



# FINANCE COMMITTEE AGENDA

April 3, 2023 – 4:00 pm | Council Chambers, City Hall

1. **Call meeting to order.**
2. **Approval of Minutes.**
  - a. Regular Meeting: March 6, 2023
3. **Public Comment** - Limit to three minutes per person.
4. **Continued Business.**
5. **New Business**
  - a. 2023 Street Maintenance Project Approval – Trent
  - b. Cottonwood Avenue Drainage Project Approval – Trent
  - c. Wastewater Inflow and Infiltration Project Approval – Trent
  - d. Water Tank Inspection Cost Approval – Trent
  - e. Sander Purchase Approval - Trent
  - f. Resolution 2023-R-2 Police Department Reserve Fund Signature Authority – Jordan
  - g. Resolution 2023-R-3 Short Term Investments Pool Authorization – Jordan
  - h. MSU Extension Community Development Agent – Jordan
  - i. Painting Main Street Project – Jordan
  - j. Museum Foundation Support – Council President Bauman
  - k. Rate Increase – Jordan/Trent
  - l. Review and Sign March Claims – Stan/Jordan
6. **Committee Comments or Concerns:**
7. **Announcement of next meeting.**
  - a. Regular Meeting: May 1, 2023, at 4:00PM
8. **Adjournment.**

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## Finance Committee

### Members

Dick Bauman (Chair) | Joseph Callahan | Gordon Pierson

# CITY OF DEER LODGE

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## FINANCE COMMITTEE MEETING MINUTES

March 6, 2023 – 4:00pm | Council Chambers, City Hall

<b>Members Present:</b>	Dick Bauman, Joseph Callahan, Gordon Pierson
<b>Members Absent:</b>	None
<b>Mayor:</b>	James Jess
<b>CAO:</b>	Jordan Green
<b>Staff:</b>	Trent Freeman
<b>Guests:</b>	See sign in sheet

**1. Call Meeting to Order:**

- a. Chairperson Bauman called the meeting to order at 4:00PM.

**2. Approval of Minutes:**

- a. Regular Meeting: February 6, 2023

Member Callahan motioned to approve minutes as presented. Chairperson Bauman seconded the motion. 2 Ayes, 0 Nos 1 Abstained. Motion passed.

**3. Public Comment:**

- a. None

**4. Continued Business:**

- a. Beast-mowed Lawn Care Park Maintenance – Trent

A quote from Beast Mow Lawn Care was presented. Reviewed expenses for Labor, unemployment, Social Security, Medicare, Insurance, Workmen Comp, MPERS and fuel cost. For the park maintenance lead worker plus two employees at minimum wage were a total of \$29,000 for the year. If wages were increased from minimum wage, we would be at \$34,291 per year. Costs are comparable to what we have paid in the past for Beast Mow to do it. There are two items on the quote, Spring Cleanup and Fall Cleanup, Beast Mow to do the Spring Cleanup and Public Works will maintain the Fall Cleanup so that would lower the quote to \$37,800.00. Watering, sprinklers, and bids for sprinklers for the parks were discussed.

Member Callahan motioned to approve as presented with recommendation to Council. Member Pierson seconded the motion. 3 Ayes, 0 Nos. Motion passed.

- b. Police Server Cloud Transition – Chief Smith and Jordan  
This has already been sent over to Council. No motion required.

**5. New Business:**

- a. Rate Increase – Jordan & Trent  
First presented this in Public Works. The last solid waste rate increase was 2 years ago, currently at \$14.00 per month, with a new rate increase of \$1.75 increase per month. The increase will help to purchase a garbage truck in the future. Water increases of \$0.32, Solid Waste increases \$0.32.

Member Pierson motioned to table the item till next meeting. Member Callahan seconded the motion. 3 Ayes, 0 Nos. Motion passed.

- b. Review and Sign February Claims – Stan/Jordan  
Claims reviewed and signed by committee with recommendation to Council.

**6. Committee Comments or Concerns:**

- a. None

**7. Announcement of Next Meeting:**

- a. Regular Meeting: Monday, April 3, 2023, at 4:00PM

**8. Adjournment:**

The meeting was adjourned at 5:00pm.

Prepared by: Cyndi Thompson, City Clerk

\_\_\_\_\_  
Dick Bauman, Chairperson

\_\_\_\_\_  
Date

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**Finance Committee Members**

Dick Bauman (Chair) | Joseph Callahan | Gordon Pierson



[www.seaeng.com](http://www.seaeng.com)

Engineers and Land Surveyors

851 Bridger Drive, Suite 1, Bozeman, MT 59715 | phone: 406-522-8594 | fax: 406-522-9528

March 7, 2023

Mr. Jordan Green  
Chief Administrative Officer  
City of Deer Lodge  
300 Main Street  
Deer Lodge, MT 59722

**RE: Recommendation of Award – 2023 Street Maintenance Project**

Dear Jordan:

Construction bids for the 2023 Street Maintenance project were received and opened on March 1, 2023. Three bids were received and are within the requirements stated in the Bid Documents. We have reviewed the results and no errors were found that affected the bids. After review of the bid documents, we feel that Helena Sand & Gravel met the requirements contained in the Instructions to Bidders. Helena Sand & Gravel's bid is \$314,209.50. Additive Alternate #1 is \$54,498.75, and Additive Alternate #2 is \$161,620.50.

Stahly Engineering recommends that the City of Deer Lodge award the construction contract to Helena Sand & Gravel for the 2023 Street Maintenance project base bid and Additive Alternate #1, for a total contract of \$368,708.25.

Please feel free to contact me if you have any questions.

Sincerely,

Kurt Thomson, PE  
Project Manager



**City of Deer Lodge**  
2023 Street Maintenance Project

Engineer's Estimate

Item	Qty	Unit	Description	Unit Cost	Total Cost
101	1	LS	General Requirements	\$20,000.00	\$20,000.00
102	1	LS	Traffic Control	\$10,000.00	\$10,000.00
103	5,004	SY	2 Inch Cold Mill	\$3.00	\$15,012.00
104	315	SY	Transition Milling (2-inch to 0) Dig Out and Pave (2 inch) - 46	\$5.00	\$1,575.00
105	3,969	SY	Locations	\$20.00	\$79,380.00
106	5,790	SY	Paving (2-inch)	\$14.00	\$81,060.00
107	1	LS	Asphalt Tack Coat	\$1,500.00	\$1,500.00
108	10,724	LF	Crack Sealing	\$1.45	\$15,549.80
109	28,152	SY	Asphalt Seal Coat (chip seal)	\$3.25	\$91,494.00
<b>Project Total</b>				<b>=</b>	<b>\$315,570.80</b>

Helena Sand & Gravel

Unit Cost	Total Cost
\$29,000.00	\$29,000.00
\$4,800.00	\$4,800.00
\$5.00	\$25,020.00
\$6.50	\$2,047.50
\$17.00	\$67,473.00
\$13.50	\$78,165.00
\$1,800.00	\$1,800.00
\$2.00	\$21,448.00
\$3.00	\$84,456.00
<b>=</b>	<b>\$314,209.50</b>

Jeffery Contracting

Unit Cost	Total Cost
\$27,500.00	\$27,500.00
\$37,200.00	\$37,200.00
\$3.85	\$19,265.40
\$7.34	\$2,312.10
\$21.15	\$83,944.35
\$18.40	\$106,536.00
\$5,700.00	\$5,700.00
\$1.42	\$15,228.08
\$3.75	\$105,570.00
<b>=</b>	<b>\$403,255.93</b>

Hollow Contracting

Unit Cost	Total Cost
\$35,000.00	\$35,000.00
\$32,600.00	\$32,600.00
\$3.00	\$15,012.00
\$7.34	\$2,312.10
\$27.50	\$109,147.50
\$16.60	\$96,114.00
\$4,500.00	\$4,500.00
\$1.65	\$17,694.60
\$3.91	\$110,074.32
<b>=</b>	<b>\$422,454.52</b>

**Additive Alternate #1**

Larabie Avenue

101	1	LS	Traffic Control	\$2,500.00	\$2,500.00
102	2,693	SY	2 Inch Cold Mill	\$3.00	\$8,079.00
103	2,693	SY	Paving (2-inch)	\$14.00	\$37,702.00
<b>Project Total</b>				<b>=</b>	<b>\$48,281.00</b>

\$1,312.00	\$1,312.00
\$5.00	\$13,465.00
\$14.75	\$39,721.75
<b>=</b>	<b>\$54,498.75</b>

\$6,450.00	\$6,450.00
\$3.85	\$10,368.05
\$19.00	\$51,167.00
<b>=</b>	<b>\$67,985.05</b>

\$4,200.00	\$4,200.00
\$3.85	\$10,368.05
\$17.00	\$45,781.00
<b>=</b>	<b>\$60,349.05</b>

**Additive Alternate #2**

California Avenue

101	1	LS	Traffic Control	\$5,000.00	\$5,000.00
102	8,754	SY	2 Inch Cold Mill	\$3.00	\$26,262.00
103	8,754	SY	Paving (2-inch)	\$14.00	\$122,556.00
<b>Project Total</b>				<b>=</b>	<b>\$153,818.00</b>

\$1,860.00	\$1,860.00
\$4.50	\$39,393.00
\$13.75	\$120,367.50
<b>=</b>	<b>\$161,620.50</b>

\$12,950.00	\$12,950.00
\$3.20	\$28,012.80
\$19.00	\$166,326.00
<b>=</b>	<b>\$207,288.80</b>

\$6,850.00	\$6,850.00
\$3.20	\$28,012.80
\$16.50	\$144,441.00
<b>=</b>	<b>\$179,303.80</b>



March 7, 2023

Mr. Jordan Green  
Chief Administrative Officer  
City of Deer Lodge  
300 Main Street  
Deer Lodge, MT 59722

**RE: Recommendation of Award – Cottonwood Road Rebuild**

Dear Jordan:

Construction bids for the Cottonwood Road project were received and opened on March 1, 2023. Four bids were received and are within the requirements stated in the Bid Documents. We have reviewed the results and no errors were found that affected the bids. After review of the bid documents, we feel that H&H Contracting met the requirements contained in the Instructions to Bidders and was the low bidder. H&H Contracting's bid is \$253,777.00.

The low bid amount is within project budget and Stahly Engineering recommends that the City of Deer Lodge award the construction contract to H&H Contracting.

Please feel free to contact me if you have any questions.

Sincerely,

Kurt Thomson, PE  
Project Manager

**City of Deer Lodge  
Cottonwood Road Rebuild**

**Bid Tabulation**

**Engineer's Estimate**

Item	Qty	Unit	Description	Unit Cost	Total Cost
101	1	LS	General Requirements	\$40,000.00	\$40,000.00
102	1	LS	Traffic Control	\$10,000.00	\$10,000.00
103	2,280	CY	Excavation and Haul Off (Including ex Asphalt)	\$25.00	\$57,000.00
104	130	LF	Modified Curb and Gutter	\$50.00	\$6,500.00
105	288	LF	Concrete Double Gutter	\$70.00	\$20,160.00
106	587	SF	6-Inch Concrete	\$25.00	\$14,675.00
107	2,086	SY	Asphalt (4-inch)	\$35.00	\$73,010.00
108	1	LS	Asphalt Tack Coat	\$2,000.00	\$2,000.00
109	348	CY	1-1/2 Inch Minus Crushed Base Course (6-Inch)	\$45.00	\$15,660.00
110	695	CY	6-Inch Minus Pit Run Base (12-Inch)	\$35.00	\$24,325.00
111	3	EA	Slotted Manhole	\$5,000.00	\$15,000.00
112	380	CY	6-Inch Clean Cobbles w/ Filter Fabric	\$80.00	\$30,400.00
113	264	LF	4-Foot Wide BlueBoard Insulation (4-Inch Thick)	\$35.00	\$9,240.00
114	1	EA	New Stop Sign w/ Telspar Post	\$1,000.00	\$1,000.00
<b>Project Total</b>				<b>=</b>	<b>\$338,970.00</b>

Jeffery Contracting			Unit Cost	Total Cost
			\$31,360.00	\$31,360.00
			\$15,344.00	\$15,344.00
			\$37.00	\$84,360.00
			\$56.00	\$7,280.00
			\$67.00	\$19,296.00
			\$23.00	\$13,501.00
			\$33.00	\$68,838.00
			\$1,120.00	\$1,120.00
			\$92.00	\$32,016.00
			\$64.00	\$44,480.00
			\$7,207.00	\$21,621.00
			\$85.00	\$32,300.00
			\$23.00	\$6,072.00
			\$784.00	\$784.00
<b>Project Total</b>			<b>=</b>	<b>\$378,372.00</b>

Helena Sand & Gravel			Unit Cost	Total Cost
			\$46,000.00	\$46,000.00
			\$2,400.00	\$2,400.00
			\$23.60	\$53,808.00
			\$50.00	\$6,500.00
			\$80.00	\$23,040.00
			\$22.00	\$12,914.00
			\$28.00	\$58,408.00
			\$950.00	\$950.00
			\$55.75	\$19,401.00
			\$34.00	\$23,630.00
			\$3,200.00	\$9,600.00
			\$103.95	\$39,501.00
			\$35.50	\$9,372.00
			\$850.00	\$850.00
<b>Project Total</b>			<b>=</b>	<b>\$306,374.00</b>

H&H Contracting			Unit Cost	Total Cost
			\$21,500.00	\$21,500.00
			\$7,000.00	\$7,000.00
			\$17.00	\$38,760.00
			\$45.00	\$5,650.00
			\$74.00	\$21,312.00
			\$29.00	\$15,849.00
			\$27.00	\$60,494.00
			\$2,800.00	\$2,800.00
			\$41.00	\$14,268.00
			\$40.00	\$27,800.00
			\$4,000.00	\$12,000.00
			\$58.00	\$22,040.00
			\$11.00	\$2,904.00
			\$1,200.00	\$1,200.00
<b>Project Total</b>			<b>=</b>	<b>\$253,777.00</b>

MID Contracting			Unit Cost	Total Cost
			\$30,000.00	\$30,000.00
			\$6,500.00	\$6,500.00
			\$20.00	\$45,600.00
			\$49.00	\$6,370.00
			\$80.00	\$23,040.00
			\$30.00	\$17,610.00
			\$36.00	\$75,096.00
			\$6,000.00	\$6,000.00
			\$56.00	\$19,488.00
			\$35.00	\$24,325.00
			\$3,500.00	\$10,500.00
			\$65.00	\$24,700.00
			\$20.00	\$5,280.00
			\$700.00	\$700.00
<b>Project Total</b>			<b>=</b>	<b>\$295,209.00</b>



March 15, 2023

Mr. Jordan Green  
Chief Administrative Officer  
City of Deer Lodge  
300 Main Street  
Deer Lodge, MT 59722

**RE: Recommendation of Award – Wastewater Collection System Improvements Project**

Dear Jordan:

Construction bids for the Wastewater Collection System Improvements Project were received and opened on March 1, 2023. One bid was received and is within the requirements stated in the Bid Documents. We have reviewed the results and no errors were found that affected the bid. After review of the bid documents, we feel that MJD Contracting, LLC met the requirements contained in the Instructions to Bidders. MJD Contracting's bid is \$879,845.00.

Stahly Engineering recommends that the City of Deer Lodge award the construction contract to MJD Contracting, LLC for the Wastewater Collection System Improvements Project.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Thomson", is written over a horizontal line.

Kurt Thomson, PE  
Project Manager



City of Deer Lodge  
 2022 Wastewater System Improvements  
 Bid Tabulation  
 Engineer's Estimate

ITEM NO.	QTY.	UNIT	DESCRIPTION	MJD Contracting	
				UNIT PRICE	TOTAL PRICE
1	1	LS	General Requirements	\$ 100,000.00	\$ 100,000.00
2	1	LS	Traffic Control	\$ 25,000.00	\$ 25,000.00
3	1	LS	Testing	\$ 10,000.00	\$ 10,000.00
4	1	LS	Erosion & Sedimentation Control	\$ 10,000.00	\$ 10,000.00
5	1,464	LF	CIPP 6"	\$ 110.00	\$ 161,040.00
6	1,180	LF	CIPP 8"	\$ 125.00	\$ 147,500.00
7	167	LF	CIPP 12"	\$ 150.00	\$ 25,050.00
8	217	LF	8" Gravity Sewer	\$ 85.00	\$ 18,445.00
9	3	EA	4' Dia. Standard Manhole Construction	\$ 6,000.00	\$ 18,000.00
9a	5	VF	Extra Depth Manhole	\$ 250.00	\$ 1,250.00
10	1,000	SY	Asphalt Removal & Replacement.	\$ 125.00	\$ 125,000.00
11	24	EA	Open-Cut Spot Repair (Service Connection, Offset Joints, etc.)	\$ 5,500.00	\$ 132,000.00
12	1	LS	Wetwell Coating	\$ 100,000.00	\$ 100,000.00
13	645	LF	2" Stormwater Force Main	\$ 55.00	\$ 35,475.00
14	1	LS	By-Pass Pumping	\$ 85,000.00	\$ 85,000.00
<b>ESTIMATED PROJECT TOTAL</b>					<b>\$ 993,760.00</b>

MJD Contracting	
UNIT PRICE	TOTAL PRICE
\$ 120,000.00	\$ 120,000.00
\$ 30,000.00	\$ 30,000.00
\$ 12,000.00	\$ 12,000.00
\$ 8,000.00	\$ 8,000.00
\$ 100.00	\$ 146,400.00
\$ 80.00	\$ 94,400.00
\$ 210.00	\$ 35,070.00
\$ 200.00	\$ 43,400.00
\$ 6,500.00	\$ 19,500.00
\$ 200.00	\$ 1,000.00
\$ 110.00	\$ 110,000.00
\$ 3,300.00	\$ 79,200.00
\$ 85,000.00	\$ 85,000.00
\$ 75.00	\$ 48,375.00
\$ 47,500.00	\$ 47,500.00
	<b>\$ 879,845.00</b>





Fax - (406) 651-0120

**Proposal Number**

**57979**

Please reference the Proposal Number above on all Purchase Orders issued.

## Scope of Work - In-Service Clean & Inspect

This Potable Water System Proposal is made this date, by and between **City of Deer Lodge** of the state of **Montana**, (hereinafter "Client") and **Liquid Engineering Corporation, of Billings, MT**, (hereinafter "LEC"). LEC will provide all labor, specialty equipment and insurance to evaluate your facilities.

### In-Service Inspection

Interior and exterior inspections will review structural, sanitary, safety, security and any installed coating conditions. Reporting will be provided based on water tank inspection criteria, referencing applicable OSHA, EPA, AWWA, TCEQ and NFPA requirements. Minimum items examined will include ladders, shell, roof, vent, manways, welds, seams, foundation, anchors, safety systems, hatches, external overflow and plumbing.

Underwater interior video documentation will be completed with real-time closed circuit high-resolution color underwater video equipment. All pertinent findings will be recorded on DVD format (including dive maintenance technician's findings and narrative summary).

Services will include detailed interior video documentation of the potable water tank(s) / clearwell(s) as described on page two (2).

**Underwater Operations** – All Dive Maintenance Technicians and associated in-tank equipment are fully disinfected in accordance with AWWA Standard C652-02. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving and Confined Space; including 1910.401 thru 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA and ADCI approved commercial diving equipment.

### In-Service Cleaning

In-service removal of accumulated bottom sediment is accomplished using LEC's proprietary HydroDyne™ cleaning equipment. Normal cleaning prices provided include removal of sediment accumulations up to the first two inches (2") in depth or cubic yards given on reservoir information breakout.<sup>1</sup> Material that cannot be vacuumed with LEC's HydroDyne™ (e.g., concrete, gravel, misc. materials or compact sediment requiring the use of a hand nozzle), is considered debris. Cleaning includes up to one hour of debris removal per tank at no additional charge.<sup>2</sup>

For normal cleaning operations client shall make available an approved discharge location (sewer, cofferdam, etc.) within 300' of the reservoir access hatch. (Site-specific discharge recommendations can be provided by LEC upon request).

### Deliverable – Prioritization Schedule

The deliverable provided on site will consist of LEC's on site report, summary recommendations and Immediate Needs Assessment™, which documents discrepancies that require urgent action, and is supplemented by the interior DVD documentation.



**Proposal Number**  
**57979**

Please reference the Proposal Number above on all Purchase Orders issued.

**Assumptions** - Based upon information obtained via the systems interview conducted for your facility, the following assumptions were made. Should conditions vary from those stated, additional charges could apply.

- Prior to arrival, and during underwater operations, water level in tanks/clearwells to remain full.<sup>3</sup>
- Client's Point-of-Contact will be available for access, as well as authorization of any additional requested work.
- Facilities are accessible with LEC's standard truck/trailer combo (overall length – Crew Cab = 23' / Trailer = 22').<sup>4</sup>
- Access into tanks/clearwells are sufficient for man entry (i.e. 24" dia), with no obstructions in the hatchway.
- Exterior inspections will be performed from the ground, installed ladders, and exterior roof while utilizing installed ANSI & OSHA-certified personal fall protection equipment, without additional scaffolding or rigging.
- There are no special discharge requirements (i.e. long distances / permits).

**Miscellaneous**

All services provided by LEC will be completed in a professional workmanlike manner according to the Terms and Conditions of this Proposal. Any alteration or deviation from the Terms and Conditions of this Proposal, or additional services, involving additional costs, will be completed only upon written authorization by Client or Client's Authorized Representative.

This Proposal is contingent upon weather, delays or other matters beyond LEC's control. Client will carry fire, tornado, and other necessary insurance. LEC will provide all other required insurance coverage, including, but not limited to, General Liability, Employer Liability and Workmen's Compensation Insurance during all operations (certificate of insurance available upon request).

**Reservoir Information**

<u>Tank</u>	<u>Capacity</u>	<u>Dimensions</u>	<u>Type</u>	<u>Cubic Yards Included</u>
On Grade	2,000,000	20' high x 130' dia	Steel welded – o/g	80 (2 inches)
Semi Buried	600,000	20' high x 71' dia	Concrete - s/b	24 (2 inches)



Proposal Number 57979  
Please reference the Proposal Number above on all Purchase Orders issued.

Costing	
Cleaning / Inspection & Reporting	\$ 9,560.00
Pricing above is based on 100% scheduling cooperation.	

**It is the client's responsibility to ensure all transmitting antenna that create unsafe working conditions for LEC employees are deenergized prior to the start of LEC operations in accordance with OSHA Non-Ionizing Radiation protection guidelines as found in 29 CFR 1910.97.**

*(Prior written approval will be obtained from Client's Authorized Representative for any additional charges outside the Scope described herein).*

1. Bottom sediment in excess of two inches or cubic yards stated above will be removed at \$60.00 per cubic yard.
2. Debris removal in excess of one hour per tank will be charged at a rate of \$475.00 per hour.
3. Unscheduled delays, which are a direct result of the utility's obligations (i.e. access and water level), may incur standby/mobilization charges.
4. Access requiring portable set-up (i.e. truck only), will incur an additional setup/tear-down charge.

*Pricing above does not include Local, State or Franchise Taxes - if any.*

This Proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of Client and LEC hereby represent and certify that they are fully empowered to bind the respective parties to this Contract. Client acknowledges that payment for onsite work is due and payable **Net 30 upon completion of on site work**. Progress billing will be applied on any contract whose duration is longer than ten (10) days. A finance charge on past-due accounts is computed at a periodic rate of 1.5% per month, which is an annual percentage rate of 18%.

In the event Liquid Engineering Corporation is required to bring suit to enforce its rights under this Agreement, to collect any and all payments due and owing under this Agreement, or to otherwise determine, protect or enforce its rights and remedies under the Agreement or at law or equity, Liquid Engineering Corporation will be entitled to recover from the client its reasonable attorney's fees, expert fees, costs and expenses incurred in connection therewith.

City of Deer Lodge  
300 Main Street  
Deer Lodge, MT 59722

LIQUID ENGINEERING CORPORATION  
P.O. Box 80230  
Billings, MT 59108

Accepted & Agreed per Costing Breakdown  
Attached Hereto and by Reference Included Here Under

(800) 438-2187 Voice / (406) 651-0120 Fax

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

By:  - Fred Muller

Title: \_\_\_\_\_

Title: **President**

Date: \_\_\_\_\_

Date: **January 12, 2023**

Note: This proposal may be withdrawn if not accepted within 90 days from the above LEC signature date.





<p><b>Proposal Number</b>  <b>57979</b></p> <p>Please reference the Proposal Number above on all Purchase Orders issued.</p>
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### Billing / Invoice Requirements

Please return Accounting / Billing information to Fax – (406) 651-0120 or [web@liquidengineering.com](mailto:web@liquidengineering.com)

Customer Name: City of Deer Lodge, MT

\_\_\_\_\_

#### Contact for Accounting/Billing

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Preferred Delivery Method:  Fax,  Email,  Postal Mail  Other \_\_\_\_\_

Is a Purchase Order required?  Yes,  No (Please forward PO when issued)

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Additional Notes/Instructions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**MEYER SNOW PLOWS**  
**IRON HORSE TOWING**

6593 Hwy 10 West  
 Missoula, MT 59808  
 Sales (406) 728-5102  
 Repair (406) 541-3023

**Q1000**



Date In: 3/1/2023  
 Written By: BLR  
 Home Phone: ROBERT 498-6134  
 Bus. Phone: TRENT 846-2238  
 Plov: -0914-50302  
 Mileage: PO#  
 Mechanic: WAYNE

NAME: CITY OF DEER LODGE  
 ADDRESS: 300 MAIN ST  
 CITY, STATE, ZIP: DEER LODGE, MT 59722  
 YEAR, MAKE, MODEL: SPREADER 63954  
 VIN:

**SERVICE REQUESTED / DESCRIPTION OF WORK**  
 AMOUNT

BASED ON 2022 PRICING & I WILL DO ALL I CAN TO HOLD TO THIS PRICE.

COMES WITH FORK POCKETS & HOLD DOWN KIT.

COMES WITH WIRELESS CONTROLLER. A WIRED IN CAB CONTROLLER CAN BE ORDERED IN ADDITIONALLY, BUT NOT IN PLACE OF FOR \$550 IF THAT IS YOUR PREFERRED METHOD OF OPERATION.

WE CAN INSTALL UNIT HERE UPON REQUEST OR WE CAN DELIVER THE PART TO DEER LODGE FOR \$400.

THIS UNIT, IF ORDERED ON MY SPRING ORDER WOULD NOT ARRIVE UNTIL LATE FALL. WE CAN PLACE ORDER SEPARATE FROM SPRING ORDER TO HAVE IT ARRIVE SOONER, BUT I WOULD ESTIMATE FREIGHT AT \$1500. I CANNOT QUOTE EXACT FREIGHT COST AHEAD OF TIME.

QTY.	PART NO. AND DESCRIPTION	AMOUNT PER LN.	TOTAL AMOUNT																																																		
1	4.5CU YD ELITE HC SPREADER B&S GAS MOTOR W/ VIBRATOR KIT 63390		10690 00																																																		
	ADDITIONAL OPTIONS:																																																				
	TARP SPECIFIC FOR SPREADER \$749																																																				
	6" OR 12" SIDE EXTENSIONS ADDS																																																				
	1.1 CU YD CAPACITY PER EACH 6"																																																				
	6" EXTENSION \$935																																																				
	12" EXTENSION \$1211																																																				
<table border="1"> <thead> <tr> <th>SAVE OLD PARTS</th> <th>YES</th> <th>NO</th> <th>TOTAL PARTS</th> <th>10690 00</th> </tr> </thead> <tbody> <tr> <td>PAID BY</td> <td></td> <td></td> <td>TOTAL LABOR</td> <td>0 00</td> </tr> <tr> <td>CASH \$</td> <td></td> <td>CHECK #</td> <td>SHOP SUPPLIES</td> <td></td> </tr> <tr> <td>MC</td> <td>VISA</td> <td>AMEX</td> <td>MILEAGE</td> <td></td> </tr> <tr> <td>OTHER</td> <td></td> <td></td> <td>TOW CHARGES</td> <td></td> </tr> <tr> <td>EXP:</td> <td></td> <td>CYC:</td> <td>SUB TOTAL</td> <td>10690 00</td> </tr> <tr> <td>CC#</td> <td></td> <td></td> <td>PAID</td> <td></td> </tr> <tr> <td colspan="4"><b>X</b></td> <td></td> </tr> <tr> <td colspan="4">TOTAL LABOR</td> <td>0 00</td> </tr> <tr> <td colspan="4">TOTAL DUE</td> <td>10690 00</td> </tr> </tbody> </table>				SAVE OLD PARTS	YES	NO	TOTAL PARTS	10690 00	PAID BY			TOTAL LABOR	0 00	CASH \$		CHECK #	SHOP SUPPLIES		MC	VISA	AMEX	MILEAGE		OTHER			TOW CHARGES		EXP:		CYC:	SUB TOTAL	10690 00	CC#			PAID		<b>X</b>					TOTAL LABOR				0 00	TOTAL DUE				10690 00
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EXP:		CYC:	SUB TOTAL	10690 00																																																	
CC#			PAID																																																		
<b>X</b>																																																					
TOTAL LABOR				0 00																																																	
TOTAL DUE				10690 00																																																	

I hereby authorize the above repair work to be done along with the necessary materials. You and your employees may operate vehicle for purposes of testing, inspection, or delivery at my risk. An express mechanics lien is acknowledged on the above vehicle to secure the amount of repairs. Therefore it is understood that you will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control.



**RESOLUTION NO. 2023-R-2**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEER LODGE, MONTANA, ESTABLISHING SIGNATURE AUTHORITY AT PIONEER FEDERAL SAVINGS AND LOAN ASSOCIATION, 401 MILWAUKEE AVENUE, DEER LODGE, MONTANA 59722 FOR THE DLPD RESERVE POLICE OFFICER PROGRAM ACCOUNT.**

WHEREAS, the following officers of the City of Deer Lodge, 300 Main Street, Deer Lodge, Montana 59722, have authority to sign on the Deer Lode Police Department Reserve Police Officer Program Account of the City of Deer Lodge, Federal ID number 81-0484036, at Pioneer Federal Savings and Loan Association, 401 Milwaukee Avenue, Deer Lodge, Montana 59722.

\_\_\_\_\_ James Jess, Mayor

\_\_\_\_\_ George Smith, Police Chief

\_\_\_\_\_ Stanley Glovan, Treasurer

\_\_\_\_\_ Austin Picton, Sergeant

\_\_\_\_\_ Thomas Malcomb, Police Officer

WHEREAS, two signatures are required on all accounts, including CD's (certificate of deposits).

THEREFORE, BE IT RESOLVED THAT James Jess, George Smith, Stanley Glovan, Austin Picton, and Thomas Malcomb have signature authority for the DLPD Reserve Police Officer Program at Pioneer Federal Savings and Loan Association of Deer Lodge.

PASSED AND ADOPTED BY THE City Council of the City of Deer Lodge, Montana and approved by the Mayor on 3<sup>rd</sup> day of April, 2023.

<b>Council Member</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain/Present</b>	<b>Absent</b>
Dick Bauman				
Joseph Callahan				
Curt Fjelstad				
Jackie Greenwood				
John Henderson				
Robert Kersch				
John Molendyke				
Gordon Pierson				
James Jess   Mayor				

\_\_\_\_\_  
James Jess, Mayor

Attest:

\_\_\_\_\_  
Cyndi Thompson, City Clerk



Account Number	Statement Date	Page
01 121102 02	December 20, 2022	1 of 1

RECEIVED BY

DEC 23 2022

CITY OF DEER LODGE 215

DLPD RESERVE POLICE OFFICER PROGRAM  
 300 MAIN ST  
 DEER LODGE MT 59722-1057

01 121102 02		Checking - Reserves Summary					11/20/2022 - 12/20/2022	
Previous Balance	Deposits		Checks		Withdrawals		Ending Balance	
	No.	Amount	No.	Amount	No.	Amount		
675.64	0	0.00	0	0.00	0	0.00	675.64	

Daily Balance Summary for Checking - Reserves
No activity during period

Deposits and Other Credits to Checking - Reserves
No deposit activity during period

Withdrawals and Other Debits to Checking - Reserves
No withdrawal activity during period

Balances and Fees			
Low Balance (11-20-2022)	675.64	Average Balance	675.64
Interest Paid This Year:	0.00	Current Interest Rate:	0.00%
Average Collected Balance:	675.64		

Total Assessed This Cycle:		Total Assessed This Year:	
Total Returned Item Fees	0.00	Total Returned Item Fees	0.00
Total Overdraft Fees	0.00	Total Overdraft Fees	0.00

Statement Summary					
Account Number	Account Name	Beginning Balance	Deposits	Withdrawals	Ending Balance
01 121102 02	Checking - Reserves	675.64	0.00	0.00	675.64
	<b>Totals</b>	<b>675.64</b>	<b>0.00</b>	<b>0.00</b>	<b>675.64</b>

Do we have your most current information? New address, phone number or email address? Please call or stop by so we can get your information updated. Thank you!  
 PIONEER FEDERAL- Investing in our Communities!



## RESOLUTION NO. 2023-R-3

### RESOLUTION AUTHORIZING PARTICIPATION IN THE MONTANA BOARD OF INVESTMENTS OF SHORT-TERM INVESTMENT POOL AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS RELATED THERETO

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEER LODGE AS FOLLOWS:

#### ARTICLE I

#### DEFINITIONS

The following terms will have the meanings indicated below for all purposes of this Resolution unless the context clearly requires otherwise:

“Account” means a specific Participant Bank account to be used in conducting STIP Program transactions.

“Agreement” means the agreements of the Participant contained within this Resolution.

“Authorized Representative” means the officer or official of the Participant designated and authorized by the Governing Body to act on behalf of Participant in the STIP Program.

“Authorized Delegate” means any officer, official, or employee of the Participant delegated authority by the Authorized Representative to initiate transactions using the STIP Program.

“Bank” means a financial institution designated and authorized to send and receive money on behalf of the Participant for purposes of participation in the STIP Program.

“Board” means the Board of Investments, a state agency organized and existing under the laws of the State.

“Exhibit A” means the STIP Participation Information Sheet attached to and incorporated into this Resolution as provided in Article IV, Section 3.01.

“Exhibit B” means the Electronic Funds Transfer Authorization Form attached to and incorporated into this Resolution as provided in Article IV, Section 3.01.

“Governing Body” means the governing body of political subdivision (Participant) authorized by Montana state law to participate in the STIP Program.

“Participant” means the political subdivision requesting participation in the Board’s STIP Program.

“Short-Term Investment Pool” means the Board’s investment program administered under the direction of the Board of Investments as authorized by the Unified Investment Program and as more fully defined and described by

the Montana Code Annotated and in the Board's Governing Policies. "Short-Term Investment Pool" is synonymous with "STIP" and "Program" as used in this Resolution and Exhibits A and B.

## SHORT-TERM INVESTMENT POOL PARTICIPATION AGREEMENT

Section 1.01 Participation Agreement. The Governing Body requests participation in the STIP Program and agrees that Participant will comply with and be bound by all laws, policies, procedures, and participation requirements applicable to the Program, as may be amended from time to time.

Section 1.02 STIP Program. STIP is available to state and local governments to serve their short-term cash flow and deposit needs. The Program's objectives are to preserve capital and maintain high liquidity. The Program has the following attributes:

- 1) STIP transactions are fixed at \$1 per share;
- 2) STIP interest on pool assets accrues daily;
- 3) STIP earnings distribution methods are: (a) Interest is distributed at the beginning of the month and can be distributed as cash to the designated Bank; or (b) earnings can be reinvested into STIP;
- 4) Buying or selling shares in STIP requires one (1) business day's notice (transactions for which notice is received after 2:00 p.m. will be processed two (2) business days after receipt of the original notice);
- 5) Access to STIP is only through the Board's electronic web-based portal (no cash, checks or notifications by fax, phone or email will be accepted);
- 6) The Board's STIP web portal provides real-time information on each account including investment balances, buys, sells, pending transactions, and transaction notes, as determined by the authorized user; and
- 7) The Board reports the Short-Term Investment Pool on a Net Asset Value (NAV) basis on its financial statements. A NAV per share of STIP will be reflected on the Board's website for each month-end period.

Section 1.03 Review of Policies, Procedures, and Participation Requirements. Participant represents that it has reviewed to its satisfaction all Board policies, procedures, and participation requirements applicable to the STIP Program. See, Board Governance Policies 40.600, 40.601, and 40.602.

Section 1.04 Authorized Representative: The Governing Body designates STANLEY GLOVAN, who holds the position of CITY TREASURER as the Participant's Authorized Representative to conduct transactions between STIP and the Bank.

The Governing Body DOES allow the Authorized Representative to appoint and remove additional Authorized Delegate(s) on behalf of the Participant. If "DOES" is checked, any addition or removal of an Authorized Delegate requires notice via the submission of a completed Exhibit A (STIP Participation Information Sheet) to the Board by the Authorized Representative before transactions will be accepted and processed.



The Governing Body designates and authorizes the Participant's Bank, (the "Bank"), identified in Exhibit B, with the Account Number and American Bankers Association (ABA) Number, for settlement of STIP participant transactions. The account is a CHECKING ACCOUNT.

The Governing Body DOES allow the Authorized Representative to change either the Bank or the Account. If 'DOES' is checked, the Board will notify both the office of the Authorized Representative AND the office of the Governing Body within three (3) business days that such a change has been made.

The Governing Body DOES allow the Authorized Representative to change the earnings distribution method.

Section 1.05 Change of Authorized Representative. Any change to the Authorized Representative requires a new Resolution adopted by the Governing Body. However, the absence of an Authorized Representative does not nullify the current authority of the Authorized Delegate(s) to make STIP transactions.

Section 1.06 Annual Confirmation. The Board will annually confirm with the Governing Body and the Authorized Representative the:

1. Name of the Authorized Representative;
2. Name(s) of any Authorized Delegate(s); and
3. Name of the Bank and the associated Account Numbers (truncated).

Section 1.07 Effective Date. Participant's Agreement will take effect when the Resolution Certificate, this Resolution, and completed and executed Exhibits A and B are received by the Board. The Participant's Agreement will stay in effect until terminated in writing by the Governing Body.

## ARTICLE II

### MISCELLANEOUS

Section 2.01 No Guaranteed Return. The Governing Body understands and agrees that there is no minimum or maximum interest rate or any guaranteed rate of return on STIP shares or funds invested in STIP shares.

Section 2.02 Voluntary Participation. By adopting this Resolution, the Governing Body acknowledges that it is not compelled to participate in STIP, that its participation in STIP is voluntary, and agrees to the Board's administration and governance of the Program according to the Board's policies, procedures, and participation requirements.

Section 2.03 Responsibility for Participant Mistakes. The Governing Body and Participant agree to hold harmless the state of Montana, the Board, and the Board's members, officials, and employees for the acts, omissions, mistakes, and negligence of the Participant, Governing Body, and their members, officials, and employees, including but not limited to an Authorized Representative or Authorized Delegate who, for any reason, is not qualified or mistakenly listed

with the Board as a permissible representative to authorize transactions using the STIP Program, incorrect instructions as to amounts or timing of sales or purchases, or missed deadlines.

Section 2.04 No Warranty. The Governing Body and Participant agree that the Board makes no warranty that funds will be immediately available in the event of any failure of a third party or that Governing Body will not suffer losses due to acts of God, natural disasters, terrorism or threats of terrorism, civil disorder, medical epidemics or other calamities, or other market dislocations or interruptions.

Section 2.05 Participation Conditions; STIP Administration. The Governing Body and Participant acknowledge and agree that the Board will allow participation in STIP by and conduct STIP business with only those parties it determines are qualified and authorized to participate in the Program who abide by the Board's policies, procedures, and participation requirements. The Governing Body and Participant understand that the Board administers the STIP Program subject to Montana law and prudent fiduciary practices as required by Montana law and Board policy and that the Board is legally charged to manage the Unified Investment Program, which includes STIP, in accordance with the prudent expert rule as set forth in Montana law.

Section 2.06 STIP Not Insured Against Loss. The Governing Body and Participant understand and acknowledge that the Board's STIP Program is NOT FDIC insured or otherwise insured or guaranteed by the federal government, the state of Montana, the Board, or any other entity against investment losses.

### ARTICLE III

#### EXHIBITS A AND B

Section 3.01 Approval and Adoption of Exhibits A and B. Attached to this Resolution are Exhibit A, the STIP Participation Information Sheet, and Exhibit B, the Electronic Funds Transfer Authorization Form, which together provide the instructions required by the Board to enable Participant's participation in the STIP Program. The Governing Body and Participant represent that Exhibits A and B have been completed and executed by the Participant's Authorized Representative and that Exhibits A and B must be complete and accepted by the Board before participation is allowed in the STIP Program. Exhibits A and B are hereby incorporated into and made a part of this Resolution and are approved and adopted by the Governing Body as if set forth fully herein.

APPROVED AND ADOPTED by the Deer Lodge City Council this 3<sup>rd</sup> day of April, 2023.

Council Member	Yea	Nay	Abstain/Present	Absent
Dick Bauman				
Joseph Callahan				
Curt Fjelstad				
Jackie Greenwood				
John Henderson				
Robert Kersch				
John Molendyke				
Gordon Pierson				
James Jess   Mayor				

\_\_\_\_\_  
James Jess, Mayor

Attest:

\_\_\_\_\_  
Cyndi Thompson, City Clerk

## Exhibit A

<b>STIP PARTICIPATION INFORMATION SHEET</b>							
STIP Program Manager Montana Board of Investments boi_stip@mt.gov PO Box 200126                      Helena, MT 59620-0126 Phone 406.444.0003					<i>For Official Use Only</i>		
<b>Requests must be submitted by Authorized Representative of the Participant.</b>					STIP DATA		
					INVEST TA		
<b>ACCT ID</b>							
<i>The STIP Participant listed below agrees to participate in the STIP Program as established under § 17-6-204, MCA, and the terms and conditions of STIP operations as determined by the Montana Board of Investments as follows:</i>							
<b>Section 1. STIP Participant Information Summary</b>							
STIP Participant Name →	City of Deer Lodge				Tax Identification Number (TIN) →	81-6001253	
Mailing Address →	300 Main Street	City →	Deer Lodge	State →	MT	Zip →	59722
STIP Account # → <i>(For official use only)</i>	CI DEER 97						
Authorized Representative Name, First →	Stanley	Name, Last →	Glovan		Title →	Treasurer	
Telephone Number →	(406) 846-2238	Fax Number →	(406) 846-3925		E-mail →	sglovan@cityofdeerlodgemt.gov	
<b>Section 2. Investment and Earnings Information</b>							
The STIP Participant has the option to either reinvest their earnings or distribute earnings.							
<b>Check one box only.</b>							
Reinvest Earnings <input checked="" type="checkbox"/>				Distribute Earnings <input type="checkbox"/>			
<b>Section 3. Authorized Delegates</b>							
The Authorized Delegate(s) whose name(s) appears below is (are) authorized to purchase and sell shares in STIP for the Participant.							
Name, First →	Dick	Name, Last →	Bauman		E-Mail →	dbauman@cityofdeerlodgemt.gov	
Name, First →	Gordon	Name, Last →	Pierson		E-Mail →	gpierson@cityofdeerlodgemt.gov	
Name, First →	Joseph	Name, Last →	Callahan		E-Mail →	jcallahan@cityofdeerlodgemt.gov	
I hereby certify as the Authorized Representative of the STIP Participant that the information contained herein is true, accurate and complete as of the date hereof.							
Signature →				Date →	04/03/2023		
Printed Name →	Stanley Glovan			Title →	Treasurer		

## Exhibit B

<b>ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM</b>			
STIP Program Manager Montana Board of Investments boi_stip@mt.gov PO Box 200126                      Helena, MT 59620-0126 Phone 406.444.0003			
<b>Local Government Name:</b>	City of DeerLodge		
<b>STIP Account #:</b> <i>(For official use only)</i>	CI DEER 97		
<p>I, the undersigned, a duly Authorized Representative of the local governing board, hereby authorize the Montana Board of Investments to initiate electronic debit and/or credit to the account listed below. The Authorized Representative acknowledges the origination of ACH transactions to the listed account complies with the provisions of federal law.</p> <p>Any sale, purchase, or distribution of funds will be made by Electronic Funds Transfer or wire debiting or crediting to the appropriate treasury or shareholder bank account. Please specify the local government depository.</p> <p style="text-align: center;"><b>Check one transaction type only.</b></p>			
Checking Account <input checked="" type="checkbox"/>		Savings Account <input type="checkbox"/>	
Name of Bank →	Peoples Bank of Deer Lodge	Routing/ABA No →	092905029
Address →	430 Main Street, Deer Lodge, MT 59722		
City →	Deer Lodge	State →	MT    Zip →    59722
Account Number →	10001		
I hereby certify as the Authorized Representative of the STIP Participant that the information contained herein is true, accurate and complete as of the date below.			
Signature →		Date →	04/03/2023
Printed Name →	Stanley Glovan	Title →	Treasurer
Please notify the Board if you have applied a filter or a block to your account.			





**FY2023 Extension Services Agreement**  
 between  
**Montana State University Extension**  
 and  
**Powell County, Montana**

The parties hereto enter into this agreement for the funding and operation of Extension in the above-named county. This agreement is entered into under the authority 7-21-3203 MCA; the Smith-Lever Act of May 8, 1914, and subsequent Acts of the Congress of the United States.

**BUDGET AND PERIOD COVERED:** The above-named county will contribute funds for the support of extension work in agriculture and natural resources, family and consumer sciences, 4-H/youth development, community development, and related subjects in the amounts and for the purposes specified in the following budget. Montana State University Extension will contribute the amounts necessary to pay the balance of the cooperatively financed salaries and all of the payroll benefits of county Extension Agents assigned to the above county. It is recommended by MACo that the county provide support to MSU Extension for each agreed-upon full-time equivalent (FTE) at the level of 65% of the Clerk and Recorder's salary. For FY2023, counties may choose to contribute at the 65% formula level or a maximum of \$37,000 (50% of the average Agent salary plus benefits). The maximum contribution is subject to annual review to allow for salary and benefit inflation.

This agreement covers the period beginning July 1, 2022 and ending June 30, 2023.

FY23 Clerk/Recorder Bases Salary = \$52,860.00

**Foundational Support of Agents**

Position	Name	FTE	Employment	Comm. Allow.	Total Contrib.
Agent, Chair	Robert Walker	1.00	\$34,359.00	726.00	\$35,085.00

Total County contribution to Agents' salaries for contracted services\* \$35,085.00

**Supplemental Support**

Employee Name	Purpose of funds	Contribution

Total supplemental support \$0.00

**Total County Funding:**

Personnel:	FTE	Name	Salary
Admin Support	1.00	Vanessa Johnson	\$41,200.00
Admin Support			
Co. Only Funded Agent or Other			
Program Assistant or Other (please enter description here)			
Other (please enter description here)			
		Total Support Staff Salaries	\$41,200.00
		Support Staff Benefits (incl. Term P:	\$39,936.00
		Agent Salary Support	\$35,085.00
		Agent Termination Pay	\$5,000.00
		Total Personnel Costs	\$121,221.00
Operations:		Travel	\$3,500.00
		All Other	\$8,300.00
		Total Operations	\$11,800.00
Capital:		Total Capital	\$15,000.00
		<b>TOTAL ALL ITEMS</b>	<b>\$148,021.00</b>

Additional Information (include information concerning cooperative arrangements between counties or with weed districts, special arrangements for part-time Agents, etc.):

		Add new agent
Co-ag supplis- office	1700	1000
Co Agent Supplies- Oper	3000	1000
cA Print Dup Type	0	0
Pu sub & Dues	500	200
Co Agent Utilities - Phone	660	660
Co Agent Maint & Repair	3000	1500
Co Agent Travel	3500	3500
Outlay	15000	0
Outlay - Mach & Equip	0	0
Supplies - Office	2521	0
sum	29881	7860
sum minus outlay	14881	

42945 Total needed for CD Agent per annum