

CITY OF THOMPSON FALLS

AUGUST

Regular City Council Meeting
In the City Hall, 108 Fulton Street, Thompson Falls, MT
Monday, August 11, 2025, at 6:00 P.M.

AGENDA

OPEN MEETING - Call to order

ROLL CALL OF THE COUNCIL

PLEDGE OF ALLEGIANCE

SET THE AGENDA

CONSENT AGENDA – Claims, Minutes, Financial Reports, Court Report, & Water Shut-off List/Arrangements

COMMUNITY DECAY AND VIOLATIONS LIST REPORT - Attached

ENGINEER'S REPORT - Attached

STANDING COMMITTEE REPORTS - Attached

INFORMATION

ACTION ITEMS

UNFINISHED BUSINESS

1. Water adjustment for a leak at 405 Haley Ave W \$57.03
2. Variance Request 408 Maiden Lane – Board of Adjustment

Tim Hoyt

NEW BUSINESS

3. Water adjustment for a leak at 409 Adams \$180.00
4. Parking lot next to Rose Garden Park
5. Sustainable Growth & Community Harmony
6. Water Bill Notification
7. Great West Bid Award Recommendation
8. Employee Janitor
9. Sewer Project Phases 3 & 4 Pay Application for Reimbursement
10. Water Project Pay Application for Reimbursement

Annie Wooden
Nanette Blake
Raoul Ribeiro

UNSCHEDULED PUBLIC COMMENT - The public may speak for up to 3 minutes about items not on the agenda.

MAYOR'S REPORT - Mayor Rusti Leivestad's updates.

ADJOURN

Join Zoom Meeting:

<https://us06web.zoom.us/j/89290331917?pwd=OXtCWy2MFq90gjp2LzLGyTsnmfML9R.1>

Meeting ID: 892 9033 1917

Passcode: 000827

City of Thompson Falls

Planning Committee Meeting

Wednesday, July 30, 2025, at 5:15 p.m. in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: Aggregation Deed

If you have any questions, please call

City Hall: 406-827-3557

CITY OF THOMPSON FALLS

Planning COMMITTEE MEETING MINUTES

Month: July, Day: 30th, 2025

Council Members Present:

Shawni Vaught
Earlene Powell
Raoul Ribiero

City Officials Present:

Rusti

Meeting opened at 5:15 p.m.

Others Present:

Per attached

Action/Motion made:

- 1) 96 people responded to survey. We set meeting with Jerry Grebenc for ~~Thurs~~ Aug. 28th at 4:30 pm. Will discuss having a "Meet & Greet" using survey questions.
- 2) John Hamilton asked to merge 2 parcels into one parcel w/no water or sewer. Recommend Council approve.

(_____, _____)

Meeting adjourned at 5:26 pm.

Sign: Earlene Powell

Print: Earlene Powell, _____ Committee Chair

ATTEST:

Kelliann Barton, Clerk



\$200.00
Review Fee to
City

APPENDIX 20 REQUEST FOR EXEMPTION REVIEW

Note to Applicant: The purpose of this review is to enable City of Thompson Falls officials to determine whether or not the proposed use of an exemption from local subdivision review would evade the Montana Subdivision and Platting Act. You will be notified of the Exemption Review Board's decision within 20 working days of submittal of a complete application to the Thompson City Planning Board. (A complete application consists of the review fee and 3 copies of the request for exemption review, certificate of survey (as required) and supporting documents.

1. Landowner (if more than two landowners, please attach additional sheets)

A. Name <u>John E. Hamilton, Jr.</u>	E-mail: <u>seabassflyer57@gmail.com</u>
Address <u>319 Church Street</u> <u>PO Box 871 TF</u>	Phone <u>406 529 5475</u>

B. Name	E-mail:
Address	Phone

Firm
Phone

two parcels, please attach additional sheets)

1 Section 08, Township 21N Range 29W

-1-28-01-0000
(2) (1) (2) (2) (4)

sample: Occasional Sale COS 999, 5/1/92?

~~released~~ 8/8/2022 Jan 28, ~~1983~~ 1893

Has a subdivision application for the parcel been withdrawn or denied? Yes No

B. Location _____ Section _____, Township _____ Range _____

Other Legal Description:

Geocode # -35-3091-08-1-28-04-0000

(2) (4) (2) (1) (2) (2) (4)

When was the parcel created (example: Occasional Sale COS 999, 5/1/92)?

Jan 28, 1893

Has a subdivision application for the parcel been withdrawn or denied? Yes ☒ No

4. Type of Exemption and Reason or Justification		
<input type="checkbox"/> Gift or Sale to Immediate Family Member ("Family Transfer")		
Recipient(s)	Relationship to Claimant	Age
<ul style="list-style-type: none"> • Attach copies of all deeds, contracts, restrictions and covenants related to this property recorded within the past year. • If recipients are under age 18, attach documentation of trust, custodianship pursuant to the Montana Uniform Transfers to Minors Act., etc. 		
Date Landowner(s) became sole owner(s) of parcel to be divided.		
<input type="checkbox"/> Agricultural Exemption		
Description of current and proposed agricultural use:		
Explanation of eligibility under 15.7.202, MCA:		
<input type="checkbox"/> Relocation of Common Boundary Lines Outside or Adjoining a Platted Subdivision		
Describe and provide documentation showing the need or reason for the relocation: (attach supporting documentation)		
<input checked="" type="checkbox"/> Lot Aggregation/Relocation of Common Boundary Lines within Platted Subdivision		
Describe and provide documentation showing the need or reason for the relocation: (attach supporting documentation)		
<i>Aggregating all lots into 1 lot.</i>		
<input type="checkbox"/> Security for Construction ("Mortgage Exemption")		
Attach signed and notarized statement from lending institution confirming that the exempt parcel is necessary to secure a construction loan for buildings or other improvements on the parcel or for refinancing.		
<input type="checkbox"/> Other		
Reason/justification:		


5. Intentions for Use
Claimants' and recipients' intentions for the use of each parcel (including existing, new and remainder parcels) (i.e. will the parcel(s) be used for agriculture, residences, etc.?):
6. Intentions for Disposition
Claimants' and recipients' long term and short term intentions for the disposition of each parcel (including existing, new and remainder parcels) (i.e. after this transaction is finalized, will the parcel(s) be retained by recipient, sold, gifted, etc.?):
7. Attachments
Certificate of Survey
Certificate of Exemption, signed and notarized
Copies of recorded deeds documenting present ownership for all affected parcels.
Copies of draft deeds for exchange of ownership, if any exchange is proposed. <i>Aggregation</i>
Copies of draft deed restrictions or covenants, if any.
Documentation supporting the proposed exemption.
(Family Transfer) Copies of all deeds, contracts, restrictions and covenants related to this property recorded within the past year.
(Family Transfer) If recipients are under age 18, documentation of trust, custodianship pursuant to the Montana Uniform Transfers to Minors Act, etc.
(Mortgage Exemption) Statement from lending institution confirming need.
(Ag Exemption) Draft deed(s) for transferring property or copy of agreement to buy and sell.

8. Acknowledgements (initialed by all landowners)

☐ I understand that the State of Montana provides that certain divisions of land, which would otherwise constitute subdivisions, are exempt from local subdivision review and approval, unless the transactions are an attempt to evade the Montana Subdivision and Platting Act.

Landowner Initials: (A)  (B) _____

☐ I affirm that this exemption claim is not an attempt to evade the Montana Subdivision and Platting Act.

Landowner Initials: (A)  (B) _____

☐ I recognize that I may be subject to penalty if my actions are deemed to be an effort to evade subdivision review, as set forth in the Montana Code Annotated:

- 76-3-301(3). If transfers not in accordance with this chapter [i.e., Chapter 3, Local Regulation of Subdivisions] are made, the City attorney shall commence action to enjoin further sales or transfers and compel compliance with all provisions of this chapter. The cost of such action shall be imposed against the party not prevailing.

- 76-3-105 Violations. Any person who violates any provision of this chapter [i.e., Chapter 3, Local Regulation of Subdivisions] or any local regulations adopted pursuant thereto shall be guilty of a misdemeanor and punishable by a fine of not less than \$100 or more than \$500 or by imprisonment in a City jail for not more than 3 months or by both fine and imprisonment. Each sale, lease, or transfer of each separate parcel of land in violation of any provision of this chapter or any local regulation adopted pursuant thereto shall be deemed a separate and distinct offense.

- 45-7-201. Perjury.

(1) A person commits the offense of perjury if in any official proceeding he knowingly makes a false statement under oath or equivalent affirmation or swears or affirms the truth of a statement previously made, when the statement is material.

(2) A person convicted of perjury shall be punished by imprisonment in the state prison for any term not to exceed 10 years or shall be punished by a fine of not more than \$50,000, or by both such fine and imprisonment.

(3) Falsification is material, regardless of the admissibility of the statement under rules of evidence, if it could have affected the course or outcome of the proceeding. It is no defense that the declarant mistakenly believed the falsification to be immaterial. Whether a falsification is material in a given factual situation is a question of law.

(4) It is not a defense to prosecution under this section that the oath or affirmation was administered or taken in an irregular manner or that the declarant was not competent to make the statement. A document purporting to be made upon oath or affirmation at any time when the offender presents it as being so verified shall be deemed to have been duly sworn or affirmed.

(5) No person shall be guilty of an offense under this section if he retracted the falsification in the course of the proceeding in which it was made before it became manifest that the falsification was or would be exposed and before the falsification substantially affected the proceeding.

(6) Where the defendant made inconsistent statements under oath or equivalent affirmation, both having been made within the period of the statute of limitations, the prosecution may proceed by setting forth the inconsistent statements in a single count alleging in the alternative that one or the other was false and not believed by the defendant. In such case it shall not be necessary for the prosecution to prove which statement was false but only that one or the other was false and not believed by the defendant to be true.

(7) No person shall be convicted of an offense under this section where proof of falsity rests solely upon the testimony of a single person other than the defendant.

- 45-7-202. False swearing.

(1) A person commits the offense of false swearing if he knowingly makes a false statement under oath or equivalent affirmation or swears or affirms the truth of such a statement previously made when he does not believe the statement to be true and:

(a) the falsification occurs in an official proceeding;

(b) the falsification is purposely made to mislead a public servant in performing his official function; or

(c) the statement is one which is required by law to be sworn or affirmed before a notary or other person authorized to administer oaths.

(2) Subsections (4) through (7) of 45-7-201 apply to this section.

(3) A person convicted of false swearing shall be fined not to exceed \$500 or be imprisoned in the City jail for any term not to exceed 6 months, or both.

Landowner Initials: (A) AS (B) _____

9. Affidavit (required from all landowners)

Al E. Bini Jr., Landowner(s),

being first duly sworn upon oath, deposes and says as follows:

I, as Claimant, have read the foregoing Subdivision Exemption Claim Application and affirm that it is true and correct.

[Signature]
Landowner's Signature

Date 7-23-2025

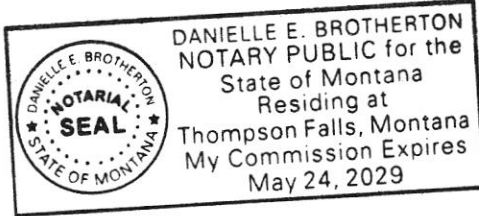
Landowner's Signature

Date _____

State of Montana
County Sanders
City of _____

Subscribed and sworn to before me on this 23rd day of July, 2025.

(seal)



[Signature]
Notary Public for the State of Montana

Residing at Thompson Falls

My commission expires May 24, 2029

Planning Committee Meeting

5:15 p.m. Agenda: Aggregation Deed

July 30, 2025

Sign-in Sheet

[illegible]

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

I, Brooke Booth Phone # 530-524-8968

request the following item be placed on the agenda for
the July 14th 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: Refund for water leak
405 Halmy Ave. W

Time: 6:00pm

Action: Credit \$57.03

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

Customer Name: BOOTH, BROOKE
Account: 201825-00
Route - Meter: 08-01825
Service Address: 405 HALEY AVENUE W
Mtr Id - Type - Size: 12198417 B

From 1-2025 to 7-2025

0.750"

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

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
07-2025	427400	07/01/2025	1700	26000	HANDHELD
06-2025	425700	06/02/2025	2200	24300	HANDHELD
05-2025	423500	05/01/2025	4000	22100	HANDHELD
04-2025	419500	04/01/2025	12600	18100	HANDHELD
03-2025	406900	03/03/2025	1600	5500	HANDHELD
02-2025	405300	02/03/2025	2100	3900	HANDHELD
01-2025	403200	01/02/2025	1800	1800	HANDHELD

**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 August 11 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: Variance Request
408 Maiden Lane

Time: 6:00pm

Action: _____

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

CITY OF THOMPSON FALLS

Board of Adjustment, COMMITTEE MEETING MINUTES

Month: August, Day: 6th, 2025

Council Members Present:

Raoul Ribeiro
Earlene Powell
Hayley Allen-Blakney

City Officials Present:

Mayor Rusti Heivested

Meeting opened at 5:02 .m.

Others Present:

see sign in sheet

Action/Motion made:

1. Send to City Council under a Medical variance
2. For Raoul to speak w/ City attorney look @
reasoning/ Med. variance

#1 (Kathrine, Earlene)

Raoul Earlene

Meeting adjourned at 3:45 p.m.

Sign: Raoul a Ribeiro

Print: Raoul a. Ribeiro Committee Chair

ATTEST:

Kelliann Barton, Clerk



VARIANCE REQUEST 408 MAIDEN LANE

I am writing regarding Tim Hoyt's request to place a fifth wheel trailer on his private property on Maiden Lane. This situation arises because he intends to provide housing for his elderly sister, who is in poor health, has difficulty with stairs, is on a limited income, and currently lacks other housing options. I acknowledge Mr. Hoyt's intention to assist his sister and wish to express support for his request under these circumstances.

The initial challenge in this situation is the setback requirements outlined in the city code. The 5th wheel exceeds the required setback by 18 inches. The city council may consider allowing a variance for this, as the adjacent property owner has indicated no objections.

Some may argue this could set a precedent in Thompson Falls, but basing decisions on what "might" happen is not persuasive. The immediate concern is providing housing for an elderly woman, rather than potential future impacts on the town's appearance. Each future case can be considered individually.

From the city code sec 2-1-5

"where there are practical difficulties or unnecessary hardships.....the board of adjustment in a specific case shall have the power to vary or modify any of the regulations or provisions relating to the setback"

I recommend permitting Mr. Hoyt's plan to assist his sister with housing as a medical health variance.

Alternatively, it may be appropriate to consider applying for a Conditional Use Permit. Although I noted that "Conditional Use Permits" for temporary workers are generally limited to 30 days, Zoning Ordinance 10-1-20 does not specify a 30-day restriction. The ordinance only requires defined start and end dates and allows for renewal. Therefore, one possible approach would be to grant a Conditional Use Permit for three years, subject to renewal.

I am not comfortable with denying Mr. Hoyt and his sister their request. I feel I must support what I feel is the right thing to do. My conscience won't allow me to base a decision on 18 inches or what "might" happen in the future.

Catherine DeWitt

8/6/2025

City of Thompson Falls

Board of Adjustment

Wednesday, August 6, 2025, at 5:00 p.m. in the City Hall,

108 Fulton Street, Thompson Falls, MT

Agenda: Variance Request – 408 Maiden Ln

If you have any questions, please call

City Hall: 406-827-3557

Board of Adjustment

5:00 p.m. Agenda: Variance Request – 408 Maiden Ln

August 6, 2025

Sign-in Sheet

[illegible]

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

I, ROB CARK Phone # _____

request the following item be placed on the agenda for
the _____ 20____, 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: WATER BILL CREDIT
\$180⁰⁰

Time: _____

Action: _____

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

Mr and Mrs Clark's leak issue began in October 2024, with complications, and was corrected as of their last water bill – July 2025. To determine the correct credit, we determined the gallons used in the same time period from October 2023 to July 2024 and compared the difference.

10/2024 – 8/2025	174,600 gallons
10/2023-8/2024	<u>48,000 gallons</u>
Excess	126,600 gallons

Using an average of their prior year consumption from 10/2023 to 6/2024 the average was 3267 gallons per month

Their average water bill would be \$45.75 – ten months would have been \$457.50

Their water bill from 10/2024 to 7/25 was \$637.50

The difference in over payment is calculated to be \$180.00 to be credited to their account

CUSTOMER WATER READINGS

12:05:43 - 08/06/2025

Customer Name: CLARK, ROBERT & RICKI**Account:** 404530-00**Route - Meter:** 08-04530

From 10-2024 to 8-2025

Service Address: 409 ADAMS STREET**Mtr Id - Type - Size:** 12216116 B

0.750"

Meter Serial #:

(Readings in Actual Units)

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
08-2025	600400	08/01/2025	15100	145700	HANDHELD
07-2025	585300	07/01/2025	25100	130600	HANDHELD
06-2025	560200	06/02/2025	25500	105500	HANDHELD
05-2025	534700	05/01/2025	17400	80000	HANDHELD
04-2025	517300	04/01/2025	16400	62600	HANDHELD
03-2025	500900	03/03/2025	14900	46200	HANDHELD
02-2025	486000	02/03/2025	16000	31300	HANDHELD
01-2025	470000	01/02/2025	15300	15300	HANDHELD
12-2024	454700	12/02/2024	14700	98000	HANDHELD
11-2024	440000	11/01/2024	14200	83300	HANDHELD
10-2024	425800	10/01/2024	11700	69100	HANDHELD

CUSTOMER WATER READINGS

12:06:17 - 08/06/2025

Customer Name: CLARK, ROBERT & RICKI**Account:** 404530-00**Route - Meter:** 08-04530

From 10-2023 to 6-2024

Service Address: 409 ADAMS STREET**Mtr Id - Type - Size:** 12216116 B

0.750"

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

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
06-2024	379200	06/03/2024	4200	22500	HANDHELD
05-2024	375000	05/01/2024	3200	18300	HANDHELD
04-2024	371800	04/01/2024	3600	15100	HANDHELD
03-2024	368200	03/01/2024	3900	11500	HANDHELD
02-2024	364300	02/01/2024	3800	7600	HANDHELD
01-2024	360500	01/02/2024	3800	3800	HANDHELD
12-2023	356700	12/01/2023	3300	53400	HANDHELD
11-2023	353400	11/02/2023	3600	50100	HANDHELD
10-2023	349800	10/02/2023	3800	46500	HANDHELD

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

I, Annie Wooden Phone # 827-3421

request the following item be placed on the agenda for
the August 11 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: Discuss parking at lot next
to Rose Garden Park.

Time: 10 minutes

Action: _____

**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, Nanette Blake Phone # 503-720-5070

request the following item be placed on the agenda for
the 8/11/ 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: See Attached

Time: 6:00pm

Action: _____

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

Agenda Request Letter

Nanette Blake
105 Park Street
Thompson Falls, MT 59873
thegardenswithinn@gmail.com
503-720-5070
August 3, 2025

To the City Clerk and Council Members,
Thompson Falls, Montana

Subject: Request to Be Added to City Council Agenda – Sustainable Growth & Community Harmony

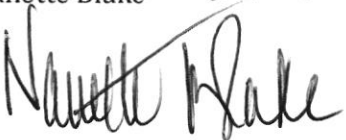
Dear City Clerk and Council Members,

I respectfully request to be added to the agenda for the upcoming Thompson Falls City Council meeting. I would like to speak briefly (3 minutes) on the importance of aligning city development with the rhythms of the land and the needs of our community.

Topics I intend to address include:

- The growing concern about invasive lighting (such as the bright blue lights at the new Town Pump and at local banks), which disrupt the night sky, wildlife, and quality of life.
- The value of allowing residents to keep a rooster in a small flock, especially in cases such as mine, where I have compassionately cared for a disabled rooster who serves to protect and calm the hens. I would also like to formally request a variance to keep this rooster within city limits.
- The opportunity to preserve and protect hobby farming within city limits, ensuring residents can responsibly keep gardens, bees, chickens, and cultivate local food.
- A call to embrace a sustainable vision for Thompson Falls — one that includes community gardens, walking paths, and spaces for pollinators and people to thrive.
- A shared dream of becoming a role model for small towns across the United States — blending tourism with stewardship, economic development with ecological care, and community well-being with harmony.

Thank you for considering this request. I look forward to speaking with hope and respect for the continued flourishing of Thompson Falls.

Sincerely, *With Gratitude* ~
Nanette Blake


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

I, Raul Phone # 406-827-0345

request the following item be placed on the agenda for
the August 11 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: Water Bill Notification

Time: 6:00 pm

Action: _____

**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, Mayor Phone # _____

request the following item be placed on the agenda for
the _____ 20____, 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: GREAT WEST BID AWARD
RECOMMENDATION PHASE 354

**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, MAYOR Phone # _____

request the following item be placed on the agenda for
the _____ 20____, 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: EMPLOYEE JANITOR

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

Job Description Janitor

Nature of Work:

The Janitor reports directly to the City Mayor. The Janitor is responsible for the general upkeep and overall appearance of the buildings' work and public areas as may be assigned.

Job Essentials:

- Able to follow oral and written instructions utilizing the English language well enough to perform the essential duties of the job.
- Possess math skills for adding, subtracting, multiplying, and dividing sufficiently to perform job duties.
- Possess the dexterity to use a telephone and janitorial equipment.
- Able to frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.
- Must be able to hear with or without amplification devices.
- Demonstrate a self-motivated attitude and ability to comprehend the importance and confidential nature of all information.

Job Duties:

- Responsible for and prioritizes in a timely manner, the maintenance and cleaning responsibilities of all areas of the property including the common areas, offices, and restrooms.
- Sweep, remove debris, clean spills, scrub, mop, vacuum as required throughout the common areas of the building (stairwells, court room, hallways, etc.) and office spaces.
- Regularly check the trash receptacles, emptying as needed, in all areas of the site.
- Service, clean, and supply restrooms in offices and common areas.
- Dust furniture, walls and equipment in the building, including common rooms/areas.
- Replace light bulbs throughout the building.
- Keep janitorial supplies in stock and cleaning equipment in working order.

Other Duties:

Other duties as assigned by the City Mayor. Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Education and Experience:

- High school diploma or GED.
- Two years' experience working with various pieces of janitorial equipment, including vacuum cleaner, mops, etc..
- Well-developed interpersonal skills, timing management and crisis management skills; organization and prioritizing abilities; attention to detail and accuracy; sound judgment and reasoning ability; excellent written and oral communication skills; disposition to perform other duties as assigned; and ability to meet deadlines.

Work Conditions:

This job operates in a building containing multiple floors. This role routinely uses standard janitorial equipment and tools; occasionally uses office equipment. This is a smoke-free environment.

Physical Demands:

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to hold, handle or feel; reach with hands and arms; and talk or hear. The employee is frequently required to climb or balance and stoop, kneel, crouch, or crawl. While performing the duties of this job, the employee is frequently exposed to dust, and dirt. The employee is occasionally exposed to high, precarious places and toxic or caustic chemicals. Occasional exposure to heat, cold, fumes, odor, noise, wetness, dryness, and vibration. Seldom exposure to poor ventilation.

Supervisory Responsibilities:

The Janitor does not perform any supervisory duties.

The employee signature below constitutes the employee's understanding of the requirements, essential functions, and duties of the Janitor position.

Signature: _____

Date: _____

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

I, Mayor Phone # _____

request the following item be placed on the agenda for
the _____ 20____, 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 3/4 Pay Application

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

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, August 7, 2025 1:31 PM
To: Kelliann Barton (tfl3557@blackfoot.net); Russlyn Leivestad (tfallsmayor@blackfoot.net)
Cc: Carrie Gardner; Craig Erickson
Subject: Phase 3 and Phase 4 Requests for Reimbursement
Attachments: Requests for Reimbursement with Supporting Documents_August 2025.pdf; Phase 3 4 - Budget_Status_Invoice - August 7 2025.xlsx; Thompson Falls Phase 3 Budget Tracker - August 7 2025.xlsx

Good afternoon,

We have sent you each of the documents associated with the requests for reimbursement from the wastewater project's ARPA, CDBG, and MCEP grants. The total amount requested is \$77,435.57. The following table summarizes the invoices charged to each of the grants.

Vendor/Activity	Invoice No.	Invoice Date	Amount	CDBG	MCEP	ARPA Grant
Curtis Allyn Kegel - Pipeline Easement	334776	12/03/24	\$ 7,340.04			\$ 7,340.04
Frank & Kari Godfrey - Pipeline Easement	334777	12/16/24	\$ 747.12			\$ 747.12
Eggensperger #1 - Pipeline Easement	334778	12/31/24	\$ 2,988.46			\$ 2,988.46
Eggensperger #2 - Pipeline Easement	334779	12/31/24	\$ 6,881.29			\$ 6,881.29
Leivestad #1 - Pipeline Easement	334811	12/05/24	\$ 14,221.33			\$ 14,221.33
Leivestad #2 - Pipeline Easement	334812	12/05/24	\$ 14,221.33			\$ 14,221.33
Great West - CDBG Direct Benefit Admin	36961	07/24/25	\$ 460.00	\$ 460.00		
Great West - Final Design	36964	07/24/25	\$ 3,000.00			\$ 3,000.00
Great West - Bidding	36964	07/24/25	\$ 25,000.00			\$ 25,000.00
Great West - Gen Grant Admin	36965	07/24/25	\$ 2,576.00		\$ 2,576.00	
Total			\$ 77,435.57	\$ 460.00	\$ 2,576.00	\$ 74,399.57

Please arrange to have the following documents signed and returned to me:

- ARPA #34 – Page 1
- CDBG #13 – Page 2
- MCEP #1 – Page 3
- Engineering Invoice Summary – Page 9

Please contact me if you have any questions.



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.

STATE OF MONTANA				
VENDOR INVOICE		<ul style="list-style-type: none"> VENDOR RETURNS SIGNED ORIGINAL FILE ORIGINAL WITH TRANSFER-WARRANT CLAIM. 		
VENDOR'S NAME AND ADDRESS		BILLED TO		
City of Thompson Falls P.O. Box 99 Thompson Falls, MT 59873		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601 Attn Grant Manager: Heather Reeves		
PROJECT INFORMATION:				
Grant Agreement Number:	AC-22-0064	Project Name	Phase 3 Wastewater Project	
Period of Performance:	12/03/2024 - 7/24/2025	Reimbursement Request Number:	34	
DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED:				
Name of Business/Vendor	Invoice Number	Dates of Service/ Invoice Date	Budget Category / Task Number and Description (see Grant Agreement Attachment B Budget)	Amount
Curtis Allyn Kegal	334776	12/03/24	Pipeline Easement	\$ 7,340.04
Frank & Kari Godfrey	334777	12/16/24	Pipeline Easement	\$ 747.12
Eggensperger #1	334811	12/31/24	Pipeline Easement	\$ 2,988.46
Eggensperger #2	334779	12/31/24	Pipeline Easement	\$ 6,881.29
Leivestad #1	334811	12/05/24	Pipeline Easement	\$ 14,221.33
Leivestad #2	334812	12/05/24	Pipeline Easement	\$ 14,221.33
Great West Engineering	36964	07/24/25	Final Design	\$ 3,000.00
Great West Engineering	36964	07/24/25	Bidding	\$ 25,000.00
			GRAND TOTAL	\$ 74,399.57
STATE USE ONLY APPROVED FOR PAYMENT		I certify that this invoice is correct in all respects and that payment has not been received. Authorized Recipient Name Russlyn Leivestad Date Processed Authorized Recipient Signature Title Mayor		
Authorized Signature				
Date				

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

REQUEST FOR FUNDS FORM

SECTION I - CDBG RECIPIENT INFORMATION

CDBG CONTRACT NUMBER: MT-CDBG-20PF-03	DRAWDOWN NUMBER: 13	TOTAL AMOUNT REQUESTED \$460.00
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	\$ 30,994.53	\$ 460.00	\$ 28,545.47
2. Percent	% of Total Grant 0.133333333	% of Column A 0.5165755		
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	\$ 30,994.53	\$ 460.00	\$ 418,545.47
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)	\$460.00	
		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 _____ FINANCIAL NUMBERS & SIGNATURES CORRECT _____ CONSISTENT WITH PRECEDING DRAW & SABHRS _____ ADMINISTRATION DOES NOT EXCEED 10% _____ BUDGET AMENDMENT APPROVED _____	APPROVED BY: TITLE: DATE:
--	---

Computer will Calculate

Montana Coal Endowment Program
REQUEST FOR REIMBURSEMENT FORM

SECTION I - MCEP RECIPIENT INFORMATION

MCEP CONTRACT NUMBER MT-ARPA-CG-23-623	REQUEST NUMBER 1	TOTAL AMOUNT REQUESTED \$ 2,576.00
Name and Address of MCEP Recipient City of Thompson Falls PO Box 99 Thompson Falls, MT 59873		Make Deposit Payable To: First Security Bank 107 Fulton Street Thompson Falls, MT 59783 Acct#: 775684 ABA#: 092901337

SECTION II - FINANCIAL

	A Amount Budgeted	B Amount Expended Prior to this Request	C Amount Requested	D Balance Remaining After This Request
1. TOTAL ADMINISTRATION BUDGET	\$ 40,000.00	\$ -	\$ 2,576.00	\$ 37,424.00
2. Percent	% of Total Grant 0.053333333	% of Column A 0.00		
3. TOTAL ACTIVITY BUDGET	\$ 710,000.00	\$ -		\$ 710,000.00
4. Percent	% of Total Grant 0.946666667	% of Column A 0.00		
5. TOTAL GRANT BUDGET	\$ 750,000.00	\$ -	\$ 2,576.00	\$ 747,424.00
			TOTAL Amount Requested	\$ 2,576.00

REMARKS:

SECTION III - LOCAL APPROVAL

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)." Please submit request for reimbursements and all supporting documentation and reports to: Montana Department of Commerce, Community Development Division, PO Box 200523, Helena MT 59620-0523

DATE:	SIGNATURE	TITLE
DATE:	COUNTERSIGNATURE	TITLE

SECTION IV - DOC APPROVAL

EXPENDITURES REASONABLE, APPROPRIATE _____	APPROVED BY: TITLE: DATE:
SIGNATURES CORRECT _____	
CONSISTENT WITH PRECEDING REQUESTS & SABHRS _____	
ADMINISTRATION DOES NOT EXCEED 10% _____	
BUDGET AMENDMENT APPROVED _____	



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: December 3, 2025 – July 24, 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 is 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 and Final Design are 100% complete.

Update: Bidding is 100% complete.

Update: Construction Management and Post-Construction are 0% complete.

On July 31, 2025, the city opened bids for the Phase 3 and Phase 4 construction contract. The city received seven bids, and the low bidder was S&L Underground, Inc. of Bonners Ferry, Idaho. Great West Engineering is currently checking references and will soon present the city with its recommendation regarding the contract award. If necessary, the council will hold a special meeting in August to award the construction contract.

- 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.

- Deliverable: Construction of 181 service connections to the new main.

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.

The city will award the construction contract in August, with construction expected to begin in September.

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: Russlyn Leivestad

Subrecipient Contact Title: Mayor

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 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: Wastewater Improvements, Phase 3

	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 7, 2025	This is the City's res
DEQ Review: Plans and Specifications APPROVED by DEQ.	Yes		March 7, 2025	
Permit and/or other Agency Review: SUBMITTED for review.	Yes		March 25, 2025	USDA Rural Develop
Permit and/or other Agency Approval: APPROVAL received.	Yes		June 30, 2025	RD's authorization to
Water Rights finalized.	No			
Site Title Opinion, Right-Of Way, Land Purchases finalized.	Yes		July 1, 2025	
MEPA/NEPA complete or MEPA checklist submitted to DNRC.				
Other:				
PROJECT BIDDING				
Bid document advertised.	Yes		July 3, 2025	Bid opening schedul
Bid complete and construction contract executed.	Yes	Sept 8, 2025		
Other:				
PROJECT CONSTRUCTION				
Construction start.	Yes	September 2025		
Construction complete.	Yes	December 2026		
Project closeout.	Yes	January 2027		
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*



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 36961
Date 07/24/2025

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

Professional Services from June 22, 2025 through July 19, 2025

Task Order No. 5 - Phase 3 & 4 WW

CDBG Direct Benefit Administration

Professional Fees

	Hours	Rate	Billed Amount
Certified Grant Writer 2	2.50	184.00	460.00
<i>Responded to RFI from CDBG program specialist Erin McKeon</i>			
<i>July draw pack prep</i>			
<i>Prepared CDBG request for funds and project progress report</i>			
<i>Completed CDBG quarterly report and sent it to Commerce</i>			
Task Order No. 5 - Phase 3 & 4 WW subtotal			460.00

Invoice total **460.00**

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	30,994.53	31,454.53	460.00
Total	60,000.00	30,994.53	31,454.53	460.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36561	06/27/2025	808.00	808.00				
36961	07/24/2025	460.00	460.00				
Total		1,268.00	1,268.00	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>.



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 36964
Date 07/24/2025

Project 1-21204 THOMPSON FALLS ON-CALL
2021

Professional Services from June 22, 2025 through July 19, 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	100.00		
Prior Billed	512,000.00		
Total Billed	515,000.00		
		Current Billed	3,000.00
10.3-13 Bidding			
Contract Amount	75,000.00		
Percent Complete	33.33		
Prior Billed	0.00		
Total Billed	25,000.00		
		Current Billed	25,000.00
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	28,000.00
		Total	28,000.00

Invoice total **28,000.00**

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	100.00	512,000.00	515,000.00	0.00	0.00	3,000.00
10.3-13 Bidding	75,000.00	33.33	0.00	25,000.00	50,000.00	66.67	25,000.00
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	98.89	29,666.28	29,666.28	333.72	1.11	0.00
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	39.95	1,181,666.28	1,209,666.28	1,818,333.72	60.05	28,000.00
Total	3,028,000.00	39.95	1,181,666.28	1,209,666.28	1,818,333.72	60.05	28,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36564	06/27/2025	9,165.50	9,165.50				
36964	07/24/2025	28,000.00	28,000.00				
Total		37,165.50	37,165.50	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 36965
Date 07/24/2025

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

Professional Services from June 22, 2025 through July 19, 2025

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

General Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Certified Grant Writer 2	14.00	184.00	2,576.00
<i>Responded to project related email.</i> <i>Prepared budget modification request for the mayor</i> <i>Read project related email and updated project file with documents associated with BNSF permit and site title opinion. Also reviewed invitation to bid.</i> <i>Completed July draw package; phone call with Kelliann; phone call with Mayor</i> <i>Complete CDBG, ARPA and RRGL requests for funds, progress reports and schedule updates; discussed project status with Carrie</i> <i>Phone call with Rusti and Nathan Bilyeu; at the mayor's request, amended the ARPA request for funds and draw package</i> <i>Phone call with Rusti and Nathan Bilyeu; at the mayor's request, amended the ARPA request for funds and draw package</i> <i>ARPA and MCEP quarterly reports</i> <i>Finalized draw packages and sent them to funding agencies; listened to pre-bid conference</i> <i>Sent RRGL, ARPA, and CDBG draws to the DNRC and MCEP.</i>			

Task Order No. 5 - Phase 3 & 4 WW Grant Administration subtotal 2,576.00

Invoice total **2,576.00**

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	48,420.23	50,996.23	2,576.00
Total	150,000.00	48,420.23	50,996.23	2,576.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36565	06/27/2025	3,312.00	3,312.00				
36965	07/24/2025	2,576.00	2,576.00				
Total		5,888.00	5,888.00	0.00	0.00	0.00	0.00



2501 Belt View Drive
Helena, MT 59601

Phone: (406) 449-8627

City of Thompson Falls

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

Invoice number 36965

Date 07/24/2025

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>.

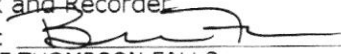
334776 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY

RECORDED: 1/7/2025 12:20 PM

Pages: 6

Alisa Garcia Clerk and Recorder

FEE: \$48.00 BY: 

Return To: CITY OF THOMPSON FALLS

Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 3 day of Dec, 2024, by and between Curtis Allyn Kegel (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

A parcel of land located in the W $\frac{1}{2}$ NW $\frac{1}{4}$ of Section 9, Township 21 North, Range 29 West, P.M.M., Sanders County, Montana, further described as Parcel 2 on Certificate of Survey No. 3804FC on file in the office of the Clerk and Recorder of Sanders County, Montana.

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

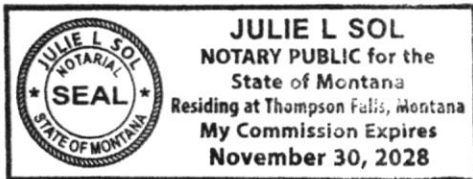
10. Fees. Grantee shall pay Grantor seven thousand three hundred forty and 04/100 dollars (\$7,340.04) for this agreement. Payment due at commencement of construction.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement this 3 day of December, 2024.

GRANTOR:

By: Curtis Allyn Kegel
Curtis Allyn Kegel

On this 3 day of December, 2024, before me, personally appeared Curtis Allyn Kegel known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



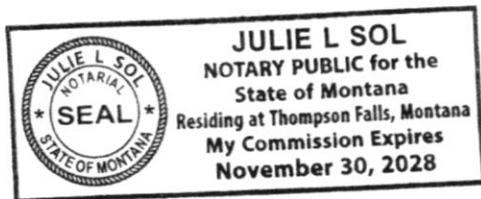
Julie L Sol
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: 11/30/2028

GRANTEE:

CITY OF THOMPSON FALLS

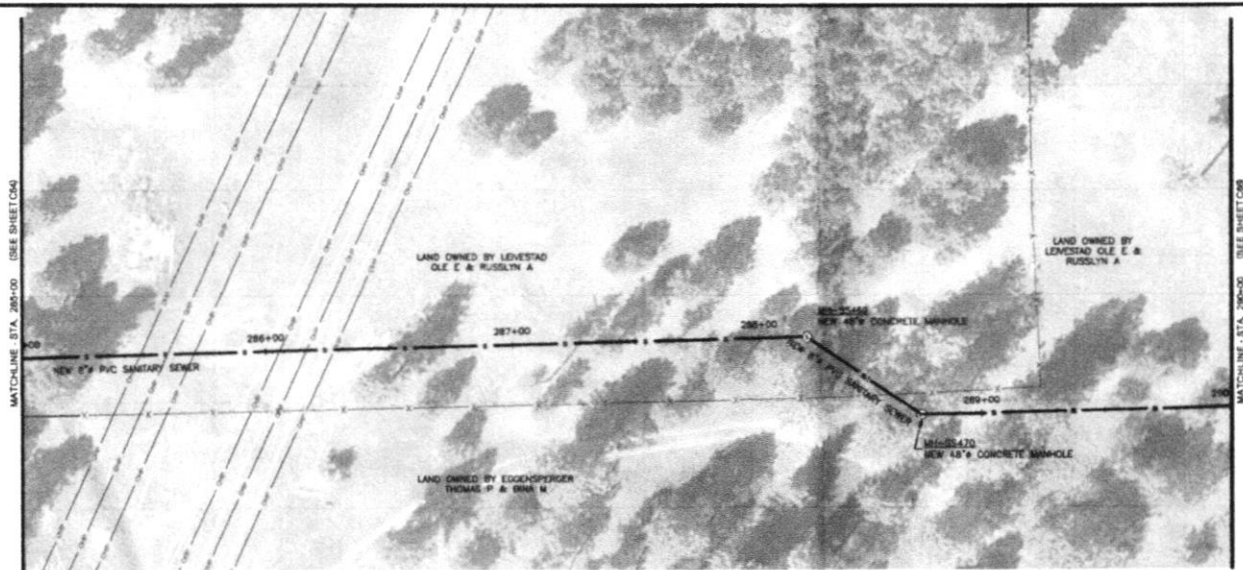
By: Russlyn A. Leivestad
Russlyn A. Leivestad, Mayor

On this 3 day of December, 2020, before me, a Notary Public, personally appeared Russlyn A. Leivestad known or identified to me to be the Mayor of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.



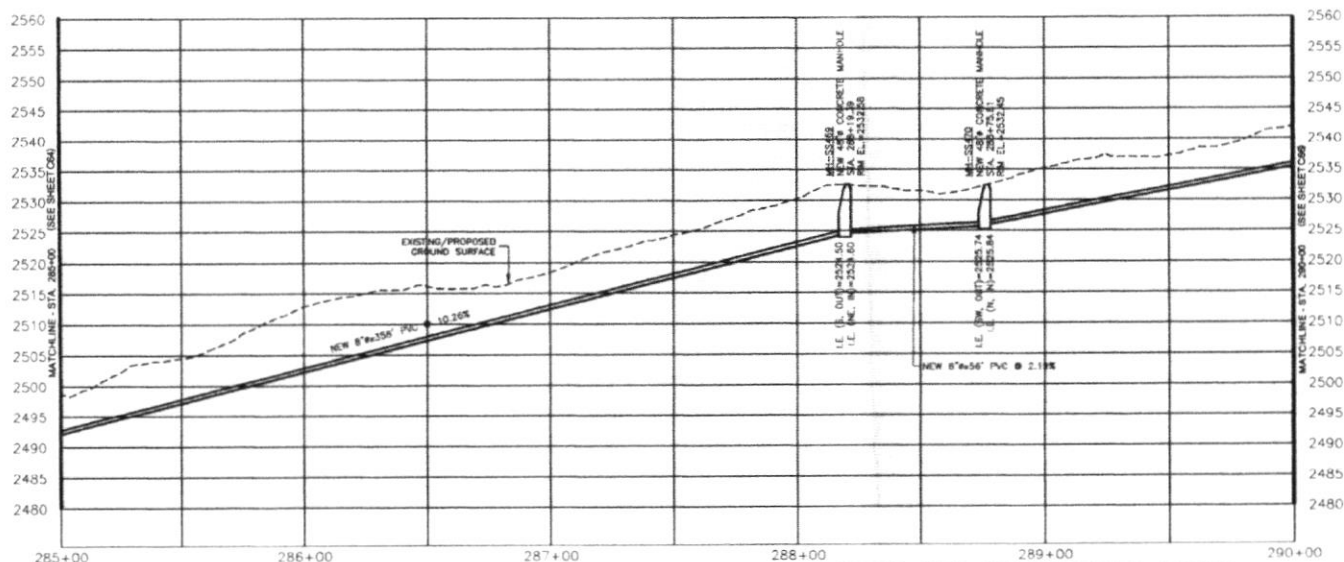
Julie L Sol
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: 11/30/2028

Y:\Borund\Haines Projects\1-21204-Thompson Falls Dr-Call 2021\10 3 - Phase 3 and 4 MW\200 1-21204-105 (Sheet)\1-21204-105-72.dwg



PLAN VIEW OF GRIZZLY-BEARPAW TRAIL SEWER MAIN ALIGNMENT - STA. 285+00 TO STA. 290+00

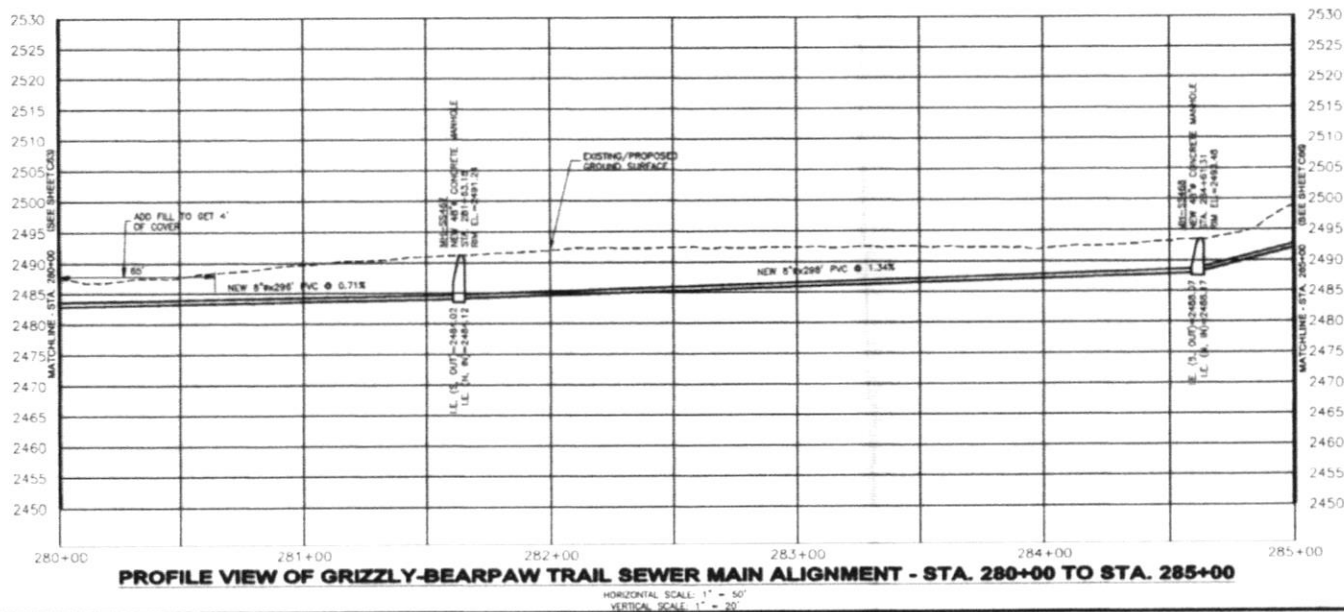
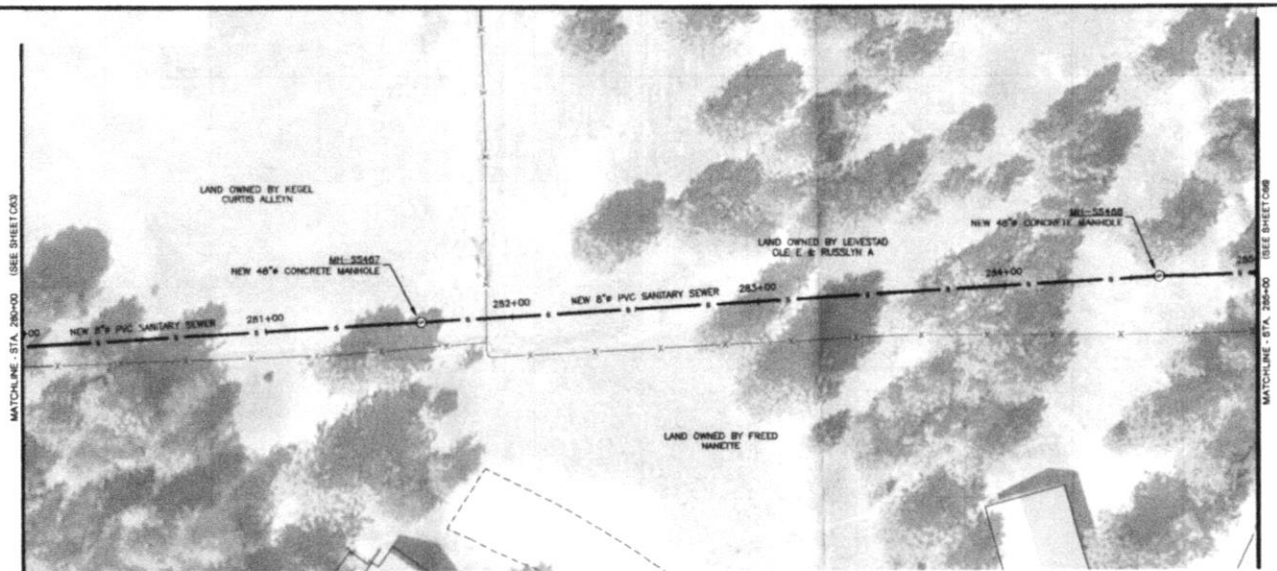
0 25 50
SCALE IN FEET



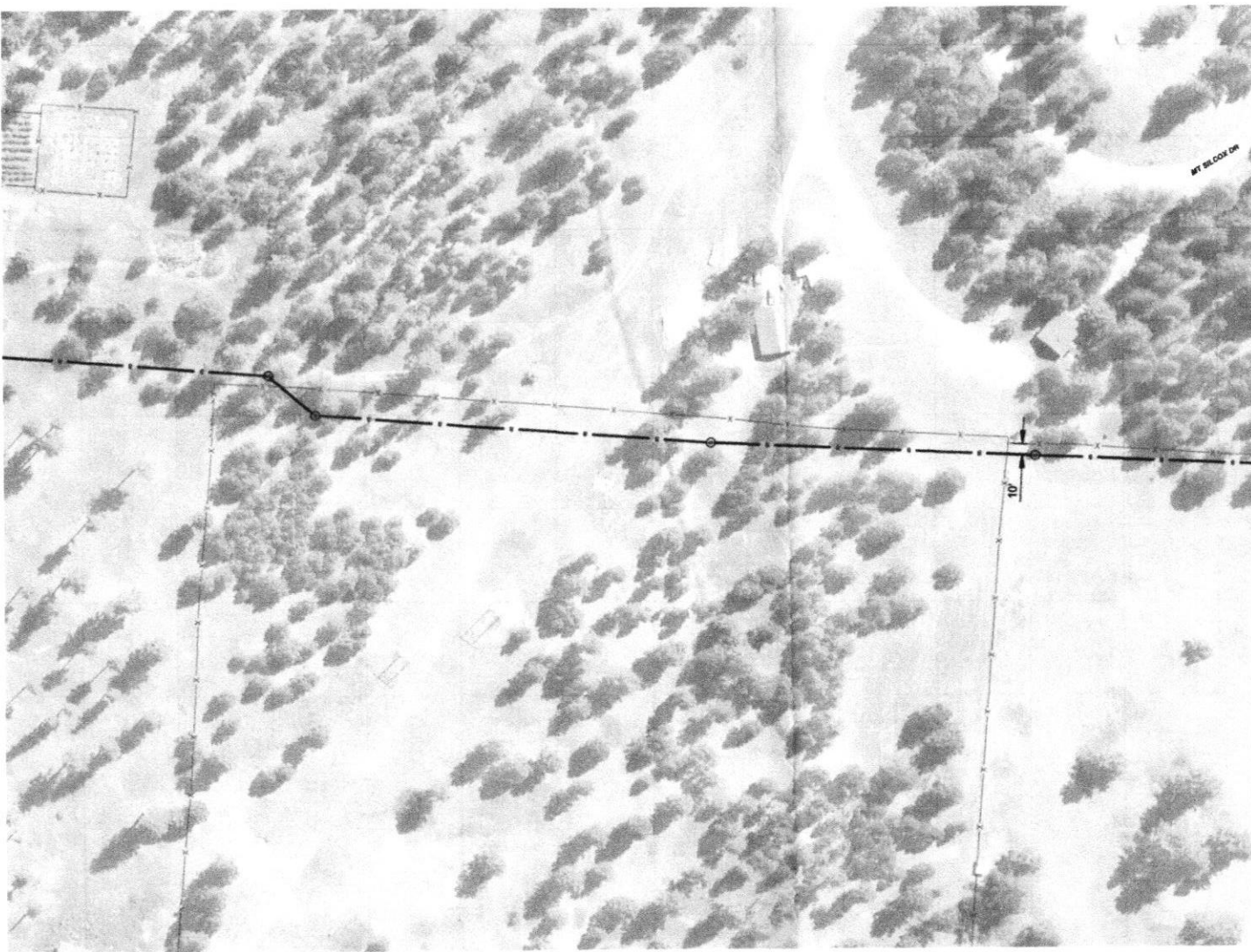
PROFILE VIEW OF GRIZZLY-BEARPAW TRAIL SEWER MAIN ALIGNMENT - STA. 285+00 TO STA. 290+00

HORIZONTAL SCALE: 1" = 50'
VERTICAL SCALE: 1" = 20'

I:\Shared\Videos\Project\161-21204-Thompson Falls, Ore-Coll 2021\10 5 - Phase 3 and 4 MP\161-21204-105 (Sheet)\161-21204-105-71-000.dwg



C:\Users\jgibson\Documents\Project\334776\334776.dwg



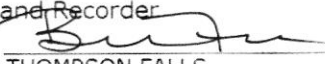
334777 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY

RECORDED: 1/7/2025 12:21 PM

Pages: 6

Alisa Garcia Clerk and Recorder

FEE: \$48.00 BY: 
Return To: CITY OF THOMPSON FALLS

Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 16 day of December 2024, by and between Frank A. Godfrey and Kari L. Godfrey (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

Lot 1 of Block 1 of MOUNTAIN VIEW TOWNSITE, Sanders County, Montana,
according to the map or plat thereof on file with the Clerk and Recorder of
Sanders County, Montana,

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

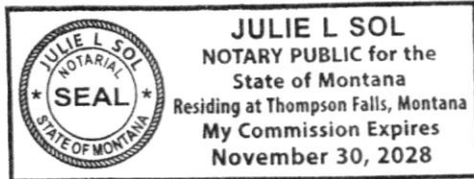
The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANTEE:

CITY OF THOMPSON FALLS

By: *Russlyn Leivestad*
Russlyn Leivestad, Mayor

On this 16 day of December, 2024, before me, a Notary Public, personally appeared **Russlyn Leivestad** known or identified to me to be the Mayor of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.



Julie L Sol
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: 11/30/2028

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

10. Fees. Grantee shall pay Grantor seven hundred forty-seven and 12/100 dollars (\$747.12) for this agreement. Payment due at commencement of construction.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement.

GRANTOR:

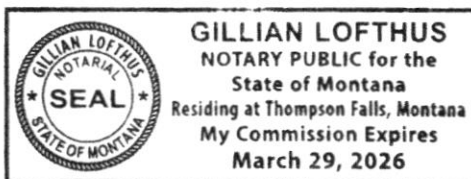
By: _____
Frank A. Godfrey

By: Kari L. Godfrey
Kari L. Godfrey

On this 16 day of December, 2024, before me, personally appeared Frank A. Godfrey known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

Notary Public for the State of _____
Residing at: _____
My commission expires: _____

On this 16 day of December, 2024, before me, personally appeared Kari L. Godfrey known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



Gillian Lofthus
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: March 29 2026

//

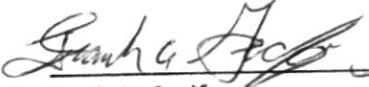
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10. Fees. Grantee shall pay Grantor seven hundred forty-seven and 12/100 dollars (\$747.12) for this agreement. Payment due at commencement of construction.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement.


GRANTOR:

By: 
Frank A. Godfrey

By: 
Kari L. Godfrey

On this 6 day of December, 2024, before me, personally appeared Frank A. Godfrey known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.




Notary Public for the State of WA
Residing at: Chelan
My commission expires: 01/16/2028

On this _____ day of _____, 2024, before me, personally appeared Kari L. Godfrey known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: _____

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EXHIBIT A

334777 Pages: 6 of 6



334778 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY

RECORDED: 1/7/2025 12:22 PM

Pages: 4

Alisa Garcia Clerk and Recorder

FEE: \$32.00 BY: 

Return To: CITY OF THOMPSON FALLS

Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

**1*

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 3rd day of Dec., 2024, by and between Thomas P Eggensperger and Bina M. Eggensperger (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

A tract of land which is a portion of Lot 9 of Ashley Creek Subdivision Addition No. 4 and Tract 1 of Certificate of Survey No. 744 on record at the Sanders County Clerk and Records Office located in the southwest quarter of Section 4, Township 12 North, Range 29 West, P.M.M., Sanders County, Montana, and more particularly described as: Tract 1-A of Certificate of Survey No. 2142.

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

10. Fees. Grantee shall pay Grantor two thousand nine hundred eighty-eight and 46/100 dollars (\$2,988.46) for this agreement. Payment due at commencement of construction.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement this 31st day of December, 2024.

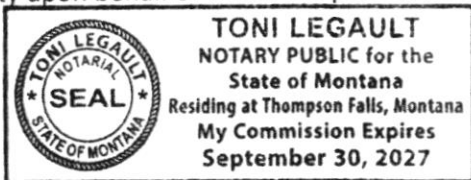
GRANTOR:

By:

Thomas P. Eggenesperger

Bina M. Eggenesperger

On this 31st day of December, 2024, before me, personally appeared **Thomas P. Eggenesperger** known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

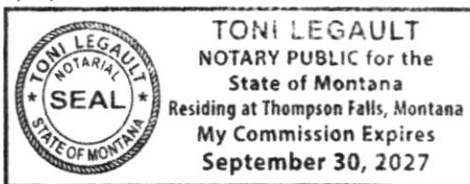


Toni Legaault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

On this 31st day of December, 2024, before me, personally appeared **Bina M. Eggenesperger**, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



Toni Legaault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

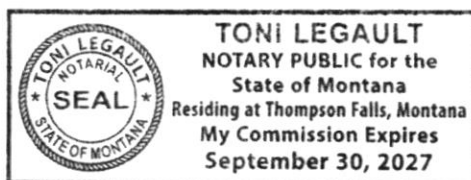
GRANTEE:

CITY OF THOMPSON FALLS

By:

Russlyn Leivestad
Russlyn Leivestad, Mayor

On this 31st day of December, 2020, before me, a Notary Public, personally appeared **Russlyn Leivestad** known or identified to me to be the Mayor of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.

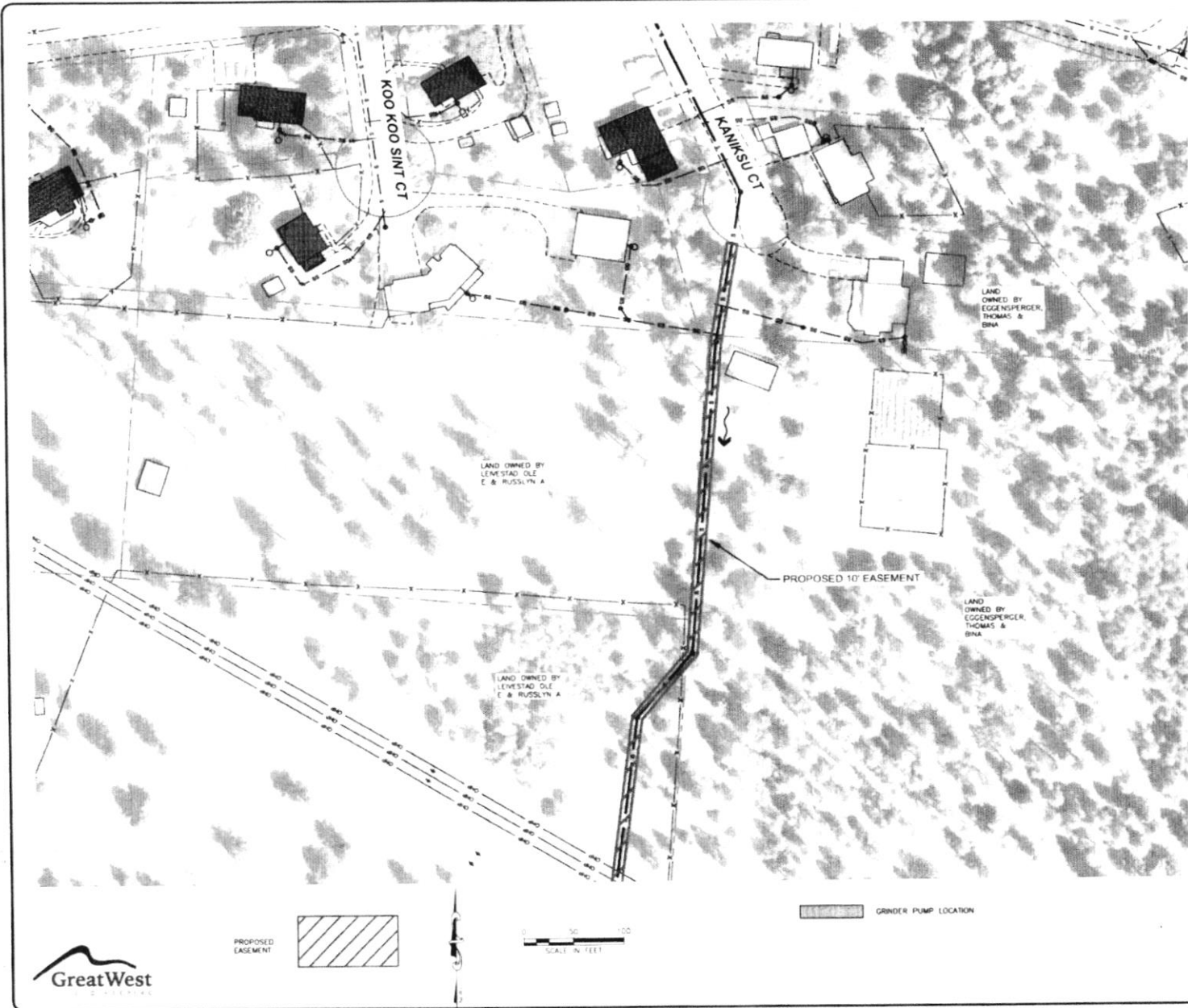


Toni Legaault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

EXHIBIT A



Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

334779 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY

RECORDED: 1/7/2025 12:23 PM

Pages: 4

Alisa Garcia Clerk and Recorder

FEE: \$32.00 BY: 
Return To: CITY OF THOMPSON FALLS

*2

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 3rd day of April, 2024, by and between Thomas P Eggenesperger and Bina M. Eggenesperger (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

A parcel of land located in located in Section 9, Township 21 North, Range 29 West, PMM, identified as Lot 2 of Trailhead Terrace, Certificate of Survey No. 2049-MS filed for record in the office of the Clerk and Recorder of Sanders County, Montana,

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

10. Fees. Grantee shall pay Grantor six thousand eight hundred eighty-one and 29/100 dollars (\$6,881.29) for this agreement. Payment due at commencement of construction.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement this 31 day of December, 2024.

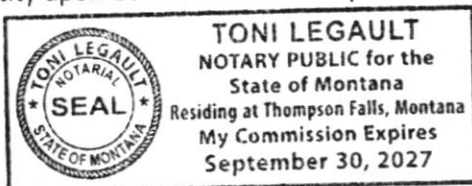
GRANTOR:

By:

Thomas P. Eggersperger

Bina M. Eggersperger

On this 31st day of December, 2024, before me, personally appeared **Thomas P. Eggersperger** known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

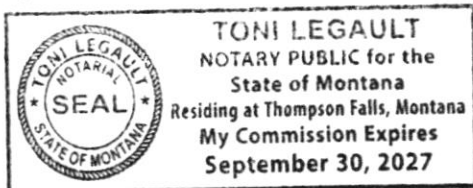


Toni Legault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

On this 31st day of December, 2024, before me, personally appeared **Bina M. Eggersperger**, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



Toni Legault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

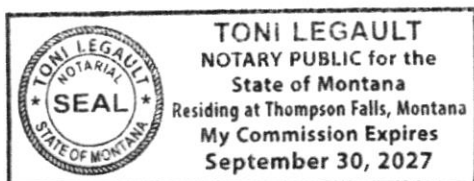
GRANTEE:

CITY OF THOMPSON FALLS

By:

Russlyn Leivestad
Russlyn Leivestad, Mayor

On this 31st day of December, 2020, before me, a Notary Public, personally appeared **Russlyn Leivestad** known or identified to me to be the Mayor of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.

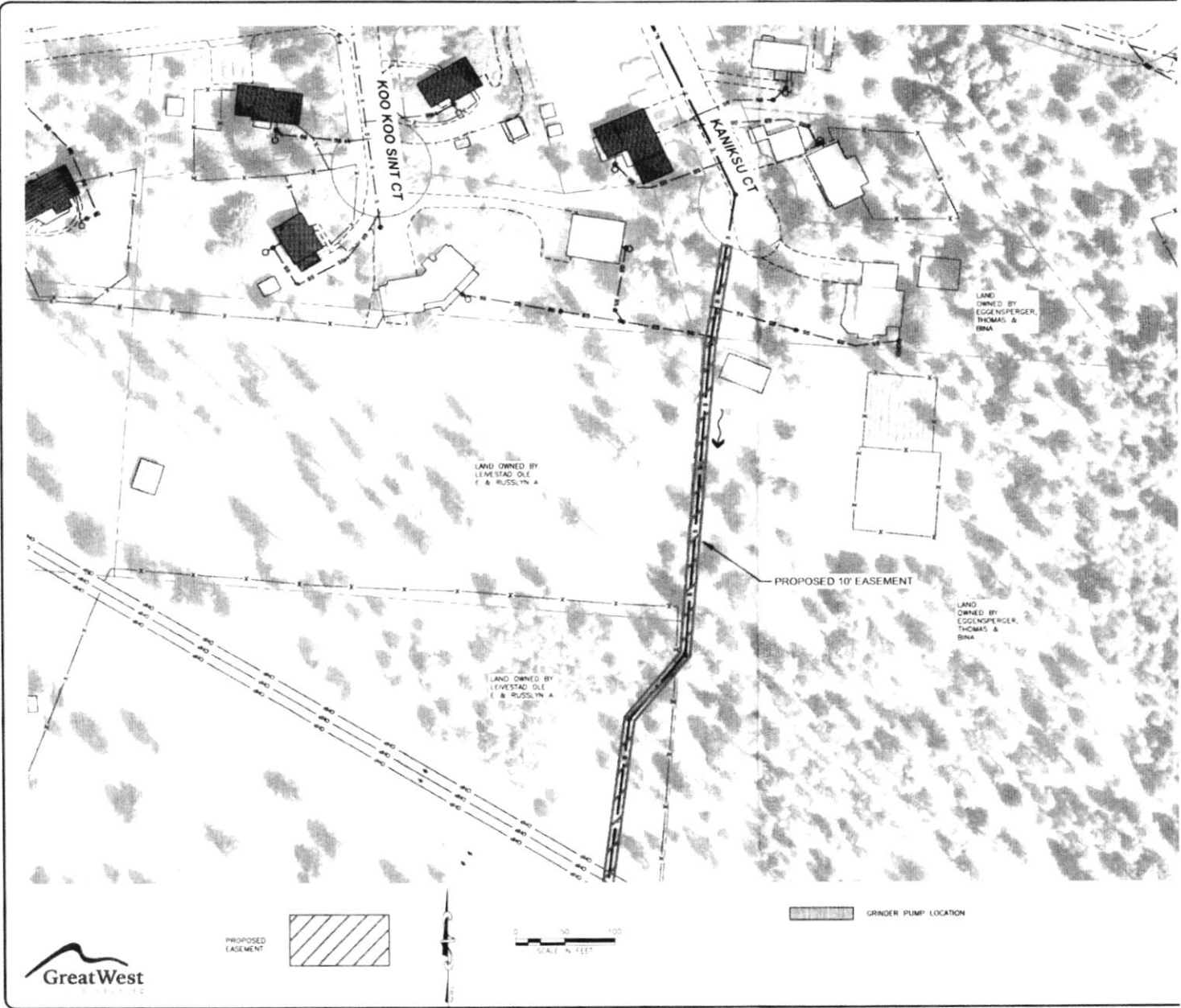


Toni Legault
Notary Public for the State of Montana

Residing at Thompson Falls, Montana

My commission expires: 9-30-2027

EXHIBIT A



334811 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY

RECORDED: 1/9/2025 3:51 PM

Pages: 4

Alisa Garcia Clerk and Recorder

FEE: \$32.00 BY: 

Return To: CITY OF THOMPSON FALLS

Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

*1

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 5TH day of DECEMBER 2024, by and between Ole E. Leivestad and Russlyn A. Leivestad (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

A parcel of land located in the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 9, Township 21 North, Range 29 West, P.M.M., Sanders County, Montana, further described as Parcel A-1 on Certificate of Survey No. 3598, on file in the office of the Clerk and Recorder of Sanders County, Montana.

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

10. Fees. Grantee shall pay Grantor fourteen thousand two hundred twenty-one and 33/100 dollars (\$14,221.33) for this agreement. Payment due at commencement of construction.

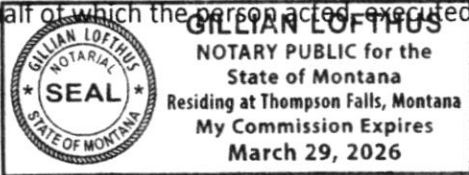
IN WITNESS WHEREOF, the parties enter into this Easement Agreement this 5TH day of December, 2024.

GRANTOR:

By:

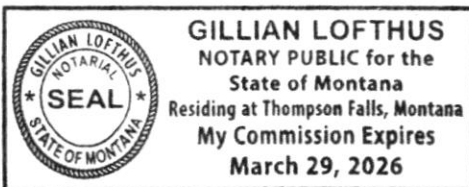
Ole E. Leivestad
Ole E. Leivestad
Russlyn A. Leivestad
Russlyn A. Leivestad

On this 5 day of Dec., 2024, before me, personally appeared Ole E. Leivestad, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



Gillian Lofthus
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: March 29 2026

On this 5 day of December, 2024, before me, personally appeared Russlyn A. Leivestad, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



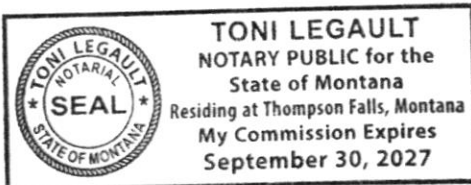
Gillian Lofthus
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: March 29 2026

GRANTEE:

CITY OF THOMPSON FALLS

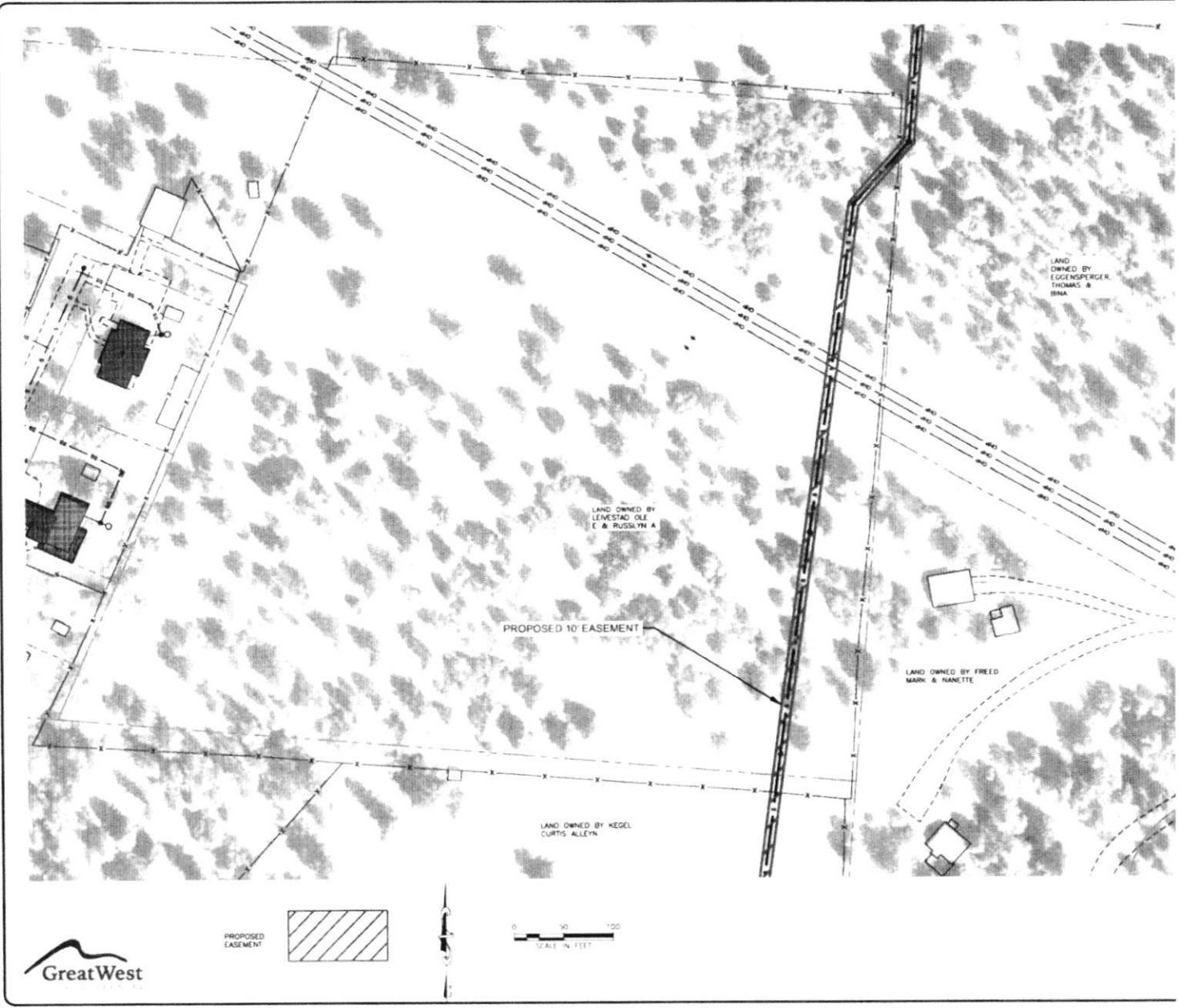
By: Raoul Ribeiro
Raoul Ribeiro, City Council President

On this 5 day of December, 2024, before me, a Notary Public, personally appeared Raoul Ribeiro known or identified to me to be the City Council President of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.



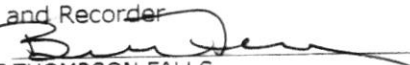
Toni Legault
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: 9-30-27

EXHIBIT A



Return Recorded Document to:
City of Thompson Falls
P.O. Box 99
Thompson Falls, MT 59873

334812 EASEMENT - R

STATE OF MONTANA SANDERS COUNTY
RECORDED: 1/9/2025 3:52 PM
Alisa Garcia Clerk and Recorder
FEE: \$32.00 BY: 
Return To: CITY OF THOMPSON FALLS

Pages: 4

*2

EASEMENT AGREEMENT

THIS EASEMENT is made and entered into this 5 day of December, 2024, by and between Ole E. Leivestad and Russlyn A. Leivestad (hereinafter referred to as "Grantor"), and the City of Thompson Falls, (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor agrees to grant an easement for a wastewater pipeline to the Grantee over certain lands.

GRANT OF EASEMENT

NOW THEREFORE, for good and valuable consideration and in consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows: Grantor does hereby grant to Grantee a permanent easement for a public wastewater pipeline, as described in Exhibit A attached hereto and incorporated herein by reference, through and within the following described land in the City of Thompson Falls, County of Sanders, State of Montana:

A parcel of land located in the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 9, Township 21 North, range 29 West, P.M.M., Sanders County, Montana, further described as Parcel B on Certificate of Survey No. 3404, on file in the office of the Clerk and Recorder of Sanders County, Montana.

for the purpose of locating, establishing, constructing, maintaining, repairing, and operating a wastewater pipeline and the right of ingress and egress in, from and to said easement, for the purpose of inspecting, maintaining, and repairing such wastewater pipeline, for widths of 10 feet wide on either side of the centerline of the pipeline. The final installed pipeline to be surveyed for record upon completion of construction at no expense to Grantor.

The perpetual easement and right-of-way are hereby given and granted for the sole purpose of maintaining, repairing and operating wastewater pipelines.

GRANT RESERVATION

This grant is made subject to the following terms, provisions, and conditions:

1. Grantors Use.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property.

2. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future repairs to the wastewater lines and/or allied facilities located on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the under-taking of such repairs and maintenance.

3. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents. This indemnity shall continue so long as this Easement Agreement is in effect.

4. Recitals.

The recitals set forth above are hereby incorporated by this reference.

5. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

6. Headings.

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement and Final Survey in the records of Sanders County, Montana, and shall provide Grantor with conformed copies of the recorded instruments.

10. Fees. Grantee shall pay Grantor fourteen thousand two hundred twenty-one and 33/100 dollars (\$14,221.33) for this agreement. Payment due at commencement of construction.

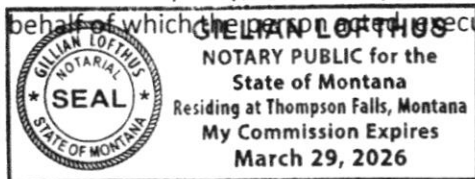
IN WITNESS WHEREOF, the parties enter into this Easement Agreement this 5TH day of DECEMBER, 2024.

GRANTOR:

By:

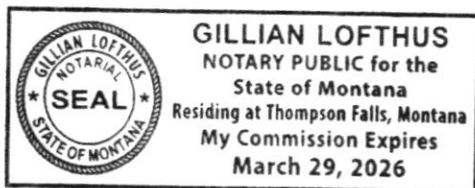
Ole E. Leivestad
Ole E. Leivestad
Russlyn A. Leivestad
Russlyn A. Leivestad

On this 5 day of Dec., 2024, before me, personally appeared Ole E. Leivestad, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



Gillian Lofthus
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: March 29, 2026

On this 5 day of December, 2024, before me, personally appeared Russlyn A. Leivestad, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.



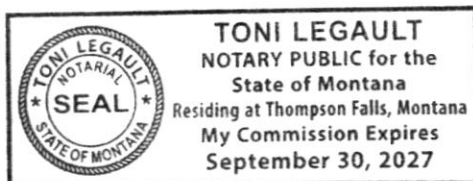
Gillian Lofthus
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: March 29, 2026

GRANTEE:

CITY OF THOMPSON FALLS

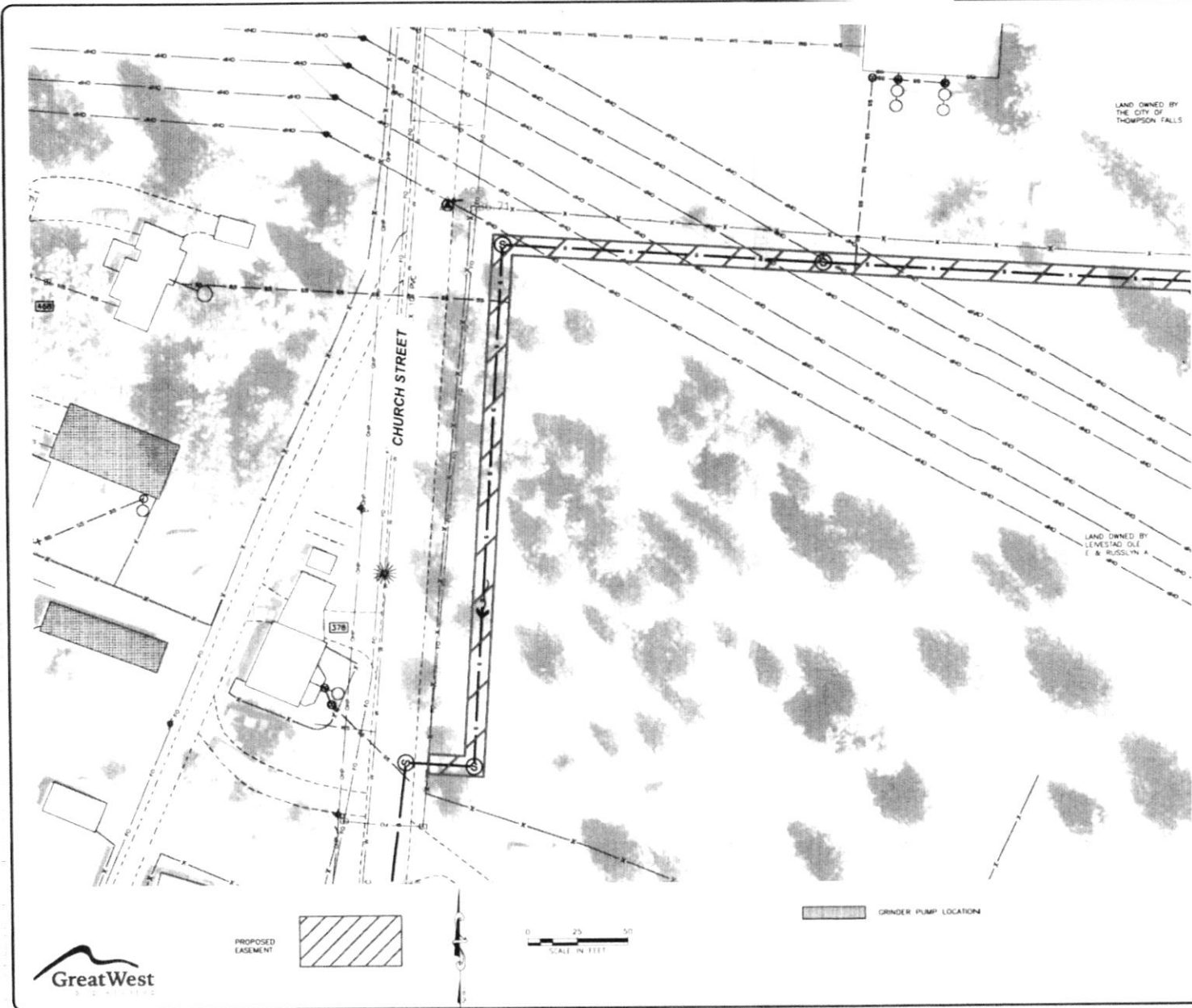
By: Raoul Ribeiro
Raoul Ribeiro, City Council President

On this 5 day of December, 2024, before me, a Notary Public, personally appeared Raoul Ribeiro known or identified to me to be the City Council President of the City of Thompson Falls, the municipal corporation that executed the within instrument on behalf of The City of Thompson Falls. IN WITNESS WHEREOF, I have set me hand and affixed my official seal this day and year.



Toni Legault
Notary Public for the State of Montana
Residing at Thompson Falls, Montana
My commission expires: 9-30-2027

EXHIBIT A



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

I, Mayor Phone # _____

request the following item be placed on the agenda for
the _____ 20____, 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 Pay Application

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

tfl3557@blackfoot.net

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, August 7, 2025 3:21 PM
To: Kelliann Barton (tfl3557@blackfoot.net); Russlyn Leivestad (tfallsmayor@blackfoot.net)
Cc: Collette T. Anderson; Carrie Gardner; Craig Erickson
Subject: Thompson Falls Water Project - Request for Reimbursement
Attachments: ARPA #12 with Supporting Materials.pdf; TFall Water - Status of Funds & Invoice Tracking - August 7, 2025.xlsx

Good afternoon,

We have sent you each of the documents associated with the latest request for funds from the water project's ARPA grant. The total amount requested is \$18,593.00. The following table summarizes the charges included in the Great West invoice number 36966.

Vendor	Inv. #	Inv. Date	Activity	Activity Amount	ARPA	Local
Great West Engineering	36966	07/24/25	PreDesign	\$ 4,510.00	\$ 4,510.00	
Great West Engineering	36966	07/24/25	Final Design	\$ 12,199.50	\$ 12,199.50	
Great West Engineering	36966	07/24/25	Grant Admin	\$ 682.00		\$ 682.00
Great West Engineering	36966	07/24/25	ROW Easement Permits	\$ 436.50		\$ 436.50
Great West Engineering	36966	07/24/25	Hydrogeological Assessment	\$ 765.00		\$ 765.00
Total				\$ 18,593.00	\$ 16,709.50	\$ 1,883.50

Please arrange to have the following documents signed and returned to me.

- ARPA Vendor Invoice #12 – Page 1
- Engineering Invoice Summary – Page 7

Please call me 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!

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.



ARPA Water & Sewer Infrastructure Grant Program
2025 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: June 22, 2025 – July 19, 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 has responded to agency comments on the plans and specifications and the city is awaiting authorization to solicit bids for the construction contract.
- Deliverable: Construct a new 400,000-gallon prestressed concrete tank adjacent to the Jefferson Tank site.
Update: Construction is 0% complete.
Great West has responded to agency comments on the plans and specifications, and the city is awaiting authorization to solicit bids for the construction contract.
- Deliverable: Replace 12 blocks of undersized and leaking water main with approximately 8,200 lineal feet of new eight-inch (8) 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.***
 - ***Great West has responded to agency comments on the plans and specifications, and the city is awaiting authorization to solicit bids for the construction contract.***
- 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 late August, the City will seek bids for the construction contracts for Phases 1 and 2 of the projects. Phase 1 involves the construction of distribution system improvements, while Phase 2 pertains to the tank project.

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: Kelliann Barton

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 and 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 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: Thompson Falls Water Supply, Storage, and Distribution System Improvements

	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		May 28, 2025	
DEQ Review: Plans and Specifications APPROVED by DEQ.	Yes	June 2025		
Permit and/or other Agency Review: SUBMITTED for review.	Yes		May 28, 2025	USDA Rural Develo
Permit and/or other Agency Approval: APPROVAL received.	Yes	June 2025		
Water Rights finalized.	Yes			
Site Title Opinion, Right-Of Way, Land Purchases finalized.	Yes	June 2025		
MEPA/NEPA complete or MEPA checklist submitted to DNRC.				
Other:				

PROJECT BIDDING

Bid document advertised.	Yes	August 2025		
Bid complete and construction contract executed.	Yes	September 2025		
Other:				

PROJECT CONSTRUCTION

Construction start.	Yes	September 2025		
Construction complete.	Yes	June 2026		The estimated cons
Project closeout.	Yes	June 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*



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 36966
Date 07/24/2025

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

Professional Services from June 22, 2025 through July 19, 2025

Task Order No. 4 - Water System PER Update

Preliminary Design

Professional Fees

	Hours	Rate	Billed Amount
Senior Hydrogeologist	1.25	204.00	255.00
Engineer 4	20.00	194.00	3,880.00
Engineering Technician	3.75	100.00	375.00
Phase subtotal			4,510.00

Final Design

Professional Fees

	Hours	Rate	Billed Amount
Engineer 1	9.25	148.00	1,369.00
Engineer 2	7.00	160.00	1,120.00
Engineer 4	31.50	194.00	6,111.00
Engineer 5	16.00	217.00	3,472.00

Reimbursables

	Units	Rate	Billed Amount
Miles	150.00	0.85	127.50
Phase subtotal			12,199.50

Grant Administration

Professional Fees

	Hours	Rate	Billed Amount
Project Administrator	0.25	152.00	38.00
Certified Grant Writer 2	3.50	184.00	644.00
Phase subtotal			682.00

Right-of-Way Easements/Permits

Professional Fees

	Hours	Rate	Billed Amount
Engineer 4	2.25	194.00	436.50

Task Order No. 4 - Water System PER Update

Hydrogeologic Assessment

Professional Fees

	Hours	Rate	Billed Amount
Senior Hydrogeologist	3.75	204.00	765.00
Task Order No. 4 - Water System PER Update subtotal			18,593.00

Invoice total **18,593.00**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
63-13 TASK ORDER NO. 4 - WATER SYSTEM PER UPDATE				
63.1-13 STUDY & REPORT PHASE	30,000.00	29,998.99	29,998.99	0.00
63.2-13 PRELIMINARY DESIGN	250,000.00	225,081.72	229,591.72	4,510.00
63.3-13 FINAL DESIGN	235,000.00	72,239.87	84,439.37	12,199.50
63.4-13 BIDDING	8,000.00	5,900.12	5,900.12	0.00
63.5-13 CONSTRUCTION	23,000.00	17,215.15	17,215.15	0.00
63.6-13 RESIDENT PROJECT REPRESENTATIVE	62,000.00	58,580.99	58,580.99	0.00
63.7-13 POST-CONSTRUCTION	4,000.00	0.00	0.00	0.00
63.8-13 GRANT WRITING - MCEP APPLICATION	12,500.00	12,497.75	12,497.75	0.00
63.9-13 GRANT WRITING - DNRC APPLICATION	4,500.00	4,494.00	4,494.00	0.00
63.10-13 RD FUNDING APPLICATION	5,000.00	4,978.25	4,978.25	0.00
63.11-13 RD ENVIRONMENTAL REPORT	5,000.00	4,976.50	4,976.50	0.00
63.12-13 GRANT ADMINISTRATION	76,000.00	25,439.25	26,121.25	682.00
63.13-13 GEOTECHNICAL ANALYSIS	25,000.00	25,000.00	25,000.00	0.00
63.14-13 RIGHT-OF-WAY EASEMENTS/PERMITS	20,000.00	4,358.70	4,795.20	436.50
63.15-13 HYDROGEOLOGIC ASSESSMENT	20,000.00	19,208.40	19,973.40	765.00
Subtotal	780,000.00	509,969.69	528,562.69	18,593.00
Total	780,000.00	509,969.69	528,562.69	18,593.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36568	06/27/2025	42,528.86	42,528.86				
36966	07/24/2025	18,593.00	18,593.00				
Total		61,121.86	61,121.86	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>.

UNIFORM INVOICE TRACKING SPREADSHEET FOR:
DATE:

City of Thompson Falls
Thompson Falls Water Supply, Storage, and Distribution System Improvements

Vendor's Name	Invoice or Pay Estimate Number	Invoice Date or Time Period Covered	Task Description (match budget)	Total Amount of Invoice	Warrant Number	Date Paid	MCEP	#	DNRC/RRGL	#	ARPA (MAG & Competitive)	#	ARPA - SLFRF	#	RD LOAN	#	RD GRANT	#	LOCAL FUNDS	#	Total Amount Paid This Invoice
Great West Engineering	31834	02/27/24	PreDesign	\$ 11,998.12	31404	04/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,998.12	1	\$ 11,998.12	
Great West Engineering	31834	02/27/24	Grant Admin	\$ 1,756.25	31404	04/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,756.25	1	\$ 1,756.25	
Great West Engineering	32038	03/21/24	PreDesign	\$ 9,446.50	31404	04/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,446.50	1	\$ 9,446.50	
Great West Engineering	32038	03/21/24	Grant Admin	\$ 1,508.00	31404	04/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,508.00	1	\$ 1,508.00	
Great West Engineering	32369	04/29/24	PreDesign	\$ 2,860.50	31556	06/20/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,860.50	2	\$ 2,860.50	
Great West Engineering	32369	04/29/24	Grant Admin	\$ 2,889.75	31556	06/20/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,889.75	2	\$ 2,889.75	
Great West Engineering	32369	04/29/24	Hydrogeological Assessment	\$ 2,328.00	31556	06/20/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,328.00	2	\$ 2,328.00	
Great West Engineering	32601	05/23/24	PreDesign	\$ 3,537.45	31556	06/20/24	\$ -	\$ -	\$ 2,842.57	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 694.88	2	\$ 3,537.45	
Great West Engineering	32601	05/23/24	Grant Admin	\$ 1,137.50	31556	06/20/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,137.50	2	\$ 1,137.50	
Great West Engineering	32601	05/23/24	Hydrogeological Assessment	\$ 7,182.40	31556	06/20/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,182.40	2	\$ 7,182.40	
Great West Engineering	32751	06/19/24	PreDesign	\$ 1,635.00	31625	07/19/24	\$ -	\$ -	\$ 1,635.00	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,635.00	
Great West Engineering	32751	06/19/24	Grant Admin	\$ 633.75	31625	07/19/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 633.75	3	\$ 633.75	
Great West Engineering	32751	06/19/24	Hydrogeological Assessment	\$ 776.00	31625	07/19/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 776.00	3	\$ 776.00	
Great West Engineering	33263	07/30/24	PreDesign	\$ 24,593.50	31670	08/16/24	\$ -	\$ -	\$ -	\$ -	\$ 24,593.50	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,593.50	
Great West Engineering	33263	07/30/24	Grant Admin	\$ 1,006.25	31670	08/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006.25	4	\$ 1,006.25	
Great West Engineering	33263	07/30/24	Hydrogeological Assessment	\$ 864.00	31670	08/16/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 864.00	4	\$ 864.00	
Great West Engineering	33547	08/22/24	PreDesign	\$ 26,684.20	31715	09/06/24	\$ -	\$ -	\$ -	\$ -	\$ 26,684.20	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,684.20	
Great West Engineering	33547	08/22/24	Grant Admin	\$ 566.75	31715	09/06/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 566.75	5	\$ 566.75	
Great West Engineering	33547	08/22/24	Hydrogeological Assessment	\$ 1,980.25	31715	09/06/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,980.25	5	\$ 1,980.25	
Great West Engineering	33690	09/26/24	PreDesign	\$ 22,098.20	31739	10/23/24	\$ -	\$ -	\$ 22,098.20	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,098.20	
Great West Engineering	33690	09/26/24	Grant Admin	\$ 1,006.25	31739	10/23/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006.25	6	\$ 1,006.25	
Great West Engineering	34265	10/28/24	PreDesign	\$ 13,817.00	31813	11/12/24	\$ -	\$ -	\$ 13,817.00	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,817.00	
Great West Engineering	34265	10/28/24	Final Design	\$ 63.23	31813	11/12/24	\$ -	\$ -	\$ 63.23	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63.23	
Great West Engineering	34265	10/28/24	Grant Admin	\$ 812.50	31813	11/12/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 812.50	7	\$ 812.50	
Great West Engineering	34265	10/28/24	Geotech Analysis	\$ 72.75	31813	11/12/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72.75	7	\$ 72.75	
Great West Engineering	34265	10/28/24	Hydrogeological Assessment	\$ 2,398.50	31813	11/12/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,398.50	7	\$ 2,398.50	
40/50 Development (Church Street Water Main)	1	11/18/24	Church St Construction	\$ 61,026.41	31816	11/19/24	\$ -	\$ -	\$ -	\$ -	\$ 61,026.41	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,026.41	
Great West Engineering	34547	11/15/24	PreDesign	\$ 85.50	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ 85.50	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85.50	
Great West Engineering	34547	11/15/24	Final Design	\$ 1,908.25	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ 1,908.25	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,908.25	
Great West Engineering	34547	11/15/24	Bidding	\$ 5,355.75	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ 5,355.75	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,355.75	
Great West Engineering	34547	11/15/24	RPR	\$ 13,557.20	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ 13,557.20	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,557.20	
Great West Engineering	34547	11/15/24	Grant Admin	\$ 656.25	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 656.25	8	\$ 656.25	
Great West Engineering	34547	11/15/24	Hydrogeological Assessment	\$ 388.00	31825	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 388.00	8	\$ 388.00	
40/50 Development (Church Street Water Main)	2	11/26/24	Church St Construction	\$ 156,925.07	31826	12/09/24	\$ -	\$ -	\$ -	\$ -	\$ 156,925.07	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,925.07	
Great West Engineering	34834	12/21/24	PreDesign	\$ 26,283.50	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ 26,283.50	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,283.50	
Great West Engineering	34834	12/21/24	Bidding	\$ 102.50	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ 102.50	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102.50	
Great West Engineering	34834	12/21/24	Construction	\$ 13,896.50	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ 13,896.50	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,896.50	
Great West Engineering	34834	12/21/24	RPR	\$ 39,086.34	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ 39,086.34	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,086.34	
Great West Engineering	34834	12/21/24	Grant Admin	\$ 2,221.25	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,221.25	9	\$ 2,221.25	
Great West Engineering	34834	12/21/24	Hydrogeological Assessment	\$ 531.25	31867	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 531.25	9	\$ 531.25	
40/50 Development (Church Street Water Main)	3	12/20/24	Church St Construction	\$ 78,967.22	31899	01/16/25	\$ -	\$ -	\$ -	\$ -	\$ 78,967.22	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,967.22	
Great West Engineering	35108	01/27/24	PreDesign	\$ 21,486.40	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ 21,486.40	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,486.40	
Great West Engineering	35108	01/27/24	Final Design	\$ 6,367.00	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ 6,367.00	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,367.00	
Great West Engineering	35108	01/27/24	Bidding	\$ 441.87	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ 441.87	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 441.87	
Great West Engineering	35108	01/27/24	Construction	\$ 2,165.25	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ 2,165.25	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,165.25	
Great West Engineering	35108	01/27/24	RPR	\$ 5,937.45	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ 5,937.45	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,937.45	
Great West Engineering	35108	01/27/24	Grant Admin	\$ 1,780.75	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,780.75	10	\$ 1,780.75	
Great West Engineering	35108	01/27/24	Geotech Analysis	\$ 24,927.25	31939	02/07/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,927.25	10	\$ 24,927.25	
Great West Engineering	35410	02/21/25	PreDesign	\$ 15,153.10	31950	03/06/25	\$ -	\$ -	\$ -	\$ -	\$ 15,153.10	7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,153.10	
Great West Engineering	35410	02/21/25	Final Design	\$ 6,774.50	31950	03/06/25	\$ -	\$ -	\$ -	\$ -	\$ 6,774.50	7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,774.50	
Great West Engineering	35410	02/21/25	Grant Admin	\$ 1,618.00	31950	03/06/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,618.00	11	\$ 1,618.00	
Great West Engineering	35410	02/21/25	Hydrogeological Assessment	\$ 714.00	31950	03/06/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 714.00	11	\$ 714.00	
Great West Engineering	35635	03/20/25	PreDesign	\$ 6,827.50	31996	04/10/25	\$ -	\$ -	\$ -	\$ -	\$ 6,827.50	8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,827.50	
Great West Engineering	35635	03/20/25	Final Design	\$ 2,099.00	31996	04/10/25	\$ -	\$ -	\$ -	\$ -	\$ 2,099.00	8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,099.00	
Great West Engineering	35635	03/20/25	Grant Admin	\$ 1,870.00	31996	04/10/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,870.00	12	\$ 1,870.00	
Great West Engineering	35635	03/20/25	Hydrogeological Assessment	\$ 612.00	31996	04/10/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 612.00	12	\$ 612.00	
40/50 Development (Church Street Water Main)	4	04/09/25	Church St Construction	\$ 48,921.30	32030	04/14/25	\$ -	\$ -	\$ -	\$ -	\$ 48,921.30	8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,921.30	
Great West Engineering	35963	04/17/25	PreDesign	\$ 7,253.50	32069	05/12/25	\$ -	\$ -	\$ -	\$ -	\$ 7,253.50	9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,253.50	
Great West Engineering	35963	04/17/25	Final Design	\$ 1,560.73	32069	05/12/25	\$ -	\$ -	\$ -	\$ -	\$ 1,560.73	9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560.73	
Great West Engineering	35963	04/17/25	Construction	\$ 485.00	32069	05/12/25	\$ -	\$ -	\$ -	\$ -	\$ 485.00	9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 485.00	
Great West Engineering	35963	04/17/25	Grant Admin	\$ 2,052.00	32069	05/12/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,052.00	13	\$ 2,052.00	
Great West Engineering	36248	05/21/25	PreDesign	\$ 19,822.00	32119	06/10/25	\$ -	\$ -	\$ -	\$ -	\$ 19,822.00	10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,822.00	
Great West Engineering	36248	05/21/25	Final Design	\$ 22,438.05	32119	06/10/25	\$ -	\$ -	\$ -	\$ -	\$ 22,438.05	10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,438.05	
Great West Engineering	36248	05/21/25	Construction	\$ 668.40	32119	06/10/25	\$ -	\$ -	\$ -	\$ -	\$ 668.40	10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 668.40	
Great West Engineering	36248	05/21/25	Grant Admin	\$ 2,796.00	32119	06/10/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,796.00	14	\$ 2,796.00	
Great West Engineering	36248	05/21/25	ROW Easement Permits	\$ 3,305.00	32119	06/10/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,305.00	14	\$ 3,305.00	

ATTACHMENT B

SUBRECIPIENT: City of Thompson Falls
PROJECT TITLE: Thompson Falls Water Supply, Storage, and Distribution System Improvements

ADMINISTRATION	MCEP	DNRC/RRGL	ARPA (MAG & Competitive)	ARPA - SLFRF	RD LOAN	RD GRANT	LOCAL FUNDS	TOTAL
Project Administration					\$ 16,000	\$ 15,000	\$ 45,000	\$ 76,000
Legal Costs	\$ 10,000							\$ 10,000
Audit Fees							\$ 20,000	\$ 20,000
Travel & Training	\$ 1,000							\$ 1,000
Interim Interest					\$ 16,000			\$ 16,000
Bond Costs					\$ 25,000			\$ 25,000
TOTAL ADMINISTRATION	\$ 11,000	\$ -	\$ -	\$ -	\$ 57,000	\$ 15,000	\$ 65,000	\$ 148,000
CONSTRUCTION RELATED ACTIVITIES								
Hydrogeological Investigation & Test Wells							\$ 25,000	\$ 25,000
Right-of-Way Easements/Permits							\$ 20,000	\$ 20,000
Geotechnical Analysis							\$ 65,000	\$ 65,000
Basic Engineering Services (PreDesign, Design, Bidding, CN Mngmt, Post CN)		\$ 125,000	\$ 714,945				\$ 25,000	\$ 864,945
Construction RPR Services			\$ 162,000		\$ 96,800	\$ 80,255		\$ 339,055
Construction - Church Street Main Replacement			\$ 345,840					\$ 345,840
Construction	\$ 739,000		\$ 717,837	\$ 364,512	\$ 1,779,200	\$ 739,561		\$ 4,340,110
Contingency						\$ 996,184		\$ 996,184
								\$ -
TOTAL ACTIVITY	\$ 739,000	\$ 125,000	\$ 1,940,622	\$ 364,512	\$ 1,876,000	\$ 1,816,000	\$ 135,000	\$ 6,996,134
TOTAL PROJECT BUDGET	\$ 750,000	\$ 125,000	\$ 1,940,622	\$ 364,512	\$ 1,933,000	\$ 1,831,000	\$ 200,000	\$ 7,144,134

UNIFORM STATUS OF FUNDS SPREADSHEET FOR:																													
City of Thompson Falls																													
Thompson Falls Water Supply, Storage, and Distribution System Improvements																													
DATE:																													

It's our birthday, and we're celebrating you! Take an additional 15% off when you switch to Zoom Workplace Pro annual! Offer ends 4/30. Terms apply. Redeem offer (https://zoom.us/billing/campaign?coupon=ZOOMBDAYMTAPRO&utm_source=retention&utm_medium=webbar&utm_content=paidupsell&utm_campaign=paidanniversarymtapro&zcid=22738)



Meetings



< Back to Meetings(/meeting#/)

Edit "City Council Meeting May 12 2025"

Topic

City Council Meeting May 12 2025

+ Add Description

When

05/12/2025

6:00



PM



Duration

3



hr

0



min

Time Zone

(GMT-6:00) Mountain Time (US and Canada)



☐ Recurring meeting

Attendees

Enter user names or email addresses

Registration

☐ Required

Meeting ID

☒ Generated ID 858 4355 8256

☐ Personal Meeting ID 265 810 9916

Template

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Docs

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bumping
these
instructions
up to
next month.

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- ☒ Passcode
- Only users who have the invite link or passcode can join the meeting
- ☒ Waiting Room
- Only users admitted by the host can join the meeting
- ☒ Require authentication to join: Sign in to Zoom

AI Companion

- AI Companion**
- ☐ Automatically start AI Companion ⓘ
- ☐ Automatically start meeting questions
- ☒ Automatically start meeting summary

Meeting summary template

Meeting chat

- ☐ Enable Continuous Meeting Chat ⓘ

Video

- Host ☒ on ☐ off
- Participant ☐ on ☒ off

Audio

- ☐ Telephone ☐ Computer Audio ☒ Both
- Dial from **United States** 📍

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- Hide
- ☐ Allow participants to join anytime
- ☒ Mute participants upon entry
- ☒ Automatically record meeting ☒ On the local computer ☐ In the cloud
- ☐ Approve or block entry to users from specific regions/countries

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Contact Sales
(<https://explore.zoom.us/en/contactsales/>)

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Test Zoom (<https://us06web.zoom.us/test>)
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CITY OF THOMPSON FALLS CITY COUNCIL MEETING MINUTES

Monday, July 14, 2025



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

Council Members Present: Hayley Allen-Blakney, City Council Vice President; Shawni Vaught, Katherine Maudrone, Earlene Powell, and Larry Lack

Present via phone: Raoul Ribeiro, City Council President

The City Council meeting was recorded via audio and is available for review on the city website.

City Officials Present:

Rusti Leivestad, Mayor

Kelliann Barton, Clerk

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

Rusti Leivestad opened the meeting at 6:01 p.m. with the Pledge of Allegiance.

Kelliann Barton made a note of who was present.

The Council passed a motion 6-0 to approve setting the Agenda. (Powell, Allen-Blakney)

The Council passed a motion 6-0 to approve the Consent Agenda with an amendment to add Kelliann to the Budget/Finance Committee minutes. (Maudrone, Vaught)

Standing Committee Reports— The Budget/Finance Committee met to review the city pay schedule. The Budget/Finance Committee met again to review the city pool pay schedule.

ACTION TAKEN

1. The Council motioned 6-0 to table the 405 Haley Ave W water adjustment for a leak due to the owner not being present. (Vaught, Powell)
2. The Council motioned 6-0 to move to the Board of Adjustment for a variance request. There were public comments. (Maudrone, Allen-Blakney)
3. The Council motioned 6-0 to approve the Parks Request form, but remove Railroad Park from the form. There were public comments. (Maudrone, Vaught)
4. The Council motioned 6-0 to remove the and/or verbiage from the city pay schedule, to remove that raises are contingent on evaluations, and to approve the city lifeguard pay schedule. (Powell, Lack)

5. The Council motioned 6-0 to approve the BNSF permit for Sewer Project Phases 3 & 4 for \$20,325. There were public comments. (Ribeiro, Maudrone)
6. The Council motioned 6-0 to approve the Sewer Project Phases 3 & 4 Pay Application for reimbursement. There were public comments. (Maudrone, Powell)
7. The Council motioned 6-0 to approve the Water Project Pay Application for Reimbursement. (Maudrone, Powell)
8. The Council motioned 6-0 to approve the Wastewater Bond Documents Phase 3 \$643,000 & \$1,100,000. (Allen-Blakney, Vaught)
9. The Council motioned 6-0 to approve the Wastewater Bond Documents Phase 4 \$750,000 & \$2,300,000. (Powell, Lack)
10. The Council motioned 6-0 to approve the FY23 Water Bond Documents \$1,933,000. (Maudrone, Powell)

Unscheduled Public Comment: There were unscheduled public comments.

MAYORS REPORT –

Follow up with GWE on BNSF easement for Phase 3&4

Phase 3&4 were put out to bid, newspaper notices are being published, and bid opening is scheduled for July 31, 2025.

Discussion with Chief Nichols and Tim Goen recommending an ordinance similar to alcoholic consumption in public would be the best approach to vaping in public, especially on City property.

Attended Budget Committee meetings to discuss salary schedule updates, and create a schedule for lifeguards.

Misc interaction with Main Street leaders on details for David Thompson Days

Had three Special Meetings: 1) Sewer project pay application - TCI 2) Block Party Car Show and 3) Salary Schedule.

Attended Main Street meeting

Attended Chamber meeting

Site visit - final walk-through for Sludge project with GWE, TCI representative, Public Works.

Landowner had questions about placement permits, sewer, and water hookups in Phase 4.

Research Gas Tax as a means of paving entire streets as water and sewer projects are completed.

Surveys have been coming in on-line and paper copies to City Hall for Growth Policy. Cutoff date July 15 for comments. To date there have been 86 responses.

Received a complaint from a resident about debris blowing from Town Pump.

The meeting was adjourned at 7:27 p.m.

Rusti Leivestad, Mayor

ATTEST:

Kelliann Barton, Clerk

CITY OF THOMPSON FALLS



Regular City Council Meeting
In the City Hall, 108 Fulton Street, Thompson Falls, MT
Monday, July 14, 2025, at 6:00 P.M.

AGENDA

OPEN MEETING - Call to order

ROLL CALL OF THE COUNCIL

PLEDGE OF ALLEGIANCE

SET THE AGENDA

CONSENT AGENDA – Claims, Minutes, Financial Reports, Court Report & Water Shut-off List/Arrangements

COMMUNITY DECAY AND VIOLATIONS LIST REPORT - Attached

ENGINEER'S REPORT - Attached

STANDING COMMITTEE REPORTS

INFORMATION

ACTION ITEMS

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Water adjustment for a leak at 405 Haley Ave W \$57.03
2. Complaint regarding Ordinance No. 348
3. Ainsworth Park Request Form
4. City Salary Schedule
5. BNSF Permit for Sewer Project Phases 3 & 4
6. Sewer Project Phases 3 & 4 Pay Application for reimbursement
7. Water Project Pay Application for reimbursement
8. Wastewater Bond Documents Phase 3 \$643,000 & \$1,100,000
9. Wastewater Bond Documents Phase 4 \$750,000 \$2,300,000
10. FY 23 Water Bond Documents \$1,933,000

Tim Hoyt

UNSCHEDULED PUBLIC COMMENT - The public may speak for up to 3 minutes about items not on the agenda.

MAYOR'S REPORT - Mayor Rusti Leivestad's updates.

ADJOURN

Join Zoom Meeting

Topic: City Council Meeting, July 14, 2025

Time: Jul 14, 2025, 06:00 PM Mountain Time

<https://us06web.zoom.us/j/81971252656?pwd=fj11cykSBBbzMJcoC84KFvYvyiyGoG.1>

Meeting ID: 819 7125 2656

Passcode: 765861

CITY OF THOMPSON FALLS



Regular City Council Meeting
In the City Hall, 108 Fulton Street, Thompson Falls, MT
Monday, July 14, 2025, at 6:00 P.M.

Sign-in Sheet

NAME	WOULD YOU LIKE TO ADDRESS THE COUNCIL DURING THE PUBLIC COMMENT PERIOD, AND IF YES, WHAT AGENDA ITEM NUMBER?	Street Address
Please Print	√ = yes	Please Print ~ thank you
Randy Duffield		219 Park St
Melinda Thompson		219 Park St
Nancy Brown		1802 Pine Tree Hollow
Ricki Clark		409 Adams St TF
ROB CLARK		409 " " "
Denn Johnson		mt Silcoy
Nancy Johnson		mt Silcoy
Steve Oswald		203 S. Gallatin
Gussie O'Connor		501 Main
Annie Woodin		Ledy
Walter Richmond		905 Maiden Lane
Tim Hoyt		905 MAIDEN LANE
Charles Campbell		206 Gallatin
Toboleivstad		Maple St.

Court Code Abbreviations

Case Type:

CR	Criminal
CV	Civil
SM	Small Claims
SW	Search Warrant
TK	Ticket

Case Subtype:

CA	Credit Agency
CO	Contract
LT	Landlord/Tenant
OP	Order of Protection
OT	Other Civil (non-domestic)

Citations:

45-5	Crimes – Against the Person
45-6	Crimes – Against Property
45-7	Crimes – Offences Against Public Administration
45-8	Crimes – Offences Against Public Order

Monthly Case Statistics

August 2025

All cases Pending as of August 2025

Type		Subtype	Count
Civil	30		
		Landlord/Tenant	1
		Order of Protection	28
		Other	1
Criminal	7		
			7
Search Warrant	3		
			3
Ticket	90		
			90
Total:			130

All cases Pending as of September 2025

Type		Subtype	Count
Civil	30		
		Landlord/Tenant	1
		Order of Protection	28
		Other	1
Criminal	7		
			7
Search Warrant	3		
			3
Ticket	90		
			90
Total:			130

All cases filed in August 2025

Type		Subtype	Count
Total:			

All cases disposed in August 2025

Type		Subtype	Count
Total:			

Orders filed in August 2025

Type		Count
Total:		

Orders disposed in August 2025

Type		Count
Total:		

Monthly Case Statistics

August 2025

Result	Type	Hearing Results	Subtype	Count

Report Total:

Monthly Activity Report

July 2025

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Cases With and Without Disposition

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
45-5	2	0	-2	2	3	1
45-6	0	0	0	2	6	4
45-7	2	0	-2	2	3	1
45-8	2	0	-2	6	3	-3
DUI	0	2	2	1	5	4
ORDINANCE	0	0	0	20	12	-8
PARTNER/FAMILY MEMBER ASSAULT	0	0	0	2	1	-1
SEATBELT	0	0	0	1	1	0
SPEEDING	17	21	4	103	104	1
TRAFFIC	18	14	-4	82	73	-9
Totals:	41	37	-4	221	211	-10

Non-Citations

TRAFFIC	0	0	0	1	0	-1
Totals:	0	0	0	1	0	-1

Fines and Fees

Contempt	0.00	0.00	0.00	160.00	0.00	(160.00)
Cost of Prosecution	0.00	0.00	0.00	50.00	0.00	(50.00)
Court Costs	50.00	0.00	(50.00)	185.00	185.00	0.00
Fine	2,420.00	2,827.50	407.50	17,794.50	15,592.50	(2,202.00)
Law Enforcement Academy	360.00	310.00	(50.00)	1,835.00	1,545.00	(290.00)
Misdemeanor Surcharge	655.00	435.00	(220.00)	2,755.00	2,440.00	(315.00)
Prosecution Fee	0.00	100.00	100.00	0.00	250.00	250.00
Technology Surcharge	330.00	290.00	(40.00)	1,600.00	1,420.00	(180.00)
Victim Restitution	0.00	12.50	12.50	532.85	2,873.95	2,341.10
Victim Witness Admin Fee	2.00	1.00	(1.00)	12.00	7.00	(5.00)
Victim Witness Surcharge	58.00	89.00	31.00	640.50	368.00	(272.50)
Totals:	\$3,875.00	\$4,065.00	\$190.00	\$25,564.85	\$24,681.45	\$(883.40)

Thompson Falls City Court

User: CUC710

Citation By Officer
From 07/01/2025 to 07/31/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Derry, Michael

Finding:

Citation	Issued	Charge	Plea	Fine	Case
13211	7/12/2025	202401/61-5-212(1)(a)(i) [2] 202401		0.00	TK-795-2025-000015
13212	7/19/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000015

Finding Totals: Citation 2 Fines: 0.00

Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13207	7/4/2025	202401/61-8-310(1) 202401		30.00	TK-795-2025-000013
13209	7/7/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000014
13210	7/7/2025	202401/61-8-310(1) 202401		30.00	TK-795-2025-000014
13213	7/19/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000015
13214	7/20/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000016

Finding Totals: Bond Forfeited Citation 5 Fines: 120.00

Finding: Guilty

Citation	Issued	Charge	Plea	Fine	Case
13208	7/4/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000014

Finding Totals: Guilty Citation 1 Fines: 20.00**Totals For: Derry, Michael Citation 8 Fines: 140.00**

Thompson Falls City Court

User: CUC710

Citation By Officer
From 07/01/2025 to 07/31/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Scott, Roy

Finding:

Citation	Issued	Charge	Plea	Fine	Case
13253	7/5/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000014
13258	7/15/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000015
13261	7/18/2025	202401/61-5-116 [1] 202401		0.00	TK-795-2025-000015
13261	7/18/2025	202401/61-8-344(3) 202401		0.00	TK-795-2025-000015
13263	7/19/2025	202401/61-3-312 202401		0.00	TK-795-2025-000016
13266	7/19/2025	202401/61-6-302(2) [1st] 202401		0.00	TK-795-2025-000016
13266	7/19/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000016
13267	7/22/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000016
13268	7/22/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000016
13269	7/24/2025	202401/61-3-312 202401		0.00	TK-795-2025-000016

Finding Totals:**Citation** 10 **Fines:** 0.00

Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13251	7/5/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000014
13254	7/9/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000014
13255	7/10/2025	202401/61-9-406(3) [2] 202401		50.00	TK-795-2025-000014
13256	7/10/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000014
13257	7/11/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000015

Thompson Falls City Court

User: CUC710

Citation By Officer
From 07/01/2025 to 07/31/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Scott, Roy**Finding: Bond Forfeited**

Citation	Issued	Charge	Plea	Fine	Case
13260	7/17/2025	202401/61-9-405(4)(a) 202401		50.00	TK-795-2025-000015
13262	7/18/2025	202401/61-9-406(3) [2] 202401		50.00	TK-795-2025-000015
13264	7/19/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000016
13265	7/19/2025	202401/61-8-310(1) 202401		20.00	TK-795-2025-000016

Finding Totals:	Bond Forfeited	Citation	9	Fines:	270.00
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Finding: Dismissed by Court

Citation	Issued	Charge	Plea	Fine	Case
13259	7/17/2025	202401/61-3-312 202401		0.00	TK-795-2025-000015

Finding Totals:	Dismissed by Court	Citation	1	Fines:	0.00
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Finding: Guilty

Citation	Issued	Charge	Plea	Fine	Case
13252	7/5/2025	202401/61-3-312 202401		50.00	TK-795-2025-000014
13259	7/17/2025	202401/61-6-301(2) [1st] 202401		250.00	TK-795-2025-000015

Finding Totals:	Guilty	Citation	2	Fines:	300.00
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Totals For:	Scott, Roy	Citation	22	Fines:	570.00
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Thompson Falls City Court

User: CUC710

Citation By Officer
From 07/01/2025 to 07/31/2025
All Officers
All Revisions; All Statutes
Sorted By: Citation
All Case Types and Sub-Types
All Clerks

Officer: Thornton, Jason

Finding:

Citation	Issued	Charge	Plea	Fine	Case
13276	7/13/2025	202401/61-8-1002(1)(a) [1st] 202401		0.00	TK-795-2025-000014
13276	7/13/2025	202401/61-8-1002(1)(a) [AGG 1st] 202401		0.00	TK-795-2025-000014
13277	7/20/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000015
13279	7/25/2025	202401/61-8-310(1) 202401		0.00	TK-795-2025-000016

Finding Totals: Citation 4 Fines: 0.00

Finding: Bond Forfeited

Citation	Issued	Charge	Plea	Fine	Case
13175	7/4/2025	202401/61-8-310(1) 202401		50.00	TK-795-2025-000013

Finding Totals: Bond Forfeited Citation 1 Fines: 50.00

Finding: Guilty

Citation	Issued	Charge	Plea	Fine	Case
13278	7/20/2025	202401/61-3-301(1)(a) 202401		50.00	TK-795-2025-000016
13278	7/20/2025	202401/61-6-301(2) [1st] 202401		260.00	TK-795-2025-000016

Finding Totals: Guilty Citation 2 Fines: 310.00**Totals For:** Thornton, Jason Citation 7 Fines: 360.00**Report Totals:** Citation 37 Fines: 1070.00


**VIOLATION LIST FOR COUNCIL
8/7/2025**

July-Aug		2025			
Violations Reported:	3				
Number of Certified Letters Sent:	0				
Number of Citations Issued:	0				
Arrangements Made for Compliance:	0				
Number of Officer/Police Admin/ Office Contact:	4				
Verbal warning given:	0				
Type of Violation:	A:	B: 2	C:	D:	E:2
	F:	G:	H:	I:	Misc: 1

Ledger of Ordinance in Violation

- A: Setback**
- B: Parking or Encroachment on city street right of way** Business owner yelled at person parking by her busine: Plus her employees parking for well over the 2 hr limit. Daily
- C: Living in a Camper Trailer**
- D: Placememt Permit**
- E: Dog Tags**
- F: Chicken, Ducks, Quail, Rabbits Roosters**
- G: House Number**
- H: Community Decay**
- I: Open Burn with out permit**
- Misc: Dog Complaint, etc**

Completed By Lisa Gregory Police Admin Asst

 08/07/2025