

**CITY OF POLSON COMMISSION  
AGENDA  
(New Agenda format per 2014ORD#005)**

**COMMISSION CHAMBERS**

**JANUARY 21, 2015**

**7:00 P.M.**

**1. CALL TO ORDER**

Mayor Knutson

**2. PLEDGE OF ALLEGIANCE**

Mayor Knutson

**2. APPROVAL OF PROPOSED AGENDA**

Mayor Knutson

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

**4. CONSENT AGENDA**

- a. Claims January 1 – 14, 2015
- b. City Commission Meeting Minutes January 8, 2015

**5. CITY MANAGER COMMENTS**

City Manager Mark Shives

**NEW BUSINESS**

**6. APPROVE AMENDMENT #6 to the AGREEMENT FOR ENGINEERING SERVICES BETWEEN THE CITY OF POLSON AND ANDERSON-MONTGOMERY CONSULTING, INC. IN THE AMOUNT OF \$14,390.00 BRINGING THE TOTAL CONTRACT AMOUNT TO \$239,290.00**

City Manager Mark Shives

**7. DISCUSS SALE OF ALL BEVERAGE LIQUOR LICENSE**

Finance Officer Cindy Dooley

**8. ADJOURN**

Mayor Knutson

NOTE-THE NEXT COMMISSION MEETING WILL BE MONDAY, FEBRUARY 2, 2015 AT 7:00 P.M.

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For doc #s from 119561 to 119688

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	214550 Deposits Payable -	999999 LIANA ZIMMERMAN	FACILITIES-CLEAN DEP	100.00
1000 General All-Purpose Fund	410360 Municipal Court	3428 A. DOUG OLSON	COURT-CITY JUDGE CON	1,650.00
1000 General All-Purpose Fund	410360 Municipal Court	4880 ACCESS MONTANA	COURT-INTERNET SERVI	16.64
1000 General All-Purpose Fund	410360 Municipal Court	2074 VERIZON WIRELESS	COURT-J HART ANDROID	40.01
1000 General All-Purpose Fund	410400 Administrative Services	4880 ACCESS MONTANA	ADMIN-INTERNET SERVI	8.34
1000 General All-Purpose Fund	410400 Administrative Services	4743 WEX BANK	FACILITIES-C.M. UNIT	32.91
1000 General All-Purpose Fund	410400 Administrative Services	2074 VERIZON WIRELESS	FACILITIES-C.M. CELL	24.76
1000 General All-Purpose Fund	410500 Financial Services	4880 ACCESS MONTANA	FINANCE-INTERNET SER	8.33
1000 General All-Purpose Fund	410500 Financial Services	3025 FIRST BANKCARD	FINANCE-DATA REC PRO	49.97
1000 General All-Purpose Fund	411100 Legal Services	4820 M RICHARD GEBHARDT	FACILITIES-CONTRCT C	2,000.00
1000 General All-Purpose Fund	411100 Legal Services	4850 MCKEON & MORIGEAU LAW	FACILITIES-CITY ATTY	2,000.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2943 CLICK HERE DESIGNS	FACILITIES-ADDT'L EM	10.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2943 CLICK HERE DESIGNS	FACILITIES-ADDT'L EM	10.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2943 CLICK HERE DESIGNS	FACILITIES-ADDT'L EM	10.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2943 CLICK HERE DESIGNS	FACILITIES-WEB HOSTI	22.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4605 THIRD EYE TECHNOLOGIES	FACILITIES-REMOTE AS	262.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000080 FLATHEAD NEWSPAPER GROUP	FACILITIES-BOARD VAC	28.80
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2888 MISSION VALLEY SECURITY	FACILITIES-QTRLY MON	75.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	2888 MISSION VALLEY SECURITY	FACILITIES-SHARED MO	35.50
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000185 SUPER 1 FOODS	FACILITIES-BREAKROOM	29.52
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACILITIES-3232 CLN/	84.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	1925 VALLEY BUSINESS SYTEMS	FACILITIES-3530 CLN/	35.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4743 WEX BANK	FACILITIES-BLUE SUBA	61.56
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000044 REPUBLIC SERVICES #889	FACILITIES-WASTE DIS	53.20
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACILITIES-CAMERAS C	299.95
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACILITIES-MALWAREBY	24.95
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	4062 WEST COAST PAPER	FACILITIES-BATH TISS	98.10
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	001725 LAKE COUNTY SOLID WASTE	FACILITIES-ANNUAL FE	405.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	3025 FIRST BANKCARD	FACILITIES-DUPLICATE	3,861.08
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000005 POSTMASTER	FACILITIES-2 ROLLS @	98.00
1000 General All-Purpose Fund	411200 Facilities (Shared Costs)	000005 POSTMASTER	FACILITIES-1 SHEET \$	20.00
1000 General All-Purpose Fund	420140 Crime Control and	000877 JOHNCO STORAGE	POLICE-STORAGE 3/1-4	151.00
1000 General All-Purpose Fund	420140 Crime Control and	4880 ACCESS MONTANA	POLICE-INTERNET SERV	16.67
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-CAUTION TAPE	19.98
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-SHOE TRACTION	21.99
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-SHOE TRACTION	21.99
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-A CHARGE KEY	14.00
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-SHOE TRACTION	31.99
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-SHOE TRACTION	33.98
1000 General All-Purpose Fund	420140 Crime Control and	2234 ACE HARDWARE/ TREMPER'S	POLICE-SHOE TRACTION	21.99
1000 General All-Purpose Fund	420140 Crime Control and	2888 MISSION VALLEY SECURITY	POLICE-SHARED QTRLY	35.50
1000 General All-Purpose Fund	420140 Crime Control and	2888 MISSION VALLEY SECURITY	POLICE-STORAGE QTRLY	129.00
1000 General All-Purpose Fund	420140 Crime Control and	000185 SUPER 1 FOODS	POLICE-K-9 SUPPLIES	32.99
1000 General All-Purpose Fund	420140 Crime Control and	000185 SUPER 1 FOODS	POLICE-K-9 SUPPLIES	32.99
1000 General All-Purpose Fund	420140 Crime Control and	4743 WEX BANK	POLICE-FUEL 12/1-31/	2,776.55
1000 General All-Purpose Fund	420140 Crime Control and	000017 TOTAL SCREEN DESIGN	POLICE-BLK EMBR BEAN	199.20
1000 General All-Purpose Fund	420140 Crime Control and	3614 THE CAR WASH/GROGAN'S	POLICE-VEH WASH 12/1	24.75
1000 General All-Purpose Fund	420140 Crime Control and	2074 VERIZON WIRELESS	POLICE-I PHONE SERVI	255.10
1000 General All-Purpose Fund	420140 Crime Control and	000005 POSTMASTER	POLICE-2 ROLLS @ 49.	98.00
1000 General All-Purpose Fund	420140 Crime Control and	000005 POSTMASTER	POLICE-1 SHEET 5.60	56.00
1000 General All-Purpose Fund	420400 Fire Protection and	2749 NORTHWEST PARTS &	FIRE-FILTER	73.79
1000 General All-Purpose Fund	420400 Fire Protection and	2074 VERIZON WIRELESS	FIRE-CELL PHONE SERV	50.91

For doc #s from 119561 to 119688

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 General All-Purpose Fund	420400 Fire Protection and	4880 ACCESS MONTANA	FIRE-INTERNET SERVIC	16.67
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-SALT SOFTNER	23.96
1000 General All-Purpose Fund	420400 Fire Protection and	2234 ACE HARDWARE/ TREMPER'S	FIRE-BUBL METALHALID	41.99
1000 General All-Purpose Fund	420400 Fire Protection and	000080 FLATHEAD NEWSPAPER GROUP	FIRE-DON'T DRINK/DRI	12.50
1000 General All-Purpose Fund	420400 Fire Protection and	000080 FLATHEAD NEWSPAPER GROUP	FIRE-DON'T DRINK/DRI	12.50
1000 General All-Purpose Fund	420400 Fire Protection and	000080 FLATHEAD NEWSPAPER GROUP	FIRE-WINTER RD TRIP	25.00
1000 General All-Purpose Fund	420400 Fire Protection and	4743 WEX BANK	FIRE-FUEL 12/1-31/14	139.18
1000 General All-Purpose Fund	420400 Fire Protection and	000724 COSNER COMTECH	FIRE-HEADSET	280.17
1000 General All-Purpose Fund	420540 Land Use	4880 ACCESS MONTANA	PLANNING-INTERNET SE	16.67
1000 General All-Purpose Fund	430240 Road and Street	001725 LAKE COUNTY SOLID WASTE	STREETS-ANNUAL FEE	270.00
1000 General All-Purpose Fund	430240 Road and Street	2074 VERIZON WIRELESS	STREETS-CELL PHONE S	120.31
1000 General All-Purpose Fund	430240 Road and Street	1935 NORTH WEST PARTS	STREETS-PLOW BOLT, N	99.21
1000 General All-Purpose Fund	430240 Road and Street	001305 CUMMINS NORTHWEST, INC.	STREETS-MISC PART	73.10
1000 General All-Purpose Fund	430240 Road and Street	000341 MMIA-LIABILITY PROGRAM	STREETS-EV2014034812	209.90
1000 General All-Purpose Fund	430240 Road and Street	4208 MAHUGH FIRE & SAFETY, LLC	STREETS-NITRITE GLOV	26.00
1000 General All-Purpose Fund	460430 Parks	4880 ACCESS MONTANA	PARKS-INTERNET SERVI	16.67
1000 General All-Purpose Fund	460430 Parks	000046 BEACON TIRE CENTER	PARKS-4 MT/BAL	55.00
1000 General All-Purpose Fund	460430 Parks	4743 WEX BANK	STREETS-FUEL 12/1-31	189.91
1000 General All-Purpose Fund	460430 Parks	4743 WEX BANK	PARKS-FUEL 12/1-31/1	152.18
1000 General All-Purpose Fund	460430 Parks	000044 REPUBLIC SERVICES #889	PARKS-WASTE DISPOSAL	55.53
1000 General All-Purpose Fund	460430 Parks	3068 WALMART COMMUNITY CREDIT	PARKS-OFFICE SUPPLIE	63.59
1000 General All-Purpose Fund	460430 Parks	001725 LAKE COUNTY SOLID WASTE	PARKS-ANNUAL FEE	540.00
1000 General All-Purpose Fund	460430 Parks	001725 LAKE COUNTY SOLID WASTE	PARKS-ANNUAL FEE	675.00
1000 General All-Purpose Fund	460430 Parks	2074 VERIZON WIRELESS	PARKS-CELL PHONE SER	57.59
1000 General All-Purpose Fund	460430 Parks	4793 AUTOZONE, INC	PARKS-HIGHLAND BAR C	22.49
Total for Fund:				18,749.11
2020 Police Municipal Services	420140 Crime Control and	4436 LES SCHWAB TIRES	POLICE-NEW STUD TIRE	514.00
2020 Police Municipal Services	420140 Crime Control and	4871 ASCT	POLICE-MASO CERTIFIC	330.00
2020 Police Municipal Services	420140 Crime Control and	4228 KALISPELL REGIONAL	POLICE-214CR0030178	66.75
2020 Police Municipal Services	420140 Crime Control and	2074 VERIZON WIRELESS	POLICE-AIRCARDS/NOTE	442.87
Total for Fund:				1,353.62
2219 Parks Donations	460430 Parks	2888 MISSION VALLEY SECURITY	PARKS-SITE SERVICE C	195.00
2219 Parks Donations	460430 Parks	4813 CUSTOM FABRICATIONS	PARKS-WELED PATTERNS	75.00
2219 Parks Donations	460430 Parks	001599 RONAN POWER PRODUCTS	PARKS-TIRE CHAIN TEN	149.96
2219 Parks Donations	460430 Parks	4550 TROY JENSEN ELECTRIC, LLC	PARKS-WORK ON SHOP	674.66
Total for Fund:				1,094.62
2350 Local Government Study	411870 Local Government Review	3025 FIRST BANKCARD	STUDY COMMISSION REG	1,350.00
2350 Local Government Study	411870 Local Government Review	3025 FIRST BANKCARD	STUDY COMMISSION LOD	1,089.72
Total for Fund:				2,439.72
2394 Building Code Enforcement	420500 Protective Inspections	4880 ACCESS MONTANA	BUILDING-INTERNET SE	16.67
2394 Building Code Enforcement	420500 Protective Inspections	4743 WEX BANK	BUILDING-FUEL 12/1-3	53.98
Total for Fund:				70.65

For doc #s from 119561 to 119688

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
2395 Tree Fund	480150 Tree Conservation	000011 MISSION VALLEY POWER	PARKS-WEST SHORE PAR	11.00
			Total for Fund:	11.00
2402 Light Maintenance	430263 Street Lighting	000011 MISSION VALLEY POWER	FACILITIES-N END MAI	138.41
			Total for Fund:	138.41
2820 Gas Apportionment Tax	430240 Road and Street	4881 TNT TRUCK PARTS	STREETS-U BOLT ROD	29.50
2820 Gas Apportionment Tax	430240 Road and Street	2749 NORTHWEST PARTS &	STREETS-STROBE LIGHT	91.00
2820 Gas Apportionment Tax	430240 Road and Street	4355 TITAN MACHINERY	STREETS-BREAK AWAY C	108.82
2820 Gas Apportionment Tax	430240 Road and Street	000302 WESTLAND SEED INC.	STREETS-FLANGE CLAMP	5.00
2820 Gas Apportionment Tax	430240 Road and Street	4355 TITAN MACHINERY	STREETS-REAR BROOM L	1,281.95
2820 Gas Apportionment Tax	430240 Road and Street	000241 NORMONT EQUIPMENT CO.	STREETS-JOMA CORNER	215.85
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STREETS-HOSE, COUPL	4.79
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STREETS-MENERHOSE	2.99
2820 Gas Apportionment Tax	430240 Road and Street	2234 ACE HARDWARE/ TREMPER'S	STREETS-BATTERIES	32.97
2820 Gas Apportionment Tax	430240 Road and Street	4743 WEX BANK	STREETS-FUEL 12/1-31	1,578.09
2820 Gas Apportionment Tax	430240 Road and Street	3025 FIRST BANKCARD	STREETS-PLOW REPAIR	620.00
2820 Gas Apportionment Tax	430240 Road and Street	4426 ISTATE TRUCK CENTER	STREETS-VALVE	101.60
2820 Gas Apportionment Tax	430240 Road and Street	4049 D & D CUSTOMS AND	STREETS-32 NEW SIGNS	960.00
2820 Gas Apportionment Tax	430240 Road and Street	2367 ZUMAR INDUSTRIES, INC.	STREETS-STOP 30X30	491.92
2820 Gas Apportionment Tax	430240 Road and Street	4813 CUSTOM FABRICATIONS	STREETS-BLADE FOR CU	195.00
			Total for Fund:	5,719.48
5010 Golf Fund	460446 Golf Course -	2087 GCSAA MEMBERSHIP	GOLF MAINT-S ANDERSO	185.00
5010 Golf Fund	460446 Golf Course -	4849 JOHN DEERE FINANCIAL	GOLF MAINT-FASTNER,	20.48
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GOLF MAINT-SPRAY PAI	27.96
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GOLF MAINT-VARIETY P	25.92
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GOLF MAINT-MISC PROD	31.93
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GOLF MAINT-SPRAY PAI	41.94
5010 Golf Fund	460446 Golf Course -	2234 ACE HARDWARE/ TREMPER'S	GOLF MAINT-3/8" STAP	4.99
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GOLF MAINT-COURSE RE	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GOLF MAINT-COURSE RE	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GOLF MAINT-COURSE RE	42.13
5010 Golf Fund	460446 Golf Course -	000644 CITY OF POLSON WATER	GOLF MAINT-COURSE RE	53.35
5010 Golf Fund	460446 Golf Course -	2888 MISSION VALLEY SECURITY	GOLF MAINT-QTRLY MON	72.00
5010 Golf Fund	460446 Golf Course -	000185 SUPER 1 FOODS	GOLF MAINT-DISTILLED	3.96
5010 Golf Fund	460446 Golf Course -	000044 REPUBLIC SERVICES #889	GOLF MAINT-WASTE DIS	55.53
5010 Golf Fund	460446 Golf Course -	001725 LAKE COUNTY SOLID WASTE	GOLF MAINT-ANNUAL FE	540.00
5010 Golf Fund	460446 Golf Course -	1918 MANTEK	GOLF MAINT-FIX ALL,	583.23
5010 Golf Fund	460447 Golf Course - Pro Shop	000076 LINK'S MANAGEMENT, INC.	GOLF PRO-GOLF PRO CO	9,748.93
5010 Golf Fund	460447 Golf Course - Pro Shop	001518 INSTY PRINTS	GOLF PRO-CALENDARS	150.45
5010 Golf Fund	460447 Golf Course - Pro Shop	000644 CITY OF POLSON WATER	GOLF PRO-PRO SHOP WA	24.80
5010 Golf Fund	460447 Golf Course - Pro Shop	1925 VALLEY BUSINESS SYTEMS	GOLF PRO-HP TONER	51.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000044 REPUBLIC SERVICES #889	GOLF PRO-PRO SHOP WA	36.54
5010 Golf Fund	460447 Golf Course - Pro Shop	4395 ANDERSON	GOLF PRO-ADVERTISEME	56.25
5010 Golf Fund	460447 Golf Course - Pro Shop	4395 ANDERSON	GOLF PRO-ADVERTISEME	150.00
5010 Golf Fund	460447 Golf Course - Pro Shop	001725 LAKE COUNTY SOLID WASTE	GOLF PRO-ANNUAL FEE	405.00
5010 Golf Fund	460447 Golf Course - Pro Shop	000010 CENTURYLINK	GOLF PRO-TELEPHONE	22.95
5010 Golf Fund	460448 Golf Course - Carts	001594 JOHNSON DISTRIBUTING	GOLF MAINT-MISC PART	278.44

For doc #s from 119561 to 119688

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5010 Golf Fund	460448 Golf Course - Carts	001594 JOHNSON DISTRIBUTING	GOLF MAINT-MISC PART	291.08
5010 Golf Fund	460460 G. C. Restaurant O & M	000644 CITY OF POLSON WATER	GOLF REST-RESTAURANT	24.80
5010 Golf Fund	460460 G. C. Restaurant O & M	2888 MISSION VALLEY SECURITY	GOLF REST-QTRLY MONI	52.50
5010 Golf Fund	460460 G. C. Restaurant O & M	001725 LAKE COUNTY SOLID WASTE	GOLF RESTAURANT-ANNU	675.00
5010 Golf Fund	460460 G. C. Restaurant O & M	3306 POLSON PROPANE	GOLF REST-FUEL	489.09
Total for Fund:				14,229.51
5210 Water Fund	430500 Water Utilities	4880 ACCESS MONTANA	WATER-INTERNET SERVI	16.67
5210 Water Fund	430500 Water Utilities	3025 FIRST BANKCARD	WATER-BP AIRLINE TRA	134.10
5210 Water Fund	430500 Water Utilities	3025 FIRST BANKCARD	WATER-CAR CHARGER &	22.45
5210 Water Fund	430530 Source of Supply and	4074 APPLIED WATER CONSULTING	WATER-SERV NOV 10-DE	2,729.00
5210 Water Fund	430530 Source of Supply and	3025 FIRST BANKCARD	WATER-AIR COMPRESSOR	17.99
5210 Water Fund	430530 Source of Supply and	4886 FIRST AMERICAN TITLE CO	WATER-WELL EARNEST M	1,500.00
5210 Water Fund	430530 Source of Supply and	000011 MISSION VALLEY POWER	WATER-715 7TH AVE W	19.90
5210 Water Fund	430540 Purification and	000101 MONTANA ENVIRONMENTAL	WATER-LAB CHLORINE,	96.00
5210 Water Fund	430550 Transmission and	4666 KNIEF RIVER-MISSOULA	WATER-HWY 93 PATCH	349.44
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-KEY	6.00
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-KEY	6.00
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-KEY CREDIT	-12.00
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-HOSE, FLEX TEC	85.93
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-HEX BUSHING	11.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-CABLE COAX,BLO	17.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-VARIETY PRODUC	63.98
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-BUBBLE WRAP	9.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-ANCHOR WEDGE	44.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-FASTNERS	8.85
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-FASTNERS	8.88
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-ICE MELT, MELT	46.97
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-VAPRO TORCH KI	89.99
5210 Water Fund	430550 Transmission and	2234 ACE HARDWARE/ TREMPER'S	WATER-VARIETY PRODUC	56.84
5210 Water Fund	430550 Transmission and	4743 WEX BANK	WATER-FUEL 12/1-31/1	175.05
5210 Water Fund	430550 Transmission and	3614 THE CAR WASH/GROGAN'S	WATER-VEH WASH 12/1-	4.92
5210 Water Fund	430550 Transmission and	001725 LAKE COUNTY SOLID WASTE	WATER-ANNUAL FEE	202.50
5210 Water Fund	430550 Transmission and	2074 VERIZON WIRELESS	WATER-CELL PHONE SER	170.37
5210 Water Fund	430550 Transmission and	000044 REPUBLIC SERVICES #889	WATER-WASTE DISPOSAL	55.53
5210 Water Fund	430550 Transmission and	2007 UTILITIES UNDERGROUND	WATER-DEC UTILITY LO	10.99
5210 Water Fund	430550 Transmission and	3306 POLSON PROPANE	WATER-FUEL	28.44
5210 Water Fund	430550 Transmission and	3306 POLSON PROPANE	WATER-FUEL AT SHOP	330.62
5210 Water Fund	430550 Transmission and	4793 AUTOZONE, INC	WATER-BLADE GUIDE KI	7.00
5210 Water Fund	430550 Transmission and	4793 AUTOZONE, INC	WATER-WIPER BLADES	12.44
5210 Water Fund	430550 Transmission and	4507 MT WATERWORKS, LLC	WATER-ALUM HYDRANT G	600.00
5210 Water Fund	430570 Customer Accounting and	000005 POSTMASTER	WATER-BILLING RESERV	315.00
5210 Water Fund	430570 Customer Accounting and	2888 MISSION VALLEY SECURITY	WATER-SHARED QTRLY M	35.50
5210 Water Fund	430570 Customer Accounting and	2888 MISSION VALLEY SECURITY	WATER-METER TECH SPR	8.54
5210 Water Fund	430570 Customer Accounting and	3025 FIRST BANKCARD	WATER-CABLE & ADAPTO	30.72
Total for Fund:				7,319.55
5310 Sewer Fund	430600 Sewer Utilities	4880 ACCESS MONTANA	SEWER-INTERNET SERVI	16.67
5310 Sewer Fund	430600 Sewer Utilities	3025 FIRST BANKCARD	SEWER-BP AIRLINE TRA	134.10
5310 Sewer Fund	430600 Sewer Utilities	3025 FIRST BANKCARD	SEWER-PAPER TOWELS	15.97

For doc #s from 119561 to 119688

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5310 Sewer Fund	430600 Sewer Utilities	3025 FIRST BANKCARD	SEWER-CAR CHARGER &	22.45
5310 Sewer Fund	430630 Collection and	4666 KNIEF RIVER-MISSOULA	SEWER-HWY 93 PATCH	349.44
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWER-INNER TUBE	59.96
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWER-VARIETY PRODUC	13.27
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWER-ICE MELT	49.98
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWER-DVD DISC	5.97
5310 Sewer Fund	430630 Collection and	2234 ACE HARDWARE/ TREMPER'S	SEWER-UTILITY HEATER	29.99
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWER-WEST SHORE	121.56
5310 Sewer Fund	430630 Collection and	4743 WEX BANK	SEWER-FUEL 12/1-31/1	1,080.11
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWER-LAB BOD	45.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWER-LAB: AMMONIA,	185.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWER-LAB BOD	45.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWER-LAB BOD	45.00
5310 Sewer Fund	430630 Collection and	000101 MONTANA ENVIRONMENTAL	SEWER-LAB BOD	45.00
5310 Sewer Fund	430630 Collection and	3025 FIRST BANKCARD	SEWER-AIR COMPRESSOR	17.99
5310 Sewer Fund	430630 Collection and	3614 THE CAR WASH/GROGAN'S	SEWER-VEH WASH 12/1-	4.92
5310 Sewer Fund	430630 Collection and	001725 LAKE COUNTY SOLID WASTE	SEWER-ANNUAL FEES	202.50
5310 Sewer Fund	430630 Collection and	2074 VERIZON WIRELESS	SEWER-CELL PHONE SER	170.36
5310 Sewer Fund	430630 Collection and	2007 UTILITIES UNDERGROUND	SEWER-DEC UTILITY LO	10.99
5310 Sewer Fund	430630 Collection and	3306 POLSON PROPANE	SEWER-FUEL AT SHOP	330.61
5310 Sewer Fund	430630 Collection and	000011 MISSION VALLEY POWER	SEWER-715 7TH AVE W	19.89
5310 Sewer Fund	430630 Collection and	4793 AUTOZONE, INC	SEWER-BLADE GUIDE KI	6.99
5310 Sewer Fund	430630 Collection and	4793 AUTOZONE, INC	SEWER-WIPER BLADES	12.43
5310 Sewer Fund	430630 Collection and	3306 POLSON PROPANE	SEWER-DUCHARME PARK	199.12
5310 Sewer Fund	430640 Treatment and Disposal	000044 REPUBLIC SERVICES #889	SEWER-WASTE DISPOSAL	55.53
5310 Sewer Fund	430640 Treatment and Disposal	000620 ANTHONY G. PORRAZZO	SEWER-TICKETS TO VIE	1,296.80
5310 Sewer Fund	430670 Customer Accounting and	000005 POSTMASTER	SEWER-BILLING RESERV	315.00
5310 Sewer Fund	430670 Customer Accounting and	3025 FIRST BANKCARD	SEWER-CABLE & ADAPTO	30.72
5310 Sewer Fund	430670 Customer Accounting and	000341 MMIA-LIABILITY PROGRAM	SEWER-EV2014034845 A	750.00
5310 Sewer Fund	430670 Customer Accounting and	999999 DONNA ACKOM	SEWER-SEWAGE BACK UP	100.00
			Total for Fund:	5,788.32
			Total:	56,913.99



# CITY OF POLSON CITY COMMISSION MEETING

4 b.

Commission Chambers

January 8, 2015

7:00 p.m.

\*NOTE-Due to inclement weather, the January 5, 2015 meeting was moved to January 8, 2015.

**ATTENDANCE:** Mayor Heather Knutson, Commissioners Campbell, Erickson, Morrison, Southerland, and Turner, City Manager Shrives, City Clerk Cora Pritt

**ABSENT:** Commissioner Ken Siler

**Others Present (that voluntarily signed in):** Elsa Duford, Mark Evertz, Terry Gembala, Bonnie Manicke, and Andrew Speer

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

**APPROVAL OF PROPOSED AGENDA-Commissioner Turner motion to approve the proposed agenda. Commissioner Southerland second.** City Commission discussion: none Public comment: none. **VOTE: Unanimous Motion carried**

**APPROVAL OF CITY COMMISSION MEETING MINUTES DECEMBER 15, 2014.- Commissioner Southerland motion to approve City Commission Meeting Minutes December 15, 2014.** Commissioner Turner second. City Commission discussion: none Public comment: none. **VOTE: Unanimous Motion Carried**

**CONSENT AGENDA: Claims December 15-31, 2014 Commissioner Turner motion to approve the Consent Agenda. Commissioner Campbell second.** City Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**CITY MANAGER COMMENTS;** City Manager Shrives gave the following comments:

At the County Commission meeting, the motion was made to retain the City/County Planning Board. So, the Board will remain as is.

There was a conversation with Dave DeGrandpre regarding the Polson Development Code Rewrite. The project hopes to get back on track soon.

Thanks to the Street Department, Water/Sewer, Police, Park, and Golf Maintenance for all their efforts to clear the streets of the recent snow storm. Also, thanks to the *Valley Journal* for their recent article regarding the snow removal. In one night there were 300 loads of snow removed. Commissioner Turner thanked Streets Department Employee Bill Smith for bringing the fire pit to the event on New Year's Eve. Commissioner Campbell commented on the new snow blower that the Streets Department has acquired. It has been a nice addition and really helps in the removal of the snow.

City Manager Shrives reminded the Commission that due to the holiday on January 19<sup>th</sup> the next Commission meeting will be Wednesday, January 21, 2015 at 7:00 p.m.

Thanks to Commissioner Campbell for representing the City at the dedication service on January 10, 2015. Lance Corporal Parker will be receiving his new home.

The City staff & Planners have been busy reviewing the current applications and updating them. There is a workshop regarding the Planning Fees for Monday, February 9, 2015 at 6:00 p.m. Commissioner Morrison commented that he will not be able to attend.

City Manager Shrives commented that he would like to conduct one or two additional work sessions in which the topics will be: Discussion of the Local Option Tax and to Review the Goals and Objectives.

**APPROVE THE SECOND READING OF ORDINANCE 2014-006 ADOPTING CHAPTER 2, ARTICLE 4 AND 5 OF THE CITY OF POLSON BOOK OF ORDINANCES.** City Manager Mark Shrives presented this item. "You have seen the redline copy. After the last meeting there were some items brought up that the City Attorney and I went back and worked thru. Since that time, the Mayor had asked a couple of additional questions this week that we are still working on. So what I would recommend is to table this second reading until the City Attorney and I can go back over those additional questions that came up. Since this will be the final Ordinance, we might as well make sure we have all of the information correct. So that would be my recommendation to table this." Mayor Knutson, "Okay." City Manager Shrives, "Until the next regular meeting." Mayor Knutson, "Okay. So with that I would look for a motion to table Ordinance 2014-006 the second reading." **Commissioner Turner, "I will make the motion to table Ordinance 2014-006 second reading." Commissioner Southerland, "Second."** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**PRESENTATION OF K-9 OFFICER BRODY**-Polson Police Officer Juan Maso presented this agenda item. Officer Maso is the Handler for Officer Brody. K-9 Officer Llyop had to be retired due to a medical condition that kept him from being able to perform his duties as a K-9 Officer. So the department was given K-9 Officer Brody, a four year old yellow Labrador Retriever. Brody not only assists in the location of drugs but he can also aide in the search for missing persons. Officer Maso thanked Polson Police Chief Nash for believing in this program and being instrumental in implementing the program. Just the previous week, Brody was called out to help search for an elderly Alzheimer's patient who may have wandered off it 16" of snow. Brody has also been instrumental in assisting in numerous drug busts. Following the power point presentation, Officer Maso brought Brody into the Commission Chambers and introduced him to the Commission.

**APPROVE THE CITY JUDGE SERVICE AGREEMENT AND APPOINT JUDGE A. DOUG OLSON TO A NEW FOUR (4) YEAR TERM AS CITY OF POLSON JUDGE TO RUN FROM JANUARY 1, 2015 UNTIL DECEMBER 31, 2018.** City Manager Mark Shrives presented this agenda item. City Manager Shrives, "The Judge went to the training and passed. So he can still be a judge. Our terms are four years for him. I spoke with Judge Olson and he wanted to continue. So, I brought his contract to you." Commissioner Erickson, "What kind of training was it that he had to go to?" City Manager Shrives, "The State has required training for all judges. District Court on down. This is a requirement that you have to pass this training in order to serve as a judge in the State. It is State training." **Commissioner Turner motion to approve the City Judge service agreement and appoint Judge A. Doug Olson to a new four year term as City of Polson Judge to run from January 1, 2015 until December 31, 2018. Commissioner Campbell second.** Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**APPROVE THE FIRST READING OF THE ORDINANCE ADOPTING CHAPTER 2, ARTICLE 7 AND 8 OF THE CITY OF POLSON BOOK OF ORDINANCES.** City Manager Shrives presented. City Manager Shrives, "This is the next one that has been sent out. At this point I have not received any comments back. It's been posted to the City website and you've got copies. This will be the first reading. As we work together we will look at any comments and go thru them and either pass the second reading or as we did tonight, we will table it until we can answer all the questions. **Commissioner Turner motion to approve the first reading of the Ordinance adopting Chapter 2, Article 7 and 8 of the City of Polson Book of Ordinances. Commissioner Erickson second.** City Commission discussion: none Public Comment: Lee Manicke, "I have some comments on Article 7, 2.07-100. I'm not sure what

your page number is on that. The headings up on top and the numbers don't coincide with the numbering of the different paragraphs down below. That needs some work. Under A-1, Notwithstanding any other provision of law, neither the City nor any of its subdivisions shall use eminent domain to take private property for economic development without the consent of the owner. I think there's something like a double negative in there and it says you have to have the consent of the owner to have eminent domain. If you have the consent of the owner, you don't really need eminent domain. So I think that needs to be reworded some way or another. Maybe that's just the way that I read it but I kind of think it's..... I don't know if Mr. Gebhardt wrote this or if he (inaudible) or where it came from but you look down at number 3.1 the three little iii talks about you can transfer property to railroad or toll roads. That doesn't sound like Polson to me. There's 45 reasons for eminent domain. We can probably find some that are more applicable to Polson. It says that economic development you can't do eminent domain to pass thru from one private property to another. That's what economic development is here and except for a period of 10 years. I don't know where that 10 years came from. I can't see that in any Statute or any of the, anywhere. Then it gives a couple of exceptions. Which is the one for private entity. Then it says you can transfer it to a ground floor for a retail establishment. Actually transfer a government property is what it is saying, you can transfer a government property to a private enterprise such as a retail enterprise, in a government building as long as it's on the ground floor. That doesn't sound like Polson to me either. I'm not really sure what the just of this is. I can't read it and follow it like we make some exceptions and we don't have those exceptions and then maybe we have those exceptions again. I just cannot see what the intent of this is. I think someone needs to look at it and try to write it so that it's understandable. If I'm the only one that's unclear well let me know because it seems hard to understand. I've been thru it several times and tried to find those Statutes and I can't coordinate what they are really trying to say." Mayor, "This is the first reading. I have a motion and a second. Do I have any additional Commission discussion?" **VOTE: Unanimous Motion carried**

**APPOINTMENT OF BOARD MEMBERS TO THE BOARD OF ADJUSTMENTS, CITY/COUNTY PLANNING BOARD, AND POLSON REDEVELOPMENT AGENCY.** City Manager Shrives presented this agenda item. City Manager Shrives, "We have advertised for these positions. We have received applications for the Board of Adjustments, City/County Planning Board and Polson Redevelopment Agency. I will just go thru it quickly. For the Board of Adjustment there were 3 vacancies. Each vacancy is for a three (3) year term. Two applications were received. Both applications are from current board members. For the City/County Planning Board there are two City/County Planning Boards Citizen member positions open. Each position is for a two (2) year term. We received three applications for the City/County Planning Board. The Polson Redevelopment Agency there is one (1) open position for a Citizen at Large position for a four (4) year term. We received two applications for the Polson Redevelopment Agency. I did go thru, as far as a staff recommendation, we recommend for the Polson Board of Adjustment we recommend Karen Sargeant and Johna Morrison. That still leaves us with one vacant position there. For the City/County Planning Board we had two vacancies and three applications. So I will let the City Commission have that discussion regarding those three individuals. The Polson Redevelopment Agency there's one vacancy and again two applications. So I didn't make a staff recommendation. The PRA did meet and they recommended Jules Clavadetscher as the recommendation coming from the PRA. They looked at the applications also. So, basically we need to have the discussion regarding filling the two vacancies for the City/County Planning Board and the one vacancy for the Polson Redevelopment Agency. You have all of the applications that we received in the packet." Mayor Knutson, "Okay. Thank you. So we have kind of a lengthy motion here on approving all of these but we have, again, the Board of Adjustment. We're looking at two going in there. Those were entered in there. Looking at the City/County Planning Board there were three members as Mark was saying. As you can see two of them are current Board members on the committee. From my understanding, from the experience that I've had in the communications that I've had with the Board members on the City/County Planning Board is that things are working really well there right now. So I would share that with everyone. I got a greater understanding of that throughout the process with the

County and a little bit better understanding. So I'd just share that information. We have the Polson Redevelopment Agency again with one position open for that as well. Does anyone else have anything to share or to discuss before we do a motion?" Commissioner Turner, "Can we break this up into the three for motions?" Mayor Knutson, "We certainly can." Commissioner Turner, "The first one is pretty easy. So I will make a motion to approve Karen Sargeant and Johna Morrison to the Polson Board of Adjustments." Commissioner Southerland, "I will second." VOTE: Commission discussion: none Public comment: none VOTE: 1 abstain 5 Ayes Motion Carried Mayor Knutson, "Looking at the next one we've got the City/County Planning Board. Can I get a motion or do we have discussion?" Commissioner Turner, "Are any of these people here?" Mayor Knutson, "Samuel Jacobson, Mark Evertz is here, Dennis DeVries is not here. Those are the two that are currently serving." Commissioner Turner, "Do we want to give Mark a chance to talk?" Mayor Knutson, "Certainly. Mr. Evertz would you like to come up and say a few words." Mark Evertz, "As you all know I am on the Board of Adjustments already. For the second time. I've been in, my folks moved here around 1960. I went to school here. I've been involved in the community ever since. I umpire softball. I've officiated at high school sports. So I'm used to making decisions, gathering information to make decisions which sports officials have to do. Board of Adjustments, I treat that the same way I do as officiating. I try to get every piece of information that I possibly can so I can make a very informed decision. Which is what we need on these boards, people who will make a good informed decision. That's what I've always tried to do. You guys see me here at these meetings too. So you know I'm involved. Don't ask me why I'm getting involved in City government but for some reason I have. It's something I guess I like because I'm here and I'm trying. The thing is as I've heard in the past from City Council is why don't citizens become more involved in these boards? Well I'm trying to be more involved and get on these boards. Because I want to see Polson be a better place. Not so much for me but for our kids, grandkids, and great grandkids and beyond. I'd like to see Polson never get as big as L.A. of course, but I am here to try and make this town as good a town as I possibly can with what time I have left on this earth. If I can do that then I can go to my grave being happy." Mayor Knutson, "Any comments or any questions?" Commissioner Turner, "Well Mark I appreciate what you are doing for the Board of Adjustments. Since you are on one, I'm going to recommend, motion for Samuel Jacobson and Dennis Devries for the City/County Planning Board." Commissioner Morrison second. Commission comment: none Public comment: none Mayor Knutson, "I would like to say too before we close on this and vote on this that we do appreciate you serving on the Board of Adjustments. I hope you continue to come to our meetings and provide input as well." VOTE: Unanimous Motion carried Mayor Knutson, "Next we are on the Polson Redevelopment Agency. I would be looking for a motion." Commissioner Turner, "I will make a motion. Mark I do appreciate what you've done for the Board of Adjustments. I will recommend Jules Clavadetscher." Commissioner Campbell, "Second that one." City Commission discussion: none Public comment: none VOTE: Unanimous Motion carried

#### **APPROVE RESOLUTION OF THE CITY OF POLSON ESTABLISHING A SERVICE PLAN FOR THE CITY**

City Manager Mark Shrives presented this agenda item. City Manager Shrives, "This has been a while. We had a work session quite some time ago. This provision of service plan is a requirement for the City to have in place as we look at any annexations. What we had in the past was a mixture of plans. This has put together looking at services that are required when we annex property. You may remember we had our City Engineer, Shari Johnson, work on this along with our Planning staff, and the City Attorney put this together. Before you discuss this though I'd like to give you some corrections and changes that are actually in the document before we move forward. On page 6, under Economic Conditions and Population Trends if you go down to the third paragraph, that number should be there were 1,991 households. That's the number that should be reading there. On page 8, up in the first paragraph, it should say proximity to Glacier Park, Flathead Lake, and Blacktail Ski Resort. On page 10 which is blank, that was an extra pagination. So that will be just taken out and the numbers will be redone. It shouldn't have been a blank page there. Page 19, in the chart there, under the Park it says

Sports Complex, we need to add one more column that will say Skate Park and then there will be a 1 there. That was missed. The Skate Park is at the Sports Complex. On page 20, the wording should read Anticipated Resources Map; it says the Resource Map is intended to give a depiction of the type of additional resources and that should say that need consideration before a property or an area may be annexed into the City. On page 24, under Policies for Meeting the Cost of Services the second down below after you see the a., b., c., d., that sentence should read; as a guideline the amount that should be set aside each year. So as a guideline the amount that should be set aside each year. Those were the corrections that I found today as I was going thru everything.” Mayor Knutson, “I believe Commissioner Campbell may have some additional comments on this before we make a motion.” Commissioner Campbell, “Just for our own, the last paragraph on page 6 we need to read that closer. The numbers on the economic health of this community are sad. Had some of the same ones that you just quoted. I think my biggest problem, I talked to Tony today, we found a mistake in the Water end of it there on page 14. They’re claiming we have seven (7) groundwater wells. We actually on have six (6). Well number one (1), they show on the map on page 15 is out of service.” Commissioner Turner, “And the seven (7) storage tanks correct?” Commissioner Campbell, “Yes.” City Manager Shrives, “So we want to change these seven to six on the groundwater wells?” Commissioner Campbell, “Yes.” City Manager Shrives, “And then remove the #1 from the map or leave it there and show it as out of service?” Commissioner Campbell, “It’s there. It’s just out of service.” Tony Porrazzo, “I wanted to keep it in there for semi-accountability.” City Manager Shrives, “I’ll leave it on the map.” Commissioner Campbell, “It has water rights that you might be using on the next one. We can make that seven (7) again maybe soon.” Mayor Knutson, “So should we leave it seven (7) and show that one as non-working?” Commissioner Campbell, “No because they are claiming that these are operating wells.” City Manager Shrives, “We’ll leave it in service on the map, or out-of-service on the map and change it to six (6).” Commissioner Campbell, “I look back and on this stuff that you had on annexation, you had a lot of stuff on agreements with people for sewer and annexations and so much of it seemed like just a waste of paper. We don’t provide sewer service unless you annex. Never have and as far as I know we never intended to. So why all these agreements and all these wording on the agreements? It looks like number one the City is initiating this annexation and these agreements. Why would we be doing that other than wholly surrounded areas?” City Manager Shrives, “Or else, if somebody came in, I guess I will answer the question that this document was modeled after the Whitefish document that they had to put together after they lost the Supreme Court case, and also Shari coordinated with the State on this.” Commissioner Campbell, “Whitefish has allowed sewer service outside their City before this maybe?” City Manager Shrives, “I think they did yes.” Commissioner Campbell, “We haven’t and I don’t think you want to change that.” Commissioner Turner, “But when you talk about services we do provide some water services outside.” Commissioner Campbell, “Yes and I’ll get to that next.” Commissioner Turner, “Okay.” Commissioner Campbell, “They’ve been different for many years. The Water is another Supreme Court case that was the City of Polson vs. The Southshore Inn. That has described the water service areas.” Commissioner Turner, “Do we supply any sewer services that are outside of our limits?” Commissioner Campbell, “No.” City Manager Shrives, “No. All of our sewer is in the City.” Commissioner Campbell, “So my question is couldn’t this be covered with a simple statement that our sewer service area is the within the corporate City limits and we do not provide sewer service outside of that and save about 60 pages of agreements here? Why do we need to make agreements with service we are not going to give you?” City Manager Shrives, “Which page are you on?” Commissioner Campbell, “Starting with page 28 and there’s a lot of may. Property owner may be annexed into the corporate City limits. I don’t think it is a may. I think it is a will be. If you are going to get sewer service you will annex.” Tony Porrazzo, “I think a lot of that comes from, I mean, it’s happened in Bozeman, it’s happened up towards Whitefish, it’s happened towards Kalispell. Where they’re actually taking in other incorporated areas and going into their sewer treatment plants. You know, like Manhattan and Churchill. They’ve all had to group together and Gallatin and Bozeman they’ve had too. That’s why some of that stuff is put in there. Whether it’s necessary.” Commissioner Campbell, “I don’t see that that’s us.” Commissioner Turner, “Could we ever provide, I’m using 35 just because I know we have water out there. Provide services out there?”

Tony Porrazzo, "Yeah if they'd be annexed into the City." Commissioner Turner, "Would they have to be annexed into the City?" Commissioner Campbell, "Yes." Tony Porrazzo, "Well that's our Ordinances that stand today. Yes." Commissioner Campbell, "You know it's something that we offer that's very valuable and we should stick with them. Water we tried something similar. We tried denying water one time and we got sued. It went for years before I worked here. But it was settled before I worked here. It went all the way to the Supreme Court and it actually defined what the water service area was in the State of Montana. I think it basically stated that if your property is adjacent to a water main and you request water service, you will receive it." Commissioner Turner, "Right." Commissioner Campbell, "Polson, all the history goes way back, if I remember the dates, to around 1922 we got water rights and started bringing water in from the mountains on Service Water supply. We started hooking people up on that. None of those people were in the City limits. We set an example a long, long time ago. Then we allowed that to go. A previous water superintendent before me tried to deny a hook-up that was outside the City limits, which is in the City limits now, which is the Southshore Inn. They sued. It went a long time. They wanted fire protection. The water superintendent said that the old wooden main wouldn't handle that and they denied it. They sued and won. So that is another subject that we are going to look at here. You look like you are requiring annexation in this document, for water service, which I'm pretty sure is illegal. The next section I said what I wanted there. I guess goes on to Agreement for Annexation and City water service, page 33. I don't think we can do that. We've probably already, for 80 years, already done that without annexing. I don't know. It just seems like a lot of words and a lot of pages for something." City Manager Shrives, "Let me do this then. I can't answer all of these questions without going back and doing research. So let me have you table this. If I can I will try and bring it back on the 21<sup>st</sup>. If not, I will bring it back at the first meeting in February. Then maybe I will get with you and follow up." Commissioner Campbell, "I'd be happy to talk to Rich or either one. This is what I remember." City Manager Shrives, "No. That's fine." Commissioner Campbell, "It just seems like we are sort of covering these things with a whole lot less words." City Manager Shrives, "Okay." Mayor Knutson, "Okay. Do you want to go ahead then and make a motion John to table?" **Commissioner Campbell, "I make a motion to table Agenda Item NO. 11 which is establishing a service plan for the City of Polson." Commissioner Turner, "Second."** Commissioner discussion: none Public comment: none **VOTE: Unanimous Motion carried**

**APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF POLSON AND PAUL AND SHIRLEY GOCHIS TO PURCHASE REAL PROPERTY.** City Manager Shrives presented this agenda item. City Manager Mark Shrives, "As you know we have been looking for well property as part of the TSEP Water Grant we got to fund this project. We have found some property working with our water consultant. So basically the process is first we obtain appraisal of the property, and then once we get that we negotiate a purchase. Which basically the purchase price matched the appraisal price of the property. As you read in the agreement the way that it will work is that we will pay \$1,500.00 earnest money. Then the total sale price was \$50,000.00. So that will be \$48,500 at closing. Before that happens we will drill a test well to insure that the well meets the production we need. If the test well is not successful then the sale is off. Basically the Gochis' then have a well that is producing whatever a well may produce but it wasn't enough for the City. You had an opportunity to read the letter and the items in the agreement. I think we've tried to cover all of the issues that we need to in moving forward. So basically the Gochis' have signed the buy/sell agreement and since this is a purchase of property it does require City Commission approval to move forward." Commissioner Turner, "Is the earnest money non-refundable?" City Manager Shrives, "No. It's refundable also." Commissioner Campbell, "I think this sounds like a good plan. So many unknowns underneath." City Manager Shrives, "There are. The other thing that is that if it moves forward, it also requires because it is a, there would be, when we purchase it, we will have to go thru the County Planning process because there would be that parcel would be coming into the City. So that would be one other item that's part of the process." Commissioner Turner, "What was the total area of the land?" Tony Porrazzo, "It's just less than an acre. We had to get two easements with it. Because the way it sits on the property we had to get an easement

from the neighbor which is really small. We got an easement for the road and stuff that goes up back to the back houses. I think it's like 8.4 of an acre or 8.7. It's just shy of an acre." Commissioner Campbell, "What you need Tony, right, was a 100 foot radius?" Tony Porrazzo, "Right." Commissioner Campbell, "So in order to get that you had to get the other easement." Commissioner Turner, "Did those easements cost us anything?" Tony Porrazzo, "No." City Manager Shrives, "No." Tony Porrazzo, "No. The neighbor lady just gave it to us. So it was fairly simple. Then the Gochis' gave us the other easement." Commissioner Erickson, "How much does the well test site cost?" City Manager Shrives, "Test well, to drill a test well is about \$12,000.00." Commissioner Turner, "And this parcel is east of town? Is that correct?" Tony Porrazzo, "Yes, it's out on 35." Mayor Knutson, "Near DeLaney's." Commissioner Turner, "Okay. That's what I thought. Just making sure." Mayor Knutson, "Okay. Can I get a motion?" **Commissioner Southerland "I move to approve the Memorandum of Agreement between the City of Polson and Paul and Shirley Gochis to Purchase Real Property." Commissioner Morrison, "Second."** Commission discussion: none Public Comment: **Elsa Duford**, "I just have a question. Where on 35 is this location? I couldn't tell from that map." Mayor Knutson, "It's I believe right near the DeLaney's." Commissioner Campbell, "It's east. It can't be more than about 2-300 yards east of DeLaney's." Elsa Duford, "East of DeLaney's?" Commissioner Campbell, "Yeah. You know where the, this family has a fruit stand right there on the highway there. Foothills Electric was their business right there. Beyond the white house right up front there." Tony Porrazzo, "Rose Titerman's place was right there." Commissioner Campbell, "I think the entrance to Mission Bay subdivision is pretty close on the other side of the highway." Elsa Duford, "Is it on the north or south side of the highway?" Commissioner Campbell, "It's on the south side of the highway." Elsa Duford, "South side? I just couldn't, that map wasn't very clear on that." **VOTE: Unanimous Motion carried**

#### **APPROVE EXTENSION OF SUBDIVISION IMPROVEMENT AGREEMENT FOR**

**RIDGEWATER PHASE 4.** City Manager Mark Shrives presented this agenda item. City Manager Shrives, "I think you all should have received the email. Essentially we had an agreement, a Subdivision Improvement Agreement with Ridgewater was that the Phase 4 improvements would be completed by January 10, 2015. We had a letter of credit from the bank. We received a letter from them. Their engineer, the department heads, our City Engineer did an inspection. We identified quite a few areas that were not going to meet City standards. So our choice was we either take the Letter of Credit and then we would do the work or call them and say if we can get an extension on the Subdivision Improvement Agreement, if the bank would extend the Letter of Credit, I would prefer that they do the work and not the City. We got both those documents and so I recommend that we extend the Subdivision Improvement Agreement for Phase 4 to the first of June. Which actually will work out fairly nicely because the other work that is going to be going on out there as part of Phase 5 will be completed about that same time. So we will get that whole project at once. A lot easier than the City going out there and doing it. It just didn't make a lot of sense." Commissioner Turner, "And did we get the letter from the bank?" City Manager Shrives, "I have both. I have the letter from the bank and I have the signed new subdivision agreement." Commissioner Campbell, "Makes sense." Mayor Knutson, "Do I have a motion?" **Commissioner Turner, "I will make the motion to approve the extension of the Subdivision Improvement Agreement for Ridgewater Phase 4 to the 1<sup>st</sup> of June." Commissioner Campbell, "Second."** Commission discussion: none Public comment: Commissioner Campbell, "I agree with Mark. Would be better to let them do it." **VOTE: Unanimous Motion carried**

#### **PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE**

**AGENDA-Ken Avison**, "Seriously this time. I'd like to I guess first wish you all a Happy New Year. Very sincerely thank you for what you do. Very sincerely. The presentation by Juan was excellent. I didn't know he'd be here tonight. He made the same presentation to our little downtown business association. It was very, very well received. He just does an excellent job with that. Great public relations. Very much appreciated that it was allowed. I call him Big Bill Smith but Councilman Turner mentioned him bringing the fire pit up for New Year's Eve. He also did the same for our Parade of Lights

and when Santa Claus arrived. Very much appreciated. I guess that sort of concludes my remarks. I would like to say how much we appreciate the snow removal. It's a dirty task and it has to be done. Who knows how to do it correctly? It has to be moved out and it was and it will be. They really do a good job. Our Street Department. So thank you very much for that." Mayor Knutson, "Well I have a call in to Mother Nature to remove the ice later."

**Mayor Knutson asks for a Motion to Adjourn. Commissioner Morrison motion to adjourn. Commissioner Erickson second. VOTE: Unanimous Motion carried.**

**ADJOURN: 8:19 p.m.**

# CITY OF POLSON

## CITY COMMISSION AGENDA ITEM SUMMARY

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Agenda Item Number: 6 (Motion) Approve Amendment #6 to the Agreement for Engineering Services

Meeting Date: January 21, 2015

Staff Contact: Mark Shrives/Tony Porrazzo

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**AGENDA ITEM SUMMARY:** Approve Amendment #6 to the Agreement for Engineering Services from Anderson-Montgomery Consulting Engineers, Inc. for the Downtown Water Looping Project. Amendment #6 is included as enclosure 1.

**BACKGROUND:** This project was previously bid, but all bids received were rejected by the City Commission and direction was provided to rebid the project at the beginning of the year. The extra time was also used to finalize an easement agreement with the Confederated Salish and Kootenai Tribal Government, as a portion of the project is replacing a water line in an area that required this easement. It is expected the easement will be available at the February 2, 2015 City Commission meeting.

**ANALYSIS:** Amendment #6 defines the additional work that is required of the engineer in order to revise all bid documents and to provide bidder services to the City. The amount presented is a worst case scenario. We will work with the Engineer to keep costs below the total amount presented. Costs will be driven in large part on interested bidder questions and the additional amount of work that may be required to answer bidder questions.

**FINANCIAL CONSIDERATIONS:** The total for amendment #6 is \$14,390, bringing the total engineering contract for this project to \$239,290.

**STAFF RECOMMENDATION** Approve Amendment #6 to the Agreement for Engineering Services.

**SUGGESTED MOTION:** I move to approve Amendment #6 to the Agreement for Engineering Services between the City of Polson and Anderson-Montgomery Consulting, Inc. in the amount of \$14,390, bringing the total contract amount to \$239,290.

**ATTACHMENTS:**

**Encl. 1** – Amendment #6 to Agreement for Engineering Services

**AMENDMENT #6 to the  
AGREEMENT FOR ENGINEERING SERVICES  
City of Polson**

**WATER SYSTEM IMPROVEMENTS PROJECT (Downtown Watermains)  
Design Revisions and Re-Bid**

THIS Amendment #6 to the original September 17, 2007 Agreement, made this <sup>21<sup>ST</sup></sup> day of ~~Jan~~ <sup>Jan</sup>, 2015 by and between the City of Polson, Montana, hereinafter referred to as the OWNER, and Anderson-Montgomery Consulting Engineers, Inc., hereinafter referred to as the ENGINEER.

The OWNER intends to revise and re-bid the project documents for the proposed improvements to the water supply and distribution facilities serving the City of Polson. The ENGINEER agrees to perform the various professional engineering services required for the revision and re-bid of the project, in accordance with applicable governing agency requirements. These revision and re-bid items are described, in general, as follows:

- Update and revise the project plans and specifications to reflect re-bidding the project in early 2015.
- Prepare updated project documents and repeat entire bidding as described in Exhibit A.

**SECTION A - SCOPE OF ENGINEERING SERVICES TO BE PROVIDED**

**I. DESIGN SERVICES**

The ENGINEER agrees to perform all professional engineering services required for the revised design for the Water System Improvements Project. These services include but are not limited to:

1. The ENGINEER will provide the detailed design of the added project scope described herein, prepare detailed drawings, specifications and contract documents, and make a final cost estimate based on the final design for the entire system.
2. The construction contract documents furnished by the ENGINEER shall utilize standard construction contract documents endorsed by the City of Polson
3. The revised construction plans and specifications will be completed in compliance with the MDEQ Circular DEQ-1, Design Standards for Water Works
4. The ENGINEER will meet with the OWNER during the revision of draft plans and specifications to discuss the project documents and receive input from the OWNER and public works staff.
5. The ENGINEER will furnish copies of revised design documents for review and bidding that shall be in accordance with the provisions of the Agreement and all applicable Amendments.

6. The ENGINEER shall secure the necessary project document approvals from affected agencies, including: MDEQ, MDOC, MDNRC. Any additional interaction with MDT in order to facilitate design & construction will be billed at the rates identified in Exhibit A.

## II. BIDDING & CONSTRUCTION MANAGEMENT SERVICES

The ENGINEER agrees to perform all professional engineering services required for the re-bidding for the Downtown Water System Improvements. These services include but are not limited to:

1. Re-Bidding services described in Exhibit A. All Construction Management services provided for the additional scope (described above) shall be in accordance with Amendment #4 (the design and construction management Agreement).

## III. SCHEDULE

1. The ENGINEER will endeavor to complete revised plans and specifications, bid construction contracts and oversee construction in accordance with the following schedule, recognizing the fact that regulatory agency review or lack of project funding may delay completion of certain aspects of the schedule. The schedule anticipates that the entire Downtown Water Improvements Project will be bid in one set of project documents utilizing one bid schedule. The anticipated schedule is as follows:

• Notice to Proceed For Design	January, 2015
• Begin Design Revision Process	January, 2015
• Revised Plans and Specifications for review	February, 2015
• Regulatory Review	February 2015
• Final Project Plans	March 2015
• Project Bidding	March 2015
• Open Bids	April 2015
• Award Construction Contract	May 2015
• Notice to Proceed	May 2015
• Construction of Project (90–100 day contract period)	June – August 2015
• Substantial Completion	August 2015
• One-Year Performance Certification	July 2015

## IV. INSURANCE

The ENGINEER further agrees to maintain, at the ENGINEER'S expense, such insurance as will protect it and the OWNER from claim under Workman's Compensation Act and from all claims from bodily injury, death or property damage which may rise from the negligent performance by the ENGINEER or by the ENGINEER'S employees performing functions and services required under this Agreement. ENGINEER shall maintain coverage of \$1,000,000/occurrence in Commercial General Liability and \$1,000,000 in Professional Liability.

**V. PROVIDED BY THE OWNER**

The OWNER shall:

1. Furnish all applicable land, title, deed, title searches, and title insurance necessary for the construction of the improvements or as necessary for negotiation of easements and land purchases.
2. Furnish any available as-built drawings for existing infrastructure within the project area.
3. Furnish all necessary project construction costs, engineering fees, legal costs, bid advertisement costs, and legal advertisement costs pertinent to project development through completion as per the project budget developed for the TSEP and DNRC grant applications.
4. Furnish any project audit costs associated with Federal or State grants/ loans.
5. Pay for DEQ review fees and other permit fees, as required.
6. Pay for water sample analysis costs.
7. Pay for QA/QC materials testing, including but not limited to: concrete; asphalt; soils; gravel, imported material, etc. called for in the project.
8. Provide any revisions to the operation of the water system as needed to maintain service while the new watermains are being installed/replaced.
9. Provide any and all available geotechnical reports for the project area.

**SECTION B - COMPENSATION FOR PRELIMINARY AND BASIC DESIGN SERVICES**

The OWNER shall compensate the ENGINEER for additional scope items described in Sections A.I and A.II above on an hourly basis with a cost not to exceed (\$14,390). The total amount of the original

Downtown Watermain design and construction management amendment (#4) and all D&CM amendments to date (#5 and #6) is \$239,290. The fee was estimated based on preparing contract documents for one project inclusive of the scope referenced above, to be bid and constructed concurrently. This total fee is further broken down on Exhibit A to this Amendment, into sub-task categories of re-design and re-bid. The ENGINEER will prepare invoices showing total amount spent to date and amount remaining in the contract. Shifting funds between subtask categories is allowed, within the constraints of the total fee and project budget. Further information governing compensation to the ENGINEER is as follows:

All other provisions for compensation shall be in accordance with Amendment #4.

**SECTION E - AUTHORIZATION OF AGREEMENT**

This AMENDMENT #6, made this \_\_\_\_ day of January 2015, by and between the City of Polson herein referred to as the OWNER, and Anderson-Montgomery Consulting Engineers, Inc., with their office in Helena, Montana herein referred to as the ENGINEER.

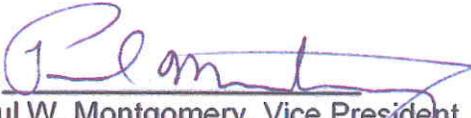
*All other language of the original AGREEMENT (Sept. 17, 2007); AMENDMENT #1 (June 10, 2008); AMENDMENT #2 (May 21, 2010), AMENDMENT #3 (February 20, 2012) and Amendment #4 (August 2, 2013), Amendment #5 (May 8, 2014) shall remain in full force and effect.*

WITNESSETH:

THAT WHEREAS the OWNER intends to make improvements to its drinking water supply and distribution facilities. The OWNER hereby employs the ENGINEER to provide such services as described hereinbefore. The work for this AMENDMENT is to comply with applicable EPA, Montana Department of Environmental Quality and Montana Department of Commerce Standards. The parties hereto have made and executed the AMENDMENT on the date noted above.

**ENGINEER:**

Anderson-Montgomery  
Consulting Engineers, Inc.

By:   
Paul W. Montgomery, Vice President  
Anderson-Montgomery Consulting Engineers, Inc

DATE: December 24, 2014

**OWNER:**

City of Polson

By: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

SEAL:







**EXHIBIT A - RE-BID**  
**Engineering Services - RE-BID**

**Polson Water System Improvements Project - Downtown - Amendment #6**

TASK	Project Engineer		Design Engineer		Eng. Tech.		Admin.		Surveyor		Totals
	Project Engineer	Design Engineer	Eng. Tech.	Admin.	Surveyor						
Re-Bidding											
Bidders Questions	16										\$1,760
Addenda	12										\$1,320
Pre-Bid conference	8	0									\$880
Bid Tabulations	4	2		6							\$950
Contractor check and contract award	16		0	4							\$1,980
<b>Total Hours</b>	<b>56</b>	<b>2</b>	<b>0</b>	<b>4</b>							
Rate	\$110.00	\$90.00	\$75.00	\$55.00							
<b>SUBTOTAL LABOR</b>	<b>\$6,160</b>	<b>\$180</b>	<b>\$0</b>	<b>\$55.00</b>							<b>\$6,890</b>
<b>DIRECT COSTS</b>											
Mileage	\$222										
Phone, Printing, Postage				\$350							
Other Direct Costs											
Testing											
Per Diem & Lodging	\$50										
<b>Total Miscellaneous</b>	<b>\$272</b>			<b>\$350</b>							<b>\$622</b>
Subtotal	\$6,432	\$180	\$0		\$0	\$0	\$0	\$0	\$0	\$0	
<b>Bidding Mgmt =</b>											<b>\$7,512</b>
<b>Grand Total Update &amp; Re-Bid</b>											<b>\$14,390</b>