**

- Participate in the County's update to the 2003 CWPP.
- Regularly update the Growth Management Plan to understand growth trends and to sustain new businesses and schools at a rate that can be supported with government services and infrastructure.

**S.6.7 Monitoring, Evaluation and Updating the Plan**

Richland County will follow the procedures to review and update this plan in accordance with Montana Eastern Region as outlined in Chapter 6 of the Regional Plan. The County and municipalities realize that it is important to review and update this plan regularly and update it on a five-year cycle. The Richland County Addendum to the Montana Eastern Region Plan will be evaluated on a regular basis to determine the effectiveness of programs, and to reflect changes in land development or programs that may affect mitigation priorities.

Continued public involvement will be followed as outlined in Chapter 6 of the base plan, with an emphasis on vulnerable populations or groups that could have been missed during the 2023 process. Continued public involvement is imperative to the overall success of the plan's implementation, with emphasis on vulnerable populations or groups that could have been missed during the 2023 process. Richland County and the Town of Fairview and the City of Sidney will continue to solicit participation from the public in the following ways:

- Hard copies of the updated HMP will be available at County and municipal offices, with an electronic version available on the County website.
- The public will be invited to LEPC meetings where the HMP is discussed. The meetings will provide the public a forum for which they can express concerns, opinions, or ideas about the plan.
- The DES Coordinator will publicize meetings through newspapers, radio, and the internet.
- The CPT will monitor and evaluate public outreach processes for potential improvements during plan implementation.

The County will also make efforts during plan implementation to increase the participation of underserved communities, particularly rural and isolated communities by holding public meetings in convenient and familiar locations within each municipality. The County will also consider transportation options and meeting times that better accommodate different schedules, such as evening and weekend meetings.

**S.6.8 Integration into Existing Planning Mechanisms**

The jurisdictions did not meaningfully integrate the 2022 Richland County MJHMP into other planning mechanisms, which has been noted as an area of improvement for the next five years. The CPT has noted that this plan will be useful for future planning and grant opportunities for future development of county assets.

When the opportunity arises, each jurisdiction will follow the process outlined in Section 6.3.3 of the base plan to integrate information from the MJHMP into these mechanisms. This integration may encompass cross-referencing the MJHMP where applicable, or it may involve including data, goals, or actions from the MJHMP. For example, the fire hazard profile from the Base Plan and actions can be leveraged to update the County's CWPP, and mitigation goals and actions can inform the update of the Town of Fairview and City of Sidney's growth ordinances.

**Richland County**

- Richland County Emergency Operations Plan
- Richland County Growth Ordinance

- Richland County Community Wildfire Protection Plan
- Richland County Floodplain Regulations

**Town of Fairview**

- Town of Fairview Zoning Regulations
- Town of Fairview Growth Ordinance
- Town of Fairview Subdivision Regulations
- Town of Fairview Floodplain Regulations

**City of Sidney**

- City of Sidney Zoning Regulations
- City of Sidney Growth Ordinance
- City of Sidney Subdivision Regulations

By ensuring coordination across these mechanisms, the jurisdictions will strengthen the integration of hazard mitigation into their broader planning efforts. The CPT will collaborate with the staff responsible for these plans or programs.

Richland County intends to incorporate its 2021 HMP into various planning mechanisms, although the opportunity to do so has not yet arisen. When the opportunity arises, the County and each jurisdiction will follow the process outlined in Section 6.3.3 of the base plan to integrate information from the HMP into these mechanisms. This integration may involve cross-referencing the HMP where applicable or incorporating data, goals, or actions from the HMP. The CPT will coordinate with the staff responsible for the above plans or programs. Integrated planning is a key to building community resiliency.

**S.6.9 Continued Public Involvement**

Richland County is committed to engaging the public directly in reviewing and updating the MJHMP. The public will have numerous opportunities to provide feedback, with hard copies of the plan available at County and City offices and an electronic version accessible on the Richland County website. Public participation will be further encouraged through invitations to LEPC meetings where the MJHMP is discussed, offering a forum for expressing concerns, opinions, and ideas. The Montana Disaster and Emergency Services (MT DES) Coordinator will ensure that public meetings are well-publicized using print, broadcast, and social media. Additionally, digital billboards will be used to solicit input and advertise meetings. This strategy allows the County to evaluate the effectiveness of the plan and make any necessary changes based on public input.

Richland County, the Town of Fairview, and the City of Sidney will continue to solicit participation from the public in the following ways:

- Hard copies of the updated HMP will be available at County and municipal offices, with an electronic version available on the County website.
- The public will be invited to LEPC meetings where the HMP is discussed. The meetings will provide the public a forum for which they can express concerns, opinions, or ideas about the plan.
- The DES Coordinator will publicize meetings through newspapers, radio, and the internet.
- The CPT will monitor and evaluate public outreach processes for potential improvements during plan implementation.

The County will also make efforts during plan implementation to increase the participation of underserved communities, particularly rural and isolated communities by holding public meetings in convenient and familiar locations within each municipality. They will ensure the meetings and outreach materials are accessible to a younger population given the higher percentage of this population group present in the



County. The County will also consider transportation options and meeting times that better accommodate different schedules, such as evening and weekend meetings.

## S.7 Review of the Mitigation Action Plan

The matrices below review the 35 actions listed in the 2021 Richland County action plan, reporting the status of each initiative. Reviewers of this report should refer to the *2021 Update to the Richland County MHMP* for more detailed descriptions of each initiative and the prioritization process. The summary addresses the status of the action, what elements or tasks of the initiative were conducted during the reporting period based on the plan's maintenance schedule, an explanation if an action was not completed, the timing of additional implementation tasks, the current priority level, and if the initiative was completed, needs to be changed, or removed from the action plan.

### S.7.1 Progress on Previous Actions

As shown in Table S-12, of 34 actions in the previous plan, one has been completed.

**Table S-12 Completed and Deleted Actions**

ID	Jurisdiction	Action Name & Description	Hazards	Status
20	Countywide	Implement wildfire fuel reduction and defensible space program	Wildfire	Completed

### S.7.2 Mitigation Action Plan

As a part of the 2023 regional planning process, the Richland County CPT developed an updated list of hazard mitigation actions or projects specific to the County and its jurisdictions. The process used to identify, develop, and prioritize these actions is described in Chapter 5 of the base plan. Richland County carried over 33 uncompleted or ongoing mitigation actions from the previous plan and added an additional three new actions.

Table S-13 lists the mitigation actions for Richland County and its participating jurisdictions. The Richland County CPT identified and prioritized the following mitigation actions based on the risk assessment and goals, and objectives. It is grouped by hazard(s) mitigated. Background information as well as information on how the action will be implemented and administered, such as ideas for implementation, responsible office, partners, potential funding, estimated cost, and timeline also are described. Per the DMA requirement, actions have been identified that address reducing losses to existing development as well as future development.

Continued compliance with the NFIP is also important to reducing losses to future development. Currently, the County and its jurisdictions participate in the NFIP; each will continue to make every effort to remain in good standing with the program, including continuing to comply with the NFIP regarding adopting floodplain maps and implementing, maintaining, and updating floodplain ordinances. See Section 5.4.2 in the base plan for more discussion on NFIP compliance.

The **Cost** Estimate column describes the estimated project costs using the following categories:

- Little to no cost
- Low: Less than \$10,000
- Moderate: \$10,000-\$100,000

- High: \$100,000-\$1,000,000
- Very High: More than \$1,000,000

The **Timeline** column describes the estimated time of completion for each project using the following categories:

- Short Term: 1-2 years
- Medium Term: 3-5 years
- Long Term: 5+ years
- Ongoing: action is implemented every year

The **Status/Implementation Notes** column describes the progress made on the actions so far using the following categories:

- Not Started: project is continued from the 2021 Richland County Plan; little to no work has been completed.
- In Progress: project is continued from the 2021 Richland County Plan; work has begun on the project and is proceeding.
- Annual: project is continued from the 2021 Richland County Plan and is implemented every year on an ongoing basis.
- New in 2023: The action is new to this plan update; little to no work has been completed.

All jurisdictions have developed mitigation actions for each identified hazard in the MHMP.

**Table S-13 Mitigation Action Tracker**

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
1	Implement Public Health Mass Notification System	Communicable Disease	Richland County	Richland County Health Department	Richland Sheriff's Office	Moderate	RCHD	Short Term	Medium	In Progress
2	Drought mitigation/resiliency. Develop water conservation plans so when drought occurs cities/towns do not create additional stress to water supply	Drought	Richland County, City of Sidney, Town of Fairview	Sidney Water Commissioner, Fairview Planning Department (both jurisdictions will lead)	County Conservation District, County Public Works	Moderate	NRCS Conservation Programs	Short Term	High	Ongoing
3	Develop water conservation and an emergency back-up plan for small community water supplies (approved by DEQ) that don't have availability to connect to a public water supply, the means to develop a new water supply, or are drawing from a diminishing aquifer	Drought	Richland County	County Planner	Montana DEQ	Very High	BRIC	Long Term	High	Not Started
4	Assess need to enlarge storm drains in targeted areas of Sidney.	Flooding	Sidney	Public Works Director	Sidney Sewer Department	Very High	CWSRF Grants, BRIC, USDA Rural Development Grants, USDA Rural Utilities Service Grants	Medium Term	High	Ongoing
5	Develop real estate disclosure laws/policy to help advise potential buyers about pre-existing flood conditions, current flood plain status of property, and potential hazards (i.e. septic) that could negatively impact	Flooding	Richland County	County Attorney	Floodplain administrators from Fairview, Sidney, and County	Moderate	County General Funds, Staff Time	Short Term	Medium	Not Started

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
	their property in a flooding event.									
6	Study and assess integrity of dams and bridges in the county, and implement appropriate mitigation alternatives to ensure safety and functionality status	Dam Failure, Flooding	Richland County, City of Sidney, and Town of Fairview	County DES, County Transportation	Sidney Public Works, Sidney Streets Department, Fairview Planning	Moderate	HMGP, BRIC	Long Term	Medium	Ongoing
7	Work with the railroad to develop necessary drainage improvements along the right-of-way in Sidney.	Flooding	City of Sidney	City of Sidney Public Works Director	BNSF	Low	Staff Time	Short Term	Medium	Ongoing
8	Study and implement potential flood control projects and protocols to ensure Lone Tree Creek can flow freely.	Flooding	City of Sidney	City of Sidney Public Works Director	County Conservation District	High	EWP - administered by the NRCS, HMGP, FMA, BRIC	Short Term	High	Ongoing
9	Conduct NFIP community workshops to provide information and incentives for property owners to acquire flood insurance.	Flooding	Richland County, City of Sidney, Town of Fairview	Richland County Emergency Manager	DES, Planning Department	Low	Staff time	Medium-Term	Medium	Not Started
10	Mitigate surface and shoulder erosion caused by water on key roads and address issues with culverts, such as, but not limited to: <ul style="list-style-type: none"> <li>• Increasing culvert size</li> <li>• Increasing efficiency of the entrance</li> <li>• Raising the culvert</li> <li>• Adding slurry</li> </ul>	Dam Failure, Flooding, Severe Summer Weather, Severe Winter Weather	Richland County, Sidney, and Fairview	Richland County Transportation, County Public Works (both will lead together)	Sidney Public Works, Sidney Streets Department, Fairview Planning	High	HMGP, BRIC	Long Term	Medium	Ongoing

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
11	Improve mapping and GIS database for all hazardous materials within the County.	Hazardous Materials Incident	Richland County	Richland County DES	County EMS/ Ambulance, County Transportation	Low	County General Funds	Ongoing	High	Ongoing
12	Update subdivision regulations to require oil well setbacks from residential structures.	Hazardous Materials Incident	Richland County, Sidney, Fairview	Richland County Planning, Planner	County Building Department	Moderate	Staff Time	Short Term	Low	Not Started
13	Gain understanding of and plan for large-scale, rail-based, HAZ-MAT incident in Sidney	Hazardous Materials Incident	Sidney	City of Sidney City Planner	BNSF Railroad	High	SHGP	Short Term	Medium	In Progress
14	Increase interagency training/planning for mass casualty incidents	Multi: Dam Failure, Earthquake, Flooding, Hazmat, Landslide, Summer Weather, Winter Weather, Human Conflict, Tornado/Wind, Transportation Accidents, Volcanic Ash, Wildfire	City of Sidney	City of Sidney Police and Fire Departments (both will lead together)	County DES, County Sheriff, County EMS/ Ambulance	Low	SHGP	Ongoing	Medium	In Progress
15	Define steep slope/landslide areas in Growth Policy and implement development restrictions in those areas.	Landslide	Richland County	Richland County DES, Emergency Manager	County DES	Moderate	Staff Time	Short Term	Low	Not Started
16	Partner with community to establish, reinforce and stock community shelters in the event of an earthquake, extreme weather, or tornado/windstorm event and or the loss of power and communicate these locations with the public	Multi: Dam Failure, Earthquake, Flooding, Hazmat, Landslide, Summer Weather, Winter Weather, Human Conflict, Tornado/Wind, Transportation Accident, Volcanic Ash, Wildfire	City of Sidney, Richland County, Town of Fairview	Richland County Fire Department	City of Sidney Fire Department, Hospital, School Districts	Low	FEMA HMGP, County and City General Funds, Local Businesses	Long Term	Medium	New in 2023

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
17	Implement CodeRED system, and encourage residents to sign-up	Multi: Communicable Disease, Cyber-Attack, Dam Failure, Drought, Earthquake, Flooding, Hazmat, Landslide, Summer Weather, Winter Weather, Human Conflict, Tornado/Wind, Transportation Accidents, Volcanic Ash, Wildfire	Richland County, Fairview, Sidney	Richland County DES	County EMS/ Ambulance, County Planning	Moderate	HSGP, County General Funds	Short Term	Medium	Ongoing
18	Implement storm water drainage mitigation for SE Sidney residential area.	Multi: Flood, Severe Summer Weather, Severe Winter Weather	City of Sidney	City of Sidney Public Works	Sidney City Planner, DES	Very High	BRIC, HMGP, Budget	Short Term	High	In Progress
19	Implement storm water drainage mitigation for 9th Ave SW and the intersection at 11th Street SW	Multi: Flood, Severe Summer Weather, Severe Winter Weather	City of Sidney	City of Sidney Public Works	County DES, Sidney Street Superintendent	High	FEMA/SRF/DNRC	Short Term	High	In Progress
20	Implement storm water drainage mitigation measures at Anderson	Multi: Flood, Severe Summer Weather, Severe Winter Weather	City of Sidney	City of Sidney Public Works	Sidney City Planner, DES	Moderate	BRIC/ARPA	Medium-Term	High	In Progress
21	Implement storm water drainage mitigation at Meadows	Multi: Flood, Severe Summer Weather, Severe Winter Weather	City of Sidney	City of Sidney Public Works	Sidney City Planner, DES	High	BRIC/ARPA	Short Term	High	In Progress
22	Implement storm water drainage mitigation at Wagon Wheel Subdivision	Multi: Flood, Severe Summer Weather, Severe Winter Weather	City of Sidney	City of Sidney Public Works	Sidney City Planner, DES	Very High	BRIC	Short Term	High	In Progress
23	Implement storm water drainage mitigation at 5th Ave	Multi: Flood, Severe Summer Weather, Severe Winter Weather	Richland County	Richland County Public Works	County Transportation, DES	High	ARPA/BRIC	Short Term	High	In Progress
24	Study and install redundant/sustainable power supply, such as 1). generators and hookups and/or 2).	Multi: Cyber-Attack, Dam Failure, Earthquake, Flooding, Summer Weather, Winter Weather, Human	Richland County	Richland County DES, County Public Works	Sidney Public Works, Fairview Planning	Moderate	BRIC, HMGP	Long Term	High	In Progress

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
	sustainable/flexible microgrid solutions at key facilities to ensure continuous and resilient power. These locations include, but are not limited to: Public Works, designated EOC, law enforcement, fire, and designated shelters (Fairgrounds)	Conflict, Tornado/Wind, Volcanic Ash, Wildfire		(both will lead together)						
25	Need for new generators	Multi: Cyber-Attack, Dam Failure, Earthquake, Flooding, Summer Weather, Winter Weather, Human Conflict, Tornado/Wind, Volcanic Ash, Wildfire	Town of Fairview	Town of Fairview Clerk and Recorder	Richland County DES	High	County General Funds	Short Term	Medium	New in 2023
26	Reduce fire hazard within BNSF right-of-way due to dead overgrowth of trees.	Multi: Severe Summer Weather, Severe Winter Weather, Wildfire, Hazardous Materials Incident	City of Sidney	City of Sidney Public Works	BNSF	Moderate	BNSF Railroad	Short Term	High	In Progress - Initiated in 2023
27	Install surge protection on critical infrastructure equipment.	Severe Summer Weather	Richland County, City of Sidney, Fairview	Richland County DES, Emergency Manager	Richland County Public Works	Moderate	HMGP, BRIC	Short Term	Medium	Not Started
28	Expand the use of NOAA weather radios by the general public.	Severe Summer Weather	Richland County, City of Sidney, Town of Fairview	Richland County DES, Emergency Manager	NOAA	Low	MTDES, HMGP	Short Term	Low	Ongoing
29	Require new mobile home/RV parks and workforce housing facilities of a certain size to have	Multi: Dam Failure, Earthquake, Flooding, Hazmat, Landslide, Summer	Richland County, City of Sidney,	Richland County Building	Richland County Sherriif	High	Staff Time	Short Term	Low	Not Started

ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
	a safe room or sheltering plan in order to reduce hazard impacts from severe weather and tornado and windstorm events.	Weather, Winter Weather, Human Conflict, Tornado/Wind, Transportation Accident, Volcanic Ash, Wildfire	Town of Fairview	Department, Building Inspector						
30	Continue educating residents about seasonal weather safety.	Multi: Dam Failure, Drought, Flooding, Summer Weather, Winter Weather, Tornado/Wind, Volcanic Ash, Wildfire	Richland County, City of Sidney, Town of Fairview	Richland County DES	Richland County Planning Department	Low	Staff time, NWS	Short Term	Medium	Ongoing
31	Assess need and establish emergency winter shelters in strategic locations.	Severe Winter Weather	Richland County, City of Sidney, Town of Fairview	Richland County Emergency Manager	Sidney Council, Fairview Council	High	Staff Time	Short Term	High	Ongoing
32	Determine parking/shelter area for semi-truck drivers during winter storms.	Severe Winter Weather	Richland County, City of Sidney, Town of Fairview	Richland County Emergency Manager	Richland County Transportation Department	Moderate	Staff Time	Short Term	Medium	Ongoing
33	Install portable generator hook-ups on designated winter shelters.	Severe Winter Weather	Richland County, City of Sidney, Town of Fairview	Richland County Public Works	Richland County DES	Moderate	Staff Time	Short Term	High	Not Started
34	Identify, mark and publicize snow routes.	Severe Winter Weather	Richland County, City of Sidney, Town of Fairview	Richland County DES	Planning departments	Low	Staff Time	Short Term	Medium	Ongoing



ID	Action Name & Description	Hazards Mitigated	Jurisdictions	Lead Agency	Partner Agencies	Cost Estimate	Potential Funding	Timeline	Priority	Status & Implementation Notes
35	Install HVAC systems that meet air quality system specifications for high dust and ash filtration at all designated County emergency shelters to mitigate volcanic ash risk	Volcanic Ash	Richland County, City of Sidney, Town of Fairview	Richland County DES, Emergency Manager	City of Sidney, Town of Fairview	Moderate	County General Funds, EMPG, ARPA Grant, HMA, BRIC, and HMGP Grants	Long Term	Low	New in 2023
36	Drill high-capacity wells or install water storage on west end of Richland County.	Wildfire	Richland County	Richland County Fire Department	County DES, County Public Works	Moderate	BRIC, County General Funds	Short Term	Medium	In Process - Planning Stage

**NOTES: Acronyms for lead agency, partners, and funding are defined below:**

- ARPA – American Rescue Plan Act

BRIC – Building Resilient Infrastructure and Communities

DES – Department of Emergency Services

DNRC – Montana Department of Natural Resources and Conservation

EMPG – Emergency Management Performance Grant

EOC – Emergency Operations Center

EWP – Emergency Watershed Protection

FEMA – Federal Emergency Management Agency

FMA – Floodplain Management Assistance

GIS – Geographic Information Systems

HMA – Hazard Mitigation Assistance
- HSGP – Homeland Security Grant Program

HMGP – Hazard Mitigation Grant Program

LEPC – Local Emergency Planning Committee

NPS – National Park Service

NRCS – Natural Resources Conservation Service

NSP – Neighborhood Stabilization Program

RCHD – Richland County Health Department

NWS - National Weather Service

USDA – United States Department of Agriculture

VFD – Volunteer Fire Department

## Resolution # 3948

### Adopting the 2024 Eastern Montana Region Hazard Mitigation Plan

**Whereas**, (name of county or community) recognizes the threat that natural hazards pose to people and property within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**Whereas**, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency pre- and post-disaster mitigation grant programs; and

**Whereas**, (name of county or community) resides within the Planning Area, and fully participated in the mitigation planning process to prepare this Hazard Mitigation Plan; and

**Whereas**, the Montana Disaster & Emergency Services and Federal Emergency Management Agency, Region VIII officials have reviewed the 2024 Eastern Montana Region Hazard Mitigation Plan and approved it contingent upon this official adoption of the participating governing body; and

**Now, therefore**, be it resolved, that the (name of board or council), hereby adopts the Eastern Montana Region Hazard Mitigation Plan, as an official plan; and

Be it further resolved, the County of Richland will submit this Adoption Resolution to the Montana Disaster & Emergency Services and Federal Emergency Management Agency, Region VIII officials to enable the Plan's final approval.

Adopted by the Commission of the City of Sidney, Montana, on this \_\_\_\_ day of June, 2025.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Clerk/Treasurer of the City of Sidney



May 28, 2025

Christalle Thompson, ARPA Grant Specialist  
Montana DNRC

Dear Chrissy,

The City of Sidney seeks relief from ARPA grant agreement AM-23-0207, Section 7 that states that the Subrecipient agrees to submit documentation of grant expenses it has incurred to receive reimbursement from DNRC. The City of Sidney does not maintain reserves for expenditures as large as this reimbursement requires.

The invoice tracking and status of funds spreadsheet shows that expenses for ARPA MAG Draw #3, for \$365,572.08, have not been paid to date.

We request that you release the funds to the City of Sidney.

Sincerely,

Rick Norby  
Mayor

STATE OF MONTANA		<ul style="list-style-type: none"> <li>VENDOR RETURNS SIGNED ORIGINAL</li> <li>FILE ORIGINAL WITH TRANSFER-WARRANT CLAIM.</li> </ul>	
VENDOR INVOICE			
VENDOR'S NAME AND ADDRESS		BILLED TO	
City of Sidney 115 2nd Street SE Sidney, MT 59270		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601  Attn Grant Manager: Shawn Swanz & Cristalle Thompson	
PROJECT INFORMATION:			
Grant Agreement Number: AM-23-0207		Project Name: Phase IV-North Park Elevated Water Tower Replacement	
Period of Performance: 4/13/25-5/24/25		Reimbursement Request Number: Draw #3	
DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED:			
Name of Business/Vendor	Invoice Number	Dates of Service/ Invoice Date	Amount
Interstate Engineering	58024	4/13/25-5/17/25	\$51,638.50
Western Municipal Construction	1	4/28/25-5/24/25	\$313,933.58
GRAND TOTAL			\$365,572.08
STATE USE ONLY APPROVED FOR PAYMENT		I certify that this invoice is correct in all respects and that payment has not been received.	
		Authorized Recipient Name	Rick Norby
		Date Processed	
Authorized Signature		Authorized Recipient Signature	
Date		Title	Mayor

## Contractor's Application For Payment

Owner: <u>City of Sidney</u>	Owner's Project Number: <u>WR2300047</u>
Engineer: <u>Interstate Engineering, Inc</u>	Engineer's Project Number: <u>WR2300047</u>
Contractor: <u>Western Municipal Construction</u>	Contractor's Project Number: <u>25-NPT</u>
Project: <u>North Park Elevated Water Tower Replacement (Phase 1)</u>	
Contract: <u>Schedule 1 &amp; 2</u>	

Application No.: 1 Application Date: 5/27/2025  
 Application Period: From 4/28/2025 to 5/24/2025

1. ORIGINAL CONTRACT PRICE	\$	<u>1,351,524.00</u>
2. Net change by Change Orders	\$	<u>                    </u>
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	\$	<u>1,351,524.00</u>
4. Total Work completed and material stored to date (Column L Unit Price Total)	\$	<u>330,456.40</u>
5. RETAINAGE:		
a. 5.0% x Work Completed	\$	<u>16,522.82</u>
b. 5.0% x Stored Material Remaining	\$	<u>                    </u>
c. Total Retainage (Line 5.a + 5.b)	\$	<u>16,522.82</u>
6. SET-OFFS:		
a. Direct Expenses (Reimbursable)	\$	<u>                    </u>
b. Direct Expenses (Non-Reimbursable)	\$	<u>                    </u>
c. Total Direct Expenses (Line 6.a + 6.b)	\$	<u>                    </u>
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c - Line 6.c)	\$	<u>313,933.58</u>
8. LESS PREVIOUS PAYMENTS (Line 7 from prior Application)	\$	<u>                    </u>
9. GROSS AMOUNT DUE THIS APPLICATION	\$	<u>313,933.58</u>
10. 1% MT GROSS RECEIPTS TAX	\$	<u>3,139.34</u>
11. NET AMOUNT DUE THIS APPLICATION	\$	<u>310,794.24</u>
12. BALANCE TO FINISH + RETAINAGE (Line 3 - Line 4 + Line 5.c)	\$	<u>1,037,590.42</u>

## Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest or encumbrances); and
- (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Western Municipal Construction

Signature: Dillon Clause Date: 5/29/2025

Recommended by Engineer:



By: [Signature]  
 Title: Project Engineer  
 Date: 5/29/2025

Approved by Owner: City of Sidney

By:                       
 Title:                       
 Date:                     

Approved by Funding Agency:

By:                       
 Title:                       
 Date:                     

By:                       
 Title:                       
 Date:

## Progress Estimate - Unit Price Work

## Contractor's Application for Payment

Owner:	City of Sidney	Owner's Project Number:	WR2300047
Engineer:	Interstate Engineering, Inc	Engineer's Project Number:	WR2300047
Contractor:	Western Municipal Construction	Contractor's Project Number:	25-NPT
Project:	North Park Elevated Water Tower Replacement (Phase 1)		
Contract:	Schedule 1 & 2		

Application No.: 1 Application Period: From 4/28/2025 To 5/24/2025 Application Date: 5/27/2025

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Bid Item No.	Description	Contract Information				Work Completed				Materials Currently Stored (not in G or H) (\$)	Work Completed and Materials Stored to Date (J+K) (\$)	% of Value of Item (L / F)	Balance to Finish (F - L) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of bid Item (Cx E) (\$)	Estimated Quantity Incorporated Previously	Estimated Quantity Incorporated This Period	Estimated Quantity Incorporated To Date	Value of Work Completed to Date (E*I) (\$)				
Original Contract													
Schedule I													
101	Mobilization, Taxes, Bonds, Insurance	1	LS	\$117,000.00	\$ 117,000.00		0.60	0.60	\$70,200.00		\$ 70,200.00	60.00%	\$ 46,800.00
102	12" Water Main (PVC)	486	LF	\$225.00	\$ 109,350.00		184	184	\$41,400.00		\$ 41,400.00	37.86%	\$ 67,950.00
103	10" Water Main (PVC)	30	LF	\$219.00	\$ 6,570.00				\$ -		\$ -		\$ 6,570.00
104	8" Water Main (PVC)	399	LF	\$171.00	\$ 68,229.00		378	378	\$64,638.00		\$ 64,638.00	94.74%	\$ 3,591.00
105	6" Water Main (PVC)	41	LF	\$169.00	\$ 6,929.00				\$ -		\$ -		\$ 6,929.00
106	12" Gate Valve	4	EA	\$6,700.00	\$ 26,800.00		1	1	\$ 6,700.00		\$ 6,700.00	25.00%	\$ 20,100.00
107	10" Gate Valve	2	EA	\$5,900.00	\$ 11,800.00				\$ -		\$ -		\$ 11,800.00
108	8" Gate Valve	2	EA	\$4,200.00	\$ 8,400.00		1	1	\$ 4,200.00		\$ 4,200.00	50.00%	\$ 4,200.00
109	6" Gate Valve	1	EA	\$3,500.00	\$ 3,500.00				\$ -		\$ -		\$ 3,500.00
110	12"x12" Tee	2	EA	\$3,300.00	\$ 6,600.00		1	1	\$ 3,300.00		\$ 3,300.00	50.00%	\$ 3,300.00
111	12"x10" Tee	1	EA	\$3,300.00	\$ 3,300.00				\$ -		\$ -		\$ 3,300.00
112	12"x6" Tee	1	EA	\$2,700.00	\$ 2,700.00				\$ -		\$ -		\$ 2,700.00
113	12"x8" Reducer	3	EA	\$1,900.00	\$ 5,700.00		2	2	\$ 3,800.00		\$ 3,800.00	66.67%	\$ 1,900.00
114	10"x6" Reducer	1	EA	\$2,400.00	\$ 2,400.00				\$ -		\$ -		\$ 2,400.00
115	Connect to Existing Main (8")	3	EA	\$3,800.00	\$ 11,400.00		2	2	\$ 7,600.00		\$ 7,600.00	66.67%	\$ 3,800.00
116	Connect to Existing Main (6")	1	EA	\$3,300.00	\$ 3,300.00				\$ -		\$ -		\$ 3,300.00
117	Fire Hydrant Assembly	3	EA	\$10,900.00	\$ 32,700.00		1	1	\$10,900.00		\$10,900.00	33.33%	\$ 21,800.00
118	6" Fire Hydrant Lead (PVC)	91	LF	\$ 73.00	\$ 6,643.00		17	17	\$ 1,241.00		\$ 1,241.00	18.68%	\$ 5,402.00
119	1" Water Service Connection (W.S.C.)	20	EA	\$1,500.00	\$ 30,000.00		6	6	\$ 9,000.00		\$ 9,000.00	30.00%	\$ 21,000.00
120	1" Water Service Stub (W.S.S.)	3	EA	\$970.00	\$ 2,910.00		3	3	\$ 2,910.00		\$ 2,910.00	100.00%	\$ -
121	1" Curb Stop	23	EA	\$950.00	\$ 21,850.00		9	9	\$ 8,550.00		\$ 8,550.00	39.13%	\$ 13,300.00
122	1" Service Pipe (HDPE)	859	LF	\$ 81.00	\$ 69,579.00		317	317	\$25,677.00		\$ 25,677.00	36.90%	\$ 43,902.00
123	Internal Water Service Connection (I.W.S.C.)	1	EA	\$6,300.00	\$ 6,300.00				\$ -		\$ -		\$ 6,300.00
124	Temporary Water	1	LS	\$38,100.00	\$ 38,100.00		0.75	0.75	\$28,575.00		\$ 28,575.00	75.00%	\$ 9,525.00
125	Curb and Gutter Removal	425	LF	\$ 11.00	\$ 4,675.00		8	8	\$ 88.00		\$ 88.00	1.88%	\$ 4,587.00
126	Curb and Gutter Installation	425	LF	\$150.00	\$ 63,750.00				\$ -		\$ -		\$ 63,750.00
127	Concrete Valley Gutter Removal	235	SF	\$ 3.00	\$ 705.00		64	64	\$ 192.00		\$ 192.00	27.23%	\$ 513.00
128	Concrete Valley Gutter Installation	235	SF	\$ 82.00	\$ 19,270.00				\$ -		\$ -		\$ 19,270.00
129	Concrete Sidewalk Removal	900	SF	\$ 2.50	\$ 2,250.00				\$ -		\$ -		\$ 2,250.00
130	Concrete Sidewalk Installation	900	SF	\$ 38.00	\$ 34,200.00				\$ -		\$ -		\$ 34,200.00
131	Concrete Driveway Removal	375	SF	\$ 3.00	\$ 1,125.00				\$ -		\$ -		\$ 1,125.00
132	Concrete Driveway Installation	375	SF	\$ 39.00	\$ 14,625.00				\$ -		\$ -		\$ 14,625.00
133	Asphalt and Road Base Removal (Full Depth)	1250	SY	\$ 16.00	\$ 20,000.00				\$ -		\$ -		\$ 20,000.00
134	Asphalt and Road Base Installation (Full Depth)	1250	SY	\$ 70.00	\$ 87,500.00				\$ -		\$ -		\$ 87,500.00
135	Asphalt Removal (HMA Only)	925	SY	\$ 11.00	\$ 10,175.00				\$ -		\$ -		\$ 10,175.00
136	Asphalt Installation (HMA Only)	925	SY	\$ 55.00	\$ 50,875.00				\$ -		\$ -		\$ 50,875.00
137	Grass Restoration (Hydro Mulch)	7775	SF	\$ 2.60	\$ 20,215.00		429	429	\$ 1,115.40		\$ 1,115.40	5.52%	\$ 19,099.60
138	Exploratory Excavation	20	HR	\$310.00	\$ 6,200.00				\$ -		\$ -		\$ 6,200.00
139	Imported Trench Backfill	420	CY	\$ 1.00	\$ 420.00				\$ -		\$ -		\$ 420.00
140	Type II Bedding	175	CY	\$ 1.00	\$ 175.00				\$ -		\$ -		\$ 175.00
141	Asbestos Pipe Removal	1	LS	\$5,000.00	\$ 5,000.00		0.55	0.55	\$ 2,750.00		\$ 2,750.00	55.00%	\$ 2,250.00
142	Traffic Control	1	LS	\$8,900.00	\$ 8,900.00		0.30	0.30	\$ 2,670.00		\$ 2,670.00	30.00%	\$ 6,230.00
143	Materials Testing	1	LS	\$8,500.00	\$ 8,500.00		0.30	0.30	\$ 2,550.00		\$ 2,550.00	30.00%	\$ 5,950.00
144	Miscellaneous Work	15,000	Unit	\$ 1.00	\$ 15,000.00		4800	4800.00	\$ 4,800.00		\$ 4,800.00	32.00%	\$ 10,200.00
Schedule I Totals					\$ 975,620.00				\$302,856.40		\$302,856.40		\$ 672,763.60

## Progress Estimate - Unit Price Work

## Contractor's Application for Payment

Owner:	City of Sidney	Owner's Project Number:	WR2300047
Engineer:	Interstate Engineering, Inc	Engineer's Project Number:	WR2300047
Contractor:	Western Municipal Construction	Contractor's Project Number:	25-NPT
Project:	North Park Elevated Water Tower Replacement (Phase 1)		
Contract:	Schedule 1 & 2		

Application No.: 1 Application Period: From 4/28/2025 To 5/24/2025 Application Date: 5/27/2025

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Bid Item No.	Description	Contract Information				Work Completed				Materials Currently Stored (not in G or H) (\$)	Work Completed and Materials Stored to Date (J+K) (\$)	% of Value of Item (L / F)	Balance to Finish (F - L) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of bid Item (Cx E) (\$)	Estimated Quantity Incorporated Previously	Estimated Quantity Incorporated This Period	Estimated Quantity Incorporated To Date	Value of Work Completed to Date (E*I) (\$)				
Original Contract													
Schedule II													
201	Mobilization, Taxes, Bonds, Insurance	1	LS	\$46,000.00	\$ 46,000.00		0.60	0.60	\$27,600.00		\$ 27,600.00	60.00%	\$ 18,400.00
202	12" Water Main (PVC)	414	LF	\$274.00	\$ 113,436.00				\$ -		\$ -		\$ 113,436.00
203	8" Water Main (PVC)	59	LF	\$167.00	\$ 9,853.00				\$ -		\$ -		\$ 9,853.00
204	12" Gate Valve	1	EA	\$7,000.00	\$ 7,000.00				\$ -		\$ -		\$ 7,000.00
205	8" Gate Valve	2	EA	\$4,500.00	\$ 9,000.00				\$ -		\$ -		\$ 9,000.00
206	12"x12" Cross	1	EA	\$4,000.00	\$ 4,000.00				\$ -		\$ -		\$ 4,000.00
207	12"x8" Reducer	2	EA	\$2,100.00	\$ 4,200.00				\$ -		\$ -		\$ 4,200.00
208	Connect to Existing Main (12")	1	EA	\$4,500.00	\$ 4,500.00				\$ -		\$ -		\$ 4,500.00
209	Connect to Existing Main (8")	2	EA	\$4,200.00	\$ 8,400.00				\$ -		\$ -		\$ 8,400.00
210	Fire Hydrant Assembly	1	EA	\$13,200.00	\$ 13,200.00				\$ -		\$ -		\$ 13,200.00
211	6" Fire Hydrant Lead (PVC)	17	LF	\$ 75.00	\$ 1,275.00				\$ -		\$ -		\$ 1,275.00
212	1" Water Service Connection (W.S.C.)	1	EA	\$1,600.00	\$ 1,600.00				\$ -		\$ -		\$ 1,600.00
213	1" Curb Stop	1	EA	\$1,000.00	\$ 1,000.00				\$ -		\$ -		\$ 1,000.00
214	1" Service Pipe (HDPE)	15	LF	\$ 85.00	\$ 1,275.00				\$ -		\$ -		\$ 1,275.00
215	Temporary Water	1	LS	\$15,000.00	\$ 15,000.00				\$ -		\$ -		\$ 15,000.00
216	Curb and Gutter Removal	40	LF	\$ 12.00	\$ 480.00				\$ -		\$ -		\$ 480.00
217	Curb and Gutter Installation	40	LF	\$260.00	\$ 10,400.00				\$ -		\$ -		\$ 10,400.00
218	Concrete Valley Gutter Removal	60	SF	\$ 4.00	\$ 240.00				\$ -		\$ -		\$ 240.00
219	Concrete Valley Gutter Installation	60	SF	\$140.00	\$ 8,400.00				\$ -		\$ -		\$ 8,400.00
220	Asphalt and Road Base Removal (Full Depth)	475	SY	\$ 18.00	\$ 8,550.00				\$ -		\$ -		\$ 8,550.00
221	Asphalt and Road Base Installation (Full Depth)	475	SY	\$113.00	\$ 53,675.00				\$ -		\$ -		\$ 53,675.00
222	Asphalt Removal (HMA Only)	300	SY	\$ 13.00	\$ 3,900.00				\$ -		\$ -		\$ 3,900.00
223	Asphalt Installation (HMA Only)	300	SY	\$ 72.00	\$ 21,600.00				\$ -		\$ -		\$ 21,600.00
224	Grass Restoration (Hydro Mulch)	460	SF	\$ 11.00	\$ 5,060.00				\$ -		\$ -		\$ 5,060.00
225	Exploratory Excavation	10	HR	\$320.00	\$ 3,200.00				\$ -		\$ -		\$ 3,200.00
226	Imported Trench Backfill	110	CY	\$ 1.00	\$ 110.00				\$ -		\$ -		\$ 110.00
227	Type II Bedding	50	CY	\$ 1.00	\$ 50.00				\$ -		\$ -		\$ 50.00
228	Asbestos Pipe Removal	1	LS	\$3,000.00	\$ 3,000.00				\$ -		\$ -		\$ 3,000.00
229	Traffic Control	1	LS	\$7,900.00	\$ 7,900.00				\$ -		\$ -		\$ 7,900.00
230	Materials Testing	1	LS	\$4,600.00	\$ 4,600.00				\$ -		\$ -		\$ 4,600.00
231	Miscellaneous Work	5,000	Unit	\$ 1.00	\$ 5,000.00				\$ -		\$ -		\$ 5,000.00
Schedule II Totals					\$375,904.00				\$27,600.00		\$27,600.00		\$348,304.00
Summary Table													
Schedule I					\$975,620.00				\$302,856.40		\$302,856.40	31.04%	\$672,763.60
Schedule II					\$375,904.00				\$27,600.00		\$27,600.00	7.34%	\$348,304.00
Original Contract Totals					\$1,351,524.00				\$330,456.40		\$330,456.40	24.45%	\$1,021,067.60
Summary Table													
Change Order #1													
Change Order #2													
Change Order Totals					\$ -				\$ -		\$ -		\$ -
Total Contract Including Change Orders													
Project Totals					\$1,351,524.00				\$330,456.40	\$ -	\$330,456.40	24.45%	\$1,021,067.60





May 27, 2025

Dillon Clause  
Western Municipal Construction, Inc.  
Project Manager  
dclause@wmc-i.com

RE: City of Sidney  
North Park Elevated Water Tower Replacement (Ph1)  
Pay App #1 Miscellaneous Work Breakdown  
IE# WR23-00-047

Dillon,

Throughout the Project, Western Municipal Construction has installed appurtenances that do not have individual bid items, approved by Interstate Engineering. To compensate Western Municipal Construction, Interstate Engineering has referenced a unit price from the Project's related Schedules. The total value of each referenced bid item is tracked using the Miscellaneous Work bid item within the appropriate Schedule.

Below is a breakdown of the Miscellaneous Work Allowance bid items for Pay Application #1.

Schedule 1

Description	Estimated Quantity Incorporated This Period	Unit Price Per Unit	Reference	Value of Work Completed This Period
8" 45deg Bend	2	\$2,400 / EA	Bid Item 114 Schedule 1	\$4,800.00
Schedule 1 – Miscellaneous Work Allowance Totals				<b>\$4,800.00</b>

If you find these terms acceptable, please sign and date on the line below.

*Dillon Clause*

Dillon Clause (Project Manager)

5/27/2025

Date

If you have any further questions or comments, please contact me at 406-433-5617 or by email at [jordan.mayer@interstateeng.com](mailto:jordan.mayer@interstateeng.com).

Sincerely,  
INTERSTATE ENGINEERING, INC.

Jordan Mayer, PE

X:\2023\WR\00\WR23-00-047-Sidney\_TO7\_New\_Tank\90\_CONSTRUCTION\PH1\_WM\060\_Pay\_Request\Pay\_App\_01\20250527\_Pay App 1\_Misc Work Summary.docx

Professionals you need, people you trust



**1% Contractor's Gross Receipts  
Gross Receipts Withholding Return**

Form CGR-2 is required to be completed and mailed to the Department of Revenue within 30 days after each payment is made to the prime contractor or subcontractor.

1.	<b>Contract Awarded by:</b>	Enter the federal employer identification number, business name and address. Place an "X" in "Government Entity" box if you are remitting the 1% contractor's gross receipts payment on behalf of a prime contractor. Place an "X" in the "Prime Contractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. <div style="text-align: center;">Government Entity <input type="checkbox"/>      Prime Contractor <input type="checkbox"/></div> Federal Identification Number (FEIN):    81-6001310 Name:      City of Sidney Address:    115 2nd Street NE City:      Sidney      State:    MT      Zip Code:    59270		
2.	<b>Contract Awarded to:</b>	Enter the federal employer identification number, business name and address. Place an "X" in the "Prime Contractor" box if you are remitting the 1% contractor's gross receipts on behalf of a prime contractor. Place an "X" in "Subcontractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. <div style="text-align: center;">Prime Contractor <input type="checkbox"/>      Sub-Contractor <input type="checkbox"/></div> Federal Identification Number (FEIN):    84-1388819 Name:      Western Municipal Construction Address:    5855 Elysian Road City:      Billings      State:    MT      Zip Code:    59101		
3.	Enter the Government Issued Purchase Order Number here.....	3.		WR2300047
4.	Enter the contract award date here.....	4.		2/13/2025
5.	Enter the month and year this payment was earned.....	5.		5/24/2025
6.	Enter the gross dollar amount due to the prime contractor or sub-contractor here.....	6.		\$313,933.58
7.	Multiply the amount on line 6 by 1% (.01) and enter the result here. <b>This is your 1% Contractor's Gross Receipts.....</b>	7.		\$3,139.34
8.	Subtract line 7 from line 6 and enter the result here. <b>This is the net amount paid to the prime contractor or subcontractor.....</b>	8.		\$310,794.24
9.	Check the box below that identifies the type of return you are filing and enter the date the payment was made to the prime contractor or subcontractor..... 9.			
9(a)	<input checked="" type="checkbox"/> I am enclosing the amount reported on line 7 for credit to my prime contractor's account.			
9(b)	<input type="checkbox"/> I am allocating the amount reported on line 7 for credit to my subcontractor's account.			
10.	Enter a description of work to be performed under this contract. North Park Elevated Water Tower Replacement (Phase 1) Schedule 1 & 2			
11.	Enter the location in Montana where this work is performed. Be specific with your description. 3rd Street NE, 2nd Street NE, 5th Avenue NE and 6th Avenue NE Sidney, Montana			
<b>Withholding return submitted by:</b> Select the appropriate box identifying which entity is completing this return; sign this return and enter the information requested below. <div style="text-align: center;">Government Entity <input checked="" type="checkbox"/>      Prime Contractor <input type="checkbox"/>      Sub-Contractor <input type="checkbox"/></div> <div style="display: flex; justify-content: space-between;"><div>Preparer's Signature: _____</div><div>Date: _____</div></div> <div style="display: flex; justify-content: space-between;"><div>Preparer's Title: _____</div><div>Fax Number: _____</div></div> <div>Telephone Phone: _____</div>				

**For Information Only**  
**Owner must**

**e-file at <http://tap.dor.mt.gov>.**

Please mail this registration to:

Department of Revenue, P.O. Box 5835, Helena, MT 59604-5835



**1% Contractor's Gross Receipts  
Contract Award Registration**

Form CGR-1 is required to be completed and mailed to the Department of Revenue within 10 days after a contract or bid is officially awarded.

1.	<b>Contract Awarded by:</b> Enter the federal employer identification number, business name and address. Place an "X" in "Government Entity" box if you are registering this contract between a government entity and a prime contractor. Place an "X" in the "Prime Contractor" box if you are registering this contract between a prime contractor and a subcontractor. <div style="text-align: center;">Government Entity <input type="checkbox"/> Prime Contractor <input type="checkbox"/></div> Federal Identification Number (FEIN): 81-6001310 Name: City of Sidney Address: 115 2nd Street NE City: Sidney State: MT Zip Code: 59270
2.	<b>Contract Awarded to:</b> Enter the federal employer identification number, business name and address. Place an "X" in the "Prime Contractor" box if you are registering this contract between a government entity and a prime contractor. Place an "X" in the "Subcontractor" box if you are registering this contract between a prime contractor and a subcontractor. <div style="text-align: center;">Prime Contractor <input type="checkbox"/> Sub-Contractor <input type="checkbox"/></div> Federal Identification Number (FEIN): 84-1388819 Name: Western Municipal Construction Address: 5855 Elysian Road City: Billings State: MT Zip Code: 59101
3.	Enter the Government Issued Purchase Order Number here..... 3. WR2300047
4.	Enter the contract award date here..... 4. 2/13/2025
5.	Enter the estimated construction completion date here..... 5. Nov-27
6.	Enter the total dollar amount of the contract here..... 6. \$1,351,524.00
7.	Enter a description of work to be performed under this contract. North Park Elevated Water Tower Replacement (Phase 1) Schedule 1 & 2
8.	Enter the location in Montana where this work is performed. Be specific with your description. Fairview Montana / Richland County Sidney, Montana
<b>Contract award registration submitted by:</b> Select the appropriate box identifying which entity is completing this return; sign this return and enter the information requested below. <div style="text-align: center;">Government Entity <input checked="" type="checkbox"/> Prime Contractor <input type="checkbox"/> Sub-Contractor <input type="checkbox"/></div>	
Preparer's Signature: _____	
Preparer's Title: _____ Date: _____	
Telephone Phone: _____ Fax Number: _____	

For Information Only

Owner must

e-file at <http://tap.dor.mt.gov>.

Please mail this registration to:

Department of Revenue, P.O. Box 5835, Helena, MT 59604-5835



**PLEASE MAIL PAYMENTS TO:**  
 INTERSTATE ENGINEERING, INC.  
 PO BOX 2035 • JAMESTOWN, ND 58402  
 PH. 701.252.0234

City of Sidney  
 Attn: Jessie Chamberlin  
 115 2nd Street SE  
 Sidney, MT 59270

May 23, 2025  
 Project No: WR2300047  
 Invoice No: 58024

Task Order No. 7 - North Park Elevated Water Tank  
 Removal of 300,000 Gallon Water Storage Tank Located at North Park  
 and Replace With 750,000 Gallon Elevated Tank  
 Sidney, Montana

**Professional Services through May 17, 2025**

**Construction Engineering Services**

**Professional Personnel**

	Hours	Rate	Amount
ENG I	49.00	130.00	6,370.00
ENG IV	1.50	175.00	262.50
ENG V	3.50	190.00	665.00
ENG VII	71.00	220.00	15,620.00
TECH IV	22.50	132.00	2,970.00
TECH V	1.00	147.00	147.00
TECH VI	157.00	162.00	25,434.00
Totals	305.50		51,468.50
<b>Total Labor</b>			<b>51,468.50</b>

**Unit Billing**

Travel Vehicle	200.0 Miles @ 0.85	170.00	
<b>Total Units</b>		<b>170.00</b>	<b>170.00</b>
<b>Total this Phase</b>			<b>\$51,638.50</b>
<b>Total this Invoice</b>			<b>\$51,638.50</b>

Please call me if you have any questions regarding this invoice.

A handwritten signature in blue ink, appearing to read 'JM 2442', is written over the printed name 'Jordan Mayer, PE'.

Jordan Mayer, PE  
 406.433.5617



**ARPA Water & Sewer Infrastructure Grant Program  
UPDATED Progress Report Form**

### General Information

**Subrecipient Entity:** City of Sidney  
**Project Title:** Phase 4 Water Tank  
**Grant Agreement Number(s):** AM-23-0207  
**Grant Term End Date(s):** 12/31/2025  
  
**Form Preparer Name:** LaNette  
**Form Preparer Phone:** (406) 998-2493  
**Form Preparer Email:** lanette.diaz@interstateeng.com  
**Reporting Period:** April 13, 2025 – May 24, 2025  
*Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.*

### Quarterly Report Type

☒ Progress Report **with** Reimbursement Request.  
☐ Progress Report **without** Reimbursement Request.

**Final Reports** – Do not use this form. See [Progress Reports, Amendments, and Closeout](#) on the ARPA Grant Management page for instructions on how to complete your Final Report.

### Required Report Attachments

Check to indicate the required attachments are included with this report.

- ☒ **Updated [Schedule Form](#) is included with this report (REQUIRED).**  
 The schedule form should be an accurate reflection of the status of the project, including bid and construction information. **The schedule you are attaching must be appropriate given the Grant Term End Date in the grant agreement (or executed grant amendment).**
- ☒ **Updated [Uniform Budget Tracking Spreadsheet](#) is included with this report (REQUIRED).**  
 Include an updated budget spreadsheet that reflects current and previous expenditures on the grant(s). The tracker should be accurate through the end of the reporting period and include all incurred expenditures for all funding sources regardless of whether a reimbursement is requested. **Attachment B – Budget in the grant agreement (or executed grant amendment) must match the current project budget you are attaching.**

## Progress Reporting

### 1. Grant Activities this Reporting Period (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that occurred under each task during the reporting period, including tasks with no activity. Provide an overview of progress on the overall project. Indicate tasks completed.

The new water tank project is being done in three “sub-projects”: The water main, the new water tank, the park rehabilitation where the water tank is located. Construction funds from ARPA are in the water main Ph. 1 Construction on the Uniform Budget.

ARPA CONSTRUCTION			
Related task(s) from grant agreement	Quarterly Summary	% of work completed	Notes
Design Engineering	Design, bidding for Ph 1 Construction is done, however, there is further design for the Ph 2 water tank.	100%	Completed
Bidding	Bidding has been complete for Ph 1 water mains. Bids were open 1/30/25 and the bid was awarded to Western Municipal. Bidding for the Ph 2 water tower will be 6/2025.	85%	
Ph 1: Water Main Construction	Construction will started in April 2025	23%	Pay App #1 has been received

**2. Problems or Concerns (REQUIRED)**

Discuss any problems or concerns that have arisen (e.g., problems with the schedule, subcontractors, or budget items). Include steps underway to alleviate problems.

None.

**3. Next Reporting Period's Grant Activities (REQUIRED)**

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that will occur next quarter under each task, including tasks with no expected activity. Indicate tasks expected to be completed.

The Ph 1 Water Main project has begun construction. The Water Tank Ph 2 project will be bid in June.

## Grant Agreement Review Checklist

Review the ARPA Grant Agreement(s) and executed grant amendment(s). Respond to the questions below.

1. **Review Agreement Section 2. Term** – Is the Term End Date in the grant agreement still appropriate for the project?
 

<input checked="" type="checkbox"/> <b>YES</b> – Term End Date in the grant agreement is appropriate for the project to date.	<input type="checkbox"/> <b>NO or NOT SURE – Contact your Grant Manager ASAP to explain.</b> A grant amendment may be needed.
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2. **Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables)** – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?
 

<input checked="" type="checkbox"/> <b>YES</b> – Scope of Work in the grant agreement accurately reflects the project to date.	<input type="checkbox"/> <b>NO or NOT SURE – Contact your Grant Manager ASAP to explain.</b> A grant amendment may be needed.
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3. **Review Grant Agreement Attachment B – Budget** – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?
 

<input checked="" type="checkbox"/> <b>YES</b> – The budget in the grant agreement accurately reflects the project to date.	<input type="checkbox"/> <b>NO or NOT SURE – Contact your Grant Manager ASAP to explain.</b> A grant amendment may be needed.
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## Additional Report Attachments (Optional)

Please consider including the any of the following documents with this report.

- **Photos** of project or project work to date.
- **Submittal documents** received since last quarter (e.g., DEQ/permit approvals, bid or contract documents, etc.).
- **Articles** or other publicity related to this project.

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## Verification of Subrecipient Concurrence

### REQUIRED only if Form Preparer is not from Subrecipient Entity

**Subrecipient Contact Full Name:** Jessica Chamberlin

**Subrecipient Contact Title:** City Clerk/Treasurer

**Subrecipient Contact Email:** [clerktreasurer@cityofsidneymt.com](mailto:clerktreasurer@cityofsidneymt.com)

- ☒ The Subrecipient Contact listed above has reviewed this Progress Report and supporting documents. The Subrecipient Contact concurs with the information provided.

Via email



**Project Schedule**

Use this document throughout the application and grant period to track the status of project milestones. Documentation associated with each milestone should be included in the ARPA application and/or submitted to the ARPA Grant Manager throughout the project.

**Applicant/Subrecipient Entity Name:** Sidney

**Project Title:** Water Phase 4

	Applicable to Project? (Yes/No)	ESTIMATED Completion Date	ACTUAL Completion Date	Comments
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**ENGINEERING PROCUREMENT\***

Project Engineer procured and engineering contract executed.	Yes		07/19/2021	
Other:				

**PLANNING & DESIGN\***

Preliminary design document completed (PER or Tech Memo).	Yes		3/2015	
DEQ Review: Plans and Specifications SUBMITTED to DEQ.**	Yes	10/2024	11/2024	
DEQ Review: Plans and Specifications APPROVED by DEQ.	Yes	2/2025	1/2025	
Permit and/or other Agency Review: SUBMITTED for review.	No			
Permit and/or other Agency Approval: APPROVAL received.	No			
Water Rights finalized.	No			
Site Title Opinion, Right-Of Way, Land Purchases finalized.	Yes		1/2025	
MEPA/NEPA complete or MEPA checklist submitted to DNRC.	Yes	9/2024	1/2025	
Other:				

**PROJECT BIDDING**

Bid document advertised.	Yes	2/2025	1/2025	
Bid complete and construction contract executed.	Yes	5/2025	2/2025	
Other:				

**PROJECT CONSTRUCTION**

Construction start.	Yes	4/2025	4/2025	
Construction complete.	Yes	10/2025		
Project closeout.	Yes	12/2025		
Other:				

\*Engineering Procurement and Design Phase tasks must be completed before Project Bidding and Construction Phase tasks.

\*\*DEQ Plans and Specifications Review Fee is waived for ARPA-Funded project. Indicate your project is ARPA funded on your DEQ submittal cover sheet to have the fee waived.

## ATTACHMENT B

**SUBRECIPIENT:** City of Sidney  
**PROJECT TITLE:** Phase IV-North Park Elevated Water Tower Replacement

ADMINISTRATION	ARPA Minimum Allocation	SRF Loan C (roll over \$287,771)	SRF Loan D (\$6,020,000 @2.5%)	Local Contribution - SRF Eligible Components	Local Contribution - Non SRF Eligible Components	TOTAL		
Grant Management	\$10,000.00	\$8,750.00	\$6,250.00			\$25,000.00	\$	33,750.00
Bond Counsel			\$25,000.00			\$25,000.00	\$	25,000.00
Loan Reserves			\$80,000.00			\$80,000.00	\$	80,000.00
Audit Fees				\$20,000.00		\$20,000.00	\$	20,000.00
						\$0.00	\$	-
<b>TOTAL ADMINISTRATION</b>	<b>\$10,000.00</b>	<b>\$8,750.00</b>	<b>\$111,250.00</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$150,000.00</b>	\$	<b>158,750.00</b>
<b>CONSTRUCTION RELATED ACTIVITIES</b>								
Design Engineering	\$59,882.00	\$261,118.00	\$0.00			\$321,000.00	\$	312,250.00
Construction Engineering - Phase 1	\$95,000.00		\$45,000.00			\$140,000.00	\$	140,000.00
Construction Engineering - Phase 2			\$230,000.00			\$230,000.00	\$	230,000.00
Construction Engineering - Phase 3					\$30,000.00	\$30,000.00	\$	30,000.00
Geotech		\$17,903.00				\$17,903.00	\$	17,903.00
Bidding	\$20,000.00					\$20,000.00	\$	20,000.00
Construction - Phase 1	\$806,635.00		\$454,889.00			\$1,261,524.00	\$	1,261,524.00
Construction - Phase 2			\$4,500,000.00			\$4,500,000.00	\$	4,500,000.00
Construction - Phase 3					\$650,000.00	\$650,000.00	\$	650,000.00
Contingency - Phase 1			\$70,000.00			\$70,000.00	\$	70,000.00
Contingency - Phase 2			\$608,861.00			\$608,861.00	\$	608,861.00
Contingency - Phase 3					\$50,000.00	\$50,000.00	\$	50,000.00
<b>TOTAL ACTIVITY</b>	<b>\$981,517.00</b>	<b>\$279,021.00</b>	<b>\$5,908,750.00</b>	<b>\$0.00</b>	<b>\$730,000.00</b>	<b>\$7,899,288.00</b>	\$	<b>7,890,538.00</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$991,517.00</b>	<b>\$287,771.00</b>	<b>\$6,020,000.00</b>	<b>\$20,000.00</b>	<b>\$730,000.00</b>	<b>\$8,049,288.00</b>	\$	<b>8,049,288.00</b>
	\$ 991,517.00	\$ 287,771.00	\$ 6,020,000.00	\$ 20,000.00	\$ 730,000.00	\$ 8,049,288.00		

## SUMMARY OF MATCHING FUNDS

FUNDING SOURCE	AMOUNT
ARPA Minimum Allocation	\$991,517.00
SRF Loan C (roll over \$287,771)	\$287,771.00
SRF Loan D (\$6,020,000 @2.5%)	\$6,020,000.00
Local Contribution - SRF Eligible Components	\$20,000.00
Local Contribution - Non SRF Eligible Components	\$730,000.00
<b>TOTAL</b>	<b>\$8,049,288.00</b>

UNIFORM STATUS OF FUNDS SPREADSHEET FOR: City of Sidney Phase IV-North Park Elevated Water Tower R																								
DATE:																								
ADMINISTRATIVE/ FINANCIAL COSTS:	ARPA Minimum Allocation				SRF Loan C (roll over \$287,771)				SRF Loan D (\$6,020,000 @2.5%)				Local Contribution - SRF Eligible Components				Local Contribution - Non SRF Eligible Components				Total Budget			Item a.
	Budgeted	Previously Expended	Amount of Draw	Balance Remaining	Budgeted	Previously Expended	Amount of Draw	Balance Remaining	Budgeted	Previously Expended	Amount of Draw	Balance Remaining	Budgeted	Previously Expended	Amount of Draw	Balance Remaining	Budgeted	Previously Expended	Amount of Draw	Balance Remaining	Budgeted	Expended	Balance	
Grant Management	\$ 10,000.00	\$ 5,500.00		\$ 4,500.00	\$ 8,750.00	\$ 8,750.00		\$ -	\$ 6,250.00			\$ 6,250.00	\$ -			\$ -	\$ -			\$ -	\$ 25,000.00	\$ 14,250.00	\$ 10,750.00	
Bond Counsel	\$ -			\$ -	\$ -			\$ -	\$ 25,000.00			\$ 25,000.00	\$ -			\$ -	\$ -			\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	
Loan Reserves	\$ -			\$ -	\$ -			\$ -	\$ 80,000.00			\$ 80,000.00	\$ -			\$ -	\$ -			\$ -	\$ 80,000.00	\$ -	\$ 80,000.00	
Audit Fees	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 20,000.00			\$ 20,000.00	\$ -			\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	
				\$ -				\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Total Administrative Costs	\$ 10,000.00	\$ 5,500.00	\$ -	\$ 4,500.00	\$ 8,750.00	\$ 8,750.00	\$ -	\$ -	\$ 111,250.00	\$ -	\$ -	\$ 111,250.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 14,250.00	\$ 135,750.00	
ACTIVITY COSTS:																								
Design Engineering	\$ 59,882.00	\$ 54,720.50		\$ 5,161.50	\$ 261,118.00	\$ 261,118.00		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 321,000.00	\$ 315,838.50	\$ 5,161.50	
Construction Engineering - Phase 1	\$ 95,000.00		\$ 51,638.50	\$ 43,361.50	\$ -			\$ -	\$ 45,000.00			\$ 45,000.00	\$ -			\$ -	\$ -			\$ -	\$ 140,000.00	\$ 51,638.50	\$ 88,361.50	
Construction Engineering - Phase 2	\$ -			\$ -	\$ -			\$ -	\$ 230,000.00			\$ 230,000.00	\$ -			\$ -	\$ -			\$ -	\$ 230,000.00	\$ -	\$ 230,000.00	
Construction Engineering - Phase 3	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 30,000.00			\$ 30,000.00	\$ -	\$ 30,000.00		
Geotech	\$ -			\$ -	\$ 17,903.00	\$ 17,903.00		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 17,903.00	\$ 17,903.00	\$ -	
Bidding	\$ 20,000.00	\$ 10,000.00		\$ 10,000.00	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	
Construction - Phase 1	\$ 806,635.00		\$ 313,933.58	\$ 492,701.42	\$ -			\$ -	\$ 454,889.00			\$ 454,889.00	\$ -			\$ -	\$ -			\$ -	\$ 1,261,524.00	\$ 313,933.58	\$ 947,590.42	
Construction - Phase 2	\$ -			\$ -	\$ -			\$ -	\$ 4,500,000.00			\$ 4,500,000.00	\$ -			\$ -	\$ -			\$ -	\$ 4,500,000.00	\$ -	\$ 4,500,000.00	
Construction - Phase 3	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 650,000.00			\$ 650,000.00	\$ 650,000.00	\$ -	\$ 650,000.00	
Contingency - Phase 1	\$ -			\$ -	\$ -			\$ -	\$ 70,000.00			\$ 70,000.00	\$ -			\$ -	\$ -			\$ -	\$ 70,000.00	\$ -	\$ 70,000.00	
Contingency - Phase 2	\$ -			\$ -	\$ -			\$ -	\$ 608,861.00			\$ 608,861.00	\$ -			\$ -	\$ -			\$ -	\$ 608,861.00	\$ -	\$ 608,861.00	
Contingency - Phase 3	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ -			\$ -	\$ 50,000.00			\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	
Total Activity Costs	\$ 981,517.00	\$ 64,720.50	\$ 365,572.08	\$ 551,224.42	\$ 279,021.00	\$ 279,021.00	\$ -	\$ -	\$ 5,908,750.00	\$ -	\$ -	\$ 5,908,750.00	\$ -	\$ -	\$ -	\$ -	\$ 730,000.00	\$ -	\$ -	\$ 730,000.00	\$ 7,899,288.00	\$ 709,313.58	\$ 7,189,974.42	
TOTAL PROJECT COSTS	\$ 991,517.00	\$ 70,220.50	\$ 365,572.08	\$ 555,724.42	\$ 287,771.00	\$ 287,771.00	\$ -	\$ -	\$ 6,020,000.00	\$ -	\$ -	\$ 6,020,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ 730,000.00	\$ -	\$ -	\$ 730,000.00	\$ 8,049,288.00	\$ 723,563.58	\$ 7,325,724.42	
			44%	\$ 435,792.58			100%	\$ 287,771.00			0%	\$ -			0%	\$ -			0%	\$ -		9%		

Item a.

UNIFORM INVOICE TRACKING SPREADSHEET FOR: City of Sidney North Park Elevated Water Tower Replacement

DATE:

Vendor's Name	Invoice or Pay Estimate Number	Invoice Date or Time Period Covered	Task Description (match budget)	Total Amount of Invoice	Total Line Item Amount	Warrant Number	Date Paid	ARPA Minimum Allocation	#	SRF Loan C (roll over \$287,771)	#	SRF Loan D (\$6,020,000 @2.5%)	#	Local Contribution - SRF Eligible Components	#	Local Contribution - Non SRF Eligible Components	#	Total Amount Paid This Invoice	Notes on Split or Partial Invoices
Interstate Engineering - Design Engineering	50699	5/4/2023	Design Engineering	\$ 19,760.00	\$ 19,360.00			\$ -		\$ 19,360.00	1	\$ -		\$ -		\$ -		\$ 19,360.00	
Interstate Engineering - Funding Assistance	50699	5/4/2023	Grant Management	\$ -	\$ 400.00			\$ -		\$ 400.00	1	\$ -		\$ -		\$ -		\$ 400.00	
Interstate Engineering - Design Engineering	50882	5/25/2023	Design Engineering	\$ 7,560.00	\$ 6,760.00			\$ -		\$ 6,760.00	1	\$ -		\$ -		\$ -		\$ 6,760.00	
Interstate Engineering - Funding Assistance	50882	5/25/2023	Grant Management	\$ -	\$ 800.00					\$ 800.00	1							\$ 800.00	
Interstate Engineering - Design Engineering	51118	6/21/2023	Design Engineering	\$ 11,380.00	\$ 11,080.00			\$ -		\$ 11,080.00	1	\$ -		\$ -		\$ -		\$ 11,080.00	
Interstate Engineering - Funding Assistance	51118	6/21/2023	Grant Management	\$ -	\$ 300.00					\$ 300.00	1							\$ 300.00	
Interstate Engineering - Design Engineering	52411	10/31/2023	Design Engineering	\$ 8,000.00	\$ 8,000.00			\$ -		\$ 8,000.00	1	\$ -		\$ -		\$ -		\$ 8,000.00	
Interstate Engineering - Design Engineering	52814	12/11/2023	Design Engineering	\$ 20,000.00	\$ 20,000.00			\$ -		\$ 20,000.00	1	\$ -		\$ -		\$ -		\$ 20,000.00	
Interstate Engineering - Design Engineering	53320	2/2/2024	Design Engineering	\$ 32,000.00	\$ 32,000.00			\$ -		\$ 32,000.00	1	\$ -		\$ -		\$ -		\$ 32,000.00	
Interstate Engineering - Design Engineering	53875	4/3/2024	Design Engineering	\$ 30,000.00	\$ 30,000.00			\$ -		\$ 30,000.00	1	\$ -		\$ -		\$ -		\$ 30,000.00	
Interstate Engineering - Design Engineering	54428	5/28/2024	Design Engineering	\$ 10,000.00	\$ 10,000.00	41298	1/29/2025	\$ -		\$ 10,000.00	1	\$ -		\$ -		\$ -		\$ 10,000.00	
Interstate Engineering - Design Engineering	55485	9/3/2024	Design Engineering	\$ 27,800.00	\$ 26,000.00	41298	1/29/2025	\$ -		\$ 26,000.00	1	\$ -		\$ -		\$ -		\$ 26,000.00	
Interstate Engineering - Funding Assistance	55485	9/3/2024	Grant Management	\$ -	\$ 1,800.00	41298	1/29/2025			\$ 1,800.00	1							\$ 1,800.00	
Interstate Engineering - Design Engineering	56370	11/22/2024	Design Engineering	\$ 83,700.00	\$ 78,250.00	41298	1/29/2025	\$ -		\$ 78,250.00	1	\$ -		\$ -		\$ -		\$ 78,250.00	
Interstate Engineering - Funding Assistance	56370	11/22/2024	Grant Management	\$ -	\$ 5,450.00	41298	1/29/2025			\$ 5,450.00	1							\$ 5,450.00	
Braun Intertech - Geotech	B3778244	2/26/2024	Geotech	\$ 11,994.00	\$ 11,994.00	40164	3/5/2024	\$ -		\$ 11,994.00	1	\$ -		\$ -		\$ -		\$ 11,994.00	
Braun Intertech - Geotech	B2311372	3/15/2024	Geotech	\$ 5,401.25	\$ 5,401.25	42053	4/3/2024	\$ -		\$ 5,401.25	1	\$ -		\$ -		\$ -		\$ 5,401.25	
Braun Intertech - Geotech	B410866	12/4/2024	Geotech	\$ 507.75	\$ 507.75	41255	1/22/2025	\$ -		\$ 507.75	1	\$ -		\$ -		\$ -		\$ 507.75	
Interstate Engineering - Design Engineering	56993	02/03/25	Design Engineering	\$ 59,650.00	\$ 52,150.00	41431	3/14/2025	\$ 32,482.00	1	\$ 19,668.00	2	\$ -		\$ -		\$ -		\$ 52,150.00	
Interstate Engineering - Funding Assistance	56993	02/03/25	Grant Management	\$ -	\$ 2,500.00	41431	3/14/2025	\$ 2,500.00	1	\$ -		\$ -		\$ -		\$ -		\$ 2,500.00	
Interstate Eng - Bidding	56993	02/03/25	Bidding	\$ -	\$ 5,000.00	41431	3/14/2025	\$ 5,000.00	1	\$ -		\$ -		\$ -		\$ -		\$ 5,000.00	
Interstate Engineering - Funding Assistance	57077	02/12/25	Grant Management	\$ 10,850.00	\$ 500.00	41431	3/14/2025	\$ 500.00	1	\$ -		\$ -		\$ -		\$ -		\$ 500.00	
Interstate Engineering - Design Engineering	57077	02/12/25	Design Engineering	\$ -	\$ 8,350.00	41431	3/14/2025	\$ 8,350.00	1	\$ -		\$ -		\$ -		\$ -		\$ 8,350.00	
Interstate Eng - Bidding	57077	02/12/25	Bidding	\$ -	\$ 2,000.00	41431	3/14/2025	\$ 2,000.00	1	\$ -		\$ -		\$ -		\$ -		\$ 2,000.00	
Interstate Engineering	57417	3/19/2025	Design Engineering	\$ 11,810.00	\$ 9,360.00			\$ 9,360.00	2	\$ -		\$ -		\$ -		\$ -		\$ 9,360.00	
Interstate Engineering	57417	3/19/2025	Bidding	\$ -	\$ 1,200.00			\$ 1,200.00	2	\$ -		\$ -		\$ -		\$ -		\$ 1,200.00	
Interstate Engineering	57417	3/19/2025	Grant Management	\$ -	\$ 1,250.00			\$ 1,250.00	2	\$ -		\$ -		\$ -		\$ -		\$ 1,250.00	
Interstate Engineering	57689	4/18/2028	Design Engineering	\$ 7,578.50	\$ 4,528.50			\$ 4,528.50	2	\$ -		\$ -		\$ -		\$ -		\$ 4,528.50	
Interstate Engineering	57689	4/18/2025	Bidding	\$ -	\$ 1,800.00			\$ 1,800.00	2	\$ -		\$ -		\$ -		\$ -		\$ 1,800.00	
Interstate Engineering	57689	4/18/2025	Grant Management	\$ -	\$ 1,250.00			\$ 1,250.00	2	\$ -		\$ -		\$ -		\$ -		\$ 1,250.00	
Interstate Engineering	58024	05/23/25	Const Engineering Ph 1	\$ 51,638.50	\$ 51,638.50			\$ 51,638.50	3	\$ -		\$ -		\$ -		\$ -		\$ 51,638.50	



STATE OF MONTANA		<ul style="list-style-type: none"> <li>VENDOR RETURNS SIGNED ORIGINAL</li> <li>FILE ORIGINAL WITH TRANSFER-WARRANT CLAIM.</li> </ul>	
<b>VENDOR INVOICE</b>			
VENDOR'S NAME AND ADDRESS		BILLED TO	
City of Sidney 115 2nd Street SE Sidney, MT 59270		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601  Attn Grant Manager: Shawn Swanz & Cristalle Thompson	
PROJECT INFORMATION:			
Grant Agreement Number: AM-23-0207		Project Name: Phase IV-North Park Elevated Water Tower Replacement	
Period of Performance: 4/13/25-5/24/25		Reimbursement Request Number: Draw #3	
DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED:			
Name of Business/Vendor	Invoice Number	Dates of Service/ Invoice Date	Amount
Interstate Engineering	58024	4/13/25-5/17/25	\$51,638.50
Western Municipal Construction	1	4/28/25-5/24/25	\$313,933.58
GRAND TOTAL			\$365,572.08
STATE USE ONLY APPROVED FOR PAYMENT		I certify that this invoice is correct in all respects and that payment has not been received.	
		Authorized Recipient Name	Rick Norby
		Date Processed	
Authorized Signature		Authorized Recipient Signature	
Date		Title	Mayor

There are multiple tabs in this workbook.

### Budget Tab

Fill in:

**SUBRECIPIENT:**

**PROJECT TITLE:**

**FUNDING SOURCE 1...**

**Budget Table**

(Name of the local gover

(Name of the project - sh

Enter the name of grant c

Enter the dollar amounts

The summary of matching

### Budget Tracking Tab

**UNIFORM STATUS OF FUNDS SPREADSHEET FOR:**

**DATE:**

**FUNDING SOURCE 1**

**Budget**

**Previously Expended**

**Amount of Draw**

Automatically populates fi

Update the date each tim

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Update each time a requ

### Invoice Tracking

**UNIFORM INVOICE TRACKING SPREADSHEET FOR:**

**DATE:**

**Vendor's Name**

**Task Description**

**Invoice or Pay Estimate Number**

**Invoice Date or Time Period Covered**

**Total Amount of Invoice**

**Warrant Number**

**Date Paid**

**FUNDING SOURCE 1**

**#**

Automatically populates fi

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Enter the vendor's invoice

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Enter the total amount of

Enter the warrant number

Enter the date the vendor

Automatically populates fi

The claim number or draw

### DNRC Vendor Invoice

**VENDOR'S NAME AND ADDRESS**

**Grant Agreement #**

**DNRC Grant Manager**

**Project Name**

**Claim Number**

**Vendor**

**Invoice Number**

**Dates of Service**

**Task Description**

**Total Invoice**

**DNRC or RRGL Total**

**Vendor Name (Authorized Person)**

**Date Processed**

**Vendor's Signature**

**Title**

This tab may be duplicate

Automatically populates fi

Enter address

Enter the Grant Agreeeme

Enter the DNRC Grant or

Automatically populates fi

Enter a new number for e

Enter the Vendor Name fi

Enter the Vendor Invoice

Enter the Dates of Servic

Enter the Task Descriptio

Total all of the vendor inv

Total amount of invoice re

Name of the person auth

Date the invoice is submit

Signature

Title of authorized signer

nment receiving the grant)  
 ould match DNRC's Award Project Title)  
 or loan i.e. RRGL, MCEP, ARPA, Local Funds, RD Grant, RD Loan, SRF Loan, etc.  
 that correspond to each task to the appropriate Funding Source.  
 g funds will automatically populate based on the entries above.

rom the Budget Tab (Subrecipient)  
 e a request for reimbursement is submitted.  
 rom the Budget Tab  
 atically update from Budget Tab  
 est for reimbursement is submitted.  
 est for reimbursement is submitted. Must match the Vendor Invoice and the Invoice Tracking Tab

rom the Budget Tab (Subrecipient)  
 e a request for reimbursement is submitted.  
 ndor that provided the service, i.e. engineering firm, construction company, etc.  
 nes the budget tasks (Admin, Engineering, Construction, etc.)  
 e or pay estimate number.  
 time period covered by the invoice  
 the vendor's invoice  
 r of the subrecipient organization that paid the vendor invoice.  
 r was paid.  
 rom the Budget Tab  
 n number submitted to each funding source

ed for as many reimbursement requests are submitted. Right click on tab, "Move or Copy" Create a Copy and rena  
 rom the Budget Tab (Subrecipient)

nt or Loan Agreement Number  
 Loan Manager Name  
 rom the Budget Tab (Project Title)  
 ach claim submitted to DNRC for reimbursement, 1, 2, 3 etc.  
 rom the Invoice Tracker  
 Number from the Invoice Tracker  
 e from the Invoice Tracker  
 in from the Invoice Tracker  
 oices submitted for reimbursement  
 equested for reimbursement (used for split invoice costs)  
 orized to sign for reimbursements  
 tted to DNRC



ime.

***Denning, Downey & Associates, P.C.***  
***CERTIFIED PUBLIC ACCOUNTANTS***

Item b.

*P.O. Box 1957, Kalispell, MT 59903-1957  
(406) 756-6879 • FAX (406) 257-7879 • E-Mail [dda@ddaudit.com](mailto:dda@ddaudit.com)  
Robert K. Denning, CPA, CGFM, CFF, CITP*

## **Bob Denning is Retiring!!**

The rumor is true. I am finally retiring after auditing for 38 years. My last day will be June 30, 2025. I really love what I do and love the people I have had the pleasure to work with, but it is time to pass the torch to the next generation.

I do not plan on leaving anyone out in the cold as far as their audits go. We are still on track to issue all Fiscal Year 2024 audits before June, 30, 2025.

Most of you know Jon Mahrt, CPA. Jon has worked for me for the past 11 years. He is a good guy; not only is he incredibly intelligent, but he is almost as good-looking as I am 😊. I trust him and give him my full backing. Jon has created his own firm "Nexus CPA Group" to perform governmental audits. Attached to this letter is a little introduction letter from Jon.

**Q.** Will the contact phone numbers and emails with Denning, Downey & Associates still work for the Nexus CPA Group?

**A.** Yes, for the time being you can contact the staff using the same phone numbers and emails. The staff are all the same and they are physically located in the same building as well.

**Q.** When we have changed auditors in the past, the new auditors have a different philosophy and the transition is not always smooth.

**A.** As I noted above Jon has worked with me for the past 11 years. Over that time, we have developed our audit philosophies together. Jon is committed to the same quality audits you are used to seeing.

**Q.** Will there be new staff?

**A.** Quality staffing is an issue for everyone. As noted above, Jon is retaining all the existing staff.

**Q.** I have a current audit contract with Denning, Downey and Associates CPAs, does this mean that our contract will be cancelled on June 30, 2025?

**A.** Yes, all audit contracts with Denning, Downey and Associates CPAs will be cancelled as of June 30, 2025. As stated above Jon's new firm, Nexus CPA Group, is taking over most of the audit contracts.

Q. Will Bob still be involved in the business?

A. Yes, after 38 years I do not think I could quit cold turkey. I will be phasing my hours back but you can still reach me. It will be an interesting transition from being the owner to that of an employee.

Q. What are you going to do with your free time?

A. Everyone wants to know that question. Including my wife. Last year I bought a new fishing boat and a small motorhome. I will start with that. I am also thinking of building another home.



I have been blessed over all these years to be able to work with you. Thank you for your business and friendship.

Bob



April 21, 2025

To Whom it May Concern,

We're excited to share some big news about the next chapter for Denning, Downey, & Associates, CPA's! As we turn the page, we're proud to introduce our new identity: Nexus CPA Group. This transition marks a fresh start while staying true to the foundation that has served you so well over the years.

First, we want to extend a heartfelt thank-you to Bob Denning, whose guidance and vision built this firm into what it is today. Bob's retirement is well-earned, and we're grateful for the opportunity he's given us to continue providing the exceptional services you rely on. *(Don't worry—we've promised to send him a ten key-shaped retirement cake in honor of his ten-key champion days!)*

The good news? You'll still see the same familiar team, energized for a new age, and carrying forward the tradition of Denning, Downey, & Associates, CPA's. Leading the charge is Jonathan Mahrt, who brings over a decade of experience with the firm. With a deep understanding of our clients and a steady hand, Jonathan is guiding the Nexus CPA Group team into the future with confidence and clarity. Our commitment to delivering quality services remains unwavering—we're here to keep your financial reporting on track with the same expertise and care you've come to expect.

To ensure uninterrupted service, we have enclosed the Department of Administration amendment and an assignment/consent form to facilitate the transfer of existing contracts, engagement letters, and prior audit files to Nexus CPA Group. If you have any questions—or just want to reconnect—the team is here for you: same phone number, same dedication, new name.

Thank you for your continued trust in us. We're excited to build on Bob's legacy and serve you as Nexus CPA Group. To a future of transparent reporting and GASB-approved excellence—Here's to continued partnership and progress!

Sincerely,

*Nexus CPA Group*

Nexus CPA Group

**Denning, Downey & Associates, P.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

Item b.

*P.O. Box 1957, Kalispell, MT 59903-1957  
(406) 756-6879 • FAX (406) 257-7879 • E-Mail [dda@ddaudit.com](mailto:dda@ddaudit.com)  
Robert K. Denning, CPA, CGFM, CFF, CITP*

**Assignment and Client Consent Agreement**

**Effective Date:** July 1, 2025

**Parties:**

- **Assignor:** Denning, Downey & Associates, CPAs, P.C.
- **Assignee:** Nexus CPA Group, PLLC
- **Client:** City of Sidney

**Purpose:**

Assignor is transitioning its operations to Assignee and wishes to assign its rights and obligations under existing engagement letters, along with transferring prior audit documentation, working papers, and client-provided files related to Client.

**Agreement:**

1. **Assignment of Engagement Letters:** Assignor assigns all rights, obligations, and interests under the existing engagement letter with Client to Assignee.
2. **Transfer of Documentation:** Assignor transfers all prior audit documentation, working papers, and client-provided files related to Client to Assignee.
3. **Client Consent:** Client consents to the above assignment and transfer, acknowledging Assignee as the successor firm responsible for ongoing services.

**Acknowledgment:**

By signing below, the parties agree to the terms outlined in this agreement.

**Assignor:** Denning, Downey & Associates,  
CPAs, P.C.

By: \_\_\_\_\_  
Name: Robert Denning  
Title: Owner  
Date: \_\_\_\_\_

**Assignee:** Nexus CPA Group, PLLC

By: \_\_\_\_\_  
Name: Jonathan Mahrt  
Title: Owner  
Date: \_\_\_\_\_

**Client:** City of Sidney

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



**DEPARTMENT OF ADMINISTRATION**  
**STANDARD AUDIT CONTRACT AMENDMENT**

This contract amendment is made this 21<sup>st</sup> day of April , 2025, by and among Nexus CPA Group, Certified Public Accountant (Contractor) and City of Sidney , Governmental Entity (Entity).

**Audit Period and Payment:** This contract amendment covers the following audit period(s):  
 July 1, 2024 to June 30, 2025

Reason for amendment: To amend the current contract on file from the Certified Public Accountant of Denning, Downey and Associates CPAs to Nexus CPA Group

**Amendments:**

Paragraph 2.a. on page 1 of the standard audit contract is amended to read as follows:

\$ N/A for initial (or sole) audit covering N/A to N/A .  
 \$ N/A for subsequent audit covering N/A to N/A  
 \$ N/A for subsequent audit covering N/A to N/A

Any provision of this contract that does not allow Entity to define its financial reporting framework as prescribed in 2-7-504(2), MCA and ARM 2.4.401(2), or Contractor to opine on Entity's financial statements in accordance with Entity's defined financial reporting framework, is amended to accomplish the same and identifies Entity's financial reporting framework as:

- ☒ Generally Accepted Accounting Principles.
- ☐ The Small Government Financial Reporting Framework, as defined at ARM 2.4.401.

Subject to State's approval of Entity's financial reporting framework, Entity shall include any supplementary information required by ARM 2.4.401.

Sections 1, 2, and 7 of Appendix A on pages A1 and A2 are amended to read as follows:

1. Audit Periods and Dates of Engagement
  - a. This audit will cover the fiscal year(s) ending N/A and
  - b. Date to commence audit work ending N/A .
  - c. Date to submit final audit report to the Entity N/A
2. Time and Price for Engagement
  - a. Estimated total hours is N/A .
  - b. Price for audit personnel is \$ N/A  
 Price for travel is \$ N/A .  
 Price for report preparation is \$ N/A .  
 Total price for the engagement is \$ N/A .
7. The audit scope with regard to federal financial assistance received by the Entity for the above fiscal year(s) will be as indicated below:

- ☐ The audit will be a single audit conducted in accordance with the provisions of Uniform Guidance because the Entity expended a total amount of federal awards equal to or in excess of \$750,000 during the fiscal year(s), or such other dollar amount (\$Amount) that is effective for the fiscal year(s) being audited.
- ☐ The audit will not be a single audit conducted in accordance with the provisions of Uniform Guidance and will not include audit coverage of any federal financial assistance in accordance with requirements of that federal regulation, because the Entity expended a total amount of federal awards of less than \$750,000 during the fiscal year(s), or such other dollar amount (\$) that is effective for the fiscal year(s) being audited.

Sections 1, 2, and 7 of Appendix B on pages B1 and B2 are amended to read as follows:

1. Audit Periods and Dates of Engagement
  - a. This audit will cover the fiscal year(s) ending N/A and
  - b. Date to commence audit work ending N/A .
  - c. Date to submit final audit report to the Entity N/A
2. Time and Price for Engagement
  - a. Estimated total hours is N/A .
  - b. Price for audit personnel is \$ N/A  
Price for travel is \$ N/A .  
Price for report preparation is \$ N/A .  
Total price for the engagement is \$ N/A .
7. The audit scope with regard to federal financial assistance received by the Entity for the above fiscal year(s) will be as indicated below:

- ☐ The audit will be a single audit conducted in accordance with the provisions of Uniform Guidance because the Entity expended a total amount of federal awards equal to or in excess of \$750,000 during the fiscal year(s), or such other dollar amount (\$Amount) that is effective for the fiscal year(s) being audited.
- ☐ The audit will not be a single audit conducted in accordance with the provisions of Uniform Guidance and will not include audit coverage of any federal financial assistance in accordance with requirements of that federal regulation, because the Entity expended a total amount of federal awards of less than \$750,000 during the fiscal year(s), or such other dollar amount (\$Amount) that is effective for the fiscal year(s) being audited.

Sections 1, 2, and 7 of Appendix C on pages C1 and C2 are amended to read as follows:

1. Audit Periods and Dates of Engagement
  - a. This audit will cover the fiscal year(s) ending N/A and
  - b. Date to commence audit work ending N/A .
  - c. Date to submit final audit report to the Entity N/A
2. Time and Price for Engagement

- a. Estimated total hours is N/A .
- b. Price for audit personnel is \$ N/A  
Price for travel is \$ N/A .  
Price for report preparation is \$ N/A .  
Total price for the engagement is \$ N/A .

7. The audit scope with regard to federal financial assistance received by the Entity for the above fiscal year(s) will be as indicated below:

- ☐ The audit will be a single audit conducted in accordance with the provisions of Uniform Guidance because the Entity expended a total amount of federal awards equal to or in excess of \$750,000 during the fiscal year(s), or such other dollar amount (\$Amount) that is effective for the fiscal year(s) being audited.
- ☐ The audit will not be a single audit conducted in accordance with the provisions of Uniform Guidance and will not include audit coverage of any federal financial assistance in accordance with requirements of that federal regulation, because the Entity expended a total amount of federal awards of less than \$750,000 during the fiscal year(s), or such other dollar amount (\$Amount) that is effective for the fiscal year(s) being audited.

**IN WITNESS WHEREOF:**

**Certified Public Accountant**

Nexus CPA Group  
Firm Name

By: \_\_\_\_\_  
Authorized Representative

Date:

**Governmental Entity**

City of Sidney  
Entity Name

By: \_\_\_\_\_  
Authorized Representative

Date:

**Montana Department of Administration,  
Local Government Services Bureau**

By: \_\_\_\_\_  
Authorized Representative

Date:







May 29<sup>th</sup>, 2025

RE: Unclaimed Checks

City Council,

Montana Code 7-6-4303 states “The city or town council may cancel municipal warrants and checks that have remained outstanding and unpaid for a period of 1 year or longer.”

The process for doing is simply to enter into the record at a city council meeting the list of warrants that need canceling, which you will then approve via motion. The checks that follow are the current checks that I am requesting be cancelled.

Check #	Vendor #	Vendor Name	Amount	Date Issued
23086	999999	JOSEPH UTTER	12.00	03/08/11
23426	862	AT&T MOBILITY	29.01	06/21/11
25970	999999	CAITLYNN SHAW	12.00	08/20/13
26838	999999	KATHERINE FENDRICK	12.00	03/19/14
27117	999999	RYAN BURRIS	12.00	06/03/14
27196	999999	NATHANIEL STRASHEIM	12.00	06/17/14
27235	1040	JEFF MEAD	25.00	07/08/14
27724	999999	BRIEN JAY PANASUK	12.00	11/04/14
27740	999999	ERIN FAULHABER	25.00	11/04/14
27770	999999	MATTHEW JONES	12.00	11/04/14
28085	999999	RICHARD HERITAGE	12.00	01/21/15
28124	999999	DANIEL LAWRENCE	12.00	02/03/15
28141	999999	JOSEPH UTTER	12.00	02/03/15
28342	999999	SHERRY HECKER	12.00	03/17/15
28604	999999	NAPWDA	45.00	06/25/15
28797	999999	GLENN MAVITY	12.00	07/21/15
28836	999999	SCOTT BUSKE	12.00	07/21/15
29354	999999	CLINT DUNN	25.00	12/22/15
29592	999999	AARON SMITH	2.88	03/08/16
29650	999999	RAQUEL WING	12.00	03/08/16

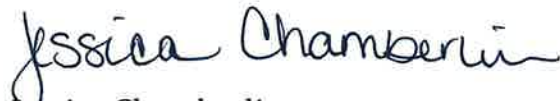
The City of Sidney is an equal opportunity provider.

29827	277	THE ROUNDUP	19.70	04/19/16
29975	1143	NORTH AMERICAN POLICE WORK DOG	45.00	06/02/16
30160	999999	AUSTIN BEMENT	97.85	07/20/16
30398	999999	THOMAS C IHDE	12.00	09/07/16
30400	999999	BERT DUANE SUKO	12.00	09/07/16
31215	898	TORGERSON'S LLC	110.95	05/16/17
32456	999999	MICHAEL LLOYD THOMPSON	12.00	03/09/18
32568	999999	CORY K JAMES DIETZ	12.00	03/20/18
32572	999999	JACKQUENLINE I SCHLENZ	25.00	03/20/18
32628	999999	SANDRA J HOUSTON	12.00	04/03/18
33806	999999	KAREN ALICIA ARNOLD TRUAX	12.00	02/20/19
37439	39	NORTHWEST PIPE FITTINGS, INC.	56.85	11/16/21
37475	328	MONTANA LEGISLATIVE SERVICES	200.00	12/07/21
38089	94	CARQUEST AUTO PARTS STORES	62.34	06/07/22
38221	1346	MONTANA DEPARTMENT OF LABOR	49.00	07/06/22
38668	570	INTERNAL REVENUE SERVICE	91.80	11/15/22
39004	999999	KIM RICHINS	3.42	03/07/23
39067	352	MONTANA STATE UNIVERSITY-FIRE	500.00	04/04/23

In the future, any checks that are not redeemed after 1 year of being issued will be presented quarterly to you for cancelation, to prevent such a back-log. I will also be reissuing several checks with this set of claims for unclaimed checks that we were able to locate the owner of.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Jessica Chamberlin

Clerk/Treasurer

05/30/25  
11:47:40

CITY OF SIDNEY  
Claim Approval List  
For the Accounting Period: 5/25

Page: 1 of 5  
Report ID: AP100

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
43909	E	1122 STOCKMAN BANK - BANK FEES	2,810.43					
	04/30/25	SERVICE CHARGE #0173	30.00			5210 430500	300	101000
	04/30/25	SERVICE CHARGE #0486	30.00			5210 430500	300	101000
	04/30/25	SERVICE CHARGE #5410	30.00			5210 430500	300	101000
	04/30/25	RETURN W/S NSF ITEMS	198.24			5210 430500	300	101000
	04/30/25	ACH FILE FEES & ENTRY FEES	41.20			5210 430500	300	101000
	04/30/25	SERVICE CHARGE #34889	2,480.99			5210 430500	300	101000
43917	E	1262 VISA	589.00					
	05/16/25	SUPPLIES	4.49			1000 420100	200	101000
	05/16/25	PURCHASE SERVICES	487.46			1000 420100	300	101000
	05/16/25	DRUG FORFEITURE- PURCHASE SERV	47.05			2390 420100	300	101000
	05/16/25	K9- PURCHASE SERVICES	50.00			1000 420150	300	101000
43918	E	399 VERIZON WIRELESS	901.53					
	6112791801 05/06/25	SPD CELLULAR SERVICES- APR	901.53			1000 420100	340	101000
43927		263 BOSS INC.	312.02					
	697449-0 04/29/25	COPY COUNT	195.13			5210 430500	200	101000
	697654-0 05/01/25	RIBBON	6.99			5310 430600	200	101000
	699153-0 05/07/25	PAPER	109.90			1000 411200	200	101000
43928		1356 DOG WASTE DEPOT	442.94					
	764248 05/16/25	DOG POT BAGS	442.94			1000 460430	200	101000
43929		350 ENERGY LABORATORIES INC	1,009.00					
	705245 05/05/25	SEWER TESTING	112.00			5310 430600	300	101000
	705722 05/07/25	WATER TESTING	114.00			5210 430500	300	101000
	707178 05/14/25	WATER TESTING	114.00			5210 430500	300	101000
	707393 05/15/25	SEWER TESTING	309.00			5310 430600	300	101000
	708872 05/22/25	SEWER TESTING	360.00			5310 430600	300	101000
43930		1104 ENVIRO-CLEAN INTERMOUNTAIN LLC	150.59					
	1245 05/01/25	OIL PRESSURE SWITCH	150.59			5310 430600	200	101000
25990								
43931		249 MID-RIVERS COMMUNICATIONS	423.30					
	06/01/25	WATER-PHONE/INTERNET	70.55			5210 430500	300	101000
	06/01/25	SEWER- PHONE/INTERNET	70.55			5310 430600	300	101000
	06/01/25	CITY SHOP- PHONE/INTERNET	70.55*			5410 430830	300	101000
	06/01/25	FIREHALL- PHONE/INTERNET	70.55*			1000 420400	340	101000
	06/01/25	CITY HALL- PHONE/INTERNET	70.55			1000 411200	300	101000
	06/01/25	SWIMMING POOL- PHONE/INTERNET	70.55			1000 460445	300	101000

05/30/25  
11:47:40

CITY OF SIDNEY  
Claim Approval List  
For the Accounting Period: 5/25

Page: 2 of 5  
Report ID: AP100

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
43932		570 INTERNAL REVENUE SERVICE	122.42					
	CP171	05/26/25 2022 INCOME TAX	122.42			1000 410550	300	101000
43933		35 LEE'S TIRE CENTER, INC.	110.00					
	164121	05/13/25 TIRE REPAIRS	110.00			5410 430830	200	101000
43934		1080 SNYDER INDUSTRIES	2,135.79					
	571628	02/19/25 REFUSE CONTAINERS	1,681.98			5410 430830	200	101000
	571628	02/19/25 SHIPPING	453.81*			5410 430830	300	101000
43935	E	399 VERIZON WIRELESS	895.84					
	6113205399	05/10/25 WATER CELL PHONE	152.02			5210 430500	300	101000
	6113205399	05/10/25 SEWER CELL PHONE	114.65			5310 430600	300	101000
	6113205399	05/10/25 PARKS CELL PHONE	41.64*			1000 460430	300	101000
	6113205399	05/10/25 STREETS CELL PHONE	70.37*			2565 430200	300	101000
	6113205399	05/10/25 GARBAGE CELL PHONE	41.64*			5410 430830	300	101000
	6113205399	05/10/25 FIRE CELL PHONE	71.28			1000 420400	300	101000
	6113205399	05/10/25 CITY PHONE SYSTEM	404.24			1000 411200	300	101000
43936		949 WESTERN EMULSIONS INC	25,942.50					
	90003069	05/21/25 34.59 TON CRS-2	25,942.50*			2820 430200	200	101000
43937		3 MONTANA DAKOTA UTILITIES	2,981.16					
	05/15/25	1101 3RD ST NW- CITY SHOP	360.05			2425 430263	300	101000
	05/15/25	WELL#12	126.39			5210 430500	300	101000
	05/15/25	N SIDNEY SEWER LIFT	82.20			5310 430600	300	101000
	05/15/25	1101 3RD ST NW	440.40			2425 430263	300	101000
	05/15/25	WALK PATH LONE TREE CREEK	46.09			2425 430263	300	101000
	05/15/25	LEE'S TIRE SEWER LIFT	29.48			5310 430600	300	101000
	05/15/25	LYNDALE PARK	22.28*			1000 460430	300	101000
	05/15/25	WELL #9	327.95			5210 430500	300	101000
	05/15/25	SOFTBALL FIELDS	57.71			2425 430263	300	101000
	05/15/25	WELL #11	198.72			5210 430500	300	101000
	05/15/25	WELL #5 AND #7	1,107.99			5210 430500	300	101000
	05/15/25	REYNOLDS PARKING LOT	27.32			2425 430263	300	101000
	05/15/25	1101 1/2- WASH DOWN FACILITY	29.74			2425 430263	300	101000
	05/15/25	SOUTH MEADOW	107.30			2425 430263	300	101000
	05/14/25	1101 3RD ST NW	17.54			2425 430263	300	101000

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\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
43938	E	509 ELAN FINANCIAL SERVICES	3,833.88					
		INV3051431 05/12/25 NORBY-ZOOM	40.00			1000 410130	300	101000
	465	05/05/25 ELLETSON-USPS	13.25			5210 430500	300	101000
	507	05/12/25 ELLETSON-USPS	13.25			5210 430500	300	101000
		1000189238 04/14/25 HARRIS-INDUSTRIAL SUPPLY	33.80			5310 430600	200	101000
25968								
		1000189238 04/14/25 HARRIS-INDUSTRIAL SUPPLY	33.80			5410 430830	200	101000
25968								
		1000189238 04/14/25 HARRIS-INDUSTRIAL SUPPLY	33.80			5710 430252	200	101000
25968								
		1000189238 04/14/25 HARRIS-INDUSTRIAL SUPPLY	33.79*			2565 430200	200	101000
25968								
		113-909420 04/17/25 HARRIS-AMAZON	98.61			5310 430600	200	101000
25974								
		113-998040 04/18/25 HARRIS-AMAZON	33.87			1000 460430	200	101000
25976								
		113-483197 04/18/25 HARRIS-AMAZON	30.69			1000 460430	200	101000
25976								
		20899119 04/25/25 HARRIS-E-REPLACEMENT PARTS	77.91			5310 430600	200	101000
25982								
		h3701-1609 05/02/25 HARRIS-HOME DEPOT	2,405.00			5310 430600	200	101000
25937								
		113-293953 05/07/25 HARRIS-AMAZON	36.96*			2565 430200	200	101000
25994								
		113-052381 05/07/25 HARRIS-AMAZON	55.00*			2565 430200	200	101000
25994								
		368 04/21/25 BAST-USPS	23.35			5310 430600	300	101000
		978 04/28/25 BAST-USPS	19.45			5310 430600	300	101000
		038 05/05/25 BAST-USPS	37.05			5310 430600	300	101000
		315044 05/05/25 BAST-BRAKE TIME (ICE)	11.96			5310 430600	200	101000
		512150 05/12/25 BAST-RETORX	120.04			5310 430600	300	101000
		130 05/13/25 BAST-USPS	48.30			5310 430600	300	101000
		8504 04/21/25 CHAMBERLIN-MICROSOFT-REOCCURI	90.00			5210 430500	300	101000
		015230 04/25/25 CHAMBERLIN-SUNNY'S	70.00			1000 410210	200	101000
		015200 04/25/25 CHAMBERLIN-COFFEE STOP	25.00			1000 410210	200	101000
		2467 04/30/25 CHAMBERLIN-MICROSOFT-REOCCURIN	414.00			5210 430500	300	101000
		3781 05/15/25 CHAMBERLIN-QBOOKS REOCCURING	35.00*			5410 430830	300	101000
43939		458 POWER PLAN OIB	12,403.72					
		R1530508 05/09/25 EQUIPMENT RENTAL	8,048.85*			5310 430600	930	101000
		W9802306 05/13/25 WATER GENERATOR	4,354.87			5210 430500	300	101000

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43940		1159 TBID	6,333.00					
	05/27/25	BEST WESTERN 1ST QUAR 2025	3,400.50			2101 460440	700	101000
	05/30/25	CANDLEWOOD 1ST QUAR 2025	2,932.50			2101 460440	700	101000
43941		581 HM CRAGG CO	3,345.00					
	CD99006265 05/20/25	GENERATOR LABOR	165.00			5210 430500	300	101000
	CD99006499 05/22/25	LOAD BANK TESTING-LAGOON	795.00			5310 430600	300	101000
	CD99006512 05/22/25	LOAD BANK TESTING-WELL #11	795.00			5210 430500	300	101000
	CD99006511 05/22/25	LOAD BANK TESTING-TREATMEN	795.00			5310 430600	300	101000
	PR27061 05/20/25	LOAD BANK TESTING	795.00			5310 430600	300	101000
43942		276 ELECTRIC LAND	26.97					
	10343014 05/27/25	USB'S	26.97			5210 430500	300	101000
43943		7 ASSOCIATED SUPPLY CO. INC.	3,055.32					
	A106479 05/23/25	POOL COVER	3,055.32			4011 460445	930	101000
43944		1406 ACE HARDWARE	417.45					
	016627/7 05/01/25	GAS CAN	74.99			5310 430600	200	101000
26010								
	016922/7 05/10/25	MUR ACID	101.94			1000 460430	200	101000
25357								
	017166/7 05/19/25	CABLE LINE & HARDWARE	64.59			1000 460430	200	101000
25447								
	017181/7 05/19/25	PAINT SUPPLIES	121.95			1000 460430	200	101000
25448								
	017255/7 05/22/25	SCRAPER	53.98			5310 430600	200	101000
25875								
43946	E	1038 WEX BANK	2,058.86					
	104912025 05/23/25	SPD FUEL-MAY 2025	2,058.86			1000 420100	230	101000
43947		1403 SHRED ND	96.75					
	18200 05/29/25	SECURE SHREDDING SERVICES	96.75			1000 420100	300	101000
43948		1268 CREATIVE SERVICES OF NEW ENGLAND	699.95					
	C25-29293 05/29/25	POLICE STICKERS	699.95			1000 420100	200	101000
43949		1491 OFFICE SHOP INC	525.00					
	314764 05/13/25	VERTICAL FILE CABINET	525.00			1000 420100	200	101000

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43950		1296 BLUE TO GOLD LLC	395.00					
	BTG-SM-135	05/22/25 TRAINING FEE	395.00			2810 420100	300	101000
43951		1307 KAMINSKY, SULLENBERGER &	400.00					
	2025-22-10	05/15/25 TRAINING FEE	400.00			2810 420100	300	101000
43952		1450 STRYKER SALES, LLC	87.00					
	9209242995	05/12/25 REPLACEMENT AED ELECTRODES	87.00			1000 420100	200	101000
43953		1070 HELENA AGRI-ENTERPRISES, LLC	7,895.00					
	213225397	05/15/25 CHEMICAL PARK	2,631.67			1000 460430	200	101000
25445		213225397 05/15/25 CHEMICAL STREETS	2,631.67*			2565 430200	200	101000
25445		213225397 05/15/25 CHEMICAL LAGOON	2,631.66			5310 430600	200	101000
25445								
43954		1076 AMBIENCE H2O INC.	1,220.49					
	V250299	04/24/25 DO METER CAPS	1,200.00			5310 430600	200	101000
25876		V250299 04/24/25 SHIPPING	20.49			5310 430600	300	101000
25876								
43955	E	1213 SIDNEY WATER DEPARTMENT	1,534.49					
	05/28/25	WATER BILL- MAY 2025	690.17*		NA	1000 420400	340	101000
	05/28/25	SEWER BILL- MAY 2025	844.32*		NA	1000 420400	340	101000
# of Claims 31			Total: 83,154.40					
Total Electronic Claims			12,624.03	Total Non-Electronic Claims		70530.37		

## City Council Meeting 6-2-25

RC2025-03	ON HOLD			
RC2025-06	ON HOLD			
RC2025-10	ON HOLD			
RC2025-14	ON HOLD			
RC2025-16	ON HOLD			
RC2025-22	ON HOLD			
RC2025-27	ON HOLD			
RC2025-29	ON HOLD			
RC2025-30	Mindt	35322 CR 130	Covered Patio	North Valley S01, T23N, R59E, Lot 4
2025-002	ON HOLD			
2025-005	ON HOLD			
2025-009	ON HOLD			
2025-021	ON HOLD			
2025-026	ON HOLD			
2025-027	ON HOLD			
2025-031	ON HOLD			
2025-044	ON HOLD			
2025-058	ON HOLD			
2025-062	ON HOLD			
2025-068	ON HOLD			
2025-069	Lange	611 9th St SE	Shed	L3, B00C, Nielsen Halvorson
2025-070	Schoepp	920 11th St SW	Greenhouse	L7, B2, Peterson Second Add
2025-071	Sult	607 5th Ave SE	Fence	L7, B62, Kenoyer
2025-072	Suko	215 8th St SE	Deck	L4-5, B78, Kenoyer