

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the 3-10 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: Elect
City Council Vice President

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Virginia Byers Phone # 406-242-5106

request the following item be placed on the agenda for the
March 10, 2025 City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: A leak occurred in the water service line at 604 Grove Street, Thompson Falls, MT in late December 2024. The property's normal average usage is less than 3000 gallons per month. In the month of December it increased to 10,900 gallons, and further increased in January 2025 to 34,800 gallons. Completion of the service line repairs occurred on February 1, 2025.

Time: 1 min.

Action: I am requesting a water bill adjustment that reflects 3000 gallons of usage for the December 2024 and January 2025 billing cycles, a water service account credit for \$61.97, and an adjustment to the sewer service usage in Spring and Summer of 2025 due to the service line leak that had no affect on sewer utilization.

Thank you for your time and consideration in this matter.

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

CUSTOMER WATER READINGS

10:04:22 - 03/04/2025

Customer Name: BYERS, JOHNNY
Account: 302970-00
Route - Meter: 08-02970 **From 3-2024 to 3-2025**
Service Address: 604 GROVE STREET
Mtr Id - Type - Size: 13135013 B 0.750"

Meter Serial #:**(Readings in Actual Units)**

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
03-2025	432900	03/03/2025	1500	47200	HANDHELD
02-2025	431400	02/03/2025	34800	45700	HANDHELD
01-2025	396600	01/02/2025	10900	10900	HANDHELD
12-2024	385700	12/02/2024	2600	37800	HANDHELD
11-2024	383100	11/01/2024	2900	35200	HANDHELD
10-2024	380200	10/01/2024	3000	32300	HANDHELD
09-2024	377200	09/04/2024	3800	29300	HANDHELD
08-2024	373400	08/01/2024	3800	25500	HANDHELD
07-2024	369600	07/01/2024	3100	21700	HANDHELD
06-2024	364000	06/03/2024	3100	16100	HANDHELD
05-2024	360900	05/01/2024	2400	13000	HANDHELD
04-2024	358500	04/01/2024	2700	10600	HANDHELD
03-2024	355800	03/01/2024	2300	7900	HANDHELD

REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL

I, Marsha Hart Phone # 480-227-8091

request the following item be placed on the agenda for the 10th Feb. 2025, City Council Meeting: ibuhart@hotmail.com

Please give a brief description of the item to be discussed, approximate time you need and the results you would like to see.

Information: Refund for water leak for
extra water.

614 Clay

Time: 6:00 pm

Action: Fixed leak
Refund

\$70.80

All agenda requests must be submitted by Noon on Wednesday before the Council Meeting.

CUSTOMER WATER READINGS

09:59:31 - 03/04/2025

Customer Name: HART, MARSHA LYNN
Account: 303890-00
Route - Meter: 08-03890
Service Address: 614 CLAY STREET
Mtr Id - Type - Size: 12216953 B

From 10-2024 to 3-2025

0.750"

Meter Serial #:

(Readings in Actual Units)

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
03-2025	545200	03/03/2025	1500	52700	HANDHELD
02-2025	543700	02/03/2025	22900	51200	HANDHELD
01-2025	520800	01/02/2025	28300	28300	HANDHELD
12-2024	492500	12/02/2024	3400	58400	HANDHELD
11-2024	489100	11/01/2024	1600	55000	HANDHELD
10-2024	487500	10/01/2024	6800	53400	HANDHELD

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
CITY OF THOMPSON FALLS CITY COUNCIL MEETING**

I, SUNDAY DUTRO SAUTER Phone # 406.210.0288

request the following item be placed on the agenda for

the MARCH 10 2025 City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: Approve the creation of a
professionally built skatepark/recreation
complex on city owned land.

Time: 15 minutes or less, plus Q&A

Action: Add a skatepark/recreation
complex to Capital Improvement Plan
w/ TFWC to oversee funding/build

All agenda requests must be submitted by **Noon** on Monday
before the Council Meeting.

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the 3-10 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: Sewer Project Phases 1 & 2
Reimbursement

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, March 6, 2025 1:29 PM
To: Chelsea Peterson (tfl3557@blackfoot.net)
Cc: Carrie Gardner; Craig Erickson
Subject: Phase 1 and Phase 2 Wastewater - Request for Funds
Attachments: RD Request for Funds #35.pdf; Thompson Contracting CGR1.pdf; Status of Funds Update - March 2025.xlsx; Invoice Tracking - March 2025.xlsx

Chelsea,

We have sent you each of the documents included in the latest request for reimbursement for the Phase 1 and Phase 2 wastewater project. Please have the following documents signed and returned to me.

- RD Request for Funds #35
- Thompson Contracting Application for Payment #1
- Engineering Invoice Summary
- Gross Receipts Contract Award Registration
- Gross Receipts Withholding Report

The total amount requested is \$67,696.

Please let us know if you have any questions.

Thank you,



Craig Erickson, CGW

Senior Funding Specialist

d: (406) 495-6189

c: (406) 399-0104

2501 Belt View Drive
Helena, MT 59601

This message has been sent to you as the official business of Great West Engineering. This e-mail and any attachments may be considered confidential. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or disclosing this information. If you have received this communication in error, please reply to the sender and then immediately delete it. I appreciate your cooperation.

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

March 10, 2025

USDA Rural Development
Attention: Jennifer Baldassin
3550 Mullan Road, Suite 106
Missoula, MT 59808

RE: City of Thompson Falls Request for Reimbursement

Dear Ms. Baldassin:

The Thompson Falls City Council has finished reviewing the request for reimbursement for the most recent progress payment for Phases 1 and 2 of the wastewater system projects. We support the amount requested by the vendor and request your approval for this month's release of funds from the Rural Development grant. Please find the invoices enclosed with our request, as shown in the table below.

Vendor Name	Invoice Number	Invoice Date	Amount Requested	RD Grant
Great West Eng (Grant Administration)	35403	02/21/25	\$ 1,196.00	\$ 1,196.00
Thompson Contracting (Sludge)	1	03/05/25	\$ 65,835.00	\$ 65,835.00
MT Gross Receipts	1	03/05/25	\$ 665.00	\$ 665.00
Total			\$ 67,696.00	\$ 67,696.00

We have attached copies of the fund status and invoice tracking spreadsheets to support this reimbursement request.

Sincerely,

Russlyn Leivestad, Mayor

ATTEST:

Chelsea Peterson, Clerk/Treasurer



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35403
Date 02/21/2025

Project **1-16137 Thompson Falls Wastewater
PER**

Professional Services from January 19, 2025 through February 15, 2025

Additional Services: Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Certified Grant Writer 2			
Craig R. Erickson	6.50	184.00	1,196.00
<i>Responded to RFI from Britani Laughery of MMIA With Carrie we responded to RFI from Steve Troendle. Responded to RFI from Jen Baldassin Phone call with Britani Laughery of MMIA regarding insurance certificates for the City to send to Rural Development; discuss project status with Carrie; responded to email from Troendle. Responded to message from MMIA's Britani Laughery regarding insurance certificates. Prepared reimbursement request from Rural Development grant funding. Finalized draw package and sent it to RD Sent Request for Funds 34 to Rural Development Phone call with Erin McKeon and followup message to Chelsea</i>			

Invoice total **1,196.00**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
73-13 ADDITIONAL SERVICES: GRANT ADMINISTRATION	160,000.00	149,588.01	150,784.01	1,196.00
Total	160,000.00	149,588.01	150,784.01	1,196.00

Aging Summary

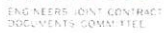
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35403	02/21/2025	1,196.00	1,196.00				
	Total	1,196.00	1,196.00	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.

EJCDC Engineering Invoice Summary

City of Thompson Falls, MT						Invoice Number:	35403
						Invoice Date:	2/21/2025
						Due Date:	3/23/2025
Project:	Wastewater Collection System Phases 1 & 2					Billing Period:	01/19/25 - 02/15/25
Exhibit C payment Service Performed		Original Contract Amount	Amendments	Revised Contract Amount	Paid To Date	Due This Invoice	Balance Remaining
Exhibit C Basic Services	Study and Report Phase	\$ -	\$ -	\$ -			\$ -
	Preliminary Design Phase	\$ 440,000.00	\$ 5,000.00	\$ 445,000.00	\$ 445,000.00		\$ -
	Final Design Phase	\$ 405,000.00	\$ 7,000.00	\$ 412,000.00	\$ 412,000.00		\$ -
	Bidding Phase	\$ 75,000.00	\$ 9,500.00	\$ 84,500.00	\$ 84,500.00		\$ -
	Construction Phase	\$ 660,000.00	\$ 7,000.00	\$ 667,000.00	\$ 659,221.25		\$ 7,778.75
	Post Construction Phase	\$ 63,000.00		\$ 63,000.00	\$ 24,013.50		\$ 38,986.50
	Subtotal	\$ 1,643,000.00	\$ 28,500.00	\$ 1,671,500.00	\$ 1,624,734.75	\$ -	\$ 46,765.25
Exhibit C							
RPR-2	Resident Project Representative	\$ 640,000.00	\$ 47,500.00	\$ 687,500.00	\$ 669,183.38		\$ 18,316.62
	Subtotal	\$ 640,000.00	\$ 47,500.00	\$ 687,500.00	\$ 669,183.38	\$ -	\$ 18,316.62
EXHIBIT C Additional Services	Additional Services (GeoTech, ROW/Easements, O&M, RR ROW)	\$ 100,000.00	\$ 9,800.00	\$ 109,800.00	\$ 92,986.19		\$ 16,813.81
	Other (list service)			\$ -			\$ -
	Other (list service)			\$ -			\$ -
	Other (list service)			\$ -			\$ -
	Project administration	\$ 160,000.00	\$ -	\$ 160,000.00	\$ 149,588.01	\$ 1,196.00	\$ 9,215.99
	Subtotal	\$ 260,000.00	\$ 9,800.00	\$ 269,800.00	\$ 242,574.20	\$ 1,196.00	\$ 26,029.80
Total Current Billing:		\$ 2,543,000.00	\$ 85,800.00	\$ 2,628,800.00	\$ 2,536,492.33	\$ 1,196.00	\$ 91,111.67
Summary							
Basic Services		\$ 1,643,000.00	\$ 28,500.00	\$ 1,671,500.00	\$ 1,624,734.75	\$ -	\$ 46,765.25
RPR		\$ 640,000.00	\$ 47,500.00	\$ 687,500.00	\$ 669,183.38	\$ -	\$ 18,316.62
Add. Services less Project admin		\$ 100,000.00	\$ 9,800.00	\$ 109,800.00	\$ 92,986.19	\$ -	\$ 16,813.81
Subtotal		\$ 2,383,000.00	\$ 85,800.00	\$ 2,468,800.00	\$ 2,386,904.32	\$ -	\$ 81,895.68
Project administration		\$ 160,000.00	\$ -	\$ 160,000.00	\$ 149,588.01	\$ 1,196.00	\$ 9,215.99
Total		\$ 2,543,000.00	\$ 85,800.00	\$ 2,628,800.00	\$ 2,536,492.33	\$ 1,196.00	\$ 91,111.67
Funds Difference		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Is the % of RPR fees claimed in line with the total % of Construction completed?					YES/NO Circle One	(If NO, explain on attached sheet)	
Submitting Engineer's Signature		Owner's Approval Signature					

Contractor's Application for Payment No.

LONG-TERM JOINT CONTRACT DOCUMENTS - COMM-FIELD		Application Period: Through 2/28/25	Application Date: 3/5/2025
To (Owner): City of Thompson Falls	From (Contractor): Thompson Contracting, Inc.	Via (Engineer): Great West Engineering	
Project: Thompson Falls Wastewater System Improvements - Sludge Disposal	Contract:		
Owner's Contract No. 9259495	Contractor's Project No.:	Engineer's Project No.:	

Application For Payment
Change Order Summary

Approved Change Orders				
Number	Additions	Deductions		
TOTALS				
NET CHANGE BY CHANGE ORDERS				

1. ORIGINAL CONTRACT PRICE.....	\$	\$546,325.00
2. Net change by Change Orders.....	\$	
3. Current Contract Price (Line 1 + 2).....	\$	\$546,325.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$70,000.00
5. RETAINAGE:		
a. 5% X \$70,000.00 Work Completed.....	\$	\$3,500.00
b. X _____ Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$3,500.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$66,500.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
8. GROSS AMOUNT DUE THIS APPLICATION.....	\$	\$66,500.00
9. 1% MT GROSS RECEIPTS TAX.....	\$	\$665.00
10. NET AMOUNT DUE THIS APPLICATION.....	\$	\$65,835.00
11. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$479,825.00

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

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By 

Date: 3/5/2025

Payment of: \$ 65,835.00

(Line 8 or other - attach explanation of the other amount)

is recommended by:

Chin. Gargal
(Engineer)

3.5.25
(Date)

Payment of:

5 _____
(Line 8 or other - attach explanation of the other amount)

is approved by:

(Owner) (Date)

Approved by _____

Funding or Financing Entity (if applicable)	(Date)
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Contractor's Application

EJCDC® C-620 Contractor's Application for Payment
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Page 2 of 3

Contractor's Application

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Contractor's Application

EJCDC® C-520 Contractor's Application for Payment
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Page 4 of 5

Contractor's Application

EJDCDC® C-620 Contractor's Application for Payment
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 Page 3 of 5



1% Contractor's Gross Receipts Gross Receipts Withholding Return

MONTANA
CGR-2
Rev 01-10

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

1.	Contract awarded by: Enter the federal employer identification number, business name and address. Place an "X" in the "Government Entity" box if you are remitting the 1% contractor's gross receipts payment on behalf of a prime contractor. Place an "X" in the "Prime Contractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. Government Entity <input type="checkbox"/> Prime Contractor <input type="checkbox"/>		
	Federal Identification Number (FEIN) 81-6001316		
	Name City of Thompson Falls		
	Address P.O. Box 99		
	City Thompson Falls	State MT	Zip Code 59873
2.	Contract awarded to: Enter the federal employer identification number, business name and address. Place an "X" in the "Prime Contractor" box if you are remitting the 1% contractor's gross receipts on behalf of a prime contractor. Place an "X" in the "Subcontractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. Prime Contractor <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/>		
	Federal Identification Number (FEIN) 20-4155484		
	Name Thompson Contracting		
	Address 502 Spencer Road Exd		
	City Libby	State MT	Zip Code 59923
3.	Enter the Government Issued Purchase Order Number here.		3. Not Applicable
4.	Enter the contract award date here.		4. 09 / 19 /20 24
5.	Enter the month and year this payment was earned.		5. 02 /20 25
6.	Enter the gross dollar amount due to the prime contractor or subcontractor here.		6. \$ 66,500.00
7.	Multiply the amount on line 6 by 1% (.01) and enter the result here. This is your 1% Contractor's Gross Receipts.		7. \$ 665.00
8.	Subtract line 7 from line 6 and enter the result here. This is the net amount paid to the prime contractor or subcontractor.		8. \$ 65,835.00
9.	Check the box below that identifies the type of return you are filing and enter the date the payment was made to the prime contractor or subcontractor.....9. ____ / ____ /20 ____ 9(a) <input type="checkbox"/> I am enclosing the amount reported on line 7 for credit to my prime contractor's account. 9(b) <input type="checkbox"/> I am allocating the amount reported on line 7 for credit to my subcontractor's account.		
10.	Enter a description of the work performed under this contract. Removal and disposal of sludge from treatment lagoon number 3		
11.	Enter the location in Montana where this work is performed. Be specific with your description. City of Thompson Falls, Sanders County, Montana		

Withholding return submitted by: Select the appropriate box identifying which entity is completing this return; sign this return and enter the information requested below. Government Entity <input type="checkbox"/> Prime Contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/>		
Preparer's Signature		
Preparer's Title City Clerk/Treasurer	Date	
Telephone Number 406.827.3557	Fax Number	

Please mail this registration to:
Department of Revenue, P.O. Box 5835, Helena, MT 59604-5835



MONTANA
CGR-1
Rev 01-10

1% Contractor's Gross Receipts Contract Award Registration

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

1.	Contract awarded by: Enter the federal employer identification number, business name and address. Place an "X" in the "Government Entity" box if you are registering this contract between a government entity and a prime contractor. Place an "X" in the "Prime Contractor" box if you are registering this contract between a prime contractor and a subcontractor. <div style="text-align: center;">Government Entity <input checked="" type="checkbox"/> Prime Contractor <input type="checkbox"/></div> <div>Federal Identification Number (FEIN) 81-6001316</div> <div>Name City of Thompson Falls</div> <div>Address P.O. Box 99</div> <div>City Thompson Falls State MT Zip Code 59873</div>		
2.	Contract awarded to: Enter the federal employer identification number, business name and address. Place an "X" in the "Prime Contractor" box if you are registering this contract between a government entity and a prime contractor. Place an "X" in the "Subcontractor" box if you are registering this contract between a prime contractor and a subcontractor. <div style="text-align: center;">Prime Contractor <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/></div> <div>Federal Identification Number (FEIN) 20-4155484</div> <div>Name Thompson Contracting, Inc.</div> <div>Address 502 Spencer Road Exd</div> <div>City Libby State MT Zip Code 59923</div>		
3.	Enter the Government Issued Purchase Order Number here.3.		
4.	Enter the contract award date here.4. 09 / 19 /20 24		
5.	Enter the estimated construction completion date here.5. 06 / 30 /20 25		
6.	Enter the total dollar amount of the contract here.6. \$ 546,325.00		
7.	Enter a description of the work that will be performed under this contract. The removal and disposal of sludge from lagoon number three at the Thompson Falls wastewater treatment facility in Thompson Falls.		
8.	Enter the location in Montana where this work will be performed. Be specific with your description. The City of Thompson Falls in Sanders County.		

Contract award registration submitted by: Select the appropriate box identifying which entity is completing this return, sign this return and enter the information requested below. <div style="text-align: center;">Government Entity <input checked="" type="checkbox"/> Prime Contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/></div> <div>Preparer's Signature</div> <div>Preparer's Title Clerk/Treasurer Date</div> <div>Telephone Number 406-827-3557 Fax Number</div>		
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Please mail this registration to:
Department of Revenue, P.O. Box 5835, Helena, MT 59604-5835

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the 3-10 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: Sewer Project Phases 3&4
Reimbursement

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

Good afternoon, Chelsea,

We have sent you each document associated with the latest requests for reimbursement from the Phase 3 & 4 project's grant funding. Please arrange to have the following documents signed and returned to me:

- ARPA Vendor Invoice #29
- Renewable Resource Vendor Invoice #4
- CDBG Request for Funds #4

This month's invoices will be paid from the following sources:

Vendor & Activity	Invoice Number	Invoice Date	Activity Amount	CDBG	RRG	ARPA	City
Great West - CDBG Direct Benefit Admin	35407	02/21/25	\$ 448.25	\$ 448.25	\$ -	\$ -	\$ -
Great West - Final Design	35408	02/21/25	\$ 21,715.00	\$ -	\$ -	\$ 21,715.00	\$ -
Great West - ROW/Easement/Permitting	35408	02/21/25	\$ 3,454.75	\$ -	\$ 3,454.75	\$ -	\$ -
Great West - Gen Grant Admin	35409	02/21/25	\$ 1,886.00	\$ -	\$ -	\$ -	\$ 1,886.00
Total			\$ 27,504.00	\$ 448.25	\$ 3,454.75	\$ 21,715.00	\$ 1,886.00

I have a meeting in 10 minutes, which will last approximately one hour. I will send you the paperwork for the water project by 3:00 p.m.

Feel free to let me know if you have any questions.



Craig Erickson, CGW
Senior Funding Specialist

d: (406) 495-6189

c: (406) 399-0104

2501 Belt View Drive
Helena, MT 59601



We're Hiring!

[illegible]

STATE OF MONTANA VENDOR INVOICE		COMPLETE VENDOR INVOICE FOR REIMBURSEMENT ATTACH COPIES OF SUPPORTING DOCUMENTATION SIGN AND DATE BELOW BEFORE SUBMITTING TO DNRC FOR REIMBURSEMENT	
VENDOR'S NAME AND ADDRESS City of Thompson Falls PO Box 99 Thompson Falls, MT 59873		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601	
Grant Agreement # RRG-22-1667A	Project Name Wastewater Improvement Project - Phase 3		
DNRC Grant Manager Melissa Downing	Claim Number 4		
QUANTITY	DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED		AMOUNT
1	Vendor Invoice Number Great West 35408 Engineering Dates of Service 01/19/25 - 02/15/25 Task Description ROW/Easement/ Permitting		\$ 3,454.75
GRAND TOTAL			\$ 3,454.75

STATE USE ONLY APPROVED FOR PAYMENT		<i>I certify that this invoice is correct in all respects and that payment has not been received.</i>	
		Vendor Name (Authroized Person)	Russlyn Leivestad
		Date Processed	
DNRC Authorized		Vendor's Signature	
Date		Title	Mayor

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)
REQUEST FOR FUNDS FORM

SECTION I - CDBG RECIPIENT INFORMATION					
CDBG CONTRACT NUMBER: MT-CDBG-20PF-03		DRAWDOWN NUMBER: Ten (10)		TOTAL AMOUNT REQUESTED \$448.25	
Name and Address of Grant Recipient City of Thompson Falls PO Box 99 Thompson Falls, MT		Make Deposit Payable To: First Security Bank 107 Fulton Street Thompson Falls, MT 59873 Acct#: 775684 ABA#: 092901337			
	A Amount Budgeted	B Amount Expended Prior To This Draw	C Amount Requested	D Balance Remaining After This Draw	
1. TOTAL ADMINISTRATION BUDGET	\$ 60,000.00	\$ 23,755.66	\$ 448.25	\$ 35,796.09	
2. Percent	% of Total Grant 0.133333333	% of Column A 0.395927667			
3. TOTAL ACTIVITY BUDGET	\$ 390,000.00	\$ -	\$ -	\$ 390,000.00	
4. Percent	% of Total Grant 0.866666667	% of Column A 0.00			
5. TOTAL CDBG GRANT BUDGET	\$ 450,000.00	\$ 23,755.66	\$ 448.25	\$ 425,796.09	
6. Cash on Hand					
7. Amount of Requests Submitted and Not Received					
8. Total Previously Drawn from State					
PROGRAM INCOME SUMMARY					
9. Amount Received to Date	\$0.00				
10. Amount Expended to Date	\$0.00				
11. Program Income Balance	\$0.00				
REMARKS:		Amount from line 11.			\$0.00
		Total Amount Requested: (5C - 11A)			\$448.25
		Less 2% Retainage On Final Drawdown			\$
		Adjusted Amount Requested	\$		
FOR DOC USE ONLY!					
SECTION III - LOCAL APPROVAL					
DATE:		SIGNATURE		TITLE	
DATE:		COUNTERSIGNATURE		TITLE	
SECTION IV - DOC APPROVAL					
EXPENDITURES ARE REASONABLE, APPROPRIATE _____		APPROVED BY: TITLE: DATE:			
FINANCIAL NUMBERS & SIGNATURES CORRECT _____					
CONSISTENT WITH PRECEDING DRAW & SABHRS _____					
ADMINISTRATION DOES NOT EXCEED 10% _____					
BUDGET AMENDMENT APPROVED _____					

 Computer will Calculate



ARPA Water & Sewer Infrastructure Grant Program
2024 Progress Report Form

General Information

Subrecipient Entity: Thompson Falls, City of
Project Title: Thompson Falls Wastewater Improvements Project, Phase 3
Grant Agreement Number(s): AC-22-0064
Grant Term End Date(s): December 30, 2025
Form Preparer Name: Craig Erickson
Form Preparer Phone: (406) 399-0104
Form Preparer Email: cerickson@greatwesteng.com
Reporting Period: January 19, 2025 – February 15, 2025
Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.

Quarterly Report Type

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

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

Required Report Attachments

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

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

Sam.Gov Expiration: 01/03/2026

Progress Reporting

1. Grant Activities this Reporting Period (REQUIRED)

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

Example

- *Deliverable: Installation of 1900 linear feet of 8" water main. Update: Installation in 80% complete.*
- *Deliverable: Replace existing well pumps and controls. Update: No activity this quarter.*

The following scope of work will help address the deficiencies of the wastewater system. This scope of work is the object of the ARPA grant. It will use ARPA Competitive Grant funds for professional services, construction, and engineering-basic services associated with the following activities. Activities include:

- Deliverable: Engineering Preliminary Design, Final Design, Bidding, Construction Management, and Post Construction Services.

Update: Preliminary Design is 100% complete.

Update: Final Design is 100% complete.

Great West has relocated the lift station to the north side of Preston Avenue, and the City is anticipating the BNSF Occupancy Permit. Great West is also addressing a grinder pump deviation requested by the DEQ.

Update: Bidding, Construction Management, and Post Construction is 0% complete.

- Deliverable: Installation of approximately 11,800 ft. of 8-inch polyvinyl chloride (PVC) sewer pipe.

Update: Installation is 0% complete.

- Deliverable: Installation of approximately 40 manholes.

Update: Installation is 0% complete.

- Deliverable: Construction of lift station #3.

Update: Construction is 0% complete.

- Deliverable: Installation of approximately 2,700 ft. of force main.

Update: Installation is 0% complete.

- Deliverable: Installation of 26 grinder stations.

Update: Installation is 0% complete.

- Deliverable: Installation of 19 curb stops/check valves.

Update: Installation is 0% complete.

- Deliverable: Abandonment of 181 septic tanks, removal, replacement, or restoration of sidewalk and asphalt streets.

Update: Abandonment of septic tanks is 0% complete.

Problems or Concerns (REQUIRED)

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

BNSF's request to relocate the lift station to the north side of Preston Avenue has delayed the completion of the project design.

2. Next Reporting Period's Grant Activities (REQUIRED)

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

The City will bid and award the construction contract. Construction will begin.

Grant Agreement Review Checklist

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

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

☒ **YES** – Term End Date in the grant agreement is appropriate for the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

2. Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables) – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – Scope of Work in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

3. Review Grant Agreement Attachment B – Budget – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – The budget in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

Additional Report Attachments (Optional)

Attach pictures, articles, maps, or any other document related to this quarter that you would like to include in the report.

Verification of Subrecipient Concurrence

REQUIRED only if Form Preparer is not from Subrecipient Entity

Subrecipient Contact Full Name: Chelsea Peterson

Subrecipient Contact Title: Clerk/Treasurer, City of Thompson Falls

Subrecipient Contact Email: Tfl3557@blackfoot.net

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

See the Reimbursements and Budget Tracking tab on the [DNRC ARPA Grant Management webpage](#) for documents and training videos.

**ARPA Water & Sewer Infrastructure Grant Program
Project Schedule**

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

Applicant/Subrecipient Entity Name: City of Thompson Falls

Project Title: Phase 3 Wastewater

	Applicable to Project? (Yes/No)	ESTIMATED Completion Date	ACTUAL Completion Date	Comments
ENGINEERING PROCUREMENT*				
Project Engineer procured and engineering contract executed.	Yes		June 21, 2021	
Other:				
PLANNING & DESIGN*				
Preliminary design document completed (PER or Tech Memo).	Yes		May 9 2022	
DEQ Review: Plans and Specifications SUBMITTED to DEQ.**	Yes		February 4, 2025	This is the City's response to comments issued by DEQ.
DEQ Review: Plans and Specifications APPROVED by DEQ.	Yes	March 2025		
Permit and/or other Agency Review: SUBMITTED for review.	Yes		February 4, 2025	USDA Rural Development's review of plans & specs.
Permit and/or other Agency Approval: APPROVAL received.	Yes	March 2025		
Water Rights finalized.	No			
Site Title Opinion, Right-Of Way, Land Purchases finalized.	Yes	March 2025		Waiting for BNSF Occupancy Permit
MEPA/NEPA complete or MEPA checklist submitted to DNRC.				
Other:				
PROJECT BIDDING				
Bid document advertised.	Yes	March 2025		
Bid complete and construction contract executed.	Yes	April/May 2025		
Other:				
PROJECT CONSTRUCTION				
Construction start.	Yes	May 2025		
Construction complete.	Yes	October 2026		
Project closeout.	Yes	December 2026		
Other:				

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

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



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35407
Date 02/21/2025

Project **1-21204 Thompson Falls On-Call 2021**

Professional Services from January 19, 2025 through February 15, 2025

Task Order No. 5 - Phase 3 & 4 WW
CDBG Direct Benefit Administration
Professional Fees

	Hours	Rate	Billed Amount
Project Specialist	0.25	137.00	34.25
Beneficiary List to Erin			
Certified Grant Writer 2	2.25	184.00	414.00
Discussed the City's compliance with the URA with Erin McKeon; Completed draw package; sent RFIs to the Mayor and to Heather Reeves Project related email; review ARPA contract amendment; read project related email;			
Phase subtotal			448.25
Task Order No. 5 - Phase 3 & 4 WW subtotal			448.25
Invoice total			448.25

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK ORDER NO. 5 - PHASE 3 & 4 WW				
64.8-13 CDBG DIRECT BENEFIT ADMINISTRATION	60,000.00	23,755.66	24,203.91	448.25
Total	60,000.00	23,755.66	24,203.91	448.25

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35407	02/21/2025	448.25	448.25				
	Total	448.25	448.25	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601
Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35408
Date 02/21/2025

Project 1-21204 THOMPSON FALLS ON-CALL
2021

Professional Services from January 19, 2025 through February 15, 2025

	Amount	
64-13 Task Order No. 5 - Phase 3 & 4 WW		
10.1-13 Preliminary Design		
Contract Amount	575,000.00	
Percent Complete	100.00	
Prior Billed	575,000.00	
Total Billed	575,000.00	
	Current Billed	0.00
10.2-13 Final Design		
Contract Amount	515,000.00	
Percent Complete	92.23	
Prior Billed	453,285.00	
Total Billed	475,000.00	
	Current Billed	21,715.00
10.3-13 Bidding		
Contract Amount	75,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
	Current Billed	0.00
10.4-13 Construction Management		
Contract Amount	805,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
	Current Billed	0.00
10.5-13 Post Construction		
Contract Amount	65,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
	Current Billed	0.00
	Subtotal	21,715.00
	Total	21,715.00

Task Order No. 5 - Phase 3 & 4 WW
Right-of-Way/Easement & Permitting
Professional Fees

	Hours	Rate	Billed Amount
Engineer 2	6.00	160.00	960.00
Engineer 4	12.75	194.00	2,473.50
Clerical Support	0.25	85.00	21.25
Phase subtotal			3,454.75
Task Order No. 5 - Phase 3 & 4 WW subtotal			3,454.75

Invoice total **25,169.75**

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
64-13 Task Order No. 5 - Phase 3 & 4 WW							
10.1-13 Preliminary Design	575,000.00	100.00	575,000.00	575,000.00	0.00	0.00	0.00
10.2-13 Final Design	515,000.00	92.23	453,285.00	475,000.00	40,000.00	7.77	21,715.00
10.3-13 Bidding	75,000.00	0.00	0.00	0.00	75,000.00	100.00	0.00
10.4-13 Construction Management	805,000.00	0.00	0.00	0.00	805,000.00	100.00	0.00
10.5-13 Post Construction	65,000.00	0.00	0.00	0.00	65,000.00	100.00	0.00
64.6-13 Resident Project Representative (RPR)	880,000.00	0.00	0.00	0.00	880,000.00	100.00	0.00
64.9-13 Geotechnical Analysis	65,000.00	100.00	65,000.00	65,000.00	0.00	0.00	0.00
64.10-13 Right-of-Way/Easement & Permitting	30,000.00	38.40	8,065.00	11,519.75	18,480.25	61.60	3,454.75
64.11-13 Operation & Maintenance Manual	18,000.00	0.00	0.00	0.00	18,000.00	100.00	0.00
Subtotal	3,028,000.00	37.20	1,101,350.00	1,126,519.75	1,901,480.25	62.80	25,169.75
Total	3,028,000.00	37.20	1,101,350.00	1,126,519.75	1,901,480.25	62.80	25,169.75

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35408	02/21/2025	25,169.75	25,169.75				
	Total	25,169.75	25,169.75	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

Invoice number 35409
Date 02/21/2025

Project **1-21204 Thompson Falls On-Call 2021**

Professional Services from January 19, 2025 through February 15, 2025

Task Order No. 5 - Phase 3 & 4 WW Grant Administration

General Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Certified Grant Writer 2	10.25	184.00	1,886.00
<i>Sent draw package to DNRC</i>			
<i>Sent reimbursement request to ARPA and RRG staff.</i>			
<i>Responded to RFI from Britani Laughery of MMIA; phone call with Jen Baldassin</i>			
<i>Discussion with Carrie; ARPA monthly check-in</i>			
<i>Prep February draw package</i>			
<i>Responded to RFI from Carrie; phone call with Shawna Swanz</i>			
<i>Read project related email.</i>			
<i>Finalized draw package and sent it to funding DNRC</i>			
<i>Project related email and sent draw package to funding agencies</i>			
Task Order No. 5 - Phase 3 & 4 WW Grant Administration subtotal			1,886.00

Invoice total **1,886.00**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK ORDER NO. 5 - PHASE 3 & 4 WW GRANT ADMINISTRATION				
64.7-13 GENERAL GRANT ADMINISTRATION	150,000.00	37,754.23	39,640.23	1,886.00
Total	150,000.00	37,754.23	39,640.23	1,886.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35409	02/21/2025	1,886.00	1,886.00				
	Total	1,886.00	1,886.00	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Invoices that are past-due will incur interest charges. Thank you.

Secure online payment processing for this invoice via ACH or credit card is available at <https://www.billandpay.com/go/greatwesteng>.

**REQUEST FOR ITEM TO BE PLACED ON AGENDA
THOMPSON FALLS CITY COUNCIL**

I, Rusti Phone # _____

request the following item be placed on the agenda for
the 3 - 10 2025, City Council Meeting:

Please give a brief description of the item to be discussed,
approximate time you need and the results you would like to see.

Information: _____

Time: _____

Action: Water Project Reimbursement

**All agenda requests must be submitted by Noon on
Wednesday before the Council Meeting.**

[illegible]



ARPA Water & Sewer Infrastructure Grant Program
2024 Progress Report Form

General Information

Subrecipient Entity: Thompson Falls, City of
Project Title: Thompson Falls Water Supply, Storage, and Distribution System Improvements
Grant Agreement Number(s): AMC-23-0068
Grant Term End Date(s): November 30, 2025
Form Preparer Name: Craig Erickson
Form Preparer Phone: (406) 399-0104
Form Preparer Email: cerickson@greatwesteng.com
Reporting Period: January 19, 2025 – February 15, 2025
Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.

Quarterly Report Type

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

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

Required Report Attachments

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

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

Sam.Gov Expiration: 01/03/2026

Progress Reporting

1. Grant Activities this Reporting Period (REQUIRED)

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

Example

- Deliverable: Installation of 1900 linear feet of 8" water main. Update: Installation in 80% complete.
- Deliverable: Replace existing well pumps and controls. Update: No activity this quarter.

The following scope of work will help address the deficiencies of the wastewater system. This scope of work is the object of the ARPA grant. It will use ARPA Competitive Grant funds for professional services, construction, and engineering-basic services associated with the following activities. Activities include:

- Deliverable: Drill a new source well to provide an additional 500 gallons per minute capacity.
Update: Construction is 0% complete
Great West is conducting a hydrogeological assessment of the aquifer to identify the optimal location and expected output of the new well.
- Deliverable: Construct a new 400,000-gallon prestressed concrete tank adjacent to the Jefferson Tank site.
Update: Construction is 0% complete.
The geotechnical analysis for the tank site is complete, and Great West is finalizing the tank design based on the geotechnical report's recommendations.
- Deliverable: Replace 12 blocks of undersized and leaking water main with approximately 8,200 lineal feet of new eight (8) inch PVC water main.
Update: Construction is 10% complete.
 - **Construction of the Church Street Main Replacement is 100% complete. It accounts for approximately 10% of this deliverable.**
- Deliverable: Replace 3,200 linear feet of eight (8) inch water main loop on Golf Street.
Update: Construction is 0% complete.
- Deliverable: Replace 2,500 linear feet of eight (8) inch transmission main from the well site to Ashley Tank.
Update: Construction is 0% complete.
- Deliverable: Install associated valves, fittings, five (5) air release/blowoffs, and six (6) new fire hydrants,
Update: Installation is 0% complete.
- Deliverable: Replace 26 new service lines.
Update: Replacement is 0% complete.
- Deliverable: Replace 570 lineal feet of one-inch service line.
Update: Replacement is 0% complete
- Deliverable: Replace 26-meter pits.

Problems or Concerns (REQUIRED)

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

None

2. Next Reporting Period's Grant Activities (REQUIRED)

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

- In March, Great West will submit the plans and specifications for water tank and water distribution improvements not included in the Church Street project to DEQ.
- The City will solicit bids and award the construction contracts for the distribution system improvements and the tank project.
- The City will solicit bids and award the construction contract for the construction of the new well.

Grant Agreement Review Checklist

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

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

☒ **YES** – Term End Date in the grant agreement is appropriate for the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

2. Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables) – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – Scope of Work in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

3. Review Grant Agreement Attachment B – Budget – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – The budget in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

Additional Report Attachments (Optional)

Attach pictures, articles, maps, or any other document related to this quarter that you would like to include in the report.

Verification of Subrecipient Concurrence

REQUIRED only if Form Preparer is not from Subrecipient Entity

Subrecipient Contact Full Name: Chelsea Peterson

Subrecipient Contact Title: Clerk/Treasurer, City of Thompson Falls

Subrecipient Contact Email: Tff3557@blackfoot.net

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

See the Reimbursements and Budget Tracking tab on the [DNRC ARPA Grant Management webpage](#) for documents and training videos.

ARPA Water & Sewer Infrastructure Grant Program Project Schedule

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

Applicant/Subrecipient Entity Name: City of Thompson Falls

Project Title: Water Supply, Storage, & Distribution System

	Applicable to Project? (Yes/No)	ESTIMATED Completion Date	ACTUAL Completion Date	Comments
ENGINEERING PROCUREMENT*				
Project Engineer procured and engineering contract executed.	Yes		June 21, 2021	
Other:				
PLANNING & DESIGN*				
Preliminary design document completed (PER or Tech Memo).	Yes		May 9, 2022	
DEQ Review: Plans and Specifications SUBMITTED to DEQ.**	Yes	March 2025		
DEQ Review: Plans and Specifications APPROVED by DEQ.	Yes	April 2025		
Permit and/or other Agency Review: SUBMITTED for review.	Yes	March 2025		USDA Rural Development's review of plans & specs.
Permit and/or other Agency Approval: APPROVAL received.	Yes	April 2025		
Water Rights finalized.	Yes			
Site Title Opinion, Right-Of Way, Land Purchases finalized.	Yes	April 025		
MEPA/NEPA complete or MEPA checklist submitted to DNRC.				
Other:				
PROJECT BIDDING				
Bid document advertised.	Yes	April 2025		
Bid complete and construction contract executed.	Yes	May 2025		
Other:				
PROJECT CONSTRUCTION				
Construction start.	Yes	May 2025		
Construction complete.	Yes	December 2025		
Project closeout.	Yes	December 2025		
Other:				

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

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

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From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Wednesday, March 5, 2025 4:17 PM
To: Chelsea Peterson (tfl3557@blackfoot.net)
Cc: Carrie Gardner; Craig Erickson
Subject: Thompson Falls Water Project
Attachments: ARPA 7 with Supporting Documentation.pdf; TF Water Project Budget Invoice Tracker March 2025.xlsx

Chelsea,

I have sent you the documents related to the latest request for funds from the Water Project's ARPA grant. Please arrange for the Mayor to sign the ARPA Vendor Invoice and return it to me.

The total amount requested from the ARPA funds for engineering preliminary and final design services is \$21,927.60. The City will cover the remaining balance of \$2,232.00 from GWE invoice 35410.

If you have any questions, please feel free to reach out.

Thank you.



We're Hiring!

Craig Erickson, CGW
Senior Funding Specialist

d: (406) 495-6189

c: (406) 399-0104

2501 Belt View Drive
Helena, MT 59601

This message has been sent to you as the official business of Great West Engineering. This e-mail and any attachments may be considered confidential. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or disclosing this information. If you have received this communication in error, please reply to the sender and then immediately delete it. I appreciate your cooperation.

CITY OF THOMPSON FALLS
CITY COUNCIL PARTICIPATION IN THE REIMAGINING RURAL 2025
SESSIONS MINUTES

Wednesday, February 18, 2025



The City Council meeting was held at the City Hall,
108 Fulton Street, Thompson Falls, MT

Council Members Present: Raoul Ribeiro, City Council President; Katherine Maudrone, Earlene Powell and Shawni Vaught

City Officials Present:
Rusti Leivestad, Mayor

Others signed in: The sign-in sheet is attached.

Rusti Leivestad opened the meeting at 6:00 p.m.

The Council and a few city residents participated in the Reimagining Rural 2025 Sessions.

NO ACTION TAKEN

The meeting was adjourned at 8:00 p.m.

Rusti Leivestad, Mayor

ATTEST: _____
Chelsea Peterson, City Clerk/Treasurer

Reimagining Rural



ReIMAGINING RURAL

What is Reimagining Rural?

Reimagining Rural is a program to increase volunteer engagement in rural communities. Reimagining Rural Communities each host an in-person gathering for their local volunteers and leaders to watch rural-focused speakers via Zoom. Following the speakers, each community has their own local discussion about the ideas they heard from the speaker and how they might apply locally.

2025 Sessions

CITY HALL, 108 FULTON STREET, THOMPSON FALLS, MT

Session 3 ~ Tuesday, February 18

6:00 P.M. – 8:00 P.M.

Sign in Sheet

NAME (Please Print)	Street Address
Please Print	Please Print ~ thank you
Earlene Powell	110 So. Columbia
KUSTI LEIVESTAD	534 MAPLE
MARLAINE MOHR	FULTON
DANIEL MOORE	925 Main ST
Catherine DeWitt	102 N. Gallatin
Toba Leivestad	Maple St. TF
Katherine Mzedone	205 Ferry St
Sharon Vengert	106 Karik St
Tomra Kiehl-Sear	704 Marden Lane / 712 Marden Lane
Jocelyn BARNHAM	106 FIRST EAST PLAINS -
MARK SHRETS	215 Grove St.
Ronald Polym	115 Spruce St.
Quinn Connor	501 Main

[illegible]

CITY OF THOMPSON FALLS

Recreation & Public Properties COMMITTEE MEETING MINUTES

Month: February, Day: 24, 2025

Council Members Present:

Hayley Allen-Blakney
Shawni Vaught
Katherine Maudrone

City Officials Present:

Rust. Leivestad Mayor

Meeting opened at _____ .m.

Others Present:

Action/Motion made:

Continue review and update of use policy for city parks and reservation
request. Identify specific questions for PWD and city atty.
Review Resolution 603 - special events policies for use of city property
Review ordinance 328 - going to look into vendors vs. solicitors
and what a food truck falls under

(_____, _____)

Meeting adjourned at 5:18 p.m.

Sign: _____

Print: Hayley Allen-Blakney, Recreation + Public Committee Chair

ATTEST:

Chelsea Peterson
Chelsea Peterson, City Clerk/Treasurer



City of Thompson Falls
Recreation/Public Properties
Committee Meeting

Monday, February 24, 2025, at 4 pm
108 Fulton Street, Thompson Falls, MT

Agenda:

1. Review Events Applications, Parks Use Applications, Ballfield Use Permit Applications.
2. Review and possible update - Resolution #603 A Resolution Establishing Policies in reviewing and granting application of individuals or groups desiring to utilize city-owned property for Special Events
3. Review and possible update - Ordinance #328 An Ordinance Amending Ordinance No 301, and defining solicitors, providing for licenses, fees, bond and setting forth exceptions, providing for a penalty and effective date, and amending chapter 502 itinerant vendors of the Thompson, codified ordinances.

Call the City Hall if you have questions

406-827-3557

Agenda:

- ## Sign in Sheet

[illegible]

CITY OF THOMPSON FALLS

Recreation + Public Property COMMITTEE MEETING MINUTES

Month: January, Day: 23rd, 20 25

Council Members Present:

Hayley Allen-Blakney
Shawn Vaught
Katherine Maudwine

City Officials Present:

Meeting opened at 4:00 .m.

Others Present:

Melissa Haakenson
John Haakenson

Action/Motion made:

Review + aggregate City Property use permit and Arrowworth Park
Reservation Application and use agreement.
Renewed ballfield use agreement - updated to include insurance
amounts required.

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Meeting adjourned at 4:58 p.m.

Sign: [Signature]

Print: Hayley Allen-Blakney Park + Rec Committee Chair

ATTEST:

[Signature]
Chelsea Peterson, City Clerk/Treasurer



City of Thompson Falls

City Council Recreation & Public Properties Committee Meeting

Thursday, January 23, 2025 @ 4:00 P.M. in the City Hall,

108 Fulton Street, Thompson Falls, MT 59873

Agenda: Events Agreement and Ainsworth Event Agreement - combine agreements

Sign in Sheet

[illegible]

City of Thompson Falls

Planning Committee Meeting

Monday, March 24, 2025, in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: Growth Policy

If you have questions call the

City Hall at 406-827-3557