CITY OF POLSON COMMISSION
MEETING AGENDA

COMMISSION CHAMBERS **January 20, 2016** **7:00 P.M.**

1. CALL TO ORDER
Mayor Knutson

2. **PLEDGE OF ALLEGIANCE**
Mayor Knutson

3. APPROVAL OF PROPOSED AGENDA
Mayor Knutson

4. PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (address items to the Chair. Commission takes no action on items discussed)

5. CONSENT AGENDA
a. January 1-13, 2016 claims
b. City Commission Meeting Minutes January 4, 2016
c. Resolution of Annexation Kris Miller Property

6. CITY MANAGER COMMENTS
City Manager Mark Shrives

NEW BUSINESS

7. ADMINISTER OATH OF OFFICE TO TWO FIREFIGHTERS: DALE RAMESAR, DAVID SIMONS Jr.
Polson Fire Chief Clint Cottle, Mayor Knutson

8. CITY OF POLSON POLICE DEPARTMENT UPDATE
Polson Police Chief Wade Nash

9. LAKE COUNTY DISPATCH PRESENTATION
Lake County Commissioner Bill Barron

10. ACCEPT JULES CLAVADETSCHER RESIGNATION FROM THE POLSON REDEVELOPMENT AGENCY.
City Manager Mark Shrives

11. APPOINT MARK JOHNSTON TO THE BOARD OF ADJUSTMENT
City Manager Mark Shrives

12. APPOINT MARK JOHNSTON TO THE POLSON REDEVELOPMENT AGENCY TO SERVE THE REMAINDER OF JULES CLAVADETCHER'S TERM.
City Manager Mark Shrives

13. APPROVE FIRST READING OF TREE ORDINANCE AMENDMENT TO PARKS & RECREATION ORDINANCES.

City Manager Mark Shrives

14. APPROVE RESOLUTION FOR INTERFUND LOAN/PROMISSORY NOTE TO GOLF FUND FROM SEWER FUND

City Manager Mark Shrives, City Finance Officer Cindy Dooley

15. ADJOURN

The City of Polson encourages public participation in its public meetings and hearings. In doing so the City holds its meetings in handicapped accessible facilities. Any persons desiring accommodations for a handicapping condition should call the City Clerk at 883-8203 for more information.

For doc #s from 123008 to 123153

5a.

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	214550 Deposits Payable -	999999 MELEA BIRD	FACL-CLEANING DEP RE	100.00
1000 General All-Purpose Fund	410200 Executive Services	000424 LAKE COUNTY ELECTION	FACL-NOVEMBR 2015 EL	2,821.17
1000 General All-Purpose Fund	410360 Municipal Court	2031 DENNIS DEVRIES	CORT-CITY JUDGE CONT	1,650.00
1000 General All-Purpose Fund	410360 Municipal Court	4880 ACCESS MONTANA	CORT-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	410360 Municipal Court	000282 QUILL CORPORATION	CORT-PEN REFILLS	4.09
1000 General All-Purpose Fund	410400 Administrative Services	4458 SHARI A. JOHNSON, PE	ADMN-RIDGEWATER ENG	1,646.64
1000 General All-Purpose Fund	410400 Administrative Services	4880 ACCESS MONTANA	ADMN-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	410400 Administrative Services	4743 WEX BANK	ADMIN-C.M. SUBARU FU	26.00
1000 General All-Purpose Fund	410400 Administrative Services	2074 VERIZON WIRELESS	ADMIN-C.M. CELL PHON	29.59
1000 General All-Purpose Fund	410500 Financial Services	4880 ACCESS MONTANA	FINC-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	410500 Financial Services	3025 FIRST BANKCARD	FINC-MALWARE BYTES R	24.95
1000 General All-Purpose Fund	410500 Financial Services	3025 FIRST BANKCARD	FINC-CD CLASS REGIST	101.15
1000 General All-Purpose Fund	410500 Financial Services	3025 FIRST BANKCARD	FINC-CD CLASS REGIST	179.00
1000 General All-Purpose Fund	411100 Legal Services	4820 M RICHARD GEBHARDT	FACL-CONTRACT CITY A	2,000.00
1000 General All-Purpose Fund	411100 Legal Services	4850 MORIGEAU LAW PLLC	FACL-CITY ATTNY CONT	2,000.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4936 ZOERENE GEMBALA	FACL-REIMBURSE CLNG	13.40
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 FLATHEAD NEWSPAPER GROUP	FACL-BOARD VACANCIES	42.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACL-COPIER 3232 CLN	144.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACL-COPIER TIA 305	35.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	001725 LAKE COUNTY SOLID WASTE	FACL-ANNUAL FEE - CI	405.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000282 QUILL CORPORATION	FACL-RECYCLED ADD RO	12.99
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000282 QUILL CORPORATION	FACL-DUST DESTROYER	12.99
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000185 SUPER 1 FOODS	FACL-CLEANING SUPPLI	11.94
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000185 SUPER 1 FOODS	FACL-BREAK ROOM SUPP	4.26
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2888 MISSION VALLEY SECURITY	FACL-QTRLY ALARM MON	75.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2888 MISSION VALLEY SECURITY	FACL-SHARED QTRLY AL	35.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2234 ACE HARDWARE/ TREMPER'S	FACL-CLEANING SUPPLI	20.97
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000877 JOHNCO STORAGE	FACL-STORAGE UNIT FO	60.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000044 REPUBLIC SERVICES #889	FACL-WASTE DISPOSAL	54.96
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACL-FLOWERS J. STEV	39.99
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLC-DEDICATED LINE	57.94
1000 General All-Purpose Fund	420140 Crime Control and	000282 QUILL CORPORATION	POLC-FILE FOLDERS	15.98
1000 General All-Purpose Fund	420140 Crime Control and	2888 MISSION VALLEY SECURITY	POLC-SHARED QTRLY AL	35.50
1000 General All-Purpose Fund	420140 Crime Control and	2888 MISSION VALLEY SECURITY	POLC-QTRLY MNTR NEW	129.00
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLC-SHOE TRACTIONS	127.96
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLC-KEY KWIKSET	6.00
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLC-SHOE TRACTIONS	95.97
1000 General All-Purpose Fund	420140 Crime Control and	000044 REPUBLIC SERVICES #889	POLC-SHARED WASTE DI	28.07
1000 General All-Purpose Fund	420140 Crime Control and	4743 WEX BANK	POLC-FUEL 12/1-31/15	1,806.06
1000 General All-Purpose Fund	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-I PHONES	312.24
1000 General All-Purpose Fund	420140 Crime Control and	000023 GULL PRINTING	POLC-COLOR PRINTS &	97.00
1000 General All-Purpose Fund	420140 Crime Control and	000080 FLATHEAD NEWSPAPER GROUP	POLC-2ND AMENDMENT A	30.00
1000 General All-Purpose Fund	420140 Crime Control and	000020 PROVIDENCE HEALTH &	POLC-215CR0016308 E	1,970.00
1000 General All-Purpose Fund	420400 Fire Protection and	4880 ACCESS MONTANA	FIRE-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420400 Fire Protection and	000185 SUPER 1 FOODS	FIRE-CHRISTMAS PARAD	144.50
1000 General All-Purpose Fund	420400 Fire Protection and	000185 SUPER 1 FOODS	FIRE-CHRISTMAS PARAD	-83.18
1000 General All-Purpose Fund	420400 Fire Protection and	000185 SUPER 1 FOODS	FIRE-COFFEE FOR FIRE	17.96
1000 General All-Purpose Fund	420400 Fire Protection and	000185 SUPER 1 FOODS	FIRE-CLEANING SUPPLI	4.75
1000 General All-Purpose Fund	420400 Fire Protection and	2888 MISSION VALLEY SECURITY	FIRE-CONVERTER KIT	378.86
1000 General All-Purpose Fund	420400 Fire Protection and	2888 MISSION VALLEY SECURITY	FIRE-FIRE EXTINGUISH	52.95
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-CLEANING SUPPLY	3.49

For doc #s from 123008 to 123153

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-PUSHBROOM	19.99
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-VIV BALL, PUSHB	64.98
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-INFRARED HEATER	199.99
1000 General All-Purpose Fund	420400 Fire Protection and	000020 PROVIDENCE HEALTH &	FIRE-MORGAN FF EXAM	89.00
1000 General All-Purpose Fund	420400 Fire Protection and	000020 PROVIDENCE HEALTH &	FIRE-RAMESAR FF EXAM	89.00
1000 General All-Purpose Fund	420400 Fire Protection and	000020 PROVIDENCE HEALTH &	FIRE-SIMONS FF EXAM	130.00
1000 General All-Purpose Fund	420400 Fire Protection and	4743 WEX BANK	FIRE-FUEL 12/1-31/15	512.12
1000 General All-Purpose Fund	420400 Fire Protection and	4876 CREATIVE CULTURE	FIRE-POLSON FIRE COI	793.00
1000 General All-Purpose Fund	420400 Fire Protection and	000011 MISSION VALLEY POWER	FIRE-SIREN 705 1ST S	12.00
1000 General All-Purpose Fund	420540 Land Use	4458 SHARI A. JOHNSON, PE	PLAN-SITE REVIEW GLA	71.60
1000 General All-Purpose Fund	420540 Land Use	4458 SHARI A. JOHNSON, PE	PLAN-ST. LUKE SUP ST	206.05
1000 General All-Purpose Fund	420540 Land Use	4458 SHARI A. JOHNSON, PE	PLAN-MTG WITH PLANNE	206.05
1000 General All-Purpose Fund	420540 Land Use	4458 SHARI A. JOHNSON, PE	PLAN-FIRST CIT SITE	103.03
1000 General All-Purpose Fund	420540 Land Use	4458 SHARI A. JOHNSON, PE	PLAN-DIALYSIS WEST S	103.03
1000 General All-Purpose Fund	420540 Land Use	4880 ACCESS MONTANA	PLAN-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	420540 Land Use	000023 GULL PRINTING	PLNG-WHITE INDEX SHE	39.95
1000 General All-Purpose Fund	420545 Zoning Update	4327 LAND SOLUTIONS, LLC	PLNG-PLSN DEV CODE R	1,386.00
1000 General All-Purpose Fund	430240 Road and Street	999999 ALPINE TIPIS & AWNINGS	STRT-PUMP COVER	43.00
1000 General All-Purpose Fund	430240 Road and Street	4825 IBS, INC	STRT-ASSORTED PRODUC	91.32
1000 General All-Purpose Fund	430240 Road and Street	001725 LAKE COUNTY SOLID WASTE	STRT-ANNUAL FEE - CI	270.00
1000 General All-Purpose Fund	430240 Road and Street	4880 ACCESS MONTANA	STRT-SATELITE @ 1003	28.97
1000 General All-Purpose Fund	430240 Road and Street	4730 PIERCE CHEVROLET CHRYSLER	STRT-BREATHER FOR '1	247.00
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-ASSORTED MISC S	39.93
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-ASSORTED MISC S	272.32
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-PRODUCT RETURNE	-3.19
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-BED LINER, BED	101.98
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-FASTENERS	63.79
1000 General All-Purpose Fund	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-BED LINER RETUR	-26.99
1000 General All-Purpose Fund	430240 Road and Street	000044 REPUBLIC SERVICES #889	STRT-SHARED WASTE DI	28.06
1000 General All-Purpose Fund	430240 Road and Street	4958 STATE OF MONTANA	STRT-LIENHOLDER PROC	16.00
1000 General All-Purpose Fund	430240 Road and Street	2074 VERIZON WIRELESS	STRT-CELL PHONE SERV	139.95
1000 General All-Purpose Fund	460430 Parks	001725 LAKE COUNTY SOLID WASTE	PRKS-ANNUAL FEE - CI	540.00
1000 General All-Purpose Fund	460430 Parks	001725 LAKE COUNTY SOLID WASTE	PRKS-ANNUAL FEE - BO	675.00
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PRKS-INTERNET SERVIC	15.00
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PRKS-SATELITE SERVIC	28.97
1000 General All-Purpose Fund	460430 Parks	2234 ACE HARDWARE/ TREMPER'S	PRKS-KWIKSET KEY	12.00
1000 General All-Purpose Fund	460430 Parks	4743 WEX BANK	PRKS-FUEL 12/1-31/15	98.33
1000 General All-Purpose Fund	460430 Parks	2074 VERIZON WIRELESS	PRKS-CELL PHONE SERV	131.27
1000 General All-Purpose Fund	460430 Parks	000011 MISSION VALLEY POWER	PRKS-SACAJAWEA WLK P	65.14
1000 General All-Purpose Fund	460430 Parks	000011 MISSION VALLEY POWER	PRKS-J CAMPBELL PARK	12.00
			Total for Fund:	23,787.28
2020 Police Municipal Services	420140 Crime Control and	2074 VERIZON WIRELESS	POLC-AIRCARDS & NOTE	400.14
2020 Police Municipal Services	420140 Crime Control and	4849 JOHN DEERE FINANCIAL	POLC-AMMUNITION	129.96
			Total for Fund:	530.10
2216 Parkland Subdivision Fee	460430 Parks	4928 BLACK DIAMOND BUILDERS	PRKS-ENCLOSED LEAN-T	8,950.00
			Total for Fund:	8,950.00

For doc #s from 123008 to 123153

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
2310 Tax Increment District	470210 Administration	4458 SHARI A. JOHNSON, PE	ADMN-SALISH PT PARKI	71.60
			Total for Fund:	71.60
2394 Building Code Enforcement	420500 Protective Inspections	4880 ACCESS MONTANA	BLDG-INTERNET SERVIC	15.00
2394 Building Code Enforcement	420500 Protective Inspections	4743 WEX BANK	BLDG-FUEL 12/1-31/15	45.01
2394 Building Code Enforcement	420500 Protective Inspections	000023 GULL PRINTING	BLDG-BLDG & IMPROV P	229.95
			Total for Fund:	289.96
2395 Tree Fund	480150 Tree Conservation	000011 MISSION VALLEY POWER	PRKS-SPORTS CMPLX W	27.64
2395 Tree Fund	480150 Tree Conservation	4640 ESRI, INC	PRKS-SHARED SOFTWRE	216.67
			Total for Fund:	244.31
2402 Light Maintenance	430263 Street Lighting	000011 MISSION VALLEY POWER	FACL-N END MAIN ST L	416.34
			Total for Fund:	416.34
2720 Police Donations	420140 Crime Control and	3025 FIRST BANKCARD	POLC-FLOWERS J. STEV	34.99
			Total for Fund:	34.99
2810 Police Training Fund	420140 Crime Control and	4957 GEORGE SIMPSON	POLC-GS TRAVEL MEALS	259.00
2810 Police Training Fund	420140 Crime Control and	3142 ALAN BOOTH	POLC-AB TRAVEL MEALS	46.00
2810 Police Training Fund	420140 Crime Control and	4658 FBI-LEEDA	POLC-A BOOTH MBRSHIP	50.00
2810 Police Training Fund	420140 Crime Control and	4079 PUBLIC AGENCY TRAINING	POLC-JH CLASS REGIST	30.00
2810 Police Training Fund	420140 Crime Control and	3025 FIRST BANKCARD	POLC-CA CLASS REGIST	275.00
			Total for Fund:	660.00
2820 Gas Apportionment Tax	430240 Road and Street	4910 O'REILLY AUTOMOTIVE INC	STRT-WIPER BLADE	30.56
2820 Gas Apportionment Tax	430240 Road and Street	3880 WE DUST CONTROL &	STRT-DE-ICER	5,661.72
2820 Gas Apportionment Tax	430240 Road and Street	4530 GLACIER LAKE SAND &	STRT-3/8" CHIPS	371.52
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-ASSORTED MISC P	46.38
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STRT-BROOM, CLEANER	19.90
2820 Gas Apportionment Tax	430240 Road and Street	2367 ZUMAR INDUSTRIES, INC.	STRT-STOP SIGNS	420.46
2820 Gas Apportionment Tax	430240 Road and Street	4743 WEX BANK	STRT-FUEL 12/1-31/15	921.78
2820 Gas Apportionment Tax	430240 Road and Street	4530 GLACIER LAKE SAND &	STRT-3/8" CHIPS	252.18
			Total for Fund:	7,724.50
2943 RCDI/Growth Policy	420545 Zoning Update	4835 SANDS SURVEYING, INC	PLNG-GROWTH POLICY R	1,627.50
			Total for Fund:	1,627.50
5010 Golf Fund	460446 Golf Course -	2087 GCSAA MEMBERSHIP	GLFM-P NOWLEN MEMBRS	375.00
5010 Golf Fund	460446 Golf Course -	4955 PACIFIC GOLF & TURF LLC	GLFM-ASSORTED PARTS	822.10
5010 Golf Fund	460446 Golf Course -	001725 LAKE COUNTY SOLID WASTE	GLFM-ANNUAL FEE - GO	540.00
5010 Golf Fund	460446 Golf Course -	4880 ACCESS MONTANA	GLFM-SATELITE SERVIC	77.94
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	42.13

For doc #s from 123008 to 123153

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GLFM-COURSE RESTROOM	56.82
5010 Golf Fund	460446 Golf Course -	2888 MISSION VALLEY SECURITY	GLFM-QUARTERLY MONIT	72.00
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-AMMONIA	5.99
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-BULBS	42.96
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-BULBS, PRIMRSPR	16.98
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-12OZ PLUM FUSIO	11.98
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-MISC PRODUCT	31.47
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-ASSORTED MISC P	109.06
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-RSTP SPRY, PRIM	25.40
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-ICE MELT 20# BA	9.99
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-ICE MELT 40# PA	24.99
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GLFM-ASSORTED MISC P	21.48
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	18.21
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	11.66
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	27.16
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	11.66
5010 Golf Fund	460446 Golf Course -	001145 MISSOULA TEXTILE SERVICES	GLFM-LAUNDRY	12.09
5010 Golf Fund	460446 Golf Course -	4955 PACIFIC GOLF & TURF LLC	GLFM-JD ASSORTED NUT	23.86
5010 Golf Fund	460446 Golf Course -	4955 PACIFIC GOLF & TURF LLC	GLFM-JD MISC PRODUCT	328.87
5010 Golf Fund	460446 Golf Course -	000044 REPUBLIC SERVICES #889	GLFM-WASTE DISPSOAL	56.08
5010 Golf Fund	460446 Golf Course -	4955 PACIFIC GOLF & TURF LLC	GLFM-JD PARTS	87.55
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-BATTERY LOAD TE	47.94
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-2 FLOURESCENT B	71.57
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-LAMP HOLDER SOC	5.58
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-PN TRAVEL LODGI	1,084.73
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-PN AIRLINE TRAV	414.20
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-PN CLASS REGIST	840.00
5010 Golf Fund	460446 Golf Course -	3025 FIRST BANKCARD	GLFM-OFFICE SUPPLIES	197.75
5010 Golf Fund	460447 Golf Course - Pro Shop	4458 SHARI A. JOHNSON, PE	GLFP-GOLF CAR STORAG	2,434.16
5010 Golf Fund	460447 Golf Course - Pro Shop	000076 LINK'S MANAGEMENT, INC.	GLFP-PRO CONTRACT SE	9,932.98
5010 Golf Fund	460447 Golf Course - Pro Shop	4664 CHARTER COMMUNICATIONS	GLFP-INTERNET SERVIC	65.00
5010 Golf Fund	460447 Golf Course - Pro Shop	4458 SHARI A. JOHNSON, PE	GLFP-SUBCONTRACTOR Q	103.02
5010 Golf Fund	460447 Golf Course - Pro Shop	001725 LAKE COUNTY SOLID WASTE	GLFP-ANNUAL FEE - PR	405.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000644 CITY OF POLSON WATER	GLFP-PRO SHOP WATER	39.89
5010 Golf Fund	460447 Golf Course - Pro Shop	001145 MISSOULA TEXTILE SERVICES	GLFP-LAUNDRY	4.00
5010 Golf Fund	460447 Golf Course - Pro Shop	4395 ANDERSON	GLFP-RADIO ADVERTISE	300.00
5010 Golf Fund	460447 Golf Course - Pro Shop	3902 VALLEY JOURNAL LLP	GLFP-VALLEY JOURNAL	178.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000044 REPUBLIC SERVICES #889	GLFP-WASTE DISPOSAL	56.08
5010 Golf Fund	460447 Golf Course - Pro Shop	000011 MISSION VALLEY POWER	GLFP-DOWNSTAIRS METE	115.09
5010 Golf Fund	460447 Golf Course - Pro Shop	3025 FIRST BANKCARD	GLFP-ADV-CONSTANT CO	40.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000316 WALLACES GOLF SHOP	GLFP-CITY SHARE NOV	104.02
5010 Golf Fund	460447 Golf Course - Pro Shop	4809 CITY OF POLSON	GLFP-INTEREST ON INT	1,859.03
5010 Golf Fund	460448 Golf Course - Carts	001594 JOHNSON DISTRIBUTING	GLFM-ASSORTED PARTS	108.76
5010 Golf Fund	460448 Golf Course - Carts	001594 JOHNSON DISTRIBUTING	GLFM-KIT STD HINGED	750.72
5010 Golf Fund	460448 Golf Course - Carts	000011 MISSION VALLEY POWER	GLFP-CAR STORAGE BLD	30.80
5010 Golf Fund	460460 G. C. Restaurant O & M	001725 LAKE COUNTY SOLID WASTE	GLFR - ANNUAL FEE -	675.00
5010 Golf Fund	460460 G. C. Restaurant O & M	000644 CITY OF POLSON WATER	GLFR-RESTAURANT WATE	39.88
5010 Golf Fund	460460 G. C. Restaurant O & M	2888 MISSION VALLEY SECURITY	GLFR-QTRLY MNTR ALAR	52.50
5010 Golf Fund	460460 G. C. Restaurant O & M	4644 ROBERT J. LONG	GLFR-ATTY FEES LITIG	7,112.50

For doc #s from 123008 to 123153

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
			Total for Fund:	30,015.89
5210 Water Fund	430500 Water Utilities	4605 THIRD EYE TECHNOLOGIES,	WATR-FIX EMAIL, NETW	50.48
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-INTERNET SERVIC	15.00
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATR-SATELITE @ 715	38.97
5210 Water Fund	430530 Source of Supply and	4458 SHARI A. JOHNSON, PE	WATR-WELL PAY REQUES	206.05
5210 Water Fund	430530 Source of Supply and	4074 APPLIED WATER CONSULTING	WATR-ENG SERV 11/26-	1,531.91
5210 Water Fund	430530 Source of Supply and	000011 MISSION VALLEY POWER	WATR-715 7TH AVE W S	172.04
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATR-CHLORINE, LAB	106.00
5210 Water Fund	430550 Transmission and	4458 SHARI A. JOHNSON, PE	WATR-BLOCK 8 REVIEW	2,678.62
5210 Water Fund	430550 Transmission and	4458 SHARI A. JOHNSON, PE	WATR-TSEP MEETING	206.05
5210 Water Fund	430550 Transmission and	4006 HD SUPPLY WATERWORKS,	WATR-GATE VALVE, CPL	2,489.50
5210 Water Fund	430550 Transmission and	3614 THE CAR WASH/GROGAN'S	WATR-VEH WASH	4.58
5210 Water Fund	430550 Transmission and	001725 LAKE COUNTY SOLID WASTE	WATR-ANNUAL FEE - CI	202.50
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-WIRE, CONNECTOR	13.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-TOGGLE SWTCH, W	7.27
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-BIT, HOOK, FAST	13.50
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-SILCN CAULK	13.48
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-GALV COUPLE	8.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-STARTER ROPE	0.84
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-BLADE, FLAP WHE	35.92
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-CLOTH PLUMBER	6.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATR-ALUM SCOOP	39.99
5210 Water Fund	430550 Transmission and	000044 REPUBLIC SERVICES #889	WATR-SHARED WASTE DI	28.06
5210 Water Fund	430550 Transmission and	4743 WEX BANK	WATR-FUEL 12/1-31/15	158.24
5210 Water Fund	430550 Transmission and	2074 VERIZON WIRELESS	WATR-CELL PHONE SERV	200.41
5210 Water Fund	430550 Transmission and	3306 POLSON PROPANE	WATR-FUEL WTR TOWER	451.36
5210 Water Fund	430550 Transmission and	2007 UTILITIES UNDERGROUND	WATR-UTIL LOCATES DE	9.42
5210 Water Fund	430560 Geographical Information	4937 SALISH KOOTENAI COLLEGE	WATR-FN TUITION PMT	328.88
5210 Water Fund	430560 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	WATR-G.I.S OFFICE IN	100.00
5210 Water Fund	430570 Customer Accounting and	000005 POSTMASTER	WATR-BILLING RESERVE	100.00
5210 Water Fund	430570 Customer Accounting and	1780 BLACK MOUNTAIN SOFTWARE,	WATR-MP50 CASS CERTI	50.00
5210 Water Fund	430570 Customer Accounting and	2888 MISSION VALLEY SECURITY	WATR-QTRLY SHARED MO	35.50
5210 Water Fund	430570 Customer Accounting and	3847 SAFEGUARD BUSINESS	WATR-UTILITY POSTCAR	326.62
5210 Water Fund	430570 Customer Accounting and	4640 ESRI, INC	WATR-SHARED SOFTWRE	216.67
5210 Water Fund	430570 Customer Accounting and	000023 GULL PRINTING	WATR-SUPPLIES, FED E	26.13
			Total for Fund:	9,873.94
5310 Sewer Fund	430600 Sewer Utilities	4605 THIRD EYE TECHNOLOGIES,	SEWR-FIX EMAIL, NETW	50.47
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-INTERNET SERVIC	15.00
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWR-SATELITE @715 7	38.97
5310 Sewer Fund	430630 Collection and	4458 SHARI A. JOHNSON, PE	SEWR-SEWER REPLACEME	412.10
5310 Sewer Fund	430630 Collection and	3614 THE CAR WASH/GROGAN'S	SEWR-VEH WASH	4.58
5310 Sewer Fund	430630 Collection and	4711 POSM SOFTWARE LLC	SEWR-PSM LITE RENEWA	500.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	4756 J&M TRANSPORTATION	SEWR-COURIER SERVICE	36.00
5310 Sewer Fund	430630 Collection and	001725 LAKE COUNTY SOLID WASTE	SEWR-ANNUAL FEES - C	202.50
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD LAB	47.00

For doc #s from 123008 to 123153

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-AMMONIA BOD COL	187.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD LAB	47.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD LAB	47.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWR-BOD LAB	47.00
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-COLD CONDITION	31.99
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-BIG GAP GREAT S	6.99
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-WRENCHES	37.98
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-GALV NIPPLE	9.58
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-FASTENERS	16.35
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-MENDING BRACE	8.98
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWR-RSTP FLT WHT AC	9.98
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWR-WEST SHORE	323.46
5310 Sewer Fund	430630 Collection and	4743 WEX BANK	SEWR-FUEL 12/1-31/15	876.45
5310 Sewer Fund	430630 Collection and	2074 VERIZON WIRELESS	SEWR-CELL PHONE SERV	200.41
5310 Sewer Fund	430630 Collection and	4640 ESRI, INC	SEWR-SHARED SOFTWRE	216.66
5310 Sewer Fund	430630 Collection and	4959 DISCOUNT AUTO	SWR-PURCH 2007 CHEVY	15,107.00
5310 Sewer Fund	430630 Collection and	4959 DISCOUNT AUTO	SWR-TRADE 2008 FORD	-12,900.00
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWR-715 7TH AVE W S	172.04
5310 Sewer Fund	430630 Collection and	000241 NORMONT EQUIPMENT CO.	SEWR-REPLCMNT CABLES	99.63
5310 Sewer Fund	430630 Collection and	2007 UTILITIES UNDERGROUND	SEWR-UTIL LOCATES DE	9.42
5310 Sewer Fund	430640 Treatment and Disposal	000044 REPUBLIC SERVICES #889	SEWR-SHARED WASTE DI	28.07
5310 Sewer Fund	430640 Treatment and Disposal	4944 A1 JANITORIAL SUPPLY	SEWR-DISSOLVE SWR/LF	999.00
5310 Sewer Fund	430660 Geographical Information	4937 SALISH KOOTENAI COLLEGE	SEWR-FN TUITION PMT	328.87
5310 Sewer Fund	430660 Geographical Information	2234 ACE HARDWARE/ TREMPER'S	SEWR-G.I.S. OFFICE I	99.99
5310 Sewer Fund	430670 Customer Accounting and	000005 POSTMASTER	SEWR-BILLING RESERVE	100.00
5310 Sewer Fund	430670 Customer Accounting and	1780 BLACK MOUNTAIN SOFTWARE,	SEWR-MP50-CASS CERTI	50.00
5310 Sewer Fund	430670 Customer Accounting and	3847 SAFEGUARD BUSINESS	SEWR-UTILITY POSTCAR	326.62
5310 Sewer Fund	430670 Customer Accounting and	000023 GULL PRINTING	SEWR-SUPPLIES, FED E	26.13
			Total for Fund:	7,928.22

Total: 92,154.63

City of Polson
Fund Summary for Claims
For the Accounting Period: 1/16

Fund/Account	Amount
1000 General All-Purpose Fund	
101000	$23,787.28
2020 Police Municipal Services Levy	
101000	$530.10
2216 Parkland Subdivision Fee (formerly 7060)	
101000	$8,950.00
2310 Tax Increment District	
101000	$71.60
2394 Building Code Enforcement	
101000	$289.96
2395 Tree Fund	
101000	$244.31
2402 Light Maintenance District #20	
101000	$416.34
2720 Police Donations	
101000	$34.99
2810 Police Training Fund	
101000	$660.00
2820 Gas Apportionment Tax Fund	
101000	$7,724.50
2943 RCDI/Growth Policy	
101000	$1,627.50
5010 Golf Fund	
101000	$30,015.89
5210 Water Fund	
101000	$9,873.94
5310 Sewer Fund	
101000	$7,928.22
Total:	$92,154.63

CITY OF POLSON
COMMISSION MEETING

5b.

Commission Chambers January 4, 2016 7:00 p.m.

ATTENDANCE: Mayor Heather Knutson, Commissioners Campbell, Donovan, Erickson, Siler, and Southerland, Turner, City Manager Mark Shrives, City Clerk Cora Pritt

OTHERS PRESENT (who voluntarily signed in): Todd Coutts, Dennis Duty, Lita Fonda, Terry Gembala, Bonnie Manicke, Lee Manicke, Irene Marchello, Lou Marchello, Johna Morrison, Al Suneson, and Mary Suneson

CALL TO ORDER: (00:03) Mayor Knutson called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF PROPOSED AGENDA (00:49) - Commissioner Turner motion to approve the proposed agenda. Commissioner Donovan second. City Commission discussion: none
Public comment: none **VOTE: 6 ayes 1 abstain Motion carried**

PRESENTATION TO COMMISSIONER CAMPBELL (01:23)-Mayor Knutson presented this agenda item. This is Commissioner Campbell's final meeting. Commissioner Campbell served as the City of Polson Water/Sewer Superintendent, and served six years on the Commission. Commissioner Campbell brought a lot of history and information. Commissioner Campbell has done an excellent job in representing the citizens of Ward 1. He always voted what was best for the community. Mayor Knutson commented that she was honored to have served with Commissioner Campbell. Mayor Knutson then asked if there were any Public Comment. Public Comment: **Lita Fonda** thanked Commissioner Campbell for his years of service. Lita commented that Commissioner Campbell was willing to listen to all the facts and in some instances change his mind. Commissioner Campbell has done a tremendous job. **Al Suneson** commented about how Commissioner Campbell was instrumental in getting water to the West Shore area. Commissioner Campbell, then the City of Polson Water/Sewer Superintendent met with Jack Hagley and worked out a deal to be able to drill a well and secure water for the area. Mr. Suneson ended by saying he is exceedingly grateful to Commissioner Campbell. **Bonnie Manicke** commented that when Mayor Mosley hired John Campbell Mayor Mosley referred to him as a favorite son of Polson. John Campbell served 26 years as Water/Sewer Superintendent and served on the City County Planning Board as the Lake County Conservation District appointee as well as the six year as Commissioner. Bonnie thanked Commissioner Campbell for his years of service to the City of Polson. Bonnie ended her comments by stating it had been an honor to know and work with John Campbell. **Commissioner Erickson** commented that Commissioner Campbell had worked hand-in-hand, arm-in-arm to make Polson a better place. Commissioner Campbell has knowledge, integrity, leadership, and vision for Polson. A good perspective of the general population of Polson. **Commissioner Southerland** commented Commissioner Campbell has been a great example. **Commissioner Siler** commented that if Commissioner Campbell hadn't been on the Commission, he didn't think he would have run for election. **Commissioner Turner** thanked Commissioner Campbell for his friendship even though there were times when they didn't agree on a vote. Once the meeting was over, they could shake hands and still be friends. **Commissioner Donovan** commented appreciated Commissioner Campbell's friendship and all the work he has done.
Mayor Knutson recalled that when she was campaigning for election, the comment was made by Commissioner Campbell that he wondered if Heather really liked him. Mayor Knutson commented that she really liked him and has a deep respect for him. Mayor Knutson then presented Commissioner Campbell with a plaque and his name plate. **Commissioner Campbell** commented that it has been exciting serving on the Commission. He has no regrets and he thanked everyone. Commissioner

Campbell ended his comments by saying that the Commission has been a great group of people to work with.

OATH OF OFFICE FOR ELECTED OFFICIALS (14:42)-WARD 1 TODD COUTTS, WARD 2 STEPHEN TURNER, WARD 3 IAN DONOVAN. Mayor Knutson administered the Oath of Office for each newly elected Commissioner. Mayor Knutson welcomed first time Commissioner Todd Coutts to the Commission.

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (17:44)-none Mayor Knutson commented on the recent passing of former Councilman and Mayor Richard Siebert. Mr. Siebert served the City during the 1980's. Mayor Knutson offered the City's condolences to Mr. Siebert's family.

CONSENT AGENDA (18:46)-(a). December 17-30, 2015 claims, (b). City Commission meeting Minutes December 21, 2015. (c.) Approve Final Plat for Barsness-Gallaher 2-lot minor subdivision. **Commissioner Southerland motion to approve the consent agenda. Commissioner Erickson second.** Commission comment: none Public Comment: none. **VOTE: Unanimous Motion carried**

CITY MANAGER COMMENTS (19:44)-City Manager Shrives commented that the Commissioners were given a draft copy of the Polson Growth Policy for review. There will be a public hearing January 26th on the Growth Policy. The Planning Department will be bringing a recommendation either the first or second meeting of February to the Commission for adoption of the updated Growth Policy. A 2016 calendar was distributed with the Commission meetings highlighted in yellow. Reminder of the Montana Municipal Interlocal Agency training that Polson is hosting. The training will be February 2, 2016. The Executive Forum in Bozeman, MT will be March 2-4, 2016. City Manager Shrives discussed the possibility of having a Strategic Planning Session with the Commission, and City Department heads on Saturday, February 27, 2016. The Local Government Center would facilitate the session. The Local Government Center would then draft a report, then do a final presentation on the report to the Commission. The Commission agreed they would be interested in doing this. For the final item, Parks Director Karen Sargeant addressed the need for the newly elected Commissioners to complete the ICS 100 & 200 training and obtain certification. This certification is valuable should the City of Polson ever experience a disaster and file for FEMA funding.

NOMINATE AND ELECT NEW CITY COMMISSIONER CHAIRMAN (29:06)-Commissioner Siler motioned to nominate Commissioner Turner as the City Commissioner Chairman. Commissioner Southerland second. Commission discussion: none Public comment: none **VOTE: 6 ayes 1 abstain**

CITY COMMISSION TO APPOINT 2 CITY/COUNTY PLANNING BOARD (CCPB) MEMBERS: ONE MEMBER SHALL BE "OFFICIAL" MEMBER APOINTED BY CITY COMMISSION; ONE MEMBER SHALL BE "CITIZEN" MEMBER APPOINTED BY MAYOR (30:21)-City Manager Mark Shrives presented this agenda item. There were three applications. Mike Lies is a renewal, Lou Marchello and Mark Evertz were the other two applicants. **Commissioner Turner motion to appoint Lou Marchello as the "Official" member. Commissioner Erickson second.** Commission discussion: none Public comment: **Lou Marchello** commented that he has lived in Polson 45 years and is very honored and pleased to serve on the Board. **VOTE: Unanimous Motion carried Mayor Knutson appointed Mike Lies as the "Citizen" member of the CCPB.**

APPOINT THE FOLLOWING TO THE POLSON GOLF BOARD; 1 WARD 2, 1 WARD 3, 2 CITIZENS AT LARGE. EACH APPOINTMENT SHALL BE A TWO YEAR TERM (33:33) City Manager Shrives presented this agenda item. This is fairly straight forward. The Golf Board has four vacancies and the City received four applications. **Commissioner Southerland motion to approve the following board appointment: Mr. Bill Boettcher, Ward 2 to a 2 year term, Mr. Peter Walther, Ward 3, to a 2 year term, Mr. David Cottington to a 2 year term as Citizen at Large, and Mr. Ty**

Weingart to a 2 year term as Citizen at Large. Commissioner Siler second. Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

APPOINT 2 CITIZENS AT LARGE TO THE POLSON REDEVELOPMENT AGENCY. THIS APPOINTMENT SHALL BE A FOUR YEAR TERM (-City Manager Shrives presented this agenda item. The City received 4 applications: Lou Marchello, Lisa Kinyon, Mark Johnston, and Mark Evertz. Lou Marchello and Lisa Kinyon were renewal applications. Polson Redevelopment Agency Ken Avison is expecting to receive a letter of resignation from current board member Jules Clavadetscher due to health reasons. The PRA has two positions with a possible third position. The City will wait until the letter of resignation has been received to fill that vacancy. **Commissioner Siler motion to appoint Lou Marchello and Mark Johnston to the Polson Redevelopment Agency for a term of four years; January 1, 2016 to December 31, 2019. Commissioner Donovan second.** Commission discussion: none Public Comment: **Mark Johnston** commented that he would be willing to wait for the potential vacancy. **Commissioner Siler amended his motion to appoint Lou Marchello and Lisa Kinyon to the Polson Redevelopment Agency. Commissioner Donovan amended his second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

APPOINT 1 CITIZEN AT LARGE TO THE POLSON AIRPORT BOARD. THIS SHALL BE A THREE YEAR TERM (39:14)- City Manager Shrives presented this agenda item. The City of Polson appoints one City Representative to be on the Polson Airport Board. There was one vacancy, and the City received one application from Bruce Agrella. **Commissioner Donovan motion to approve the appointment of Bruce Agrella as the City of Polson representative to the Polson Airport Board for a three year term; January 1, 2016 to December 31, 2018. Commissioner Turner second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

APPOINT A CITY OF POLSON REPRESENTATIVE TO THE SOLID WASTE MANAGEMENT BOARD (40:38)-City Manager Shrives presented this agenda item. This appointment was a surprise. Mark Evertz agreed to be the citizen appointed to this board. **Commissioner Turner motion to appoint Mark Evertz as the City of Polson representative to the Board of Directors Lake County Solid Waste Management District for a term of 3 years; January 1, 2016 to December 31, 2018. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

APPROVE BUDGETARY AUTHORITY RESOLUTION NO. 2016-001.(42:15) City Manager Shrives presented this agenda item. This Resolution ties in with the Community Development Block Grant start up. **Commissioner Siler motion to approve Resolution No. 2016-001 authorizing the appropriation of CDBG funds in the amount of $450,000.00. Commissioner Southerland second.** Commission discussion: none Public comment: none **VOTE: Unanimous motion carried**

(44:36) Mayor Knutson asked the Commission if there were any items that needed full minutes or will action minutes suffice. The Commission commented that action minutes would suffice.

Adjourn. (44:54) Commissioner Southerland motion to adjourn. Commissioner Donovan second. Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

ADJOURN: 8:45 p.m.

_____ **ATTEST:**_____

Heather Knutson, Mayor **Cora E. Pritt, City Clerk**

5C

Return to:

City Clerk
City of Polson
106 First Street East
Polson, MT 59860

CITY OF POLSON
RESOLUTION NUMBER 2016-xx

A RESOLUTION EXTENDING THE CORPORATE LIMITS OF THE CITY OF POLSON, MONTANA, TO ANNEX WITHIN THE BOUNDARIES OF THE CITY, WITH CONDITIONS, CERTAIN TRACTS AND PARCELS OF LAND DESCRIBED HEREINAFTER.

LEGAL DESCRIPTION: Those certain tracts of real property known as:

A portion of Tract 3 of BOETTCHER TRACTS, a platted subdivision of Lake County, Montana, more particularly described as follows:

Beginning at the Northwest Corner of Tract 3 of the recorded plat "Boettcher Tracts" thence South 89° 46' East 400.06 feet; thence South 0° 12' East 108.9 feet; thence North 89° 46' West 400.0 feet; thence North 0° 10 ¼' West 108.9 feet to the point of beginning. Deed Exhibit H-185 [Tax Assessment No. 3709].

As shown on Exhibit A attached hereto and made a part hereof.

WHEREAS, Kris Miller, as the owner of the above described parcel, has filed a petition with the City Clerk requesting annexation of such properties into the corporate boundaries of the City of Polson; the Polson City Commission has considered this petition for annexation pursuant to the statutory annexation by petition method set forth in Title 7 Chapter 2 Part 46 Section 4601 (3)(a)(ii) Montana Code Annotated (MCA), and

WHEREAS, the herein described property will require sewer and water services for its facility; that the petitioners understand that they will be responsible for costs associated with such interior and exterior infrastructure that may be necessary to support such future development; and

WHEREAS, all development of these properties is subject to the rules, regulation and requirements of the City, including the provision of Services Plan of the City of Polson; and

WHEREAS, it was determined that the City is able to provide services for fire and police to the property; FURTHER that said services will commence upon the effective date of the annexation: and

WHEREAS, the parcel described herein is currently zoned County MRZD and should continue the same as MRZD which is appropriate and compatible with the use proposed; FURTHER, this parcel is situated adjacent to City Commission Voting Ward No. 2 and it is the intention of the Commission to add this parcel to said Ward;

WHEREAS, the petitioners have executed waivers of protest, for themselves, their heirs and assigns, to the imposition of special improvement districts for water, sewer, and streets for a term not to exceed 25 years, if the same becomes necessary;

WHEREAS, the petition for annexation was duly heard by the City Commission upon notice on the _____; the Commission, having fully heard the testimony and reviewed the materials submitted by the City Planning staff in support of such Petition, finds that the annexation of these properties is deemed to be in the best interest of the City of Polson, the inhabitants thereof and for the future use of the land described herein. FURTHER, such property is within the urban growth boundary that the boundaries of the City of Polson and the extension of such boundary is within the scope of the Polson Growth Plan;

NOW, THEREFORE, BE IT RESOLVED, that the corporate limits of the City of Polson be and are extended to incorporate and annex the tract of land herein described; and

BE IT FURTHER RESOLVED, that Commission finds that the property meets the criteria of the Services Plan of the City of Polson, the extension of City services, and the Polson Growth Policy;

BE IT FURTHER RESOLVED, that the property is hereby zoned MRZD;

FURTHER the parcel is assigned to City Commission Voting Ward No. 2; and

BE IT FURTHER RESOLVED that the minutes of City Commission of the City of Polson, Montana, incorporate this resolution; and

BE IT FURTHER RESOLVED that if the city annexation of any lot(s), parcel(s), block(s) or tract(s) of land annexed into the city pursuant to this city annexation resolution or any provision of this resolution is ever held to be invalid or unconstitutional, the City Commission hereby declares that any such decision shall not affect the validity of the annexation of the remaining lot(s), parcel(s), block(s) or tract(s) of land annexed into the city or the remaining provisions of this resolution. The City Commission hereby declares

that it would have passed this resolution and annexed each lot(s), parcel(s), block(s) or tracts(s) of land into the city as well as each provision of this resolution irrespective of the fact that the annexation of any one or more lot(s), parcel(s), block(s) or tract(s) of land annexed into the city or provision of this resolution may have been declared invalid or unconstitutional, and if for any reason the annexation of any lot(s), parcel(s). block(s), tract(s) of land or any provision of this resolution should be declared invalid or unconstitutional, then the annexation of the remaining lot(s), parcel(s), block(s) or tracts(s) of land and resolution provisions are intended to be and shall be in full force and effect as enacted by the City Commission; and

BE IT FURTHER RESOLVED that the City Clerk is hereby instructed to file this resolution with the Clerk and Recorder of Lake County. This annexation shall become effective from and after the date of the filing of said document with the Lake County Clerk and Recorder.

PASSED AND ADOPTED this ____day of _____, 2016.

CITY OF POLSON

_____
Heather Knutson, Mayor

Attest:

_____
Mark Shrives, City Manager

_____
Cora Pritt, City Clerk

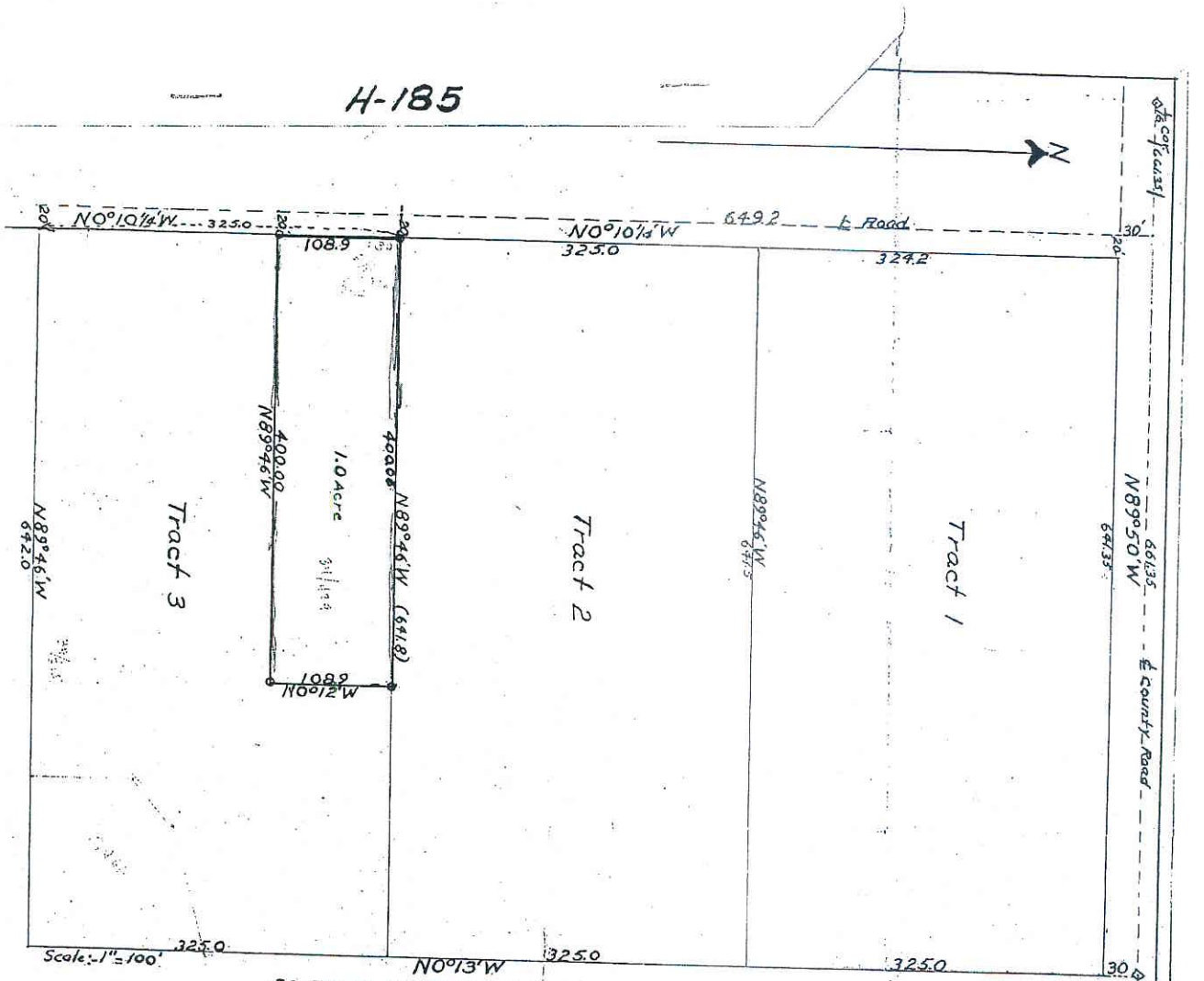
STATE OF MONTANA)
:ss.
County of Lake)

On this _____ day of _____, 2016, before me the undersigned Notary Public for the State of Montana, personally appeared **Heather Knutson**, known to me to be the Mayor of the City of Polson and known to me to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

_____
Notary Public for the State of Montana

_____
Printed Name of Notary
Residing at Polson, Montana
My commission expires: ___/___/20____



SURVEY IN TRACT 3 OF BOETCHER TRACTS
SECTION 10 T 22 N R 20 W M.P.M.

DESCRIPTION:— Beginning at the northwest corner of Tract 3 of the recorded plat "Boetcher Tracts" – thence S 89°46'E 400.06 feet – thence S0°12'E 108.9 feet – thence N89°46'W 400.0 feet – thence N0°10¼'W 108.9 feet to point of beginning, and containing 1.0 Acre.

CERTIFICATION:— I hereby certify that the plat and description hereon shown conform to the field notes of the survey thereof and are correct to the best of my knowledge and belief.

Polson, Montana Sept. 22, 1948

Wilson D. Smith
Surveyor

106 1st Street E., Polson, MT 59860
406-883-8200 Fax 406-883-8238
www.cityofpolson.com

City of Polson

pd

PETITION FOR ANNEXATION

NAME OF APPLICANT: KRIS MILLER

MAIL ADDRESS: 905 11TH ST East

CITY/STATE/ZIP: Polson MT 59860 PHONE: 260-3166

INTEREST IN PROPERTY: OWNER

Other Parties of Interest to be Notified:

PARTIES OF INTEREST: _____

MAIL ADDRESS: _____

CITY/STATE/ZIP: _____ PHONE: _____

INTEREST IN PROPERTY: _____

PLEASE COMPLETE THE FOLLOWING:

Address of the property: 905 11TH ST East

Legal Description: BOCHNER TRACT TR 3AB H-185
(Lot and Block of Subdivision; Tract #)

22/26/10
(Section, Township, Range) (Attach metes and bounds as Exhibit A)

Land in project (ac): 1 ACRE

Current estimated market value 170,000 at 50% build out _____

at 100% build out _____.

Is there a Rural Fire Department RSID or Bond on this property Yes_____ No X

If yes remaining balance is $ _____

The present zoning of the above property is: MRZD

The proposed zoning of the above property is: MRZD

The signing of this application signifies that the foregoing information is true and accurate based upon the best information available and further grants approval for Polson Planning staff to be present on the property for routine inspection during the annexation process.

Kris Miller
(Applicant)

12-28-15
(Date)

490827

Return to:
Kristine L. Wolfenden
905 11th St. E.
Polson, MT 59860

STATE OF MONTANA, COUNTY OF LAKE
Recorded At 12:32 O'clock P M JUL 15 2008
Microfilm 490827 RUTH E. HODGES Recorder
Fees $ 14.00 By Paula A Holle Deputy

QUITCLAIM DEED

For Value Received **Colin Wolfenden and Barbara Smith** does hereby convey, release, remise and forever quit claim Unto Kris L Wolfenden a/k/a Kristine L. Wolfenden, whose address is 905 11th St. E. Polson, MT 59860, the following described premises in **Lake County, Montana,** to-wit:

Tract A:

A portion of Tract 3 of BOETTCHER TRACTS, a platted subdivision of Lake County, Montana, more particularly described as follows:

Beginning at the Northwest Corner of Tract 3 of the recorded plat "Boettcher Tracts" thence South 89° 46' East 400.06 feet; thence South 0° 12' East 108.9 feet; thence North 89° 46' West 400.0 feet; thence North 0°10¼' West 108.9 feet to the point of beginning. Deed Exhibit H-185.

SUBJECT TO AND TOGETHER WITH THE FOLLOWING: Easements, reservations, conditions, restrictions, covenants, and rights-of-way apparent or of record.

Together with their appurtenances.

Dated: 7-11-08, **2008**

Colin Wolfenden 7-10-08

Barbara Smith 7-11-08

Barbara Smith

STATE OF Montana,
County of Lake,

On this 10th, day of July, 2008 before me, a notary public in and for said state, personally appeared Colin Wolfenden, known to me to be the person (s) whose name (s) subscribed to the within instrument, and acknowledged to me that he executed the same.

ANDI WALLWOOD NOTARIAL MONT

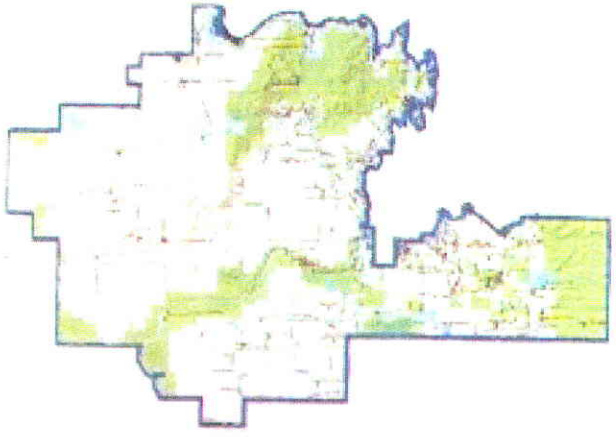
Kandi Wallwood
Notary Public
Kandi Wallwood
Typed or Printed Name of Notary
Residing at Pablo MT

My Commission Expires: 09.19.2009

7th Ave E
Cher
Hillcrest Dr
Jay Ln
Shasta Ln
th Ave E
11th St E
10th Ave E
Weber Ave
Auno Ln

POLSON RURAL FIRE DISTRICT

406-883-4244 • 25B Regatta Road • Polson MT



January 11, 2016

Ms. Kris Miller
905 11th Street E
Polson, MT 59860-3334

Dear Ms. Miller,

Thank you for the notice of withdrawal from Polson Rural Fire District regarding the following described property. The District currently has a voted five mill special levy which is due at the time of annexation.

The amount due to Polson Rural Fire District for the five mill special levy is $80.32 Please issue the check to Polson Rural Fire District, 25-B Regatta Rd, Polson, MT 59860-9463.

Legal Description: Boettcher Tracts 101, S10, T22N, R20W, TR 3AB
Geocode: 15-3228-10-2-51-02-0000 Assessment Code: 3709

Additionally the property was assessed for a number of years as annexed city property. Research by the city and rural entities did not locate a resolutions of annexation. The city and rural monitory difference in the levies should be resolved with the cooperation of the Department of Revenue and Lake County Treasurer.

Sincerely,

POLSON RURAL FIRE DISTRICT

Bonnie M. Maricke

Bonnie M. Maricke
Finance Officer

CC Ben Smith, Planning Technician
City of Polson

10

From: Jules Clavadetscher
Sent: Tuesday, January 05, 2016 2:15 PM
To: Mark Shrives
Cc: Ken Avison
Subject: Resignation

I hereby reign from the Board of Directors of the PRA for health reasons.
Jules Clavadetscher

CITY OF POLSON
CITY COMMISSION AGENDA ITEM SUMMARY

Agenda Item Number: 11 **(MOTION) City of Polson Board of Adjustment**
Meeting Date: January 20, 2016
Staff Contact: Mark Shrives

AGENDA ITEM SUMMARY: Appointment of individual to the City of Polson Board of Adjustment to serve a term of three (3) years; January 1, 2016 to December 31, 2018

BACKGROUND: In Accordance with the City Charter, the City Commission appoints members to Boards.

ANALYSIS: The City of Polson Board of Adjustment currently has one (1) vacancies

FINANCIAL CONSIDERATIONS: None.

STAFF RECOMMENDATION: Mark Johnston

SUGGESTED MOTION: *I MOVE TO APPROVE THE FOLLOWING AS VOLUNTEER APPOINTMENT TO THE CITY OF POLSON BOARD OF ADJUSTMENT FOR A TERM OF THREE (3) YEARS; JANUARY 1, 2016 TO DECEMBER 31, 2018.*

ATTACHMENT:
application

City of Polson
Application for Board Vacancy

Name of Board You are applying for: City of Polson Board of Adjustments

Your Name: Mark Johnston

Home Address: 1 2nd Street East

Do You reside within the Polson City Limits? Yes: [X] No: [ ]

How long have you lived in Polson? 2.5 years

Are you a registered voter? Yes: [X] No: [ ]

Home Telephone: 303-887-3930 Work Telephone: NA

Occupation: Swim Coach

Place of Employment: Retired

Why do you want to become a Board Member?

Having lived in Polson for nearly three years, I am finally in a place where I can contribute to the community. The Board of Adjustments is a good place to start with my involvement, and it looks like they need some competent people.

How do you feel you will best contribute as a Board Member?

I have a Masters Degree in business, so I could help understand the financial decisions facing Polson. I have a descent understand of negotiation and arbitration which are two characteristics that may be useful with this Board.

Signature of Applicant: Mark Johnston Date: 1/8/2016

Information on this application is public information. The information provided herein is true and complete. A false or misleading statement may be cause for elimination from consideration.

CITY OF POLSON
CITY COMMISSION AGENDA ITEM SUMMARY

Agenda Item Number: 12 **(MOTION) City of Polson Redevelopment Agency**
Meeting Date: January 20, 2016
Staff Contact: Mark Shrives

AGENDA ITEM SUMMARY: Appointment of individual to the City of Polson Redevelopment Agency to serve remainder of term voluntarily vacated by Jules Clavadetscher

BACKGROUND: In Accordance with the City Charter, the City Commission appoints members to Boards.

ANALYSIS: The Polson Redevelopment Agency currently has one (1) vacancies due to voluntary resignation

FINANCIAL CONSIDERATIONS: None.

STAFF RECOMMENDATION: Mark Johnston

SUGGESTED MOTION: *I MOVE TO APPROVE THE FOLLOWING AS VOLUNTEER APPOINTMENT TO THE POLSON REDEVELOPMENT AGENCY FOR A TERM OF TWO (2) YEARS; JANUARY 1, 2016 TO DECEMBER 31, 2017.*

ATTACHMENT:
application

City of Polson
Application for Board Vacancy

Name of Board You are applying for: Polson Redevelopment Agency

Your Name: Mark Johnston

Home Address: 1 2nd Street East

Do You reside within the Polson City Limits? Yes: [X] No: [ ]

How long have you lived in Polson? 2.5 years

Are you a registered voter? Yes: [X] No: [ ]

Home Telephone: 303-887-3930 Work Telephone: NA

Occupation: Swim Coach

Place of Employment: Retired

Why do you want to become a Board Member?

Having lived in Polson for nearly three years, I am finally in a place where I can contribute to the community. I have heard good things about the Redevelopment Agency and respect the work it has been doing.

How do you feel you will be a contribute as a Board Member?

I have a Masters Degree in business, so I could help understand the financial decisions facing Polson. My professional background is in marketing, so I believe I could help on the "promotional" side as well. I also have solid experience in fund raising, and I am currently a board member on the Flathead Lakers.

Signature of Applicant: Mark Johnston Date: 12/18/2015

Information on this application is public information. The information provided herein is true and complete. A false or misleading statement may be cause for elimination from consideration.

CITY OF POLSON
CITY COMMISSION AGENDA ITEM SUMMARY

Agenda Item Number: 13. (VOTE)
Meeting Date: January 20, 2016
Staff Contact: Mark Shrives

AGENDA ITEM SUMMARY: 1st Reading of the Tree Ordinance Amendment to the Parks and Recreation Ordinances in the Polson Municipal Code.

BACKGROUND: The Parks and Recreation Ordinances were voted on and passed last year. To fulfill the requirements of the Tree City Re-Certification, the City of Polson must have a tree ordinance. We incorporated the previously separate Polson Tree Ordinance as Section 15.02.230 of Chapter 15, Articles 1 and 2 of the Polson Municipal Code.

FINANCIAL CONSIDERATIONS: None

STAFF RECOMMENDATION: Pass the 1st Reading.

SUGGESTED MOTION: Make a motion to pass the 1st reading of the Tree Ordinance Amendment (Section 15.02.230) to Chapter 15, Articles 1 and 2 – Parks Regulations as part of the Polson Municipal Code recodification.

ATTACHMENTS: Tree Ordinance, Section 15.02.230.

City of Polson Tree Ordinance

Sec. 15.02.230. Regulation of Public Trees

A. *Title and Purpose.* Short title: This section shall be known as and be cited and referred to as the City of Polson Tree Ordinance. Purpose: The purpose of this section is to regulate public trees within the City, to provide for their planting, protection, maintenance and removal, establishing a tree board, and delegating to the Director of Parks and Recreation and/or the Streets Superintendent, the duty of assuring orderly development of public trees.

B. *Establishment of Tree Board.* There shall be created a board to be known and designated as "Tree Board" composed of five members, all of whom shall be year-round residents of the Polson area.

1. All said members shall be appointed by the Mayor with approval of the City Commission.
2. All members of the board shall serve without pay.
3. The members appointed by the Mayor shall be appointed for five year terms.
4. Serve until their successors are duly appointed and approved by the City Commission.
5, Subsequent to the initial appointment all new appointees shall be
   a. Appointed for five year terms;
      i. Provided, however, that the event of vacancy caused by resignation, death or otherwise.
      ii. The member's successor shall be appointed to fill the unexpired term of the member replaced.
6. The Tree Board shall appoint annually, whose terms shall be for one year, with the option to renew their position at the end of a year's time.

   Chairman of the Board
7. In addition, there is hereby created an Advisory Board to the Tree Board, the membership of which shall consist of the Polson Parks and Recreation Director (hereafter referred to as Director) and/or Streets Department Superintendent (hereafter referred to as Superintendent), and two additional individuals with appropriate backgrounds in landscaping or experience with plants, trees and shrubs, whose terms shall be for two years each.
8. Duties of Tree Board:
   a. Study the problems and determine the needs of the City in connection with its tree planting and maintenance program.
   b. Assist the properly established officials of the City, as well as the City Commission and citizens of the City.
   c. Dissemination of news and information regarding the selection, planting and maintenance of trees within the City limits, whether the same be on private or public property.

d. Make recommendations from time to time to the City Commission, as to desirable legislation concerning the tree program and activities for the City.

e. Provide regular and special meetings at which the subject of trees insofar as it relates to the City may be discussed by the members of the Board, Officers and personnel of the City and its divisions, and all others interested in the tree program.

9. Organization: That within a reasonable time after the appointment of said Board and the approval of the members there of, upon call of the chairman, said Board shall meet and organize other officers and committees as may be deemed appropriate.

   a. The said Board shall then provide for the adoption of rules and procedures and for the holding of regular and special meetings as said Board shall deem advisable and necessary in order to perform the duties set forth.

C. *Species, Cultivars or Varieties of Trees Permitted.*

1. The Advisory Board shall:

   a. Prepare lists of trees acceptable for planting in the public sites of the City.

   b. Undesirable trees shall not be recommended for general planting and their use, if any, shall be restricted to special locations where, because of certain characteristics of adaptability or landscape effect, they can be used advantageously.

2. Only desirable, long-lived trees of good appearance, beauty, adaptability and generally free from injurious insects or disease shall be planted in public sites.

3. The Advisory Board shall review at least once every two years the species, cultivars and varieties included on the approved list to determine if any should be removed for any reason or if certain new species, cultivars or varieties of proven dependability and value should be added.

D. *Work on public trees.*

1. Compliance: All work on public trees will comply with this chapter.

2. Authority: The Director/Superintendent or their designated representative shall have the authority and jurisdiction of regulating the planting, maintenance and removal of public trees on streets and other publicly owned property to ensure safety and/or preserve the aesthetics of such public sites.

3. Duty: The Director/Superintendent or their designated representative shall have the authority, and it shall be their duty to supervise or inspect all work performed under the terms of this section.

4. Director/Superintendent authority in granting permits: The Director/Superintendent or their designated representative shall have the authority to affix reasonable conditions to the granting of a permit in accordance with the terms of this chapter.

5. Permit required for work on public trees:
    a. No person shall plant, spray, perform major pruning, remove or otherwise disturb any public tree without a permit issued by the Director/Superintendent or their designated representative.
    b. The person receiving the permit shall abide by the arboricultural specifications and standards of practice as outlined by this chapter, and provide evidence of public liability insurance in an amount determined to be appropriate by the Parks and Streets Departments.
6. Removal of public trees, replacement and allocation of costs:
    a. No person or property owner is to remove a public tree from the boulevard for the purpose of construction or for any other reason without first obtaining a permit from the Director/Superintendent.
    b. Public trees removed under Section 15.02.230 6) must be replaced as deemed appropriate by the Director/Superintendent. The person or property owner shall bear the cost of removal and replacement of all public trees removed.
7. Appeal to City Commission: Any person may make a written appeal from any ruling or order made by the Director/Superintendent to the City Commission, which shall make a final decision.
8. Appeal to City Commission: Any person may make a written appeal from any ruling or order made by the Director/Superintendent to the City Commission, which shall make a final decision.

E. *Protection of Trees.*

1. Damage to public trees is prohibited unless specifically authorized by the Director/Superintendent.
    a. It is unlawful to:
        i. Intentionally damage, cut, carve, transplant or remove any public tree; attach any rope, wire, nails or other contrivance to any public tree.
        ii. Allow any gaseous liquid or solid substance which is harmful to such trees to come in contact with them.
        iii. Set fire or permit any fire to burn when such fire or the heat thereof could injure any portion of any public tree.
        iv. Excavate any ditches, tunnels, trenches or lay drive within a radius of 10 feet of any public tree without first obtaining permission from Director/Superintendent.
        v. Excavation for new utilities and structures within a radius of 10 feet of any public tree will not be permitted unless approved by the Board.
2. Protection of Trees:
    a. All trees on any street or other publicly owned property near any excavation or construction of any building, structure or street work shall be guarded

with a good substantial fence, frame, or box. All building material, dirt or other debris shall be kept outside the barrier.

b. Maintenance and/or repair work on existing underground utilities will be permitted.

3. Removal of public trees: No trees shall be removed from public places unless they are dead, diseased, constitute a hazard to life or property, are a public nuisance or because a revision of planting plans necessitates it.

F. *Public protection.*

1. Public Protection:

a. To protect the public from danger, suitable street and sidewalk barriers and sidewalk barriers, highway cones or signs must be used when pruning, removing or spraying trees.

b. Flashing signals or flares must be placed on all barriers or obstructions remaining in the street after dark

c. All safety devices must conform to the standards as set forth in the Manual of Uniform Traffic Control Devices, distributed by the Federal Highway Administration, U.S. Department of Transportation.

2. Stumps: The stumps of all removed public trees shall be cut to at least three inches below the ground, soil shall be replaced and the area leveled. If the area where the tree is removed is to be paved, the stump shall be removed to meet general construction standards.

3. C) Spraying: Suitable precautions shall be taken to protect and warn the public of the spraying of public trees. Spraying will be completed only for the control of specific diseases or insects, with the proper materials in the necessary strength. Applied at the proper time to obtain the desired control. All spraying practices shall conform to Federal, State and Local regulations and must be completed by a State of Montana, Department of Agriculture licensed pesticide applier.

G. *Penalty.*

1. Removal of violating trees, procedure:

a. Whenever any tree is planted or set out in violation of the provisions of this section, the Director/Superintendent may remove or have removed of the same.

b. The Director/Superintendent will first notify the property owner, in writing, of the City`s intention to remove the tree and give the property owner a reasonable period of time (not to exceed 45 days) within which to remove the tree.

c. If the property owner does not comply within the specified time, the Director/Superintendent will implement the removal of the tree.

d. The total costs thereof will be added to the taxes levied against the real property owner.

2. Criminal penalty: Any person, firm or corporation who violates any provisions of this chapter or fails to comply with any provisions of this chapter, shall be guilty of a misdemeanor. Upon conviction thereof such person shall be punished by a fine not exceeding $500 or imprisonment for a period not exceeding 90 days or both.

CITY OF POLSON
CITY COMMISSION AGENDA ITEM SUMMARY

Agenda Item Number: 14
Meeting Date: January 20, 2016
Staff Contact: Cindy Dooley, Finance Officer

AGENDA ITEM SUMMARY: Approve Resolution No. 2016-#____ for a loan from the Sewer Enterprise Fund to the Golf Enterprise Fund for the purchase of golf cars and construction of golf car storage units pending long-term financing.

BACKGROUND: On April 1, 2013, the City refinanced its existing Golf revenue bonds with a new Golf revenue bond purchased by Glacier Bank in the amount of $400,000. This bond matures on April 1, 2017 and has a current principal balance of $154,439. Replacement of the Olde Nine irrigation system has been discussed with Golf course management and City administration and finance officials for several years and has been brought to the City Commission's attention during budget talks. The piping dates back to 1975 and the sprinkler heads and controllers are from the late 80's. Golf Superintendent Pat Nowlen felt it was imperative that the irrigation system be replaced now before it failed possibly in the middle of the golf season. In the spring of 2014, the City contracted with Baer Design Group, LLC to design the new irrigation system and serve as the engineer on the project. Based on projected costs, it was not feasible for the Golf Enterprise Fund to take out an additional loan for the irrigation project and continue paying on the existing revenue bond. The City finance department began looking at a refinance of the existing $400,000 bond with new debt in the form of revenue bonds that would pay off the existing bond and fund the irrigation project. Since the interest rates are very favorable at this time, management decided this would be an ideal time to replace the golf car fleet and add that to the revenue bond financing. The City went out to bid for the golf car fleet and the bid of $161,700 was approved at the July 6, 2015 City Council meeting.

The City also began looking at the possibility of building additional golf car storage. The City went to bid on that project in May, 2015 and it was approved in the amount of $181,000 at the June 1, 2015 meeting. The final project cost including approved change orders was $219,705. The difference of $38,705 was paid out of existing Golf Enterprise Fund cash. Construction was completed in October, 2015. On the recommendation of bond counsel, the City is not able to combine that construction debt with the revenue bond debt, due to the private nature of the golf car storage. However, since Glacier Bank currently has a secured interest in the net revenues of the golf course, outside financing would need to be obtained from Glacier Bank.

The City also went out to bid for construction of the irrigation system, but due to bid non-conformance by the apparent low bidder and the other bids being outside the projected budget, all bids were declined at the July 6, 2015 City Council meeting. The City solicited bids a second time with bids due on July 30, 2015. No bids were submitted. Recently, management made the decision to not bid the irrigation project again until at least 2017. The existing revenue bonds will mature on April 1, 2017 and will be paid off before additional funding for construction of the irrigation system would be needed.

The City is currently working with Glacier Bank on a proposal for the golf car storage building loan and the golf car loan. The City may also look at financing through the Intercap loan program for the golf cars.

ANALYSIS: Since the irrigation system will not be rebid until at least 2017, financially it is prudent to just continue to make payments on the existing golf revenue bond debt which will be paid in full on April 1, 2017 and to seek separate financing for the golf car storage building and golf cars. The interfund loan is a fiscally responsible solution to the current debt financing. At 1.25% interest, the Sewer Enterprise Fund will receive more in interest than is currently available through the City's other investments. The City currently has an overnight repurchase agreement at .25% and a one-year Certificate of Deposit at .951%. The initial rate proposals from Glacier Bank will require more negotiation.

The Sewer Enterprise Fund currently has surplus cash in the amount of $1,473,253. Approximately $600,000 of this surplus cash will be a reserve that will not be spent on the wastewater treatment plant and will not factor into the calculation for any rate increases. This reserve will be a requirement of the Wastewater Treatment Plant SRF B

revenue bond and will be in place for 30 years. The interfund loan is considered to be borrowed from those reserves.

FINANCIAL CONSIDERATIONS: If held to maturity, the promissory note with the Sewer Enterprise Fund at 1.25% simple interest would require an interest payment of $5,352 from the Golf Enterprise Fund. The same amount, $342,700, invested at .951% compounded quarterly would pay $4,093 in interest over the same time period. The golf enterprise fund can pay off all or a portion of the note early without penalty and interest will be calculated to that pay off date.

STAFF RECOMMENDATION: Pass Resolution No. 2016-____ to approve a loan from the Sewer Enterprise Fund to the Golf Enterprise Fund in the amount of $342,700 for the purchase of golf cars and construction of golf car storage pending long-term financing.

SUGGESTED MOTION: *I move to approve Resolution No. 2016-#____ to approve a loan from the Sewer Enterprise Fund to the Golf Enterprise Fund in the amount of $342,700 for the purchase of the golf cars and construction of golf car storage pending long-term financing.*

ATTACHMENTS: Resolution No. 2016-#_____
Promissory note
Additional handouts will be available at the meeting

RESOLUTION NO. 2016-#____

A RESOLUTION APPROVING A LOAN FROM THE SEWER ENTERPRISE FUND FOR THE FUNDING OF GOLF CARS AND CONSTRUCTION OF GOLF CAR STORAGE PENDING LONG-TERM FINANCING

WHEREAS, the City of Polson, on behalf of the Golf Department has constructed buildings for golf car storage and purchased golf cars;

WHEREAS, the Finance Officer and City Manager determined that $342,700 was necessary to accomplish these tasks;

WHEREAS, the City of Polson, in order to pay such amount borrowed $342,700 in the form of a promissory note dated July 6, 2015 from surplus funds in its Sewer Enterprise Fund in order to bridge the purchase until longer term financing was economically available;

WHEREAS, the City of Polson deems it in the best interests of the Sewer Enterprise Fund to seek the best possible return on reserve money in anticipation of the funding of the treatment facility rehabilitation;

WHEREAS, the City has caused a new promissory note to be drafted disclosing favorable terms and conditions for repayment;

NOW, THEREFORE, BE IT RESOLVED that it appears in the best interest of the citizens and ratepayers of the City to execute the promissory note in favor of the City of Polson Sewer Enterprise Fund in the amount of $342,700 upon the terms and conditions contained in such note. Such repayment with accumulated interest shall be paid from the Golf Enterprise Fund as an obligation thereon.

BE IT FURTHER RESOLVED, that the City Clerk is hereby instructed to file this Resolution in the City's Book of Resolutions.

_____ayes _____nays _____abstentions

Date of Passage: January 20, 2016
Effective Date: Immediately

_____
Heather Knutson, Mayor

Attest:

_____
Cora Pritt, Clerk

PROMISSORY NOTE

$342,700.00 January 20, 2016

For value received, the **CITY OF POLSON,** a municipality of the State of Montana AND the **GOLF ENTERPRISE FUND OF THE CITY OF POLSON**, Promissor, promises to pay to the order of the **SEWER ENTERPRISE FUND OF THE CITY OF POLSON**, Promissee, the sum of Three Hundred Forty Two Thousand Seven Hundred Dollars ($342,700.00) in accordance with the terms and conditions stated herein.

Section 1. Interest. Interest will be paid on the outstanding principal amount of this note at the rate of One and twenty-five hundreths Percent (1.25%) simple annual.

Section 2. Terms of Payment. The principal balance owing hereby shall be payable in a single installment on April 15, 2017. The interest to the date of principal payment shall be paid in addition to the principal payment. Payment will be made directly to Promissee. Promissor shall have full and unlimited right of acceleration and prepayment without penalty of interest.

Section 3. Purpose. The City of Polson has purchased, on behalf of its Golf Department, golf car storage and golf cars. The proceeds of this loan will be used to bridge payment until long-term financing is available.

Section 4. Waiver of Formalities. All parties to this note waive presentment for payment, notice of nonpayment, protest and notice of protest.

Section 5. Default. In the event that the Promissor fails to perform any of the obligations, including the payment described above, under this note, the Promissee may, after giving the Promissor seven (7) days written notice of its intention to do so, declare this Note in default and commence all further action.

Section 6. Acceleration by Promissee. In the event of necessity, public emergency or crisis, the Promissee may declare the full sum plus accrued interest to be immediately due and payable by Promissor.

Section 7. Attorney's Fees. If this note is placed in the hands of an attorney or collection agency for collection, the Promissor agrees to pay all costs of collecting the amounts due under this note, including reasonable attorney's fees, whether or not a lawsuit is filed. These costs will be added to the principal amounts owed under this note.

Section 8. Applicable Law. This note will be governed by and construed in accordance with the laws of the State of Montana.

CITY OF POLSON

_____

Heather Knutson, Mayor

Attest:_____

Cora Pritt, Clerk