



# FINANCE COMMITTEE AGENDA

May 2, 2022 – 4:00 pm | Council Chambers, City Hall

1. **Call meeting to order.**
2. **Approval of Minutes.**
  - a. Regular Meeting: April 4, 2022
  - b. Special Finance Meeting: April 18, 2022
3. **Public Comment** - Limit to three minutes per person.
4. **Continued Business.**
  - a. None
5. **New Business.**
  - a. Approval Contactors 1<sup>st</sup> Pay Estimate PRA Project – Trent
  - b. Jaycee Cabin Bid Acceptance – Jordan
  - c. Retention Pond Land Acquisition – Jordan
  - d. Dump Truck Acquisition Discussion – Trent
  - e. Review and sign April claims – Stan
6. **Committee Comments or Concerns:**
7. **Announcement of next meeting.**

June 6, 2022, at 4PM
8. **Adjournment.**

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## Finance Committee

### Members

Dick Bauman (Chair) | John Molendyke | Rob Kersch

# CITY OF DEER LODGE

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## FINANCE COMMITTEE MEETING MINUTES

April 4, 2022 – 3:00pm | Council Chambers, City Hall

**Members Present:** Dick Bauman, Rob Kersch (arrived late), John Molendyke  
**Members Absent:** None  
**Mayor:** Absent  
**CAO:** Jordan Green  
**Staff:** Stan Glovan, Trent Freeman  
**Guests:** None

**1. Call Meeting to Order:**

a. Chairperson Bauman called the meeting to order at 3:00PM.

**2. Approval of Minutes:**

a. Regular Meeting: March 2, 2022 – Section (c) 3<sup>rd</sup> paragraph amount from \$288k to \$600k. Member Molendyke motioned to approve minutes as amended. Chairperson Bauman seconded the motion. 2 Ayes, 0 Noes, 1 Absent. Motion passed.

**3. Public Comment:**

a. None

**4. Continued Business:**

a. None

**5. New Business:**

a. Review and sign March claims – Stan Glovan

Chairperson Bauman motioned to approve March claims as presented. Member Molendyke seconded the motion. 3 Ayes, 0 Nos, 1 Absent. Motion passed.

b. Recommendation of Award for Well Project to O’Keefe Drilling - Trent

Public Works committee met on March 29<sup>th</sup> and sent the recommendation to Finance for the approval of the Award for Well Project to O’Keefe Drilling in the amount of \$207,300.00 for the first phase of the Well project. O’Keefe was the only bidder for the project. Notice to Proceed will take place early September, once the Notice to Proceed is issued, they have 90 days to complete the project.

Member Kersch motioned to approve the Award for Well Project to O’Keefe Drilling and recommend it to City Council. Member Molendyke seconded the motion. 3 Ayes, 0 Nos. Motion passed.

- 6. **Committee Comments or Concerns:**
  - a. ARPA Steering Committee was discussed.
  - b. PASER project was discussed.
  - c. Committee asked if the Mayor could attend finance meeting.
  - d. Next finance meeting will be at 4pm instead of 3pm.
  
- 7. **Announcement of Next Meeting:**
  - a. May 2, 2022, at 4PM
  
- 8. **Adjournment:**

The meeting was adjourned at 3:21pm.

Prepared by: Cyndi Thompson, City Clerk

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

\_\_\_\_\_  
Date

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### **Finance Committee Members**

Dick Bauman (Chair) | Rob Kersch | John Molendyke

# CITY OF DEER LODGE

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## SPECIAL FINANCE COMMITTEE MEETING MINUTES

April 18, 2022 – 5:30PM | PC Community Center

**Members Present:** Dick Bauman, Rob Kersch, John Molendyke  
**Members Absent:** None  
**Mayor:** James Jess  
**CAO:** Jordan Green  
**Staff:** Cyndi Thompson  
**Guests:** None

1. **Call Meeting to Order:**
  - a. Chairperson Bauman called the meeting to order at 5:30PM.
2. **Approval of Minutes:**
  - a. Regular Meeting: Deferred till May 2, 2022
3. **Public Comment:**
  - a. None
4. **Continued Business:**
  - a. None
5. **New Business:**
  - a. ARPA One-time Revenue Replacement Allowance – Jordan  
In January the US Department of Treasury released their final rule for the ARPA funds. They stated that you could make a one-time allowance of up to \$10million dollars or however much ARPA funds you got, you could claim it a loss revenue for government services, water, sewer, acquisition of property, etc. Recommendation would be from ARPA fund of \$728,768.38 subtract \$182,192.10 to be used as a 25% minimum allocation for the Well and Competitive Grant. The leave us with \$546,576.28. Would like to set aside \$50k for small business & non-profit grants for town businesses, this leaves the remaining amount of \$496,576.28. I am requesting to use the remaining funds as a 1-time revenue loss to be used on any government services. We have till 2024 to allocate the funds and till 2026 to spend the funds.

Member Kersch motioned to approve with a recommendation to Council for the allocation of funds as presented by CAO Jordan Green. Member Molendyke seconded the motion. 3 Ayes, 0 Nos. Motion passed.

**6. Committee Comments or Concerns:**

a. None

**7. Announcement of Next Meeting:**

a. May 2, 2022, at 4PM

**8. Adjournment:**

The meeting was adjourned at 5:46PM.

Prepared by: Cyndi Thompson, City Clerk

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

\_\_\_\_\_  
Date

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**Finance Committee Members**

Dick Bauman (Chair) | Rob Kersch | John Molendyke



## Contractor's Application for Payment No. 1

Application Period:	Start to 04/15/22	Application Date:	4/19/2022	
To	City of Deer Lodge	Via (Engineer):	Hydrometries, Inc.	
(Owner):	MILWAUKEE ROUNDHOUSE CECKA	Engineer's Project No.:	20009	
Project:	FACILITY PASSENGER REFUELING AREA (PRA) 2021 SOIL REMOVAL ACTION			
Owner's Contract No.:				

### Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$5,787.00		
1	\$1,967.58		
TOTALS			
		\$7,754.58	
NET CHANGE BY CHANGE ORDERS			\$7,754.58

1. ORIGINAL CONTRACT PRICE..... \$ 662,137.00
2. Net change by Change Orders..... \$ 7,754.58
3. Current Contract Price (Line 1 + 2)..... \$ 669,891.58
4. TOTAL COMPLETED AND STORED TO DATE  
(Column F total on Progress Estimates)..... \$ 332,437.30
5. RETAINAGE:
  - a. 10% X \$3,243.73 Work Completed..... \$ 3,243.73
  - b. X Stored Material..... \$
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 3,243.73
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 329,193.57
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$
8. AMOUNT DUE THIS APPLICATION..... \$ 329,193.57
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Column G total on Progress Estimates + Line 5.c above)..... \$ 332,993.43

#### Contractor's Certification

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

Contractor's Signature: Virginia Hanson Date: 4/22/22  
 By: Virginia Hanson

Payment of: \$ Twenty nine thousand, one hundred ninety three dollars and 57/100  
 (Line 8 or other - attach explanation of the other amount)

is recommended by: Mark Brooke (Engineer) 4/22/22 (Date)

Payment of: \$ \_\_\_\_\_ (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)



**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): MILWAUKEE ROUNDHOUSE CECRA FACILITY PASSENGER REFUELING AREA (PRA) 2021 SOIL REMOVAL ACTION  
 Application Number: 1  
 Application Date: 4/19/2022  
 Application Period: Start to 04/15/22

Bid Item No.	Item Description	Contract Information				B	C	D	E	F	
		Item Quantity	Units	Unit Price	Total Value of Item (\$)					Total Completed and Stored to Date (D + E)	% (F / B)
1	Mobilization, Bonding & General Requirements	1	LS	\$5,000.00	\$5,000.00	0.75	\$3,750.00		\$3,750.00	75.0%	\$1,250.00
2	Erosion & Sediment Control	1	LS	\$5,400.00	\$5,400.00	0.6	\$3,240.00		\$3,240.00	60.0%	\$2,160.00
3	Construction Facilities & Temporary Controls	1	LS	\$3,200.00	\$3,200.00	0.5	\$1,600.00		\$1,600.00	50.0%	\$1,600.00
4	Clear & Grub Vegetation & Debris Removal	1	LS	\$2,800.00	\$2,800.00	1	\$2,800.00		\$2,800.00	100.0%	
5	Temporary Signage & Traffic Control	1	LS	\$2,500.00	\$2,500.00	0.8	\$2,000.00		\$2,000.00	80.0%	\$500.00
6	Strip & Stockpile Topsoil & Overburden	19	CY	\$30.00	\$570.00	19	\$570.00		\$570.00	100.0%	
7	Excavate, Handle & Disposal of Contaminated Soil	783	CY	\$31.00	\$24,273.00	469.8	\$14,563.80		\$14,563.80	60.0%	\$9,709.20
8	Backfill Contaminated Soil Excavation Areas	656	CY	\$17.00	\$11,152.00						\$11,152.00
9	Site Restoration	1.1	AC	\$3,300.00	\$3,300.00						\$3,300.00
10	Reconstruct Gravel Roads	146	CY	\$27.00	\$3,942.00						\$3,942.00
A	Excavate, Handle & Disposal of EXCESS Contaminated Soil	1	CY	\$50.00	\$50.00	78.27	\$3,913.50		\$3,913.50	7827.0%	-\$3,863.50
<b>Totals</b>							\$32,437.30		\$32,437.30	52.2%	\$29,749.70





K. BECK  
560-2333

RECEIVED BY

APR 25 2012

11:35 AM

CITY OF DEER LODGE



CABIN BID

ATTN: CINDY, JORDAN, OR TRENT.

Ken + BRANDIE  
BECK  
(406) 560-2333

BID \$503.<sup>00</sup> CABIN  
+ \$1,500.<sup>00</sup> Remove &  
Dispose of  
Concrete + Brick

TOTAL BID \$ 2,003.<sup>01</sup>  
Ken Beck