

COMMUNITY SERVICES

Providing services and maintaining infrastructure in a safe and economical manner are the primary functions of the City. Services include but are not limited to, providing drinking water, treating wastewater, maintaining streets, police protection, emergency services, and parks/recreation.

Like many small communities in the State, Thompson Falls finds providing these services on a limited budget is challenging. According to a 2018 study completed by the Trust for Public Lands, the City's general fund budget totaled \$873,042. The general City levy was set at 265.75 mills. A mill rate is the amount of tax payable per dollar of the assessed value of a property in the City. This is a figure that represents the amount per \$1,000 of the assessed value of the property, which is then used to calculate the amount of property tax paid by residents.

In the year 2025, the Montana Department of Revenue reported that the current market value of all real property in Thompson Falls was assessed at \$188,193,111, and the taxable value was assessed at \$1,507,325. This was an increase of \$141,124,298 in market value and \$409,442 in taxable value since 2014.

The City is not alone in providing services to its residents. Other local governments, such as Sanders County and local organizations like the Thompson Falls Chamber of Commerce, Thompson Falls Main Street Inc., Sanders County Arts Council, and Friends of the Thompson Falls Library, also provide services to residents and visitors. A comprehensive list of the services and facilities found in Thompson Falls follows.

Statute requires that a [growth policy Comprehensive Plan](#) provide a strategy for the maintenance and replacement of infrastructure. It is important to note that the City is developing a comprehensive Capital Improvements Plan (CIP). The CIP in conjunction with this [Growth Policy Comprehensive Plan](#), serves as the City's strategy for the maintenance and replacement of its infrastructure.

Thompson Falls Airport

FAA Designation THM is a county-owned, public-use airport located three nautical miles southeast of the central business district of Thompson Falls. It is included in the National Plan of Integrated Airport Systems, which categorizes it as a general aviation airport.

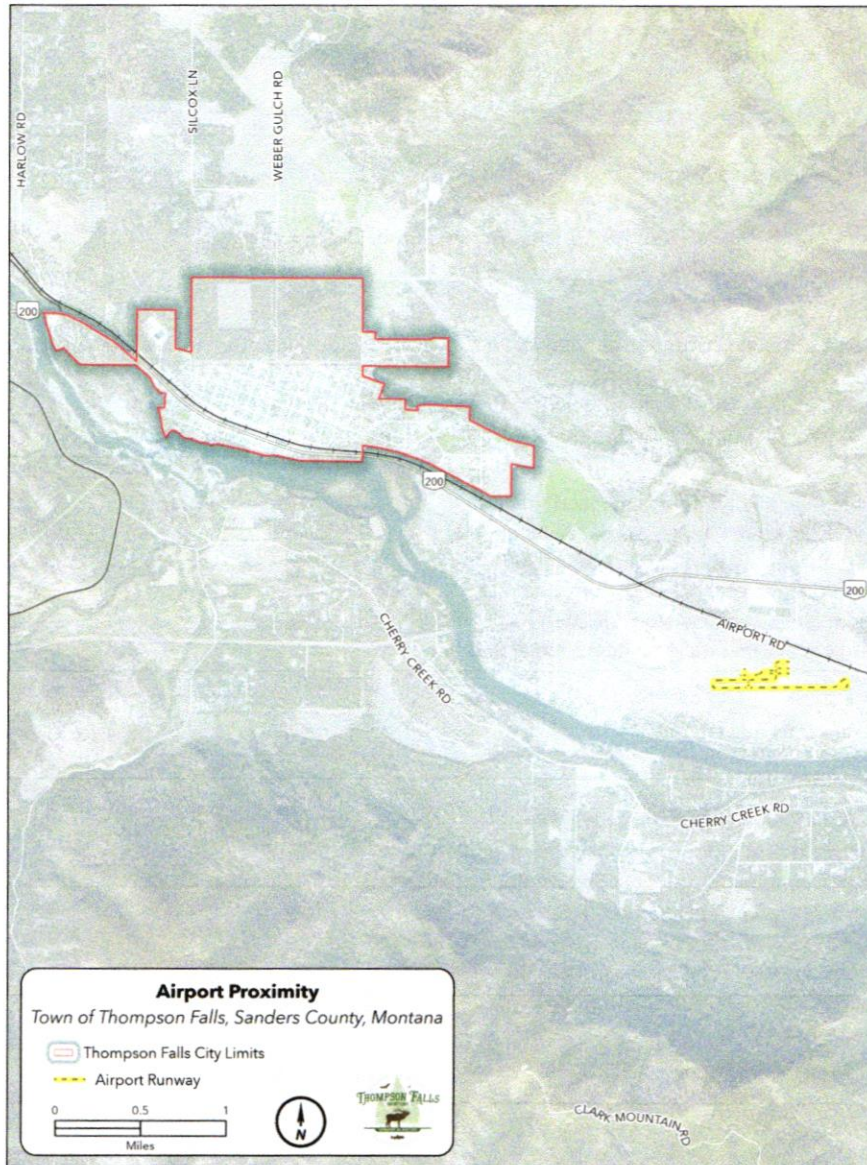
Thompson Falls Airport covers an area of 136 acres (55 ha) at an elevation of 2,467 feet above mean sea level. It has one runway designated 7/25 with an asphalt surface measuring 4,200 by 75 feet (1,280 x 23 m). For the 12-month period ending July 22, 2008, the airport had 7,000 general aviation aircraft operations, an average of 19 per day.

Currently, the airport includes several key features that make it an integral part of the story when promoting Thompson Falls as either a destination or a waypoint for the aviation enthusiast or recreation charter service. These features include:

- New state-of-the-art avgas self-serve fuel system.
- GPS cloud buster instrument approach in planning stages.
- Many lots available for hangar construction and an occasional hangar for rent.
- Nearly new snowplow, broom, and snowplow barn on the airfield.
- Courtesy car on the airfield.

FAA tax dollars (collected with the purchase of airline tickets) fund the development and maintenance of airport facilities. \$3 million has been allocated to provide a 30-year upgrade to the airport runway in 2020.

There are currently 15 aircraft based on the airfield, with several experimental aircraft under construction. There is an active Sanders County Pilots Association that promotes aviation interest and safety and sponsors fly-in events annually. There are also plans to add a helicopter pad.



Map 4 – Airport Proximity Map, Montana State Library

Municipal Court

The City Court is in City Hall in the Council Chambers. The City employs a Judge, Court Clerk, and City Attorney. Court is held on the second and fourth Mondays from 1 PM to 3 PM.

Thompson Falls Ambulance Service

The service provides emergency services to an area that roughly covers from west to Beaver Creek Bridge, east to Mile Marker 62 up Highway 556 up the Thompson River, Blue Slide to the vicinity of Deep Creek, to the top of Thompson Pass, and up Cherry Creek.

The service is funded through mills and monies received from billing patients who receive the service. Currently, the service receives one mill annually, totaling approximately \$18,000.

The service is currently staffed by 12-15 volunteers. Ambulance runs are staffed by an ambulance driver and an EMT. Due to personnel absences, ambulances are not always available when needed. There are two regular-use ambulances and one reserve ambulance. The reserve ambulance is not fully stocked. It is important to note that the service is only available when enough trained volunteers are available to fill work shifts.

The service has two main issues: funding and volunteers. Purchasing and maintaining ambulances is expensive. When an ambulance is purchased, the process of saving for the next one begins, and local banks are willing to assist with loans. Volunteers are paid \$200-\$300/month, but it is generally not enough to attract and retain enough numbers. Also, volunteers are required to be "on call" for 12-hour shifts and may work 18-20 shifts per month. There is also no retirement fund available for emergency medical volunteers, as there is for firefighters.

Fire Protection

Fire protection is provided by the Thompson Falls Volunteer Fire Department. The Department's primary station is located next to City Hall at 225 Grove Street. The secondary station is located at 1006 Maiden Lane. The Department has 10 volunteers and 3 fire engines. The engines consist of a 1991 International with a 750-gallon tank and 1000gpm capacity, a 1997 International with a 1000-gallon tank and a 1250gpm capacity, and a 1996 Chevrolet wildland truck with a 200-gallon tank and 100gpm capacity. The City has mutual aid agreements with the Thompson Falls Rural Fire Department and the Thompson Falls Community Ambulance, Plains, Trout Creek, and Noxon Fire Departments.

The Insurance Services Office (ISO) fire rating for the City of Thompson Falls is 6.

Police

The Thompson Falls Police Department employs a Chief and three full-time officers. The

Department's offices are in the basement of City Hall. Dispatch and jail services are provided to the City by the Sanders County Sheriff's Department.

Library

The Thompson Falls Public Library is located along Main Street. Services include a large collection of books, audiobooks, DVDs, music CDs, magazines, newspapers, and Montana and local history collections. Library cards allow patrons to download e-books and audiobooks for free. Patrons can access various online databases through the library's website. The facility has seven computers available for public use as well as free Wi-Fi. Library staff can help patrons with the internet, and staff are available, by appointment, to assist patrons with their devices. In addition, the library has color printing, scanning, and a self-service black and white copier.

The Thompson Falls Public Library is an independent, publicly supported library that collects operating funds through a tax on properties in the Thompson Falls High School district. Through an Interlocal Agreement, funds from a dedicated levy are collected by the County and administered by the City.

The Library is also supported by the "Friends of the Thompson Falls Public Library," which is a non-profit group that exists to increase and improve the Library's facilities and services, to promote reading and literacy in the community, and to fundraise for the Library.

Healthcare

The Clark Fork Valley Hospital (CFVH) is a non-profit organization that serves Sanders County. It operates a critical access hospital in the Town of Plains, where it also has a fully staffed primary care clinic and a residential long-term care facility. In addition, CFVH provides primary care, orthopedics, and rehabilitation services through its clinics in Thompson Falls and Hot Springs.

In 2018, CFVH employed two full-time mental health professionals, as well as coordinating other mental health care with the Sanders County Coalition for Families, Montana Western Mental Health Center, Sanders County Council on Aging, Sanders County Public Health/WIC, and licensed local mental health providers.

There is a need for 24-hour emergency services for City residents. Currently, after hours or on holidays, residents need to drive 20 miles on Highway 200 to reach the Clark Fork Valley Hospital in the Town of Plains for emergency medical services. In the winter, the drive can take place during a variety of road and weather conditions.

Old Jail Museum

Open from Memorial Day to Labor Day, the Old Jail Museum is one of the oldest buildings in continuous use in Sanders County. Originally operating as the county jail, sheriff's office, and sheriff's residence, the building now serves as a museum and focuses on preserving Sanders

County history, historical artifacts, images, and maps.

Parks, Trails and Recreation

For its size, Thompson Falls has an amazing park and trail system. Facilities owned and maintained by the City of Thompson Falls consist of nine (9) designated facilities. These include: Wild Goose Landing, Softball Field/Community Center, Fort Thompson Playground/Rose Garden, Swimming Pool Park, Railway Park, Babe Ruth Baseball Field, Ainsworth Field Park, Bighorn Park, and Grizzly Park.

Extensive improvements began at Ainsworth Field Park in the fall of 2019. The work included construction of a pavilion, restroom, amphitheater seating, a stage, park trail, parking area, installation of power, lighting, and landscaping, irrigation system modifications, and other site amenities. It is important to note that this project was identified as of high priority in the City's Downtown Master Plan.

Figure 5 shows the location of the City's park facilities.

The trail system in and around the City is extensive, and residents continue working to expand and improve it. The cornerstone of this effort is Thompson Falls Community Trails (TFCT), a community organization that was formed in 2008. TFCT is a not-for-profit organization for the purpose of enhancing the quality of life in the Thompson Falls area by building, maintaining, and improving trails that provide transportation ways, connectivity, and recreation opportunities.

In 2014, TFCT developed a trails plan with the goal of creating a *"safe and convenient network of non-motorized trails connecting existing recreation areas, as well as key locations within the community, such as schools and downtown Main Street. These connections will benefit our residents, our economy, and our environment."*

Community partners working with TFCT to improve the trail system include: Sanders County Community Development Corporation (SCCDC), Sanders County, Montana Fish, Wildlife and Parks/State Parks, Northwestern Energy, Rimrock Lodge, Frisbee Morbella Foundation, Avista Utilities, the US Forest Service and the City of Thompson Falls. Figure 6 shows the current trail system in and around Thompson Falls, including the Mule Pasture Trails, Powerhouse Loop Trail, Island Park, and Thompson Falls State Park Trail.

TFCT is currently working on a feasibility study for the "Eastward Extension Trail." This is a proposed trail that will extend from Wild Goose Landing at the east entrance to the City and provide pedestrian and bicycle access to Harvest Foods, the community grocery store, and other businesses. Most of this trail will be located outside the City limits.

It is also important to note that the local chapter of Babe Ruth Baseball recently completed the construction of a new field. Along with new sod and irrigation systems, there are dugouts. Eventually, the facility will include grandstands and a concession stand.

FUNDING PARKS AND RECREATION

While parks and recreation are an important part of the services and facilities the City provides to residents, they are by nature not as high a priority as maintaining streets and the drinking water system or constructing the new sewer collection system. This is the reality for the community. Nonetheless, there are ways the City can fund additional parks and recreation services with resident support.

To learn more about these options, in 2018, the Mayor of Thompson Falls asked the Trust for Public Lands to conduct an analysis of the mechanisms available to support the operation and maintenance of parks and other protected lands in the City. The results of the analysis found the best opportunities for financing parks and recreation are:

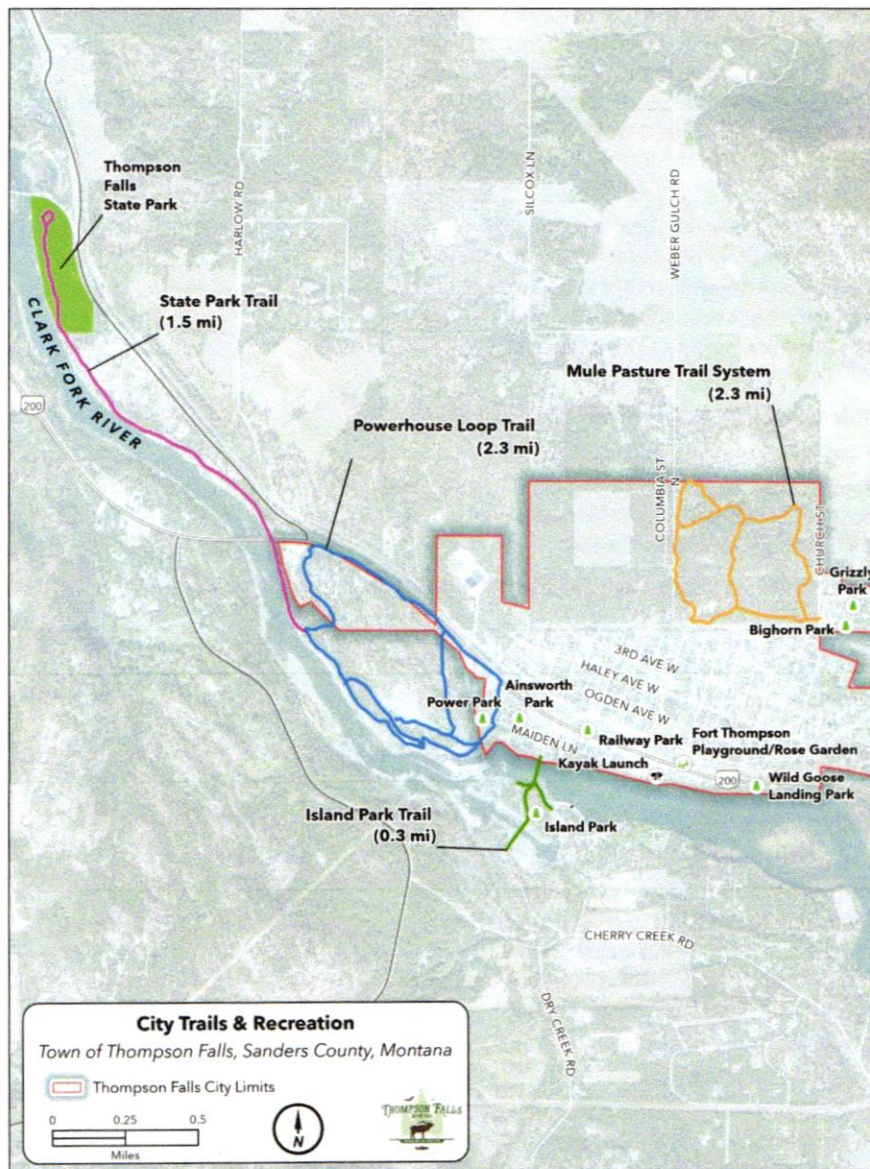
- Bonding. The City has ample debt capacity to issue a general obligation bond for parks and conservation purposes and to levy property taxes to pay the debt service. A general obligation bond issue must be submitted to City voters at a general election.
 - Bonds are almost always used to pay for land acquisition or construction projects and generally cannot be used for operations and maintenance purposes.
- Property Tax. Thompson Falls may impose a new mill levy by submitting the question to electors at a regular, primary, or special election. A mill levy must be approved by a majority of City voters.
- Resort Tax. The City can seek designation as a resort community, which would give the City authority to impose a local option sales tax. The Montana Department of Commerce determines the designation. The tax requires approval of a majority of voters.
 - Resort tax can be used to offset the financial burdens of hosting tourists. Monies raised by this tax can be used for developing and maintaining local infrastructure. It is important to note that at least 5.0 percent of the tax revenues must be used to provide property tax relief to residents in the jurisdiction.
- Special District. Finally, Thompson Falls could consider creating a special district for local improvements and/or parks. The district could adhere to City boundaries or be drawn to encompass a larger area, such as the Thompson Falls School District. A special district is created by resolution (subject to hearing and protest) or by referring a ballot measure for approval by the local electorate.
 - A district could be used to fund the operation and maintenance of a facility such as the City swimming pool, which serves a population beyond just City residents.

INDOOR RECREATION-FITNESS FACILITIES

There is a need for a quality year-round indoor recreation and fitness facility, particularly in the winter months. Such a facility would need to serve a wide variety of fitness levels, particularly senior citizens and children. City-wide resources (banks, business owners, volunteers, local donors) may be able to work together to develop and maintain an indoor recreation/fitness center. This would probably require a long-term, well-coordinated fundraising effort to build a facility.



Map 5 – City Parks of Thompson Falls, WGM Group



Map 6 – Thompson Falls Community Trails, City of Thompson Falls

Rex Theater

The Rex Theatre is a 220-seat theater located on Main Street in Thompson Falls. The theater first opened in 1939 and finished construction in 1940. When the availability of movies on film transitioned to digital distribution, small-town theaters across the nation, including the Rex, were no longer able to show current movie titles. The prohibitive cost of upgrading to digital has made the operation of these theaters economically challenging. It typically requires a community population in the vicinity of 20,000 people to justify the financial upgrade by the owner of a theater.

However, in 2020, four individuals, two of whom are Main Street business owners, created a 5013C non-profit, called the Thompson Falls Film and Theater Foundation. The nonprofit was able to raise \$80,000 within 8 months to replace the long-decaying roof, and in April 2023, another \$70,000 was raised to install the digital equipment needed to show current first-run movies. There have also been numerous, smaller upgrades, such as electrical work, new windows throughout the theater, a lobby remodel, and exterior painting.

The theater hosted a variety of concerts, plays, dance recitals, town hall meetings, as well as the regularly scheduled movies.

Saving the iconic Rex Theater has brought back to life a community asset that benefits a variety of user groups in Thompson Falls. The fully functional entertainment and cultural venue draws in both local residents as well as visitors, especially during the winter months.

As of 2025, the Rex Theater is the only operational theater in Sanders County, after the Llano Theater closed its doors in Plains.

Schools

The Thompson Falls School District is made up of three schools: a high school, middle school, and an elementary school. The teacher-to-student ratio for the elementary school is 12:1 and has an enrollment of 240, as of 2024. The high school has a student-to-teacher ratio of 14:1 with an enrollment of 183.

It is important to note that enrollment in the District has declined significantly since 2009. This is particularly true for the high school. In 2019, the high school had 156 students, and by 2024 that number had increased to 183, or an over 17 percent increase. Elementary school enrollment has stayed relatively stable, from 217 in 2019 to 240 in 2024. These increases could be attributed to the availability of remote work and population increase post-COVID.

Solid Waste

Sanders County provides solid waste services to City residents. According to a preliminary engineering report developed for the County in 2016, approximately 6,800 tons of solid waste is generated in the County on an annual basis. The solid waste generated in Thompson Falls is either collected at the "curb" by a private hauler or customers haul their own waste directly to

the transfer station located east of Thompson Falls, just south of Highway 200.

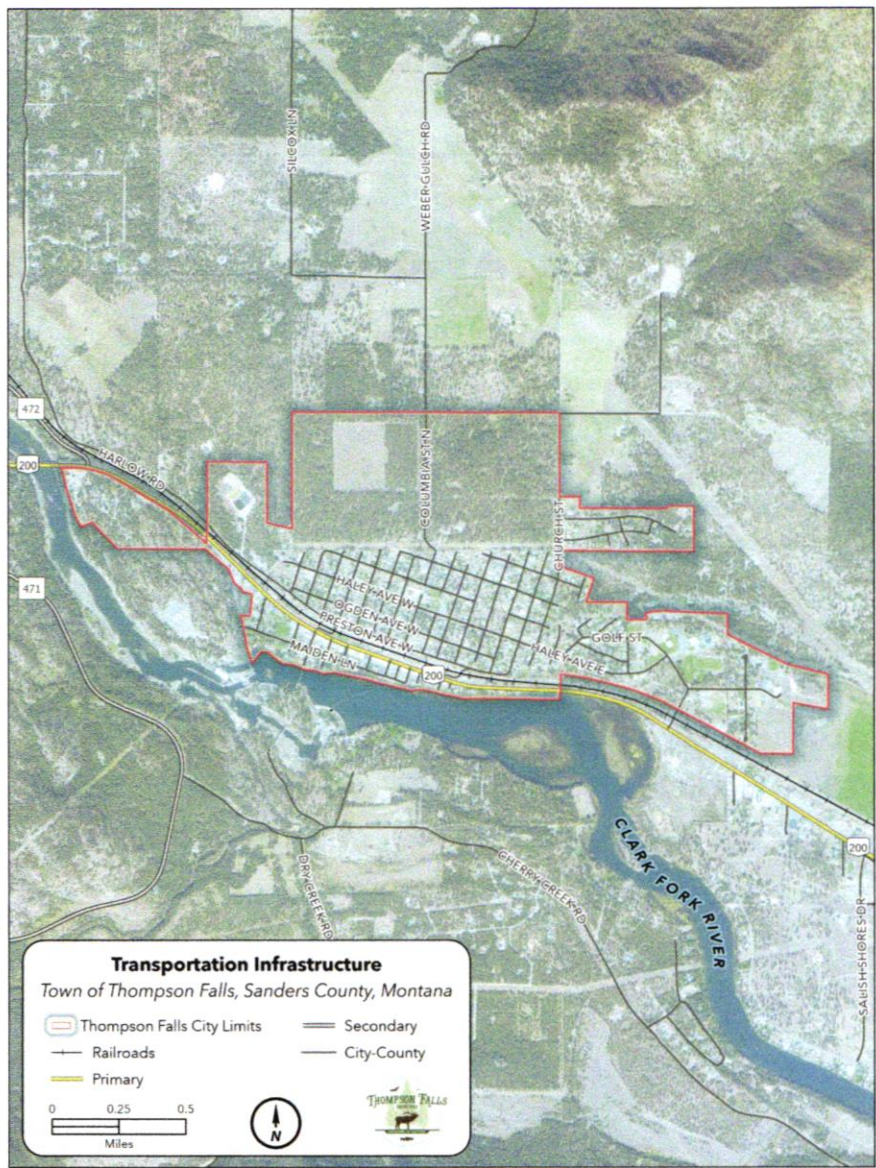
Streets

The City has about twenty miles of streets and alleys, which it maintains. Approximately 15 miles of these are paved. Many of the paved streets are in relatively poor condition and have problems, including poor drainage, cracks, and potholes.

The City is working to upgrade the streets in conjunction with improvements to the water and wastewater systems. Funding for street maintenance is provided through the City General Fund, gas tax receipts, and infrastructure projects.

Main Street in Thompson Falls is also part of Montana Secondary Highway 200, and therefore, maintenance is the responsibility of the Montana Department of Transportation (MDT). Residents have had longstanding concerns about pedestrian and bicycle safety on Main Street. This is particularly true due to the lack of facilities and signage to ensure safe pedestrian crossings of Main Street from the north side of the street to the businesses and services located on the south side.

Because MDT is regularly evaluating and scheduling maintenance and reconstruction on the roadways under its jurisdiction, it would be beneficial for the City to collaborate with the Department to determine when, in the future, any maintenance and/or reconstruction may occur on Main Street and what type of work that might entail. Any future reconstruction of the highway through the City will provide an opportunity for residents to work with MDT to improve pedestrian facilities, utilities, and the streetscape along Main Street.



Map 7 – Transportation Infrastructure, Montana State Library

Stormwater

The City has an existing storm sewer system that consists of approximately one mile of collection lines located in the downtown area and along Haley Avenue. Stormwater in the downtown area drains into the Clark Fork River. There are additional stormwater needs in the City, but they are primarily in the residential area above the downtown.

Wastewater Treatment

The existing sewer system for Thompson Falls currently only serves the commercial district of the City and a few residential users south of Highway 200. The main issue for the City from a wastewater perspective is that most of the community utilizes on-site septic systems and drain fields, and is not connected to the centralized sewer collection system. An overwhelming majority of residents and all three of the City's schools are not connected to the City's sewer system. In addition, many of the residential lots in the City are small and do not have the capacity to install septic systems that can meet current Montana DEQ standards.

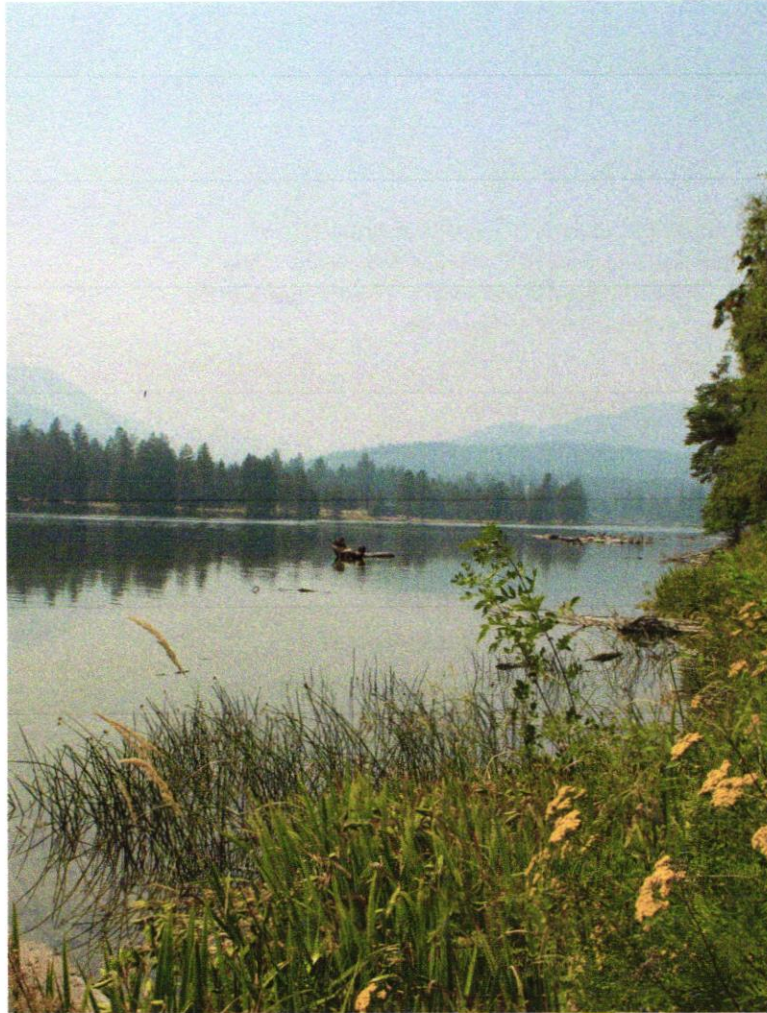
In order to address the need for wastewater collection in the unsewered areas of the community, the City is undertaking a phased project to create a City-wide sewer collection system. In addition to the collection system, the City will also upgrade its wastewater treatment system. The City's Capital Improvements Plan contains a detailed description of the wastewater collection and treatment project. It is important to note that Phases 1 and 2 are being funded primarily through grants awarded to the City for the purpose of improving the system.

Drinking Water

According to the Capital Improvements Plan, the City's public water supply system serves approximately 682 residential services and 54 commercial services. The system provides basic domestic water service, irrigation service, and partial fire protection to its residents.

The existing water system is the remnant of the original water system built for the railroad in the late 1800's and significant updates were completed in the 1930s and 1940s. It has been owned and operated by the City since 1936. In 1996, the Town completed a City-wide Water System Master Plan, which led to significant system improvements. In 2005 and 2006, the City completed a Water System Preliminary Engineering Report (PER) and is taking a phased approach to the system improvements.

The water supply for the City consists of a spring supply source, two operating water wells, two backup groundwater wells, and two concrete storage reservoirs. The existing water supply showed adequate capacity to serve the community through 2025.



HOUSING

HOUSING

Like many Montana communities, the City of Thompson Falls' housing stock is aging. 2023 data from the American Community Survey (ACS) of the Census Bureau estimated there were 746 housing units in the City. Of these units, 628 were estimated to be occupied. 200 or 26.8 percent of the existing units were estimated to have been constructed prior to 1970. This is an important characteristic to understand, as older homes generally require more maintenance and upkeep and are often less energy efficient, all of which add to housing costs.

The age of the City's housing stock is also highlighted in a physical assessment that was conducted by the Montana Department of Revenue (DOR) in 2008. At that time, the Department conducted assessments of the physical condition of residential structures throughout the State, including in Thompson Falls. Those assessments are highlighted in Table 2. It is important to note that the ACS numbers in the table below are for housing units, and the DOR numbers are for structures, and those two are very different. Housing units typically include apartments and condominiums, where a structure would be an entire building.

Approximate Age of Residential Structures (American Community Survey - 2023)		
Year Built	Number of Units	Percentage
2010 or later	32	4.3%
2000 to 2009	88	11.8%
1990 to 1999	79	10.6%
1980 to 1989	76	10.2%
1970 to 1979	169	22.7%
1940 to 1969	200	26.8%

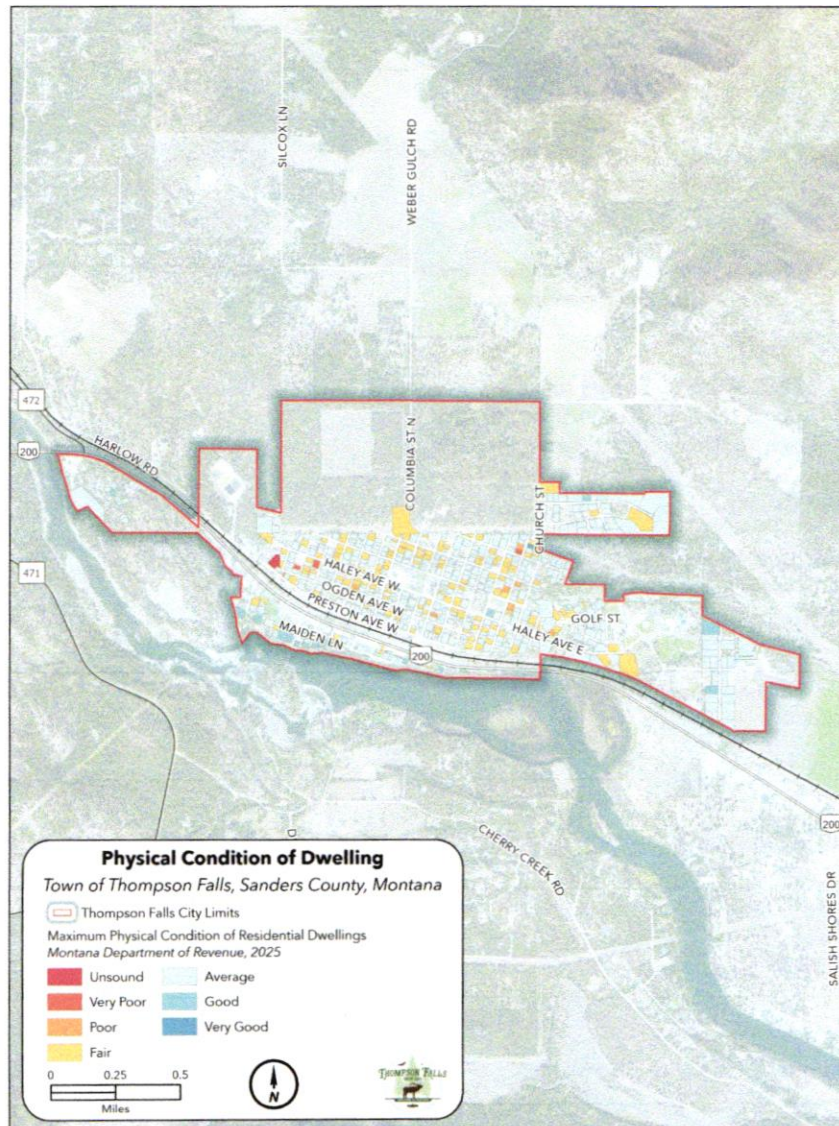
Table 2- Approximate Age of Residential Structures, 2023 American Community Survey

In early 2016, residents of Sanders County participated in a Montana Economic Development Association (MEDA) Resource Team Assessment, which was used to identify strengths and weaknesses in the County and to select needed projects. The team held two meetings, one in Noxon and the other in Thompson Falls. Regarding housing, participants in the meetings identified the following needs as very important:

- Senior housing
- Aging in place
- Affordable housing
- Assisted Living

<i>Condition of Residential Structures (Montana Department of Revenue - 2024)</i>		
Condition	Number of Structures	Percentage
Unsound	1	0.13%
Very Poor	2	0.26%
Poor	12	1.56%
Fair	148	19.22%
Average	537	69.74%
Good	69	8.96%
Very Good	1	0.13%

Table 3 – Condition of Residential Structures, Montana Department of Revenue 2024



Map 8 – Housing Condition, Montana Department of Revenue

Housing affordability is clearly an issue in Sanders County. According to American Community

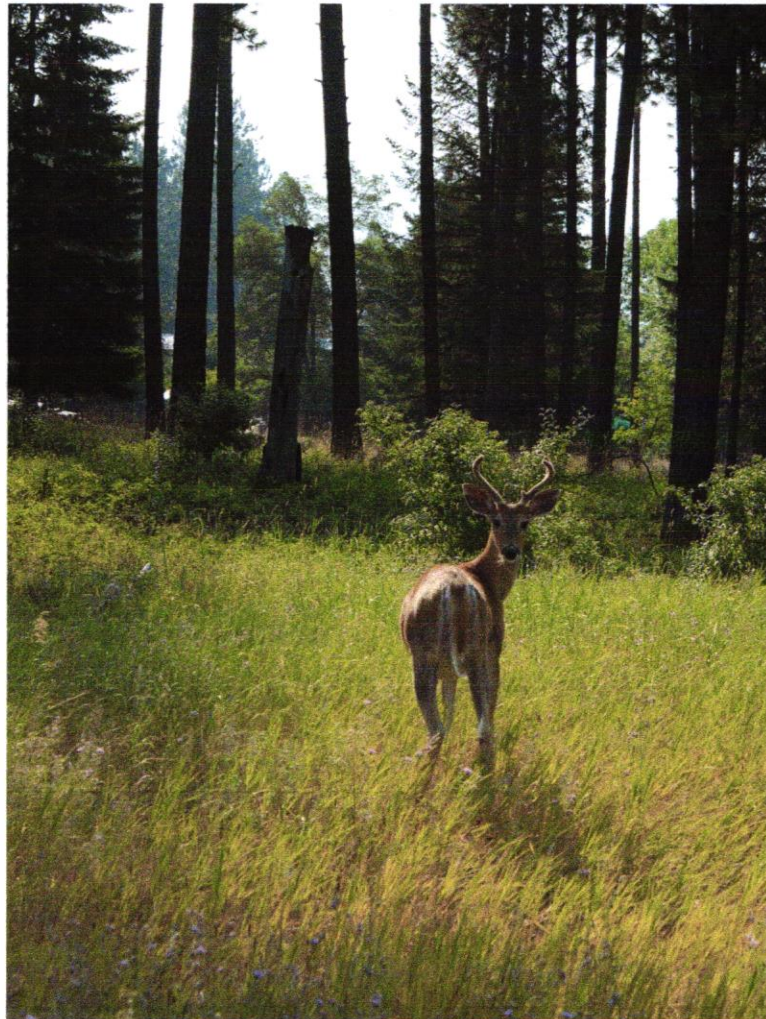
Survey data from 2023, there were 1,816 owner-occupied homes in the County that were under a mortgage. Of those homes, it was estimated that 744 or 41.0 percent required the owners to spend more than 30 percent of their income on mortgage costs. The same data showed that there were 1,092 renter-occupied units in the County, and of those, 583 or 53.4 percent required the renter to spend 30 percent or more of their income on rent.

Young professionals who are interested in living in the County find that housing is either not available or is too expensive. This includes both rentals and homes for sale. This is a situation that is deterring teachers, natural resource, and healthcare professionals from settling in the County and its communities.

Finding affordable housing is even more difficult for low-income residents, particularly senior citizens. There is an unmet need for additional multi-family housing and for assisted living facilities for seniors.

Sanders County also has a high number of seasonal homes. Of the 6,789 housing units identified by the American Community Survey as existing in the County in 2023, 687 or 10.1 percent of them were determined to be seasonal/recreational in nature. This is significantly higher than the statewide average of seasonal homes, which was (6.9) in 2023. Most of these seasonal homes are likely not available for rentals or for sale.

In order to better understand the housing situation in the area, Sanders County is going to undertake the development of a Housing Assessment that will focus on aging in place and workforce housing.



LAND USE

LAND USE

Existing Land Use

Development within the City is distinctly divided into the residential area of the City that is located north of the railroad tracks and the commercial district south of the railroad and along Highway 200. There are some residential dwellings located along the Clark Fork River and up against the commercial development along Highway 200.

The newest residential development is in the eastern end of the City and north of the railroad and highway. All the Thompson Falls School District's facilities are also located north of the railroad and highway.



Community Appearance

Like many communities in Montana, issues regarding the accumulation of debris and junk vehicles exist in Thompson Falls. In order to improve the appearance of the City, maintain property values, and increase residents' pride in the community. The City will continue to make efforts to meet the requirements of the City Community Decay Ordinance.

Riley Creek Mill Site

The Riley Creek Mill site was once the location of the largest lumber mill within Sanders County and closed in 1995. The property is 115 acres in size and is located at the eastern entrance of Thompson Falls. The property is in a state of decay, overgrown with weeds, and the current out-of-state owner does not maintain the property. In addition, the owner will not allow for a voluntary EPA Brownfield Assessment to determine what site cleanup may be required for redevelopment.

This is a project that the City and Sanders County could work together on to facilitate a potential cleanup and redevelopment plan. If the property could be "cleaned up" and redeveloped, perhaps it could be annexed into the City and eventually help provide City services and annexation to the outlying business district east of the City.

Annexation

While some new development will occur via the construction of homes and businesses on existing vacant land, inevitably, the annexation of new land into the City will be necessary. From a topographic and practical aspect, new annexations will likely only happen on the east side of the City.

It will be important for new annexations be reviewed to ensure that they become an asset to City residents and to determine what their effect will be on the City's ability to provide services, including fire protection, water, sewer, stormwater drainage, and street maintenance. Typical requirements for the annexation of property include a plan that describes how City services such as water and sewer will be installed and how the construction of additional streets, including curb, gutter, and sidewalks, will be completed.

The City of Thompson Falls does not currently have an annexation policy to provide a formalized and predictable process for annexing new properties. Developing and adopting such a policy and procedures is something the City will consider. It is important to note that if the City is proposing to annex property that will also be subdivided, the City Council must officially annex the properties prior to deciding on whether to approve a subdivision application.

Subdivision Regulations

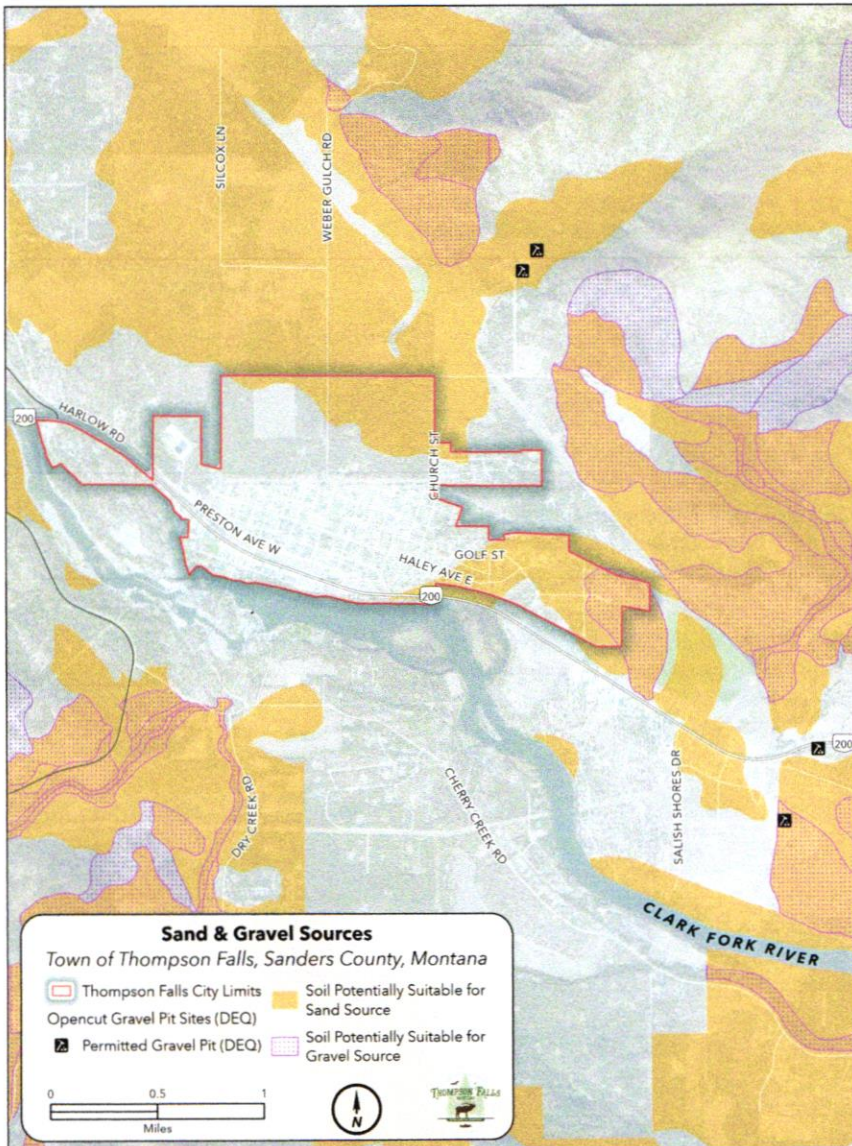
The City has adopted subdivision regulations as of March 8, 2021. These regulations are developed in accordance with the Policy per 76-1-606, MCA.

Subdivision regulations can be used by the City to address the issues related to new residential and commercial development by ensuring accurate surveying, providing legal and physical access, provision of utilities, parkland requirements, right-of-way location, mitigating hazards, and ensuring the overall development fits the character of the City. Subdivision review can also help ensure that the installation of infrastructure (water, sewer, streets, and sidewalks) is completed in accordance with City standards.

Sand & Gravel Resources

Sand and gravel are important resources for the construction and maintenance of streets and roads as well as the construction of new homes and businesses. According to the Montana Department of Environmental Quality Open Cut Mining Program, there are numerous permitted gravel pits in Sanders County. Only one of the pits is located within one mile of City limits (to the north) and is operated by the Sanders County Road Department.

The Soil Survey completed for Sanders County, by the Soil Conservation Service, shows eight (8) soils near the City that are suitable for use as gravel. These include: Totelake, Winkler, Tevis, Mitten, Oldtrail, Yellowbay, Sharrot and Big Arm. See Map 6 for the location of these soils in relation to the City.



Map 10 – Sand and Gravel Soils Map, USDA Natural Resources Conservation Service Web Soil Survey

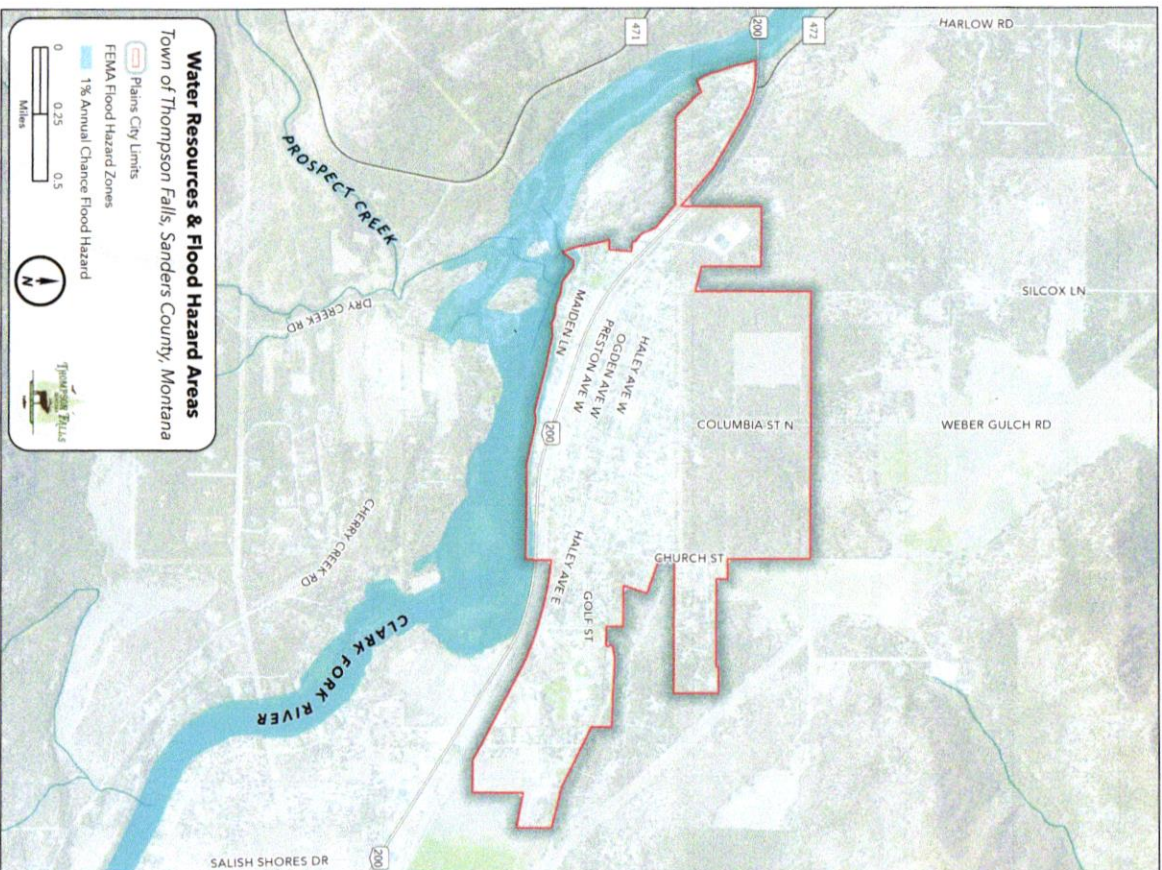
Flooding & Floodplain

According to the Federal Emergency Management Agency (FEMA), the City of Thompson Falls is not currently participating in the National Flood Insurance Program and has not adopted floodplain regulations as of 2019; however, Sanders County does participate in the program.

A 2012 Flood Insurance Study completed for Sanders County indicated that major flooding occurred in the County in 1948, 1964, 1975, 1996, and 1997. The report stated that a maximum discharge of 128,000 cubic feet per second (cfs) was recorded on the Clark Fork River in June of 1964 at the gaging station near Plains. In June of 1948 the stream gaging station for the Clark Fork River near Plains reached a maximum discharge of 134,000 cfs, the highest ever recorded. In June of 1975, the Clark Fork River reached a maximum discharge of 107,000 cfs at the stream gage near Plains.

With regard to flooding from ice jams, in February of 1996, an ice jam 12 miles in length formed above Thompson Falls. The jam flooded farms and a four-mile stretch of US Highway 200 in the Eddy Flats area. Above Eddy Flats, the river washed away 500 feet of railroad track causing the derailment of two freight trains.

Based on a Flood Insurance Rate Map (FIRM) for the area surrounding the City of Thompson Falls, no portion of the City is currently located within the Special Flood Hazard Area (100-year floodplain) as designated for the Clark Fork River. See Map 7 for a zoomed version of the Flood Insurance Rate Map.



Map 11- Water Resources & Flood Hazard Areas, Federal Emergency Management Agency (FEMA),
Montana State Library

Tree Inventory

The Montana Department of Natural Resources completed a tree inventory for the City of Thompson Falls in 2017 as part of the State of Community Trees in Montana Assessment. The DNRC was able to compile a list of quick facts and a community forest summary that detailed the overall benefits that the urban forest provides to the City. Figure 6 displays the DNRC Community Forest Summary for the City of Thompson Falls.

Trees can provide a wide variety of benefits to a community. Some of these benefits are reduced stormwater runoff, water quality protection, reduced air pollution, and lower summer air temperature by the reduction of heat islands through impervious surfaces.

Quick Facts

623 Trees

\$1.3 Million Replacement Value

52 Unique Species

90.7% in Good Condition

1.1 Million gallons Stormwater
Runoff Reduced Annually

424 lbs Air Pollutants Removed
Annually

54,918 KWH & 5,458 Therms of
Energy Saved Annually

\$52,774 Property Values

76,836 lbs Carbon Dioxide

*Figure 6 – Tree Inventory Quick Facts,
Montana Department of Natural
Resources Community Forest Benefits,
Thompson Falls Tree Inventory*

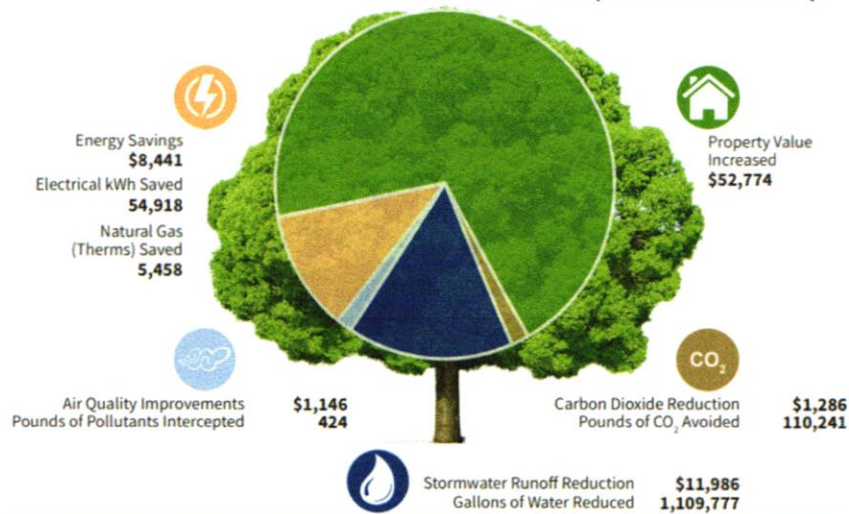


Figure 7 - Tree Inventory Quick Facts, Montana Department of Natural Resources Community Forest

Climate Resilience

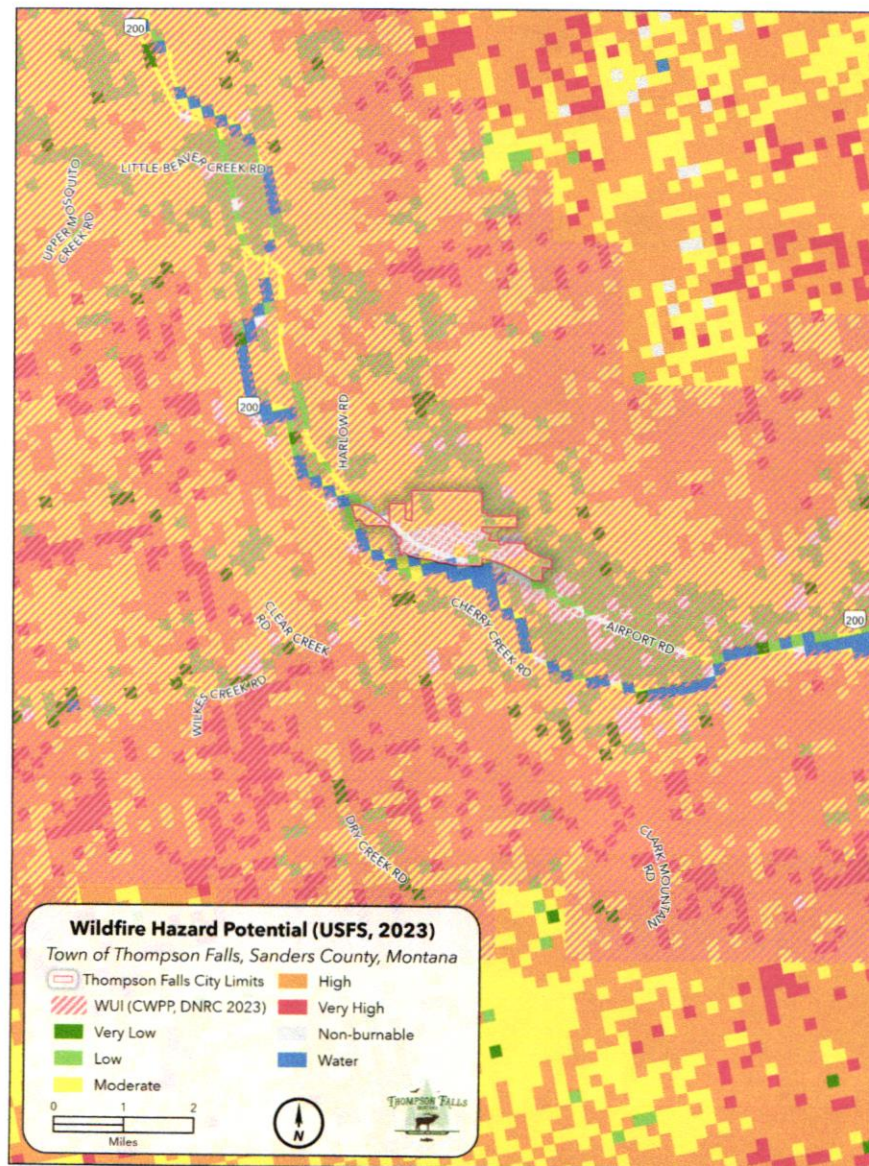
Climate resilience is the ability of a system, whether that is community, ecosystem, economy or infrastructure, to anticipate, prepare for, respond to, and recover from the impacts of climate shift. Montana and Thompson Falls are experiencing increased summer temperatures, wildfires, decrease in snowpack which leads to decreased groundwater regeneration.

There are often associated risks to health, property, the economy, the environment, and emergency services demands. Thompson Falls residents deserve a healthy community. The City is encouraged to work with residents and stakeholders to identify mitigation efforts and increase of green infrastructure to reduce negative environmental impacts and their effects on the well-being of the residents.

Wildland-Urban Interface

The City of Thompson Falls is located adjacent to lands identified as part of the wildland urban interface (WUI), particularly to the north, east and west of the City. The City is bordered to the south by the Clark Fork River. See Map 8 showing the wildfire hazard for the City and surrounding area.

The City adopted subdivision regulations in early 2021. Subdivision regulations address development in the WUI and ingress-egress, defensible space, and fire protection, including water supply systems. It is important to note that the City does have a water system which includes fire hydrants located throughout the community.



Map 12 – Wildland-Urban Interface, USDA Forest Service



RESIDENT ENGAGEMENT

RESIDENT ENGAGEMENT

Gathering the ideas and advice of City residents was a critical step in creating the new ~~Growth Policy~~Comprehensive Plan. Outreach to residents included meetings, a hearing and the use of an online and hardcopy survey.

The Planning Board held a total of 7 public work sessions to discuss the creation of the ~~Growth Policy~~Comprehensive Plan. Work sessions were held at City Hall.

Formatted: Not Highlight

Formatted: Not Highlight

As part of the outreach process to City residents, the Planning Board created a survey to assist in gathering advice and guidance from residents about what opportunities and issues are their priority. The survey was distributed to residents via the internet and hard copies and was marketed via word of mouth, Facebook, websites, and in an article in the Sanders County Ledger. Ninety-six (96) residents responded to the survey. The general survey results showed the following:

- Residents like the City's rural lifestyle, quality of life, and recreational opportunities it affords.
- Residents want to increase their indoor recreation opportunities, increase affordable housing, and increase economic opportunities
- Respondents would like to see more single-family homes and rental options available in the City.
- Respondents stated that street maintenance, law enforcement, the City water system, and fire protection were the most important infrastructure and services to them.

The Planning Board held a formal public hearing on the draft ~~Growth Policy~~Comprehensive Plan on December 1, 2025 at the City Hall. The Board discussed the draft goals and action plan and ultimately recommended that the draft ~~Growth Policy~~Comprehensive Plan be adopted by the City Council contingent upon the edits and changes that they recommended at the meeting. The hearing was noticed in the Sanders County Ledger on [INSERT DATE].

Formatted: Not Highlight

The City Council adopted the new ~~Growth Policy~~Comprehensive Plan on [INSERT DATE], 2025



ACTION PLAN

ACTION PLAN

Implementation of goals identified in this [Growth Policy Comprehensive Plan](#) will take time and resources. Most important, it will require a commitment by City residents and the City Council to follow through on the guidance provided by the document. The projects and policies to be pursued by the City are identified below by the broad category they fall under.

ECONOMY		
Action	Responsibility	Schedule
Business Incubation		
Encourage the creation of office space for new businesses.	SCCDC, Private Sector	Ongoing
Continuing Education/Technology/Distance Training		
Implement the Sanders County Technology Initiative.	SCCDC, Private Sector	Ongoing
Create an "on the job training" and GED achievement program for high school students and adults.	SCCDC, School District, Private Sector	Ongoing
Create a working group to research the feasibility of a Montana University system satellite campus (U of M and MSU) in Thompson Falls.	City, local working groups	1 to 2 years
Coordinate with US Antimony Company to provide an educational event to the community on the economic impact of the mine expansion.	City, US Antimony Corp	1 to 2 years
Recreation Economy		
Participate on the Main Street Committee.	City	Ongoing
Sponsor applicable Main Street Projects.	City	Ongoing
Permanently staff the Visitor's Center.	SCCDC, Main Street Inc., Chamber of Commerce, Private Sector	1 to 2 years
Produce and display City advertising/marketing materials.	SCCDC, Main Street Inc., Chamber of Commerce, Private Sector	Ongoing
Create a collaborative branding and marketing strategy for the City.	SCCDC, Main Street Inc., Chamber of Commerce,	1 year

	Private Sector, City	
Promote the City through the direct marketing email and broadcast-social-print media.	SCCDC, Main Street Inc., Chamber of Commerce, Private Sector	1 year
Develop a City-County parks and trails maintenance agreement.	City, Sanders County and Thompson Falls Community Trails	2 years
Participate in funding and/or sponsoring trail projects.	City, Sanders County and Thompson Falls Community Trails	Ongoing
Retain green space within the City.	City	Ongoing
Community Events		
Create a working group to examine the potential for community events in the City.	Main Street Inc., Chamber of Commerce, Private Sector	1 year
City Business Attraction		
Complete the drinking water and wastewater treatment projects that are underway.	City	Ongoing
Use the City Decay Ordinance to improve the appearance of the Community by removing debris and junk vehicles.	City	Ongoing
Continue to support the program to recognize well maintained residential and commercial properties.	City and County	1 year

COMMUNITY SERVICES		
Action	Responsibility	Schedule
City Infrastructure		
Complete upgrades to City's drinking water system. <ul style="list-style-type: none"> Replace aging water distribution mains. Replace Jefferson Street reservoir. Increase overall water storage capacity. 	City	Ongoing
Complete the installation of the new sewer collection system and treatment system upgrades.	City	Ongoing

<ul style="list-style-type: none"> Complete Phases III and IV of the sewer upgrade project. 		
Prioritize expenditures on the most critical facilities.		
<ul style="list-style-type: none"> Use the Capital Improvements Plan for prioritizing projects and budgeting. 	City	1 year
Continue to pursue funding from Community Development Block Grants (CDBG), Rural Development, Treasure State Endowment Program (TSEP) etc. for projects.	City	Ongoing
Develop a preliminary engineering report to identify and prioritize stormwater improvement projects in the City.	City	1 to 2 years
Complete the chip-seal 4th Avenue, 2 blocks of Spruce Street, 2 blocks of Columbia Street and 2 blocks of Clay Street.	City	TBD as sewer project progresses
Develop an overall street condition assessment and street project prioritization.	City	Ongoing
Pursue grant funding through the DNRC for tree planting grants to create more urban forest diversity while also mitigating stormwater issues through green infrastructure.	City	1 to 2 years
Identify cooling centers during the summer to assist residents who may be impacted by elevated temperatures.	City	1 to 2 years
Develop rain gardens within the City to facilitate stormwater mitigation.	City	1 to 2 years
Conduct a local traffic impact study to identify areas of needed traffic control, including but not limited to traffic control lights, speed bumps, stop signs, etc.	City	2 to 3 years
Pedestrian and Bicycle Safety		
Meet with MDT district staff to discuss pedestrian and bicycle safety on Main Street and formulate solutions.	City, SCCDC, Main Street Inc., Chamber	Biannually
Install "bulb-outs" and user activated crosswalks with lights along Main Street	MDT	5 to 8 years
Identify and implement traffic control measures on Haley Street to alleviate speeding cars adjacent to the School.	City	2 to 4 years
Cultural, Entertainment and Recreation Opportunities		
Create a working group to examine the potential for an indoor fitness and recreation facility.	Private Sector, Clark Fork Valley Hospital, Insurance Companies	5 years
Local Government Opportunities		
Provide the residents of Thompson Falls with educational opportunities on local happenings in the government with a strong emphasis on transparency.	City	5 years
Coordinate with the local schools to create a "Mayor of the week" civic program to promote education on local government.	City, School District	1 to 2 years
Utilize diverse means of communication to attract attendees to local events and to assist local civic groups and non-profits in promoting volunteerism in the community.	City, local civic organizations	Ongoing

Fire Protection, Emergency Medical and Ambulance Services		
Create a working group consisting of fire protection, emergency medical and ambulance services to identify current issues, opportunities and mutual aid agreements, and to discuss the need for full-time staffing of these agencies for the City of Thompson Falls.	City, Sanders County, Fire Departments, Ambulance Service, Search and Rescue.	5 years
Monitor funding opportunities through the Montana Department of Natural Resources and Conservation Volunteer Fire Assistance Grant Program	City, Sanders County, Fire Departments	Ongoing
Air Quality		
Consider constructing diversion in streets/alleys to prevent gravel washout onto streets and to reduce the need for sweeping roads following heavy runoff events.	City	2 years
Wildlife Resources		
Work with Sanders County Extension to provide City residents with information on how to protect pollinators (bees etc.) and through pollinator friendly landscaping.	City, Sanders County Extension	1 year
Work with Montana Fish, Wildlife and Parks (FWP) to create a strategy for dealing with CWD.	City, FWP	1 to 2 years
Work with FWP to enforce ordinance prohibiting the feeding of wildlife to reduce herding and the spread of disease.	City, FWP	Ongoing
Coordinate with FWP to create a wildlife management plan	City, FWP	4 to 5 years

HOUSING		
Action	Responsibility	Schedule
Understand and use the information gathered from the housing assessment/plan developed by the County.	City, SCCDC, Sanders County Community Housing, Private Sector	1 year
Consider the use or sale of vacant City-owned land for affordable housing purposes.	City	Ongoing
Coordinate with the Montana Department of Commerce and the United States Department of Housing and Urban Development on providing local officials and City residents with educational training opportunities on state and federal funding for housing development <u>as well as provide information on community land trusts and the impact they have on the City's housing market.</u>	City, Montana Department of Commerce, HUD	3 years
Identify the quantity of Short-term Rentals (STRs) in the City, review the results, and discuss the regulation of STRs.	City	Ongoing
<u>Research for the feasibility of housing land trusts and the impact on the City's housing market.</u>	City	2 to 3 years

Formatted Table

--	--	--

LAND USE		
Action	Responsibility	Schedule
Subdivision Regulations		
Update subdivision regulations.	City	1 -year
Obtain subdivision review training from the Montana Department of Commerce.	City, MDOC	2-years
Riley Creek Mill Site		
Organize a meeting with the County and the owners of the site to discuss the cleanup and redevelopment of the site.	City, Sanders County, SCCDC	1-year
Support and sponsor a voluntary EPA Brownfields assessment of the property.	City, Sanders County, SCCDC	3- years



CITY-COUNTY COORDINATION

COORDINATION WITH SANDERS COUNTY

The City of Thompson Falls will examine the potential to coordinate efforts with Sanders County in the following ways:

- Work to promote the use of the County's timber resources.
- Clean up (if necessary) and redevelop the Riley Creek Mill site.
- Initiate a plan to provide additional workforce housing.
- Foster the technology and communications economy.
- Expand and improve the recreation economy.



CONDCTIONS AND TIMING FOR REVIEW AND REVISIONS

CONDITIONS AND TIMING FOR REVIEW AND REVISION

To ensure the [Growth Policy Comprehensive Plan](#) remains a relevant and effective document for decision making in the City; the [Growth Policy Comprehensive Plan](#) will need to be periodically reviewed and updated.

The document will be reviewed every 5 years from the date of its adoption. The City Planning Board will be the entity responsible for reviewing the Policy and will make any recommendations regarding revisions or changes to the City Council. Future reviews will include an evaluation of every section of the Policy. It is anticipated that a full update of the Policy will be necessary within 10 years of its original adoption.

The [Growth Policy Comprehensive Plan](#) may also be revised when a situation or issue has been identified by the public that necessitates changes or when changes are deemed to be in the public interest by the Planning Board or the City Council. It is also possible that Legislative changes to the [Growth Policy Comprehensive Plan](#) statutes may require significant amendments or changes. Finally, amendments to the Policy may also be necessary when litigation in the City or elsewhere in Montana sets legal precedent that is clearly contrary to the stated goals, objectives or implementation strategies in the [Growth Policy Comprehensive Plan](#).

APPENDIX A: SUBDIVISION REVIEW

The City adopted subdivision regulations in early 2021. The Montana Code Annotated requires the City Council provide a statement in the [Growth Policy Comprehensive Plan](#) explaining how they will:

- Provide definitions for the review criteria for subdivisions found in 76-3-608 (3) (a) MCA.; and
- Describe how the City will evaluate and make decisions regarding proposed subdivisions with respect to the criteria in 76-3-608 (3) (a) M.C.A.

Thus, even though the City does not have adopted subdivision regulations it is essential to provide the information listed above in order to help develop and adopt the regulations in the future.

Definition of 76-3-608 Criteria:

The City of Thompson Falls will use the following definitions in its future Subdivision Regulations to define each of the subdivision review criteria listed below.

- **Agriculture:** The practice of cultivating the ground, raising crops, and/or rearing animals.
- **Agricultural Water User Facilities:** Any part of the an irrigation system used to produce an agricultural product on property used for agricultural purposes.
- **Local Services:** Any and all services that local government entities are authorized to provide.
- **Natural Environment:** The physical conditions, which exist within a given area including land, air, water, mineral, flora, fauna, noise, and objects of historic or aesthetic significance.
- **Public Health and Safety:** A condition of optimal well-being, free from danger, risk or injury for a community at large, or for all people, not merely for the welfare of a specific individual or a small class of persons.
- **Wildlife:** Living animals, which are neither human nor domesticated.
- **Wildlife Habitat:** Place or type of site wildlife naturally lives and grows.

Evaluation of Subdivisions Based Upon 76-3-608 Criteria

The evaluation of subdivision applications by the City will include an analysis of whether and to what extent a proposed subdivision will impact agriculture, agricultural water user facilities, local services, the natural environment, wildlife, wildlife habitat, and public health and safety as defined in this [Growth Policy Comprehensive Plan](#).

The City will evaluate each proposed subdivision regarding the expected impacts on each of the criteria, and the degree to which the subdivision applicant proposes to mitigate any adverse impacts. This evaluation will be based on the subdivision application submitted by the applicant, review by City staff and reports and information gathered from public hearings and other sources of information as deemed appropriate.

Upon completion of its review and evaluation, the City will render a decision on a proposed subdivision with respect to the requirements of the City of Thompson Falls Subdivision Regulations, the City of Thompson Falls [Growth Policy Comprehensive Plan](#), and the Montana Subdivision and Platting Act.

Evaluation Criteria for Effects on Agriculture

- a. The number of acres that would be removed from the production of crops or livestock. Acreage will be obtained from Department of Revenue tax records.
- b. Removal of agricultural lands critical to the Sanders County's agricultural base. Maps and land capability classifications developed by the USDA Natural Resource Conservation shall be used to determine the agricultural significance of land.
- c. Potential conflicts between the proposed subdivision and adjacent agricultural operations shall be evaluated including:
 - Interference with the movement of livestock or farm machinery
 - Interference with agricultural production and activities
 - Maintenance of fences
 - Proliferation of weeds
 - Increased human activity
 - Harassment of livestock by pets

Evaluation Criteria for Effects on Agricultural Water User Facilities

- a. Location and proximity to a ditch, canal, headgate, sprinkler system, watering tank or developed spring shall be considered.
- b. Potential subdivision nuisance complaints or problems due to agricultural water user facilities such as safety hazards to residents or water problems from irrigation ditches, headgates, siphons, sprinkler systems or other facilities shall be considered.
- c. Ownership of water rights and the historic and current use of facility on the proposed subdivision shall be examined. Easements to protect the use of water user facilities on or access through a subdivision shall be considered.
- d. Allocation of water rights within a subdivision shall be considered.

Evaluation Criteria for Effects Upon Local Services

- a. Increased demand on services and need to expand services for a proposed subdivision:
 - Ambulance service
 - City drinking water supply and distribution system
 - Fire department
 - Parks and recreation
 - Police protection
 - Schools
 - Solid waste management
 - Streets and stormwater management
 - Sewer treatment and collection system
- b. Cost of services
 - Current and anticipated tax revenues
 - Cost of providing services to the subdivision
 - Evaluate the need for special improvement districts

Evaluation Criteria for Effect on Natural Environment

- a. Any draining, filling or alteration of any wetland.
- b. Needed cuts and fills on slopes as a result of street or building construction.
- c. Removal of vegetation contributing to potential soil erosion or bank or slope instability.
- d. Evaluate whether the subdivision design maintains significant open space.

Evaluation Criteria for Effect on Public Health and Safety

- a. Potential hazards to residents of subdivision from high voltage lines, high-pressure gas lines, highways, streets, railroads or railroad crossings, nearby industrial or mining activity.
- b. Evaluate existing activities taking place in the vicinity of the subdivision.
- c. Evaluate traffic conditions.
- d. Presence of natural hazards such as flooding, wildfire, or difficulties such as high-water table, expansive soils or excessive slopes.

Evaluation Criteria for Effect on Wildlife and Wildlife Habitat

- a. Location of the subdivision with respect to critical wildlife areas such as big game wintering range, calving areas, migration routes, nesting areas, wetlands, or habitat for endangered or threatened species.
- b. Expected effects of pets and human activity on wildlife.

Upon completion of its review and evaluation, the City will render a decision on the proposed subdivision with respect to the requirements of the City of Thompson Falls Subdivision Regulations, the City of Thompson Falls [Growth Policy Comprehensive Plan](#), and the Montana Subdivision and Platting Act.

Public Hearing Procedure

Public hearings on proposed subdivisions will be conducted by the City Planning Board for major subdivision proposals in the City. Hearings shall be structured according to the following procedures:

1. Planning Board President opens the public hearing.
2. Planner provides a summary of the subdivision application and staff report.
3. Subdivision applicant is given an opportunity to make comments.
4. Planning Board members are given an opportunity to ask clarifying questions of the subdivision applicant and planning staff.
5. Members of the public have an opportunity to make comments.
6. Public comment will be closed, and the Planning Board discussion takes place.
7. If Planning Board members feel prepared to render a decision on the application, they will vote to either recommend project approval, conditional approval, or denial.
8. If Planning Board members feel they need more information or time to consider the project before voting, or if the subdivision applicant wishes to modify the project and bring a revised proposal back to the Planning Board, the Board may opt to extend the public hearing in accordance with the review period outlined in statute. An extension of the public hearing must take place with the concurrence of the applicant.
9. Once all public comments have been received within the allowable timeframe, and once the Planning Board has taken its vote, the Planning Board President closes the public hearing.

APPENDIX B: SOURCES OF INFORMATION

Introduction

1. City of Thompson Falls
2. Sanders County Community Development Corporation
3. National Weather Service
4. Sanders County
5. United State Census Bureau

Population Characteristics

1. Sanders County Community Development Corporation
2. Headwaters Economics, Economic Profiling System, 2014
3. United States Census Bureau

Economy

1. Sanders County Community Development Corporation
2. United States Census Bureau
3. Headwaters Economics, Economic Profiling System, 2023
4. Montana Department of Commerce, Housing Division
5. Montana Department of Labor and Industry

Local Services & Public Facilities

1. City of Thompson Falls
2. Sanders County Community Development Corporation
3. Sanders County
4. Thompson Falls Capital Improvements Plan
5. Thompson Falls School District

Housing

1. American Community Survey, Census Bureau
2. Montana Department of Revenue
3. Sanders County Community Development Corporation

Land Use

1. City of Thompson Falls
2. Sanders County Community Development Corporation
3. Montana Department of Natural Resources and Conservation
4. United States Department of Natural Resources and Conservation
5. United States Forest Service

DEFINITIONS

Formatted: Heading 1

Affordable Housing – housing that costs no more than 30% of a household's income, including utilities.

Aging in place - The ability for residents, especially seniors, to remain living safely and comfortably in their homes and communities as they age.

Agriculture – The practice of cultivating soil, growing crops, and raising livestock for food, fiber, and other products.

Agricultural Water User Facilities – Infrastructure used to divert, convey, and manage water for agricultural purposes, such as irrigation ditches, headgates, and canals.

Airport – A facility for the takeoff, landing, and servicing of aircraft, providing transportation and aviation services.

Ambulance Service – Emergency medical transportation and care provided to people experiencing medical crises.

American Community Survey (ACS) – An ongoing U.S. Census Bureau survey that provides annual demographic, economic, housing, and social data for communities.

Annexation – The process by which a municipality expands its boundaries to include adjacent unincorporated land.

Antimony Mine – A mining operation that extracts antimony, a metal used in batteries, flame retardants, and industrial alloys.

Assisted Living – Housing that provides personal care services, support, and limited medical assistance for older adults or individuals needing help with daily activities.

Big Sky Rail Authority – A Montana regional authority focused on restoring and managing passenger rail service.

Branding – Developing a distinct identity, message, or image to represent a community, organization, or program.

Broadband communications – High-speed internet service that supports modern data, video, and communication needs.

Brownfields – Properties where redevelopment is complicated by the presence or potential presence of hazardous substances or contamination.

Business Incubation – Support programs that help new or early-stage businesses grow by providing space, mentorship, and technical assistance.

Capital Improvements Plan (CIP) – A multi-year planning document that identifies, prioritizes, and budgets for major infrastructure and facility investments.

City Council – A municipality’s elected governing body responsible for policymaking, budgeting, and local ordinances.

Climate Resilience – A community’s ability to anticipate, withstand, adapt to, and recover from climate-related impacts.

Community Engagement – Efforts to involve residents, stakeholders, and organizations in planning, decision-making, and community initiatives.

Comprehensive Plan – A long-range planning document guiding land use, growth, infrastructure, and policy decisions for a community.

Cubic feet per second (CFS) – A standard measurement of water flow equal to one cubic foot of water passing a point every second.

Decay Ordinance – A local law addressing neglected, unsafe, or blighted properties to improve public health and community appearance.

Downtown Master Plan – A focused planning document guiding redevelopment, land use, mobility, and investment in a community’s downtown area.

Drinking Water System – Infrastructure that treats, stores, and distributes potable water to residents and businesses.

Emergency Services – Public safety services including police, fire, EMS, and other responders who address emergencies and protect life and property.

Federal Aviation Administration (FAA) – The U.S. agency responsible for regulating civil aviation, airports, safety, and airspace.

Fire Protection – Services that prevent, control, and respond to fires, typically provided by fire departments.

Floodplain – Low-lying land adjacent to a river or stream that is subject to flooding during high-water events.

Flood Insurance Rate Map – FEMA maps that identify flood risk zones and determine flood insurance requirements and rates.

General Obligation Bond – A municipal bond backed by the full taxing authority of a government to finance public projects.

Geographic Information Systems (GIS) – Computer-based tools for mapping, analyzing, and visualizing spatial and geographic data.

Goals – High-level, long-range statements of desired outcomes within a planning process.

Green Infrastructure – Natural or engineered systems (rain gardens, permeable pavement, bioswales) that manage stormwater and support environmental health.

Comprehensive Plan – Montana’s long-range planning document (similar to a comprehensive plan) guiding land use, services, and community development.

Housing Assessment – A study evaluating housing conditions, needs, supply, affordability, and market trends within a community.

Implementation – The process of carrying out actions, policies, or projects identified in a plan.

Infrastructure – The foundational systems supporting a community, including water, sewer, roads, power, communications, and public facilities.

Insurance Services Office (ISO) – An organization that rates fire protection effectiveness in communities, influencing insurance premiums.

Labor/non-labor income – Labor income includes wages and salaries; non-labor income includes pensions, investments, and transfer payments.

Land Trust – A nonprofit organization that conserves land through acquisitions, easements, or stewardship.

Land Use – How land is utilized or designated, such as residential, commercial, industrial, agricultural, or open space.

Library – A public facility offering books, media, educational programs, and community services.

Local Services – Essential municipal services such as water, sewer, streets, emergency services, and administration.

Main Street Program – A community revitalization approach focused on strengthening historic downtowns through design, promotion, and economic development.

Marketing Strategy – A plan for promoting a community, program, or initiative to target audiences.

Mill Levy – The property tax rate applied to assessed value, expressed in mills (one-tenth of a cent).

Mitigation – Actions aimed at reducing or preventing negative impacts, such as environmental damage, hazards, or economic decline.

Natural Environment – The ecological systems, landscapes, and natural resources within a community or region.

Objectives – Specific, measurable steps toward achieving broader goals.

Open Space – Undeveloped or preserved land used for recreation, conservation, or scenic purposes.

Parks and Recreation – Public spaces and programs supporting outdoor activity, sports, and community well-being.

Per capita income – The average income per person in a community or region.

Planning Board – A citizen board responsible for reviewing development proposals and making recommendations on land-use planning.

Police Protection – Law enforcement services that maintain public safety, enforce laws, and prevent crime.

Pollinator Friendly Landscaping – Landscaping that supports bees, butterflies, and other pollinators through native plants and habitat features.

Preliminary Engineering Report (PER) – A technical report evaluating engineering solutions, costs, and feasibility for infrastructure projects.

Public Health and Safety – Protecting the well-being of the community through health services, sanitation, emergency services, and regulation.

Public Hearing – A formal meeting where citizens can provide input before officials make decisions.

Recreation Economy – Economic activity generated by outdoor recreation, tourism, and related services.

Redevelopment – Reinvesting in or revitalizing underused, blighted, or previously developed areas.

Resort Tax – A local tax (used in Montana resort communities) on goods and services to fund public services and infrastructure.

Review – The examination or evaluation of plans, proposals, or progress.

Revision – Updates or changes made to an existing document, plan, or regulation.

Rock Creek Mine – A proposed or existing mining project involving extraction of minerals (often copper or silver) in the Rock Creek area.

Senior Housing – Housing designed or designated for older adults, often with accessibility features or support services.

Seasonal Homes – Residences used part-time, typically for vacation or seasonal occupancy.

Short-term Rentals (STRs) – Housing units rented for short stays (e.g., Airbnb, VRBO), typically under 30 days.

Solid Waste – Municipal garbage, refuse, and discarded materials collected and disposed of by public or private services.

Special District – A local government entity created to provide a specific service, such as fire, irrigation, or parks.

Stormwater – Runoff from rain or snowmelt that flows across land and into drainage systems.

Streets – Public roadways that support transportation and access throughout a community.

Subdivision – The division of land into lots for development, sale, or building.

Subdivision Regulations – Local rules governing how land can be subdivided, including design, infrastructure, and review requirements.

Subdivision Review – The process for evaluating proposed subdivisions for compliance with regulations and community goals.

Tax Revenues – Funds generated from taxes to support government operations and services.

Technology Initiative – Programs or investments that expand or improve technological capabilities, such as broadband or digital services.

Timber Industry – The sector involved in harvesting, processing, and selling wood and forest products.

Tourism – Economic activity related to visitors traveling for leisure, recreation, or events.

Traffic Conditions – The state of vehicle flow and congestion on roadways.

Tree Inventory – A catalog of trees in a community, recording species, health, size, and location.

Visitor Center – A facility providing information, services, and resources to travelers and tourists.

Wastewater Treatment – The process of cleaning sewage and used water so it can be safely discharged or reused.

Wildland-Urban Interface (WUI) – Areas where development meets or intermingles with forests or wildlands, creating wildfire risk.

Wildlife – Animals that live naturally in the wild within a region.

Wildlife Habitat – The natural environment that supports wildlife species with food, water, shelter, and space.

Workforce Housing – Housing affordable to workers earning moderate incomes, often essential for local employers.

Zoning – Local regulations governing land use, building types, density, and development patterns.

Formatted: Normal

**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 December 8 2025, City Council Meeting:

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

Information: _____

Time: 6:00pm

Action: Setpoint Services Contract

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

SETPOINT



SERVICES

PO BOX 728
PLAINS, MT 59859
(406) 826-5171
arctos@blackfoot.net

CONTRACT FOR CONSTRUCTION SERVICES

I. PARTIES

This contract (hereinafter referred to as "Agreement") is made and entered into on this _____ day of _____, 20 ____, by and between the city of Thompson Falls, Montana, (hereinafter referred to as "Owner"); and Arctos Research, LLC, DBA: Setpoint Services, (hereinafter referred to as "Contractor"). In consideration of the mutual promises contained herein, Contractor agrees to perform the following work, subject to the terms and conditions below:

II. GENERAL SCOPE OF WORK DESCRIPTION

Control System Integration for Thompson Falls Wastewater System Improvements Phases 3 & 4 project, as described in the Proposal submitted to the Owner on July 23, 2025, and included as Attachment #1 to this contract.

A. LUMP SUM PRICE FOR ALL WORK ABOVE \$ 38,900 (Thirty Eight Thousand, Nine Hundred Dollars)

B. NOTES AND CLARIFICATIONS

If any conflict should arise between the plans, specifications, addenda to plans, and this Agreement, then the terms and conditions of this Agreement shall be controlling and binding upon the parties to this Agreement.

III. GENERAL CONDITIONS FOR THE AGREEMENT ABOVE

A. EXCLUSIONS

This Agreement does not include labor or materials for the following work:

Setpoint Services is not a licensed electrical contractor, and does not provide professional electrical engineering services. This contract is for providing, programming, and installing process instrumentation and controls only. Any needed line-voltage work will be performed by the licensed electrical contractor for the project. Conduit installation and cabling are also to be provided by the project's electrical contractor. Primary sensing elements, such as level and flow transducers, shall be provided by others as detailed in the project's engineering specifications. The owner shall be responsible for providing suitable and structurally sound wall space, or support structure, onto which the Contractor may mount control panels as described in the above scope of work.

B. DATE OF WORK COMMENCEMENT AND SUBSTANTIAL COMPLETION

Commencement of work shall begin at such time as practicable, dependent upon work progress for the overall wastewater improvement project. Setpoint Services will coordinate with the city's project engineering firm, the general contractor, the electrical contractor, and the city's Public Works personnel to provide control system integration as the wastewater system upgrade project is underway. Substantial completion of work under this contract shall coincide with completion of the overall wastewater improvement project. Contractor is not responsible for delays caused by: holidays; inclement weather; accidents; shortage of labor or materials; additional time required for Change Order and additional work; delays caused by Owner, Owner's design professionals, agents, and separate contractors; and other delays unavoidable or beyond the control of the

Contractor.

C. CHARGES FOR ADDITIONAL WORK: CONCEALED CONDITIONS, DEVIATION FROM SCOPE OF WORK, AND CHANGES IN THE WORK

1. CONCEALED CONDITIONS: This Agreement is based solely on the observations Contractor was able to make with the project in its condition at the time the work of this Agreement was bid. If additional concealed conditions are discovered once work has commenced or after this Agreement is executed which were not visible at the time this Agreement was bid, Contractor will point out these concealed conditions to Owner, and these concealed conditions will be treated as Additional Work under this Agreement. Contractor and Owner may execute a Change Order for this Additional Work.

2. DEVIATION FROM SCOPE OF WORK: Any alteration or deviation from the Scope of Work referred to in this Agreement involving extra costs of materials or labor (including any overage on ALLOWANCE work and any changes in the Scope of Work required by Owner, Owner's design professional, Owner's agent, or governmental plan checkers or field building inspectors) will be treated as Additional Work under this Agreement resulting in an additional charge to Owner as set forth herein. Contractor and Owner may execute a Change Order for this Additional Work.

Contractor to supervise, coordinate, and charge 15% profit and overhead on the following: all Additional Work under this Agreement, Additional Work caused by concealed conditions, all overages on ALLOWANCE work, all Owner-furnished materials, and all work of Owner's separate contractors who are working on site at same time as Contractor (any time in between when Contractor has commenced work and when the work is 100% complete by contractor).

3. RATES CHARGED FOR ALLOWANCE-ONLY AND TIME-AND-MATERIALS WORK: Rates charged for additional work shall be in accordance with the Prevailing wage rates specified in the project manual for this project. Note: Contractor will charge for profit and overhead at the rate of 15% on all work performed on a Time-and-Materials basis (on both materials and labor rates set forth in Section III.C. of this Agreement) and on all costs that exceed specifically stated ALLOWANCE estimates in the Agreement.

D. PAYMENT SCHEDULE AND PAYMENT TERMS

1. PAYMENT SCHEDULE:

* First Payment, upon completion of 25% of work:	\$9,725
* Second Payment, upon completion of 50% of work:	\$9,725
* Third Payment, upon completion of 75% of work:	\$9,725
* Final Payment: Balance of contract amount due upon Substantial Completion of all work under contract:	\$9,725

2. PAYMENT OF CHANGE ORDERS/ADDITIONAL WORK: Payment for Additional Work is due upon completion of either all or part of the Additional Work and submittal of invoice by Contractor.

3. ADDITIONAL PAYMENTS FOR ALLOWANCE WORK AND RELATED CREDITS: Payment for work designated in the Agreement as ALLOWANCE work has been initially factored into the Lump Sum Price and Payment Schedule set forth in this Agreement. If the final amount of the ALLOWANCE work exceeds the line item ALLOWANCE amount in the Agreement, the difference between the final amount and the line item ALLOWANCE amount stated in the Agreement will be treated as Additional Work and is subject to Contractor's profit and overhead at the rate of 15%.

If the final amount of the ALLOWANCE work is less than the ALLOWANCE line item amount listed in the Agreement, a credit will be issued to Owner after all billings related to this particular line item ALLOWANCE work have been received by Contractor. This credit will be applied toward the final payment owing under the Agreement. Contractor profit and overhead and any supervisory labor will not be credited back to Owner for ALLOWANCE work.

4. FINAL CONTRACT PAYMENT: The final contract payment is due and payable upon "Substantial Completion" (not Final Completion) of all work under contract. "Substantial Completion" is defined as being the point at which the Building/Work of Improvement is suitable for its intended use, or the issuance of an Occupancy Consent, or final building department approval from the city or county building department, whichever occurs first.

5. HOLD BACK FROM FINAL PAYMENT FOR PUNCH LIST WORK: At time of making the final contract payment, Owner may hold back 150% of the value of all Punch List work. Owner and Contractor will place a fair and reasonable value on each Punch List item at time of Punch List walk-through with Owner. Contractor and Owner will then execute the Punch List form. This 150% hold back for Punch List work assures Owner that all Punch List work will be completed by Contractor in a timely manner. Payment for completed items is due and payable upon submittal of invoice for those completed items, even though the entire punch list may not be completed.

6. INTEREST CHARGES: Interest in the amount of 1% per month will be charged on all late payments under this Agreement. "Late Payments" are defined as any payment not received within 7 days of receipt of invoice from Contractor.

E. WARRANTY

The Contractor shall warrant and guarantee all work done under this contract to be free from defects in material or workmanship for a period of one year from the date of Final Acceptance of the Work. During the warranty period the Contractor will, at his own expense, repair and replace all defective materials and work, and all other work damaged as a result.

No warranty is provided by Contractor on any materials furnished by the Owner for installation. No warranty is provided on any existing materials that are moved and/or reinstalled by the Contractor within the dwelling or the property (including any warranty that existing/used materials will not be damaged during the removal and reinstallation process). One year after substantial completion of the project, the Owner's sole remedy (for materials and labor) on all materials that are covered by a manufacturer's warranty is strictly with the manufacturer, not with the Contractor.

Repair of the following items and related damages of every kind are specifically excluded from Contractor's warranty: problems caused by lack of Owner maintenance; problems caused by Owner abuse, Owner misuse, vandalism, Owner modification, or alteration; or ordinary wear and tear.

F. WORK STOPPAGE AND TERMINATION OF CONTRACT FOR DEFAULT

Contractor shall have the right to stop all work on the project and keep the job idle if payments are not made to Contractor strictly in accordance with the Payment Schedule in this Agreement, or if Owner repeatedly fails or refuses to furnish Contractor with access to the job site and/or product selections or information necessary for the advancement of Contractor's work. Simultaneous with stopping work on the project, the Contractor must give Owner written notice of the nature of Owner's material breach of this Agreement and must also give the Owner a 14-day period in which to cure this breach of contract. Owner to follow this same notice procedure with Contractor if Owner alleges Contractor is in material breach of this Agreement.

If work is stopped due to any of the above reasons (or for any other material breach of contract by Owner) for a period of 14 days, and the Owner has failed to take significant steps to cure his default, then Contractor may, without prejudicing any other remedies Contractor may have, give written notice of termination of the Agreement to Owner and demand payment for all completed work and materials ordered through the date of work stoppage, and any other reasonable loss sustained by Contractor, including Contractor's Profit and Overhead at the rate of 15% on the balance of the incomplete work under the Agreement. Thereafter, Contractor is relieved from all other contractual duties, including all Punch List and warranty work.

G. DISPUTE RESOLUTION AND ATTORNEY'S FEES

Any controversy or claim arising out of or related to this Agreement involving an amount less than \$5,000 (or the maximum limit of the Small Claims court) must be heard in the Small Claims Division of the Municipal Court in the county where the Contractor's office is located. Any dispute over the dollar limit of the Small Claims Court arising out of this Agreement shall be submitted to an experienced private construction arbitrator that shall be mutually selected by the parties to conduct a binding arbitration in accordance with the arbitration laws of the state where the project is located. The arbitrator shall be either a licensed attorney or retired judge who is familiar with construction law. If the parties can not mutually agree on an arbitrator within 30 days of written demand for arbitration, then either of the parties shall submit the dispute to binding arbitration before the American Arbitration Association in accordance with the Construction Industry Rules of the American Arbitration Association then in effect. Judgment upon the award may be entered in any Court having jurisdiction thereof.

The prevailing party in any legal proceeding related to this Agreement shall be entitled to payment of reasonable attorney's fees, costs, and post-judgment interest at the legal rate.

H. ENTIRE AGREEMENT, SEVERABILITY, AND MODIFICATION

This Agreement represents and contains the entire agreement and understanding between the parties. Prior discussions or verbal representations by Contractor or Owner that are not contained in this Agreement are not a part of this Agreement. In the event that any provision of this Agreement is at any time held by a Court to be invalid or unenforceable, the parties agree that all other provisions of this Agreement will remain in full force and effect. Any future modification of this Agreement should be made in writing and executed by Owner and Contractor.

I have read, and I understand and agree to, all the terms and conditions contained in the Agreement above.

_____	_____	_____
Date	Contractor's Signature	Title

	Printed Name	

_____	_____	_____
Date	Owner's Signature	Title

	Printed Name	

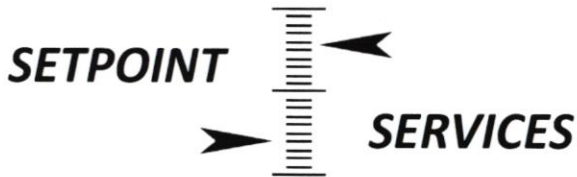
Attachments:

#1: Proposal of Work dated July 23, 2025

#2: Certificate of General Liability Insurance

#3: Montana Independent Contractor Registration

ATTACHMENT #1



PO BOX 728
PLAINS, MT 59859
(406) 826-5171
arctos@blackfoot.net

July 23, 2025

City of Thompson Falls
Public Works Dept.
Attn: Neil Harnett / Director
PO Box 99
Thompson Falls, MT 59873

PROPOSAL

Project Description: Control Integration for Phases 3 and 4 of the Thompson Falls Wastewater System Improvements Project.

Scope of Work:

Arctos Research LLC, doing business as Setpoint Services, is offering to provide, install and commission instrumentation and controls associated with the City's planned improvements to its wastewater collection and treatment system under the above-named project. The work will be performed in coordination with the General Contractor for the overall project, under specifications provided by the project engineer, Great West Engineering. Instrumentation and controls are to be installed at three new wastewater lift stations, and at the existing Maiden Street lift station which is to be upgraded.

Specifications of Proposed Control System Work:

All equipment, installation work, and programming is to be identical to that which was provided by Setpoint Services for the Phase 1 and 2 wastewater system work which was completed in 2024. Each site will have a Programmable Logic Controller (PLC) capable of monitoring lift station operating parameters, while being connected by radio data link to a central monitoring station at the City's Public Works Department office.

1. OPERATING CONTROLS

A new Programmable Logic Controller (PLC) will be installed at each lift station, housed in an enclosed panel that will be mounted on the panel rack installed by others at each site. The PLCs will all be the "Vision 700" model, produced by Unitronics, Inc. This model has a built-in 7" touch-screen display panel, with add-on input/output blocks. It is the same model that was installed at Phase 1/2 lift stations, and is similar to the Unitronics SM-43 PLC/HMI units that are now in use at the city's water distribution facilities. Each PLC will be equipped with an "SD Card" slot, providing a means for storing and retrieving logged data. The existing PLC and radio equipment currently in use at the Maiden Street lift station will be upgraded to new units, and the old units will be kept as backups.

PLCs, radios and associated equipment will be mounted in stand-alone, NEMA 4X-compliant control enclosures that will be fabricated by a UL-508A certified panel shop. 24-Volt DC power supplies will be provided for the PLCs, along with backup batteries to maintain monitoring capability during power outages. Level monitoring transducers and back-up float switches at the lift stations will be provided by pre-packaged lift station manufacturers, and installed by the general contractor.

2. COMMUNICATIONS

All of the programmable logic controllers will be provided with radio transceivers and associated antenna hardware to communicate with the Public Works Office master radio. The Frequency-Hopping, Spread-Spectrum (FHSS) radio transceivers will operate in the unlicensed, 928mHz ISM band (Industrial, Scientific and Medical). The radio equipment will be based on the "Sure Cross Performance" DX-80 line from Banner Engineering Company. Programming software will be provided to the city, along with a replacement unit that can be used at any location in the event of an equipment failure.

Lift Stations #4 and #5 are located at topographical positions which do not have reliable radio communication pathways with the Public Works Office base station. In order to provide adequate monitoring of these sites, a repeater radio with associated power supply and antenna system will need to be installed at the Ashley Creek Water Tank, alongside the existing water supply SCADA equipment at that location.

Trouble alarms generated at any of the lift stations will be transmitted to Public Works Department personnel through automated text or e-mail messaging, using a Sensaphone "Sentinel" alarm dialer. The existing dialer, which has 12 input channels, can accommodate the additional lift stations. Public Works personnel will have the ability to monitor all system activities using the Unitronics "Remote Access" cell phone app, in the same manner in which they now are able to monitor water distribution system operations.

3. MONITORING AND CONTROL FUNCTIONS

Each PLC will be outfitted with sufficient Input/Output processing capability to accommodate the I/O listings provided by project engineers and the electrical design consultant. Control actions will be programmed into the appropriate PLCs in accordance with process criteria which will also be provided by the project engineers, as specified in the project "Controls Narrative" section. In general, the following parameters will be monitored for alarm conditions:

- Wet-well sewage level monitoring
- Back-Up float switch monitoring (High Level and Low Level)
- Pump Operation
- Pump failure monitoring
- Line power and emergency generator monitoring

Exclusions:

Setpoint Services is not a licensed electrical contractor, and does not provide professional electrical engineering services. This proposal is for providing, programming and installing low-voltage instruments and controls only. Any needed line-voltage work will be performed by the licensed electrical contractor for the project. Conduit installation and cabling are also to be provided by the electrical contractor.

Project Cost: (Estimated)

MATERIALS AND EQUIPMENT

4 ea. PLC/HMI Units with I/O & Commo. Modules	\$ 11,800
5 ea. DIN-Rail Mount Radio Units w/ antennas & cables	\$ 5,500
5ea. Power Supplies with backup batteries	\$ 1,500
4 ea. UL508-Certified Control Panel Assemblies	\$ 10,400
Misc. Supplies and Materials	\$ 1,500
	<u>\$ 30,700</u>

LABOR:

Programming, Installation, Training and 1 yr. Service	<u>\$ 8,200</u>
---	-----------------

Total: \$ **38,900**

Notes: Basic control system work is comprised of installing 4 control points interconnected by a radio-based datalink network, plus modifications to the PLC and alarm notifier in the Public Works Department office. A radio repeater will also be installed at the Ashley Creek Water Tank to provide communications with lift stations #4 and #5. Control panel assemblies are to be fabricated and certified by the same UL508-approved panel shop that assembled the panels for Phase 1/2 work.

Time Frame: Setpoint Services will coordinate with the city's project engineering firm, the general contractor, the electrical contractor, and the city's Public Works personnel to provide control system integration as the wastewater system upgrade project is underway.

Contact: Jeff Reistroffer, NICET Level III Instrumentation Technician
Setpoint Services
PO Box 728
Plains, MT 59859
(406) 826-5171
arctos@blackfoot.net



Montana Department of LABOR & INDUSTRY

11/05/2025-11/04/2027 Electronics Service

11/05/2025-11/04/2027 Safety Consulting

END OF OCCUPATION LIST

INDEPENDENT CONTRACTOR EXEMPTION CERTIFICATE

IC#: 119590IC

Certificate Holder:

JEFFREY P REISTROFFER

PO BOX 728

PLAINS, MT 59859

The certificate holder has sworn to the Department of Labor and Industry that this person is:

*established in an independently established trade, occupation, or profession associated with an active, registered corporation or manager-managed limited liability company; and

*is a qualified corporate officer of a corporation or a manager of a manager-managed limited liability company; and

*is free from control and direction by hiring agents over the performance of the person's services, both under contract and in fact, when acting as an independent contractor.

The named certificate holder has waived all rights and benefits under the Workers' Compensation Act of Montana and is not required to be personally covered by workers' compensation insurance while working as an independent contractor in the occupation(s) listed above.

See back for important information.



Farmers Union Mutual Insurance Company

300 River Drive North
P.O. Box 2169
Great Falls, MT 59403-2169

www.fumico.net

COMMERCIAL PACKAGE POLICY

RENEWAL DECLARATION

Policy Number	Policy Period		Agent No.
	From	To	
CP00013106	11/17/25	11/17/26	12:01 AM MOUNTAIN STANDARD TIME MT00328
Named Insured and Address		Agent Name and Address	

ARCTOS RESEARCH LLC
DBA SETPOINT SERVICES
PO BOX 728
PLAINS MT 59859

LISA FRENCH
420 W. RAILROAD
PLAINS MT 59859

PHONE: (406) 826-4633

GENERAL LIABILITY SECTION

LIMITS OF INSURANCE

GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS-COMPLETED OPERATIONS)	\$2,000,000
PRODUCTS-COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000
PERSONAL & ADVERTISING INJURY LIMIT	\$1,000,000
EACH OCCURRENCE LIMIT	\$1,000,000
FIRE DAMAGE LIMIT (ANY ONE FIRE)	\$50,000
MEDICAL EXPENSE LIMIT (ANY ONE PERSON)	\$5,000

COVERAGES

PREM CLASSIFICATION DESCRIPTION	SUBLINE	CLASS	EXPOSURE	TERR
1 PREMISES/OPERATIONS LIABILITY	334	92451	100	1
ELECTRICAL APPARATUS - INSTALLATION, SERVICING OR REPAIR - NOC				
RATING BASIS: PER EMPLOYEE				
PREMIUM				\$327.00
PREM CLASSIFICATION DESCRIPTION	SUBLINE	CLASS	EXPOSURE	TERR
1 PRODUCTS/COMPLETED OPERATIONS LIABILITY	336	92451	100	999
ELECTRICAL APPARATUS-INSTALLATION, SERVICING OR REPAIR-NOC				
RATING BASIS: PER EMPLOYEE				
PREMIUM				\$321.00

LIABILITY FORMS/ENDORSEMENTS APPLICABLE

ENDORSEMENT	EDITION	DESCRIPTION	PREMIUM
CGIN01	02-11	GEN LIA COV FORM INDEX	
CGL200	06-07	ASBESTOS EXCLUSION	
CGL201	06-07	EXCL EXPECT/INTEND INJURY	
CGL202	06-09	EXCL-VIOLATION TRADE LAWS	
CGL203	06-09	ADDITIONAL/REVISED COND	

**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 December 8 2025, City Council Meeting:

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

Information: _____

Time: 6 pm

Action: WW project phases 3 & 4

Change Order #1

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

CHANGE ORDER NO.: 1

Owner: City of Thompson Falls Owner's Project No.: 1-21204-TO5
Engineer: Great West Engineering Engineer's Project No.: 1-21204-TO5
Contractor: S & L Underground Contractor's Project No.:
Project: Thompson Falls Wastewater Improvements - Ph. 3 & 4
Contract Name: Thompson Falls Wastewater Improvements - Ph. 3 & 4
Date Issued: 09/22/2025 Effective Date of Change Order: 09/22/25

The Contract is modified as follows upon execution of this Change Order:

Description:

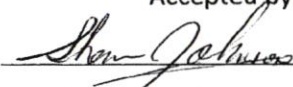
Prior to the bid award, there were updates to both the Federal and State of Montana prevailing required for the 2025 calendar year. The Federal wage update document prior to Notice to Proceed was "General Decision Number: MT20250078" which was issued on 06/06/2025. The State of Montana update document prior to Notice to Proceed was "Prevailing Wage Rates for Heavy Construction Services 2025" which was issued on 07/01/2025.

This Change Order is to amend the Executed Contract Documents to add these two (2) documents to the required prevailing wages on this project. No change in cost or calendar days will be issued with this Change Order.

Attachments: "General Decision Number: MT 50250078 06/06/2025" (MT Counties: Lake, Lincoln, Mineral, Ravalli, and Sanders); "Prevailing Wage Rates for Heavy Construction Services 2025 (Effective 07/01/2025)"

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 12,970,403.00	Original Contract Times: Substantial Completion: 480 Ready for final payment: 30
Increase from previously approved Change Orders No. 1 to No. 1 \$ 0.00	Increase from previously approved Change Orders No.1 to No. 1: Substantial Completion: 0 Ready for final payment: 0
Contract Price prior to this Change Order: \$ 12,970,403.00	Contract Times prior to this Change Order: Substantial Completion: 480 Ready for final payment: 30
Increase this Change Order: \$ 0.00	Increase this Change Order: Substantial Completion: 0 Ready for final payment: 0
Contract Price incorporating this Change Order: \$ 12,970,403.00	Contract Times with all approved Change Orders: Substantial Completion: 480 Ready for final payment: 30

Recommended by Engineer (if required)
By: _____
Title: Project Manager
Date: _____

Accepted by Contractor


president
12/3/25

	<u>Authorized by Owner</u>	<u>Approved by Funding Agency</u>
By:	_____	_____
Title:	_____	_____
Date:	_____	_____
	<u>Approved by Funding Agency</u>	<u>Approved by Funding Agency</u>
By:	_____	_____
Title:	_____	_____
Date:	_____	_____
	<u>Approved by Funding Agency</u>	<u>Approved by Funding Agency</u>
By:	_____	_____
Title:	_____	_____
Date:	_____	_____

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

I, Pusti Phone # _____

request the following item be placed on the agenda for
the December 8 2025, City Council Meeting:

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

Information: _____

Time: 6:00 pm

Action: Wastewater Project Phases 3 & 4
Pay Application for Reimbursement

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

From: Craig Erickson <cerickson@greatwesteng.com>
Sent: Thursday, December 4, 2025 10:51 AM
To: Russlyn Leivestad (tfallsmayor@blackfoot.net); Kelliann Barton (tfl3557@blackfoot.net)
Cc: Carrie Gardner; Paul Karcher; Craig Erickson
Subject: Wastewater Project
Attachments: Wastewater Proj_Dec Reqs for Funds with Supporting Materials.pdf; Phase 3 4 - Budget_Status_Invoice - December 2025.xlsx

Good morning, Rusti and Kelliann:

For Monday's City Council meeting, we have seven reimbursement requests for the council to review. The following table summarizes the expenses the city is requesting reimbursement for and their sources funds:

Vendor	Inv #	Inv Date	Services	Amount	CDBG	MCEP	RRG	ARPA	SRF Ph 3 BAN	SRF Ph 4 BAN	City
Great West Engineering	38073	11/13/25	Construction Management	\$38,500.00				\$38,500.00			
Great West Engineering	38073	11/13/25	RPR	\$34,427.93				\$34,427.93			
Great West Engineering	38103	11/14/25	CDBG Direct Benefit Admin	\$2,108.00	\$2,108.00						
Great West Engineering	38104	11/14/25	Gen Grant Admin	\$5,138.00				\$5,138.00			
S&L Construction	3	11/28/25	Construction	\$591,747.75		\$39,211.32	\$14,478.00	\$70,802.43	\$184,279.85	\$221,686.90	\$61,289
MT Gross Receipts	3	11/28/25	1% Gross Receipts Tax	\$5,977.25						\$5,977.25	
Total				\$677,898.93	\$2,108.00	\$39,211.32	\$14,478.00	\$148,868.36	\$184,279.85	\$227,664.15	\$61,289

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

- ARPA Vendor Invoice #38 – PDF page 1
- Request to modify the ARPA budget – PDF page 2
- ARPA Final Report Certificate of Compliance – PDF page 3
- Renewable Resource Grant (RRG) Vendor Invoice #10 – PDF page 4
- Request to modify RRG budget – PDR page 5
- RRG Final Report Certificate of Compliance – PDF page 6
- Montana Coal Endowment Program (MCEP) Request for Funds #5 – PDF page 7
- Request to modify the MCEP budget – PDF page 8

- CDBG Request for Funds #17 – PDF page 9
- SFR BAN Request for Funds #3 – PDF page 10
- Engineering Invoice Summary – PDF page 15
- S&L Underground Application for Pay App #3 – PDF page 23
- Dept of Revenue CGR-2 for Pay App #3 – PDF page 30
- Change Order Number 2 – PDF page 31

We also ask the council to consider Change Order #1, but I don't currently have access to that document. However, I will arrange to send it to you as soon as possible.

Thank you,



This message has been sent to you as official business of Great West Engineering. This Email 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 otherwise disclosing this information in any manner. If you have received this communication in error, please reply to the sender and then immediately delete it. Thank you for your cooperation.

City of Thompson Falls



Mayor
Russlyn
Leivestad

City Attorney
Timothy Goen

Ward I
Larry Lack
Raoul Ribeiro

Ward II
Earlene Powell
Katherine Maudrone

Ward III
Hayley Allen-
Blakney
Shawni Vaught

November 8, 2025

Montana DNRC
Attention: Heather Reeves
1539 Eleventh Ave
Helena, MT 59601

RE: ARPA Grant Agreement #AC-22-0064

Dear Heather Reeves:

The City of Thompson Falls is requesting a budget modification for the Phase 3 wastewater project. We propose transferring \$8,862 from Grant Administration to Construction, \$14,500 from RPR to Engineering for Basic Services, and \$61,940.43 from RPR to Construction.

To balance the budget, we will move \$8,862 from Construction back to Grant Administration in the RD Phase 3 Assessment Bond budget, \$14,500 from Engineering-Basic Services to RPR Services in the RD Phase 3 grant budget, and \$61,940.43 from Construction to RPR in the RD Phase 3 grant budget.

With these modifications, we will be able to request the remaining balance for ARPA funding and close Grant Agreement #AC-22-0064 by December 31, 2025.

Attached is a copy of the proposed budget for your review. If you have any questions, please feel free to contact me at (406) 827-3557.

Sincerely,

Russlyn Leivestad, Mayor

Cc: Lindsay Volpe, USDA Rural Development
Carrie Gardner, PE, Great West Engineering
Craig Erickson, GSW, Great West Engineering

FINAL REPORT
CERTIFICATE OF COMPLIANCE

Subrecipient: City of Thompson Falls

Project Name: Thompson Falls Wastewater Improvements Project, Phase 3

Grant Number: AC-22-0064

Grant Amount: \$2,000,000

I, the undersigned, being duly qualified, respectfully, of the City of Thompson Falls (Subrecipient Name), in Sanders County, State of Montana, do hereby certify that the above-named project is in full compliance with all of the covenants and conditions set forth in the Agreement identified above between the City of Thompson Falls (Subrecipient Name) and the State of Montana, Department of Natural Resources and Conservation. I understand that any money remaining after the final payment will be returned to the appropriate accounts at DNRC.

Authorized Subrecipient Signature

Date

This form is available on the DNRC website:
<http://dnrc.mt.gov/divisions/cardd/docs/resource-development/final-report-certificates.pdf>

STATE OF MONTANA VENDOR INVOICE		COMPLETE VENDOR INVOICE FOR REIMBURSEMENT ATTACH COPIES OF SUPPORTING DOCUMENTATION SIGN AND DATE BELOW BEFORE SUBMITTING TO DNRC FOR REIMBURSEMENT			
VENDOR'S NAME AND ADDRESS City of Thompson Falls PO Box 99 Thompson Falls, MT 59873		DNRC-CARDD PO Box 201601 Helena, MT 59620-1601			
Grant Agreement #	RRG-22-1867A	Project Name		Wastewater Improvement Project - Phase 3	
DNRC Grant Manager	Melissa Downing	Claim Number		10	
QUANTITY	DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED				AMOUNT
1	Vendor S&L Underground	Invoice Number 3	Dates of Service 10/31/25-11/28/25	Task Description Ph 3 Construction	\$ 14,478.00
GRAND TOTAL					\$ 14,478.00

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