



# CITY OF MILES CITY AGENDA

*Regular Council Meeting  
City Council Chambers*

*October 10, 2017  
7:00 p.m.*

## **CLOSED SESSION AT 6:00 PM- DISCUSSION ON CITY'S LAWSUITS**

### **CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL**

1. **APPROVAL OF COUNCIL MINUTES/COMMITTEE MINUTES**
  - A. Regular City Council Meeting 9/26/2017
  - B. Public Service Committee Meeting 9/27/2017
2. **SCHEDULE MEETINGS**
3. **REQUEST OF CITIZENS & PUBLIC COMMENT**
4. **APPOINTMENTS**  
Health Board- Reappoint Donna Faber and Jody Menyhart to three (3) year terms
5. **PROCLAMATIONS**
6. **STAFF REPORTS**  
Connie Muggli- Annual TIFD report
7. **CITY COUNCIL COMMENTS**
8. **MAYOR COMMENTS**
9. **COMMITTEE RECOMMENDATIONS**  

Finance Committee	Not to Waive 16/17 taxes on County properties from SID Levies for three (3) properties. RSP0079- Milwaukee Park Lot 10 for an amount of \$121.02, RSP0080- Milwaukee Park Lots 1 through 6 for an amount of \$637.34 and RSP0040- T08, R47E, S33 Lots 11 through 20 for an amount of \$3,358.12. Total amount of \$4,116.48 (Postponed)
Public Service	To approve MCI <sup>2</sup> the right to name the Splash Pad after a sponsor as recognition for their generosity
10. **BID OPENINGS**

Printing Contract

- 11. **BID AWARDS**
- 12. **PUBLIC HEARINGS**
- 13. **UNFINISHED BUSINESS**

- 14. **NEW BUSINESS**

- A. **Approval on Jaycees to use City Hall for a haunted trails event, October 20<sup>th</sup> and 21<sup>st</sup> from 7pm to 10pm**
- B. **Approval of Right of Way for Compass Consultants, from Wal-Mart along Stower, Cale, Winchester and Palmer Street to the cell tower on North Haynes Avenue**
- C. **RESOLUTION NO. 4108- A Resolution Authorizing the City of Miles City to Enter Into an Agreement With Custer County, Montana For the Joint Operation of an Airport at Frank Wiley Field**
- D. **RESOLUTION NO. 4110- A Resolution Adopting Apprenticeship Standards for Firefighter/Paramedic**
- E. **RESOLUTION NO. 4112- A Resolution Authorizing the City of Miles City to Enter Into a Mutual Aid Agreement for Ambulance Services**
- F. **ORDINANCE NO. 1316- (First Reading) An Ordinance Revising Sections 12-56 Through 12-62 of the Flood Code Provisions of the Code of Ordinances of Miles City, Montana, Regarding Review of Floodplain Variance Applications**
- G. **Approval on Record Retention for Disposal**
- H. **Approval of September claims**

- 15. **ADJOURNMENT**

Public comment on any public matter that is not on the agenda of this meeting can be presented under Request of Citizens, provided it is within the jurisdiction of the City to address. Public comment will be entered into the minutes of this meeting. The City Council cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for public comment has been allowed on the matter. Public matter does not include contested cases and other adjudicative proceedings

# Minutes

# **REGULAR COUNCIL MEETING September 26, 2017**

**7:00 p.m.**

## **CALL TO ORDER**

The Regular Council meeting was held Tuesday, September 26, 2017, in the City Hall Conference Room at City Hall, 17 S. 8<sup>th</sup> Street, Miles City, Montana. Mayor John Hollowell called the meeting to order. Council Members present were Brant Kassner, Dwayne Andrews, Ken Gardner, John Uden, Rick Huber, Jeff Erlenbusch, Susanne Galbraith and Kathy Wilcox was excused.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Public Utilities Director Al Kelm, Police Chief Doug Colombik, Officer Mark Winkley, Fire Chief Gary Warren, Tom Speelmon Cross Certified Operator and Payroll and Claims Clerk /Minute Recorder Ally Capps.

## **PLEDGE OF ALLEGIANCE**

Mayor Hollowell led the Council in the Pledge of Allegiance.

## **APPROVAL OF COUNCIL & COMMITTEE MINUTES**

### **City Council Minutes: 9/12/2017**

**\*\*** *Councilperson Uden moved to approve the minutes of the Regular Council Meeting of September 12, 2017, subject to any corrections, and seconded by Councilperson Galbraith. The motion passed by unanimous consent, 7-0.*

### **Finance Committee Minutes: 9/7/2017**

**\*\*** *Councilperson Galbraith moved to approve the minutes of the Finance Committee Meeting of September 7, 2017, seconded by Councilperson Gardner. The motion passed by unanimous consent, 7-0.*

### **Human Resource Minutes: 9/14/2017**

**\*\*** *Councilperson Galbraith moved to approve the minutes of the Human Resource Committee Meeting of September 14, 2017, seconded by Councilperson Gardner. The motion passed by unanimous consent, 7-0.*

## **SCHEDULE MEETINGS**

*The following meetings will be held in the City Hall Conference Room:*

- Public Service Wednesday, September 27 @ 5:00 P.M.
- Finance Meeting Thursday, October 5 @ 6:00 P.M.

## REQUEST OF CITIZENS & PUBLIC COMMENT

None

## APPOINTMENTS

### *Public Utilities Director:*

Mayor Hollowell appointed *Tom Speelmon* as the Public Utilities Director

**\*\*** *Councilperson Galbraith moved to approve Tom Speelmon as the **Public Utilities Director**, seconded by Councilperson Huber and **passed** by unanimous consent, 7-0.*

Councilperson Galbraith commented she was very happy to promote from within the City.

## PROCLAMATIONS

None

## STAFF REPORTS

Chief Colombik wanted to commend Officer Mark Winkley for his exceptional job he has been doing. He works well within the department and the public is responding well to him as the City's new Animal Control Officer. He is willing to help or back up other officers, he is also a Reserve Custer County Deputy Officer. Fire Chief Gary Warren also commented that Officer Winkley has helped the Fire Department pull hose and assist as needed.

Councilperson Erlenbusch asked on the burnt and abandoned buildings what is the procedure and who sends them to court? Mayor Hollowell responded that those go through the Building Inspector Dennis Hirsch and through the condemnation process.

Utilities Director Al Kelm is being deposed in Billings on October 12, 2017 for the Southgate lawsuit.

## CITY COUNCIL COMMENTS

Councilperson Uden asked for the Councils' permission to take 10 days leave for personal reasons.

**\*\*** *Councilperson Galbraith moved to accept the absence request of Councilperson Uden. Seconded by Councilperson Gardner. Motion **passed** unanimously, 7-0*

## MAYOR COMMENTS

- Kevin Raasch Resignation from Urban Renewal Agency Board of Commissioners

Kevin Raasch is taking a new job and leaving the area. This leaves a vacancy in the Urban Renewal Board.

Betty Vail has been appointed to the National Senior Corps Association as the R.S.V.P Representative of the Pacific Cluster and she will be attending meetings twice a year in Washington D.C..

The Mayor read a letter from Gary Ryder to the Council. The Custer County Water and Sewer District became aware of the proposed resolution to significantly increase the amount being charged for the monthly inspection rate of the lift station owned by Custer County Water and Sewer District. Please put this objection in the record and on Public Comment tonight that the District will oppose those increases. The District just found out about the City's proposal last week, the District was not consulted about this increase or the proposed City resolution. We are in litigation over the interlocal agreement and are more than willing to discuss all the issues involved in the interlocal agreement, any mediation conducted by a trained neutral party. We respectfully request that these increases be tabled and then be discussed in an open and fair process between the City and District for the continued operation of the community water and sewer services. Gary Ryder for the District  
Since this has been approved, if this letter changes any of the Councilmembers minds we can revisit it and do a revote, if you find it necessary.  
Councilperson Uden asked what the other Council members think in regards to this litigation, what are their feelings on what Gary Ryder is requesting. Mayor Hollowell responded we passed what we want to go with to negotiations with Custer County Water and Sewer District. It is more a misunderstanding of our process.

### **STANDING COMMITTEE RECOMMENDATIONS**

None

### **BID OPENINGS**

None

### **BID AWARDS**

None

### **PUBLIC HEARINGS**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

- A. **RESOLUTION NO. 4109:** A Resolution Revising City of Miles City Personnel Policies Regarding Recruitment and Selection

\*\* *Councilperson Uden moved to approve the Resolution, read by title only and seconded by Councilperson Galbraith. On roll call vote, the motion **passed** by*

*unanimous consent, 7-0. Resolution No. 4109 passed.*

## **ADJOURNMENT**

**\*\*** *Councilperson Andrews moved to adjourn the meeting, seconded by Councilperson Kassner and **passed** unanimously.*

The meeting was adjourned at 7:22 p.m.

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**John Hollowell, Mayor**

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**Ally Capps, Recorder**

**PUBLIC SERVICE COMMITTEE MEETING**  
**September 27, 2017**

The Public Service Committee met Wednesday, September 27, 2017 at 5:00 pm in the City Hall Conference Room. 17 S. 8<sup>th</sup> Street, Miles City, Montana. Present were Committee Chair Dwayne Andrews and Committee Members Ken Gardner, John Uden and Kathy Wilcox.

Also present were: City Attorney Dan Rice, Public Works Director Scott Gray, Public Utilities Director Al Kelm and Payroll, Claims Clerk/Minute Recorder Ally Capps.

**Request of Citizens/Public Comment**

- None -

**1. Committee Member Comments**

Citizen Guy Lund, 807 N. Custer called Committee Chair Andrews regarding a street light out in the middle of the block. Public Works Director Gray said he would contact Montana Dakota Utilities to make them aware of the outage.

**2. Unfinished Business**

- None -

**3. New Business**

**Committee Chair Andrews moved the agenda items as follows:**

**A. Jetty at Spotted Eagle**

Duncan Bartholomew, President of Walleyes Unlimited updated the committee on the Spotted Eagle Jetty. The rock and cement jetty will stick out in the water 100' having a 20' top and a 40' base. The effect of this jetty will be to encourage fishing deeper in the lake and it will be good for small aquatic animals and baitfish to live. The jetty will be handicap accessible. It will have a fiber product as a base covered with a road mix, scoria and natural rock on top. The project will start on Thursday, September 28, 2017 and with funding and good weather it will be completed this fall. Walleyes Unlimited would like to add a second and possibly a third jetty if funding from the State holds.

*\*\* Committee Member John Uden made a motion to approve the update on Spotted Eagle and to continue with the work Walleyes Unlimited is doing to complete the Jetty, seconded by Committee Member Gardner. Motion passed unanimously 4-0.*

**B. Splash Pad Location**



Citizen Paul Hazelton, 111 S. Winchester, commented that the Splash Pad in Wibaux Park is a great location and a needed asset for Miles City.

Citizen Sandy Hays, 105 S. Stacy, asked if any trees were going to be removed? MCI<sup>2</sup> representative Goff, 249 Sunset Drive, responded that any trees removed would be for the safety around the Splash Pad.

Citizens Scott and Venetty Denson, 115 S. Strevell, wanted to let the committee know that they believe parking is not a problem around the Wibaux Park. They also would like to see if trees are removed, that some are replanted to take their place. Also is the park area that is used for maintenance would it be possible to have chained to keep the cars from driving into the park.

Director Gray stated that there is a chain that goes across that area.

Citizen Nancy Patch, 2216 Bridge Street, wanted to commend MCI<sup>2</sup> for the work the group has done to improve or develop family friendly areas.

MCI<sup>2</sup> representative John Goff asked the committee if it would it be possible for the group to be in charge of the naming of the Splash Pad. They would like to use that to help increase momentum for their tier level sponsorship with the highest being a naming option. A potential sponsor would donate \$250,000.00 for naming rights. With this donation, it would be possible for the Splash Pad to be completed a year earlier than planned.

Citizen Allen Kelm, 511 S Cottage, is looking forward to using the Splash Pad with his grandchildren.

*\*\* Committee Member Uden moved to make the recommendation to Council for MCI<sup>2</sup> to have naming rights to name the Splash after a sponsor as recognition for their generosity, seconded by Committee Member Gardner. On roll call vote, recommendation passed unanimously 4-0.*

MCI<sup>2</sup> representative Branden Janshen, 604 S. Center, updated the committee on the next steps planned to move forward with the Splash Pad. We have set the donations up on tier leveling; \$1,000, \$5,000, \$10,000, \$25,000 and \$250,000. Anticipated cost is \$800,000; we are still waiting for some last minute engineering drawings in November. They are holding off until then for a possible grant option. We will have a better estimate of the cost when that is completed. We have also planned to enlarge the existing shelter, which added to the cost. We have ear marked \$250,000 from the licence plate sales for the Splash Pad. With this amount and a \$250,000 donation, we will be able to go to the bank and see if they can help us out.

Citizen Lynn Hazelton, 111 S. Winchester, asked if the negative feedback is mostly on parking? MCI<sup>2</sup> representative Janshen responded that most of the complaint concerns are the noise that will be coming from the park. Citizen Hazelton asked if the park closes at 7p.m. what kind of noise is a problem during the day? Representative Janshen responded it is just the noise in general during the day that was the concern.

Representative John Goff, stated the park will be an asset for future homeowners. Families with young children will value a park and all its amenities.

Committee Member Uden had spoken with an older retired couple on the south side of the park and they had informed him that they had not been aware of the proposed Splash Pad. Committee Member Uden asked other committee members if a variance sign or notification could be set up so the public could read the proposal at the location site.

Citizen Hazelton asked Director Gray if there was going to be some sort of buffer around the Splash Pad to help keep it clean. Representative Janshen responded that the engineers have planned a mildly sloped 10' concrete buffer around the Splash Pad to keep water in and to help keep grass and dirt out. Citizen Rick Huber, 2015 Sudlow, asked on Strevell Street is it in the plan to take out the boulevard to make room for more parking? Director Gray responded that Strevell Street is a 6" concrete street and it will be expensive to make the change and repairs needed. We have discussed that option but it currently is not in the budget. The parking on the east side of Strevell Street, we could take the curb out and eliminate the boulevard to make room for parallel parking. Citizen Huber then asked on the V.A. side, the east side of the park, would signs be used to address parking for park users and discourage those parking from the V.A. On the south side of the park is it in the plan to take trees out to make angled parking? Director Gray answered that is being discussed but we have three or four options we are also looking into. Director Gray said two of the older trees had been removed because they were considered unsafe. Citizen Huber asked Director Gray is it safe to say, the end result in anything that is done professionally, good, clean, workable and presentable has reasoning behind it? Director Gray assured Citizen Huber that there is a lot of thought that goes into our decisions.

*\*\*Committee Member Uden moved to adjourn, seconded by  
Committee Member Gardner, motion passed unanimously.*

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Dwayne Andrews, Chairperson

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Ally Capps, Recorder

# New Business

# MT10 Walmart



S Winchester Ave



1" = 100'

Route  
City Miles City, MT  
County Custer  
File name 57271 MT10 Walmart  
Work Order # 857271



### TRACKING

Issued By  
Checked By T.J. BH/STY  
Built By  
As-Built By

### Revisions

Revised By	Date
Rev #1	
Rev #2	
Rev #3	
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Rev #6	
Rev #7	
Rev #8	
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Rev #13	

Locate Information:  
811 U Dig  
1-800-424-5555  
info@montanawerecall.com

Prepared By  
 compass  
consultants inc.  
Helena, MT 59606-3600

Overall

# Legend

## Fiber Linetypes

	Proposed Underground Fiber
	Existing Underground Fiber
	Proposed Aerial Fiber
	Existing Aerial Fiber
	Proposed Aerial Strand
	Existing Aerial Strand
	Proposed UG Fiber In Existing Duct

## Other Utility Linetypes

	Storm Sewer
	Sanitary Sewer
	Gas Line
	Tele /Comm. Line
	Water Line
	Electric Line
	Street light/Traffic signal
	District Cooling
	District Heating
	Force Main
	Other Utility or Unknown

## Symbols

	Proposed Handhole
	Existing Handhole
	Manhole
	Proposed Splice Point
	Existing Splice Point
	Power Pole
	Proposed Slack Coil
	Existing Slack Coil
	Proposed Anchor/Down Guy
	Existing Anchor/Down Guy
	Proposed Riser
	Existing Riser
	Aerial Bond
	Aerial Ground
	BM53T - Fiber Marker
	BM53 - Fiber Marker
	Tree
	Street Light
	Proposed PED
	Existing PED

## Abbreviations

CL - Center Line
R/W - Right of Way
BOC - Back of Curb
EOR - Edge of Road
S/W - Sidewalk
HH - Handhole
MH - Manhole
HDPE - High Density PolyEthylene



1" = 1'

Route	
City	Miles City, MT
County	Custer
File name	57271 MT10 Whitman
Work Order #	57271



## TRACKING

Scale 0 by	
Drawn by	TAR 9/15/17
Run by	
As-Built by	

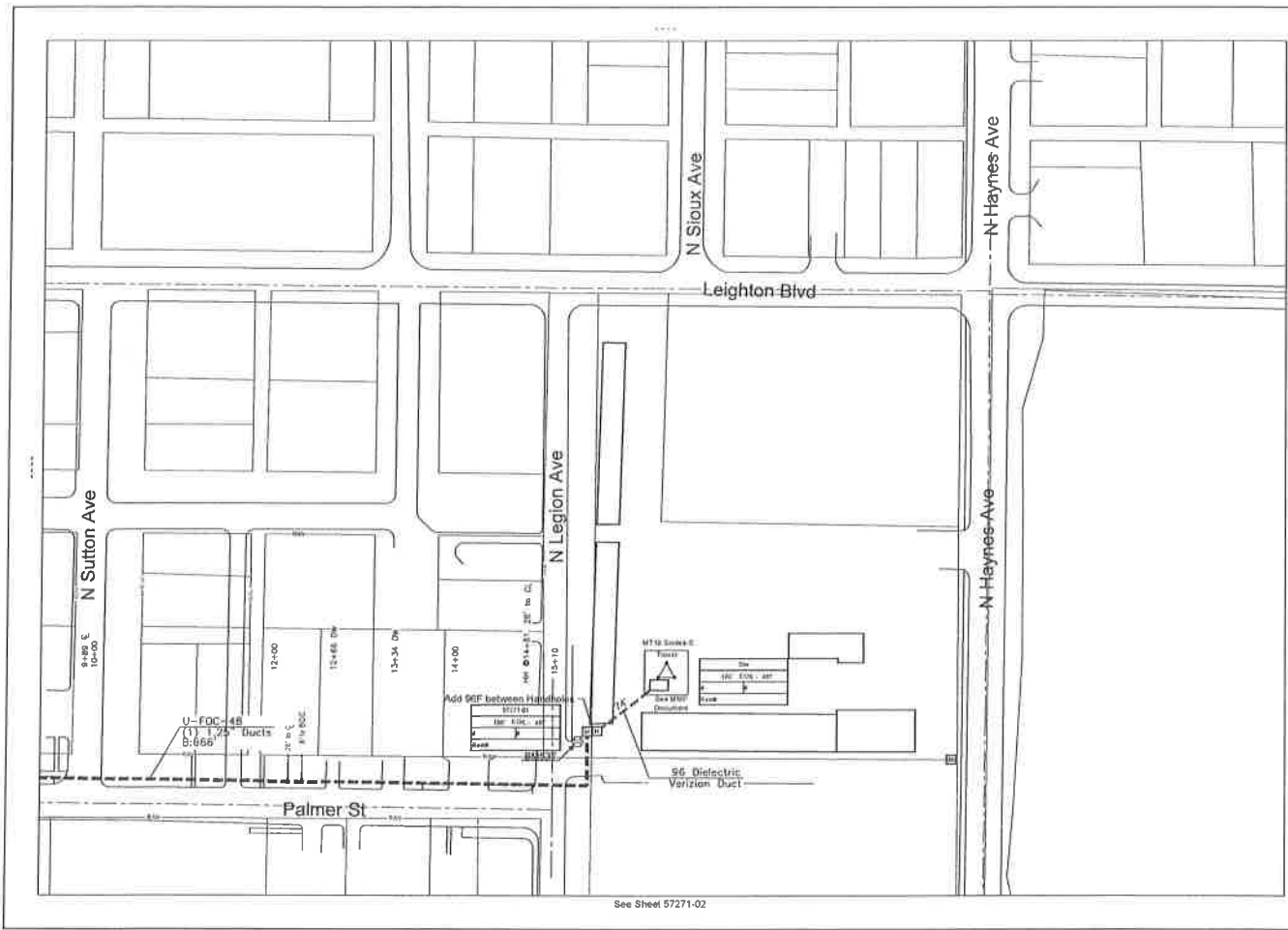
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Rev #10	
Rev #11	
Rev #12	

Locate Information:  
 811 U Dig  
 1-800-424-5555  
[info@montanaonecall.com](mailto:info@montanaonecall.com)



## Legend



See Sheet 57271-02



1" = 100'

Project:  
 City: Miles City, MT  
 County: Custer  
 Parcel: 57271 MT10 VV1000  
 Work Order #: 202221



TRACKING

Drawn By:  
 Checked By: TSP  
 Date: 01/10/21  
 As Shown By:

Revisions

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Rev #3	
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Rev #8	
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Rev #10	
Rev #11	
Rev #12	
Rev #13	

Locate Information:  
 811 U Dig  
 1-800-424-5555  
 info@montanadonecall.com

Prepared by  
 compass  
 ENGINEERS INC.  
 P.O. Box 218 Miles City, MT 59713

57271-01

See Sheet 57271-01

See Sheet 57271-03



1" = 100'

State: \_\_\_\_\_  
 City: **Miss City, MT**  
 County: **Custer**  
 Platbook: **57271 MT10 Walnut**  
 Work Order #: **557271**



**TRACKING**

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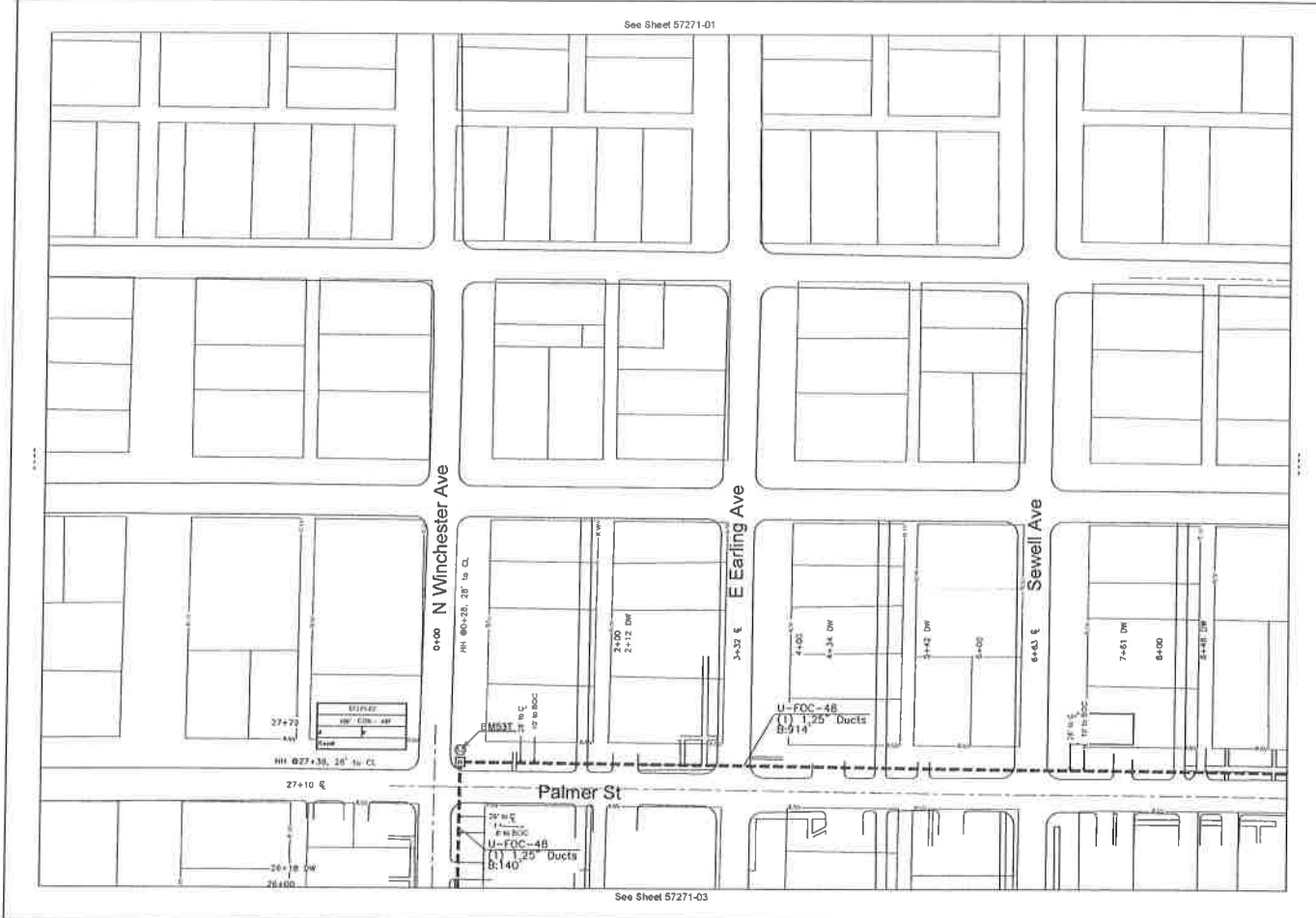
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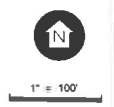
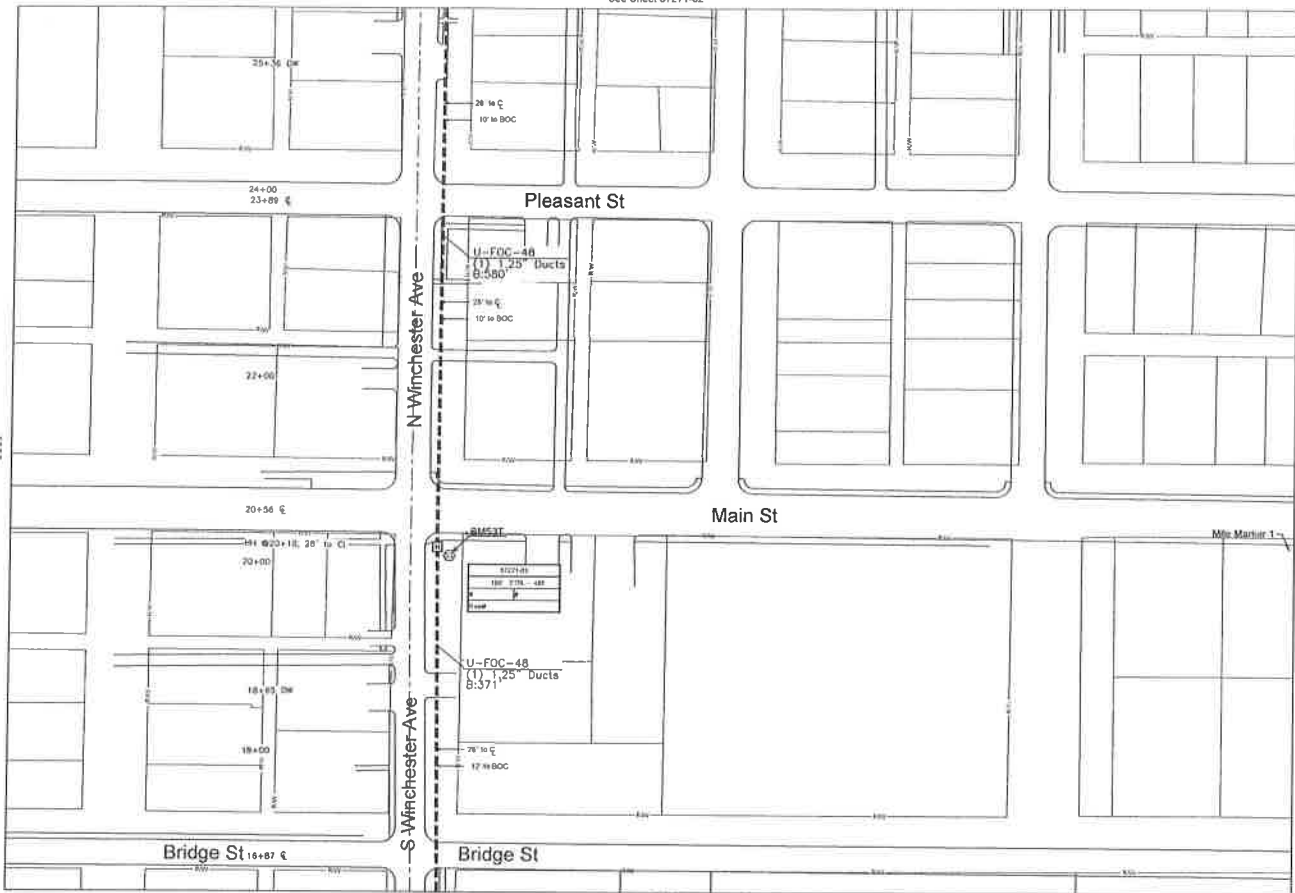
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 811 U Dig  
 1-800-424-5555  
 info@montanacall.com

Prepared by  
**compass**  
 CONSULTANTS, Inc  
 PO Box 107 218 546-3600  
 T 406-546-3600

57271-02



See Sheet 57271-02



Project:  
City: Missoula, MT  
County: Glacier  
Address: 57271 MT10 Walnut  
Work Order #: 857271



**TRACKING**  
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 Drafted by: TJC  
 Date: 8/15/17  
 Issued by:  
 Date:

**Revisions**

Revised By	Date
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Rev #2	
Rev #3	
Rev #4	
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Rev #13	

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 info@montanacall.com

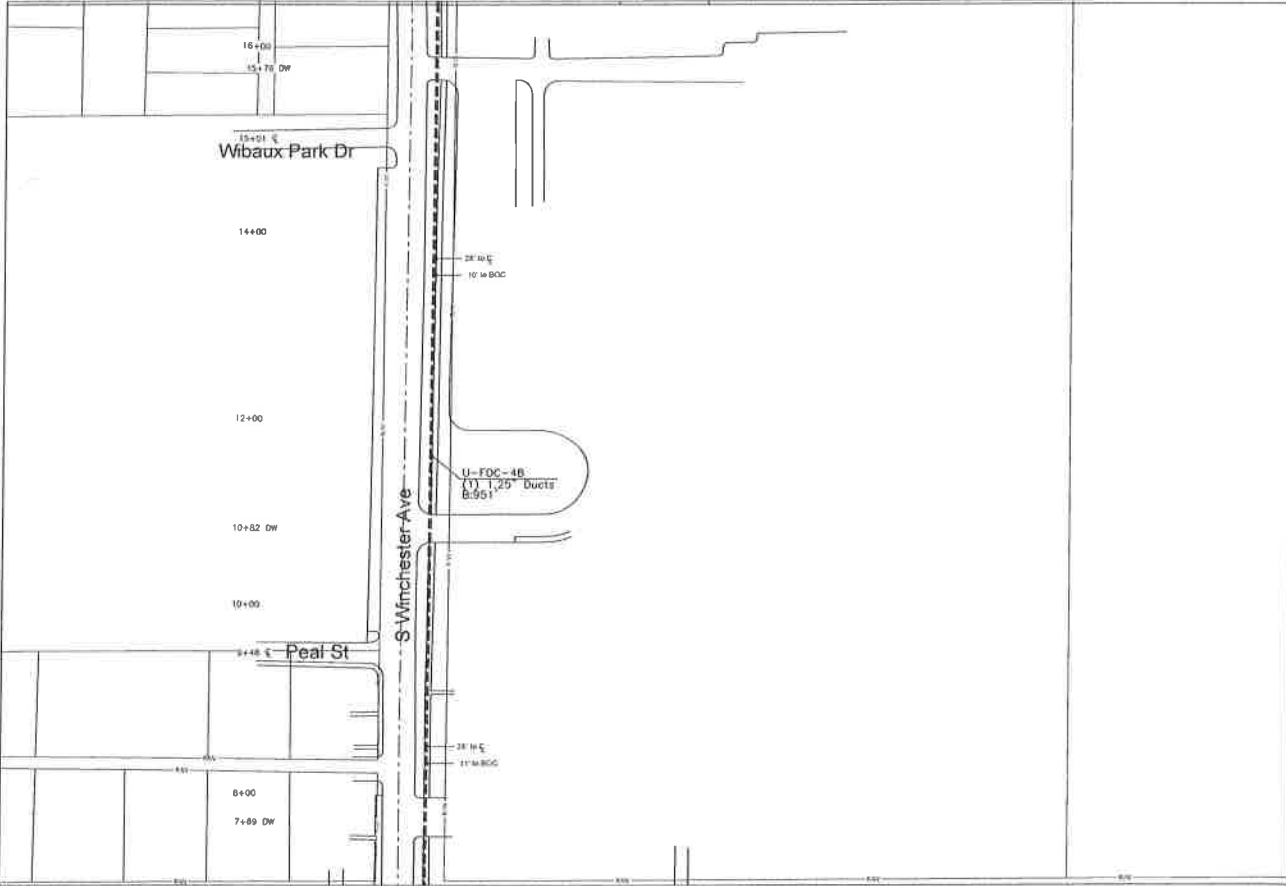
Prepared by:  
  
 2620 N. 10th St. Missoula, MT 59801  
 Phone: 406.543.3888  
 Fax: 406.543.3889  
 www.compassinc.com

57271-03

See Sheet 57271-04



See Sheet 57271-03



1" = 100'

Name: \_\_\_\_\_  
 City: Miles City, MT  
 County: Custer  
 Project: 57271 MT10 W&Mgmt  
 Work Under #: #57271



**TRACKING**

Checked By: \_\_\_\_\_  
 Drafted By: T.J.C. 8/15/17  
 Built By: \_\_\_\_\_  
 As-Built By: \_\_\_\_\_

**Revisions**

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Rev #2	
Rev #3	
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57271-04

See Sheet 57271-03

Dickinson St

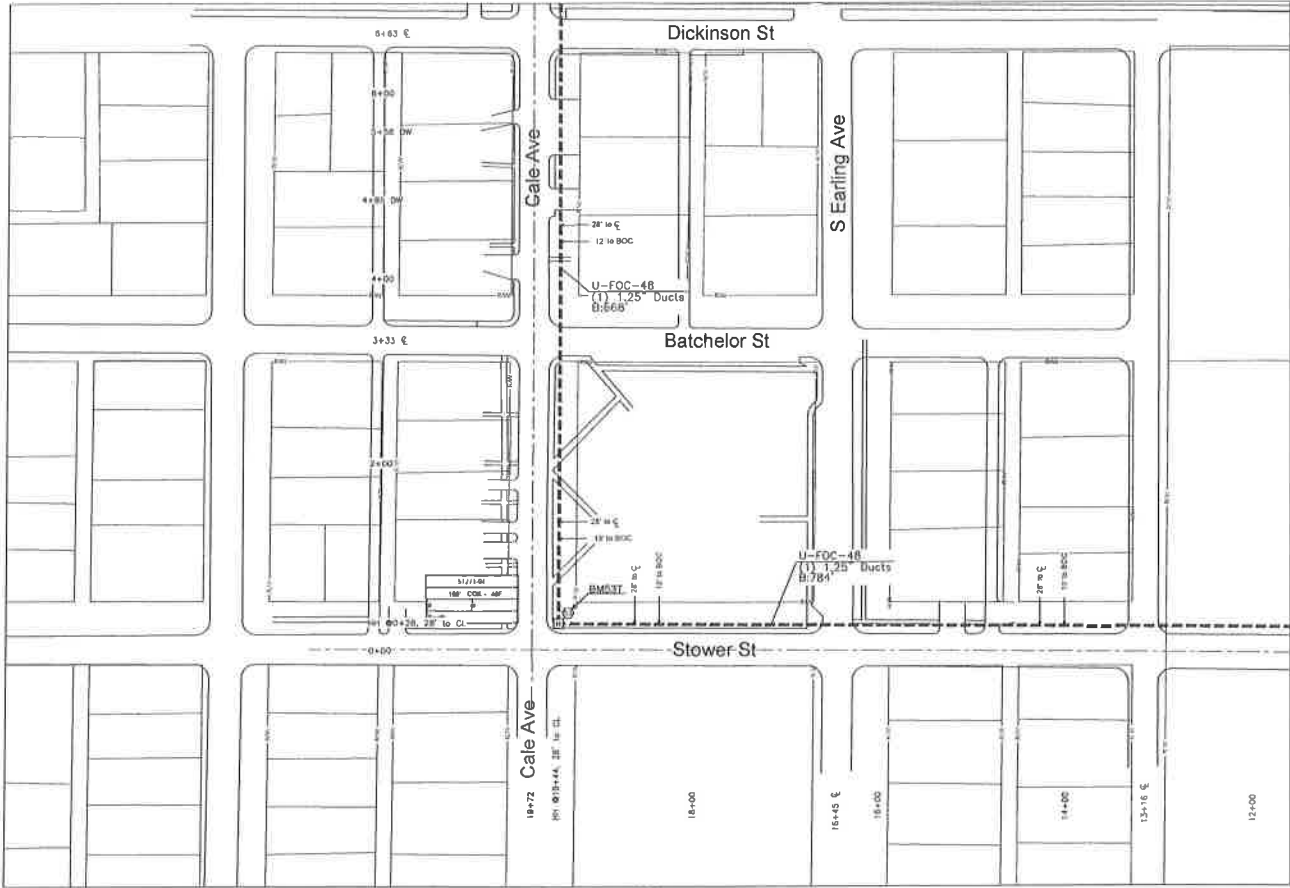
S Earling Ave

Batchelor St

Stower St

Cale Ave

Cale Ave



1" = 100'

Name  
 City Miles City, MT  
 County  
 Customer  
 Address 57271 MT10 Walmart  
 Project Name #57271



TRACKING

Drawn By  
 Created By TJS 01/21/17  
 Date By  
 As-Noted By

Revisions

Revised By	Date
Rev #1	
Rev #2	
Rev #3	
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Rev #6	
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Rev #8	
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Rev #12	
Rev #13	

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Prepared by  

 compass  
 consultants inc  
 Helena, MT 59604-3600  
[www.compassinc.com](http://www.compassinc.com)

57271-05

See Sheet 57271-03



1" = 100'

State: -  
 City: Miss City, MT  
 County: Cluster  
 File Name: 57271 MT10 Water  
 Sheet Count #: #57271



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 Rev By: -  
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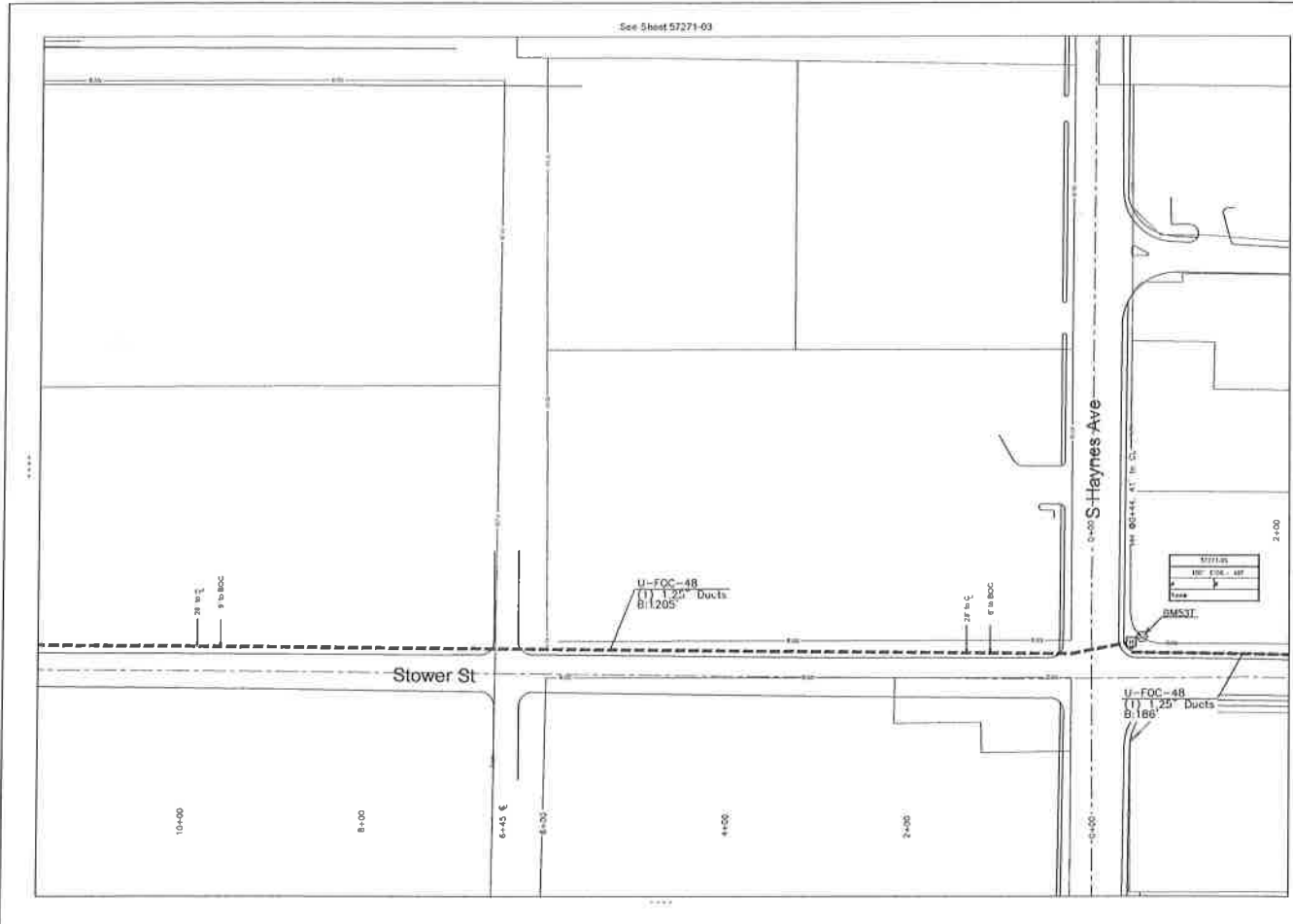
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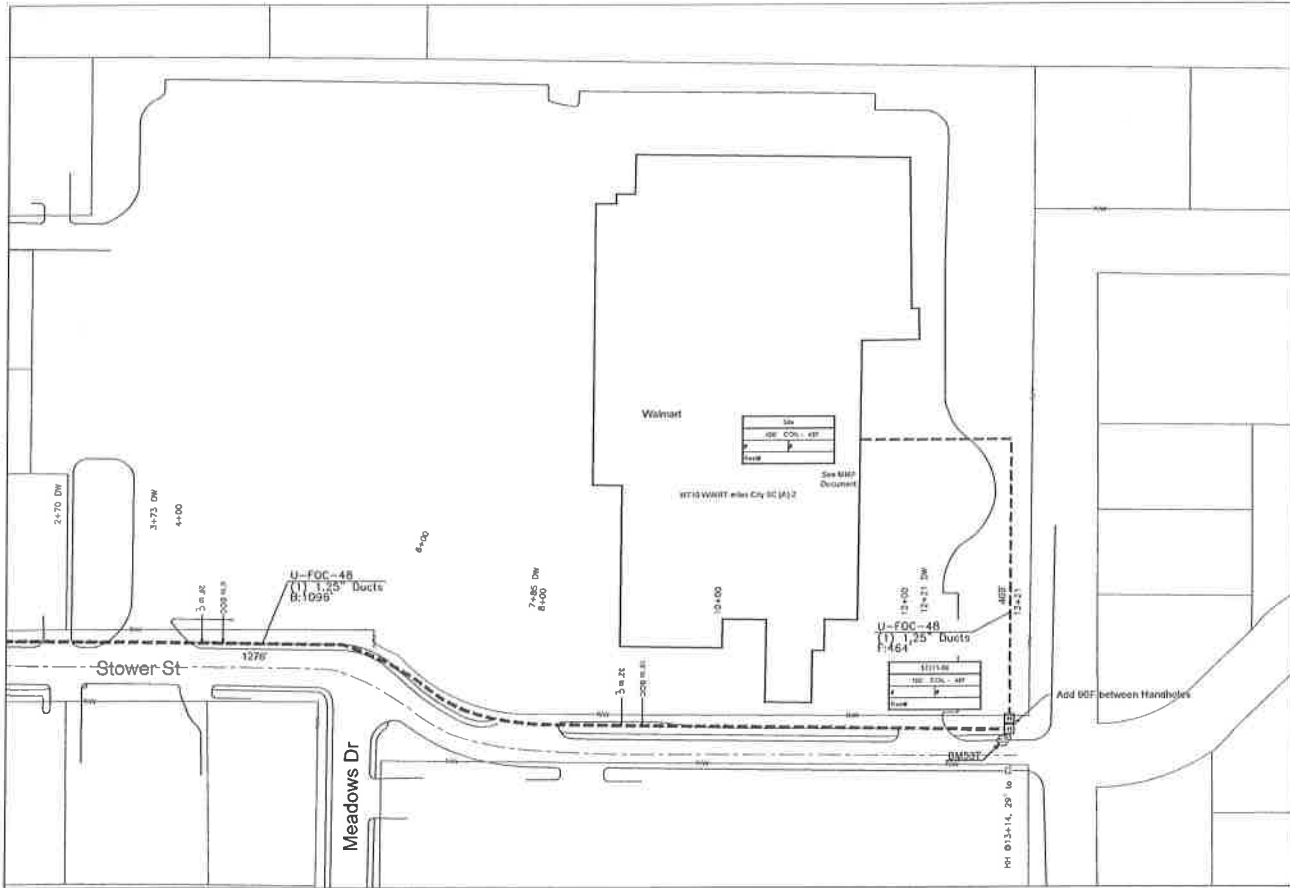
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Prepared by  
  
 Taylor, MN 55128 666.5466  
 Taylor@compass.com

57271-06



See Sheet 57271-03



1" = 100'

Route  
 City Miles City, MT  
 County Custer  
 Parcel No 57271 MT10 Walmart  
 Work Order # 657271



TRACKING

Issued By  
 Drafted By T.A.R. 01/11/11  
 Drawn By  
 As-Built By

Revisions

Revision #	By	Date
Rev #1		
Rev #2		
Rev #3		
Rev #4		
Rev #5		
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Rev #7		
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Rev #10		
Rev #11		
Rev #12		
Rev #13		

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 1-800-424-5555  
 info@montanadig.com

Prepared by  
 compass  
 corbitt LLC  
 Parkers, MT 318-846-3488  
 compass@compassllc.com

57271-07

**RESOLUTION NO. 4108**

**A RESOLUTION AUTHORIZING THE CITY OF MILES CITY TO ENTER INTO AN AGREEMENT WITH CUSTER COUNTY, MONTANA FOR THE JOINT OPERATION OF AN AIRPORT AT FRANK WILEY FIELD**

*WHEREAS*, §60-10-204 MCA grants the City of Miles City and Custer County, Montana the power to enter into a joint agreements for the operation of airports;

*AND WHEREAS* the City of Miles City and Custer County, Montana have been operating a joint airport at Frank Wiley Field in Custer County, Montana pursuant to a written agreement;

*AND WHEREAS* such agreement has expired by its terms;

*AND WHEREAS*, the City of Miles City and Custer County, Montana desire to now renew such agreement for the operation of a joint airport at Frank Wiley Field in Custer County, Montana.

**NOW THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA:**

It does hereby authorize, adopt and ratify the *Agreement for Joint Action*, attached hereto as Exhibit "A" and made a part hereof, between the City of Miles City, Montana and Custer County, Montana, and the Mayor of the City of Miles City is hereby empowered and authorized to execute said Agreement for Joint Action on behalf of the City of Miles City and bind the City of Miles City thereto.

**SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA, THIS 10TH DAY OF OCTOBER, 2017.**

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John Hollowell, Mayor

ATTEST:

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Lorrie Pearce, City Clerk

## EXHIBIT "A"

### Agreement for Joint Action

THE AGREEMENT, made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between Custer County, a body politic and corporate, and the City of Miles City, Montana, a municipal corporation.

WITNESSETH: Whereas, the parties hereto have each, by resolution duly adopted, authorized that an agreement be entered into between the parties hereto for joint action as to the maintenance, operation, regulation and use of Frank Wiley Field, pursuant to the provisions of Title 67, Chapter 10, Montana Code Annotated.

NOW, THEREFORE, in consideration of the mutual benefit to be derived by the parties hereto through the maintenance, operation, regulation and use of said airport, it is hereby agreed by and between the parties hereto that each of the parties shall bear the expenses of maintenance, operation, regulation and protection in proportion to the ratio that a one and one-half (1.5) mill levy by each of said parties will derive.

IT IS FURTHER AGREED, that the term of this agreement shall continue for a period of ten (10) years from the date of this agreement or until terminated by mutual agreement of the parties hereto, unless otherwise voided by operation of law. That the title to said airport, both real and personal, shall be and remain in the City of Miles City. That each of the parties hereto shall have equal right and use of the facilities and privileges of said airport. That the cost and expense of any permanent fixtures therein shall be borne by the City of Miles City.

The joint board shall be created by the parties hereto to consist of five (5) members. Each governing body shall select one of its own members as a member of the joint board. The remaining members of the joint board shall be selected by the joint action of said governing bodies. Appointment of persons to the joint board by the parties shall be conducted according to the appointment process of each governing body.

The term of the members of the joint board shall be for three years. Staggered expiration of terms of joint board members may be established by specifying the expiration of the term of each joint board member appointed at the time of such appointment. The selection of staggered terms of members shall be drawn by lot. The term of a member from one of the governing bodies shall be no longer than the term of office of that member in the governing body. No compensation shall be allowed the members thereof. Provided, however, that said members shall be allowed actual expenses necessarily incurred in the performance of their duties. The joint board shall have all such powers, and shall perform all duties as are provided by law.

A joint fund shall be created and maintained into which shall be deposited into each of the parties hereto. The City Treasurer shall act as depository of said joint fund and make such disbursements in form of claims duly approved by the Board.

**EXHIBIT "A"**

In the event either party hereto desires to terminate this agreement, notice of such intention in writing must be given to the other party at least ninety days prior to the end of the fiscal year, and upon termination of this agreement title to all the property, both real and personal, shall belong to and be vested in the City of Miles City, together with the facilities and privileges jointly owned.

If at any time during the continuance of this agreement and said parties shall deem it necessary to make any alteration in any clause, matter or thing herein contained for the more advantageous or satisfactory management of said airport, it shall be lawful for them to do so by any writing under their joint hands endorsed on this agreement and all such alterations and amendments shall be adhered to and have the same effect as if the same had been originally embodied in and formed a part of this agreement.

This agreement is made and executed in all respects in the accordance with the provisions of Title 67, Chapter 10, Montana Code Annotated, for the purpose of jointly operating the airport referred to herein, and so far as applicable the provisions of said law are made a part thereof.

All previous agreements between the parties pertaining to joint action with respect to the airport are revoked upon execution of this agreement.

IN WITNESS WHEREOF, the said parties have caused their corporate names to be subscribed and their corporate seals to be affixed, by their proper officers hereunto duly authorized, on the day and year first above written.

THE CITY OF MILES CITY, MONTANA

CUSTER COUNTY, MONTANA

BY: \_\_\_\_\_  
It's Mayor

BY: \_\_\_\_\_  
It's Commissioner

ATTEST: \_\_\_\_\_  
City Clerk

ATTEST: \_\_\_\_\_  
County Clerk & Recorder

**RESOLUTION NO. 4110**

**A RESOLUTION ADOPTING APPRENTICESHIP STANDARDS FOR FIREFIGHTER /  
PARAMEDIC.**

*WHEREAS*, the City desires to participate in the Montana Department of Labor & Industry's Montana Registered Apprenticeship Program, and to adopt the necessary standards to be in compliance with program requirements;

*NOW THEREFORE BE IT RESOLVED* by the City Council of Miles City, Montana, as follows:

1. The "Apprenticeship Standards for Firefighter/Paramedic," along with "Attachment A" to said Standards, both attached hereto as Exhibit "A", and made a part hereof, are hereby approved and adopted by this Council.
2. The Mayor of the City of Miles City is hereby empowered and authorized to execute said Standards on behalf of the City of Miles City and bind the City of Miles City thereto; and
3. The Mayor of the City of Miles City is hereby empowered and authorized to execute such further documents as are necessary to carry out and implement said Standards and Apprenticeship Program, and bind the City of Miles City thereto.

**SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY  
CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY,  
MONTANA, AT A DULY CALLED MEETING THIS 10 DAY OF OCTOBER, 2017.**

\_\_\_\_\_  
John Hollowell, Mayor

ATTEST:

\_\_\_\_\_  
Lorrie Pearce, City Clerk



EXHIBIT A



Montana Department of  
**LABOR & INDUSTRY**

Steve Bullock, Governor | Pam Bucy, Commissioner

**APPRENTICESHIP STANDARDS**

FOR

**FIREFIGHTER/PARAMEDIC**

Formulated By

MILES CITY FIRE DEPARTMENT  
2800 MAIN STREET  
MILES CITY, MT 59301

Registered with the

Montana Registered Apprenticeship Program  
Workforce Services Division  
Montana Department of Labor & Industry  
P.O. BOX 1728  
Helena, MT 59624-1728  
(406) 444-4100

Registration Number: HC 0025

Original Registration Date: \_\_\_\_\_

O\*NET-SOC Code: 33-2011.01

Registration and Approval Date: \_\_\_\_\_

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### Attachment A: Trade Schedule

Which includes:

Wage Schedule

On the Job Training Outcomes (Work Process Schedule or Competency Outline)

Related Technical Instruction Outline

# APPRENTICESHIP STANDARDS

## 1. INTRODUCTION

The purpose of these apprenticeship standards is to provide policy and guidance for the registration of apprentices. The objective is the training of apprentices in all phases of a skilled occupation. The sponsor recognizes that in order to accomplish this, there must be well developed on-the-job training combined with related instruction.

Through registered apprenticeship, we have the opportunity to systematically examine the needs of each business and then address those needs in a structured way to fulfill them. Quality and adaptability characterize apprenticeship. Apprenticeship provides a positive match for the diverse population of each business.

These standards are developed and registered by the Montana Registered Apprenticeship Program to comply with the requirements of the Montana Code Annotated (MCA 39-6, Apprenticeship), Administrative Rules of Montana (ARM 24.21, Apprenticeship), and Code of Federal Regulations (CFR Title 29 Part 29, Labor Standards for the Registration of Apprenticeship Programs; and CFR Title 29 Part 30, Equal Employment Opportunity in Apprenticeship and Training).

## 2. DEFINITIONS

Apprentice: A person meeting the qualifications described in these apprenticeship standards who has entered into a written apprenticeship agreement with a Sponsor providing for training and related instruction and who registers with the Registration Agency.

Apprenticeship Agreement: The written document between the apprentice and the Sponsor outlining the responsibilities and obligations of all parties to the apprenticeship agreement with respect to the apprentice's employment and training under these standards. Each apprenticeship agreement must be registered with the Registration Agency.

Cancellation: The termination of the registration or approval status of a program at the request of the sponsor; or the termination of an apprenticeship agreement.

Career Lattice: Career lattice apprenticeship programs include occupational pathways that move an apprentice laterally or upward within an industry. These programs may or may not include an interim credential leading to the certificate of completion.

Certificate of Completion: The credential issued by the Registration Agency to those registered apprentices certified and documented as having successfully completed the apprenticeship program.

Certificate of Training: The certificate of training is an interim credential indicating an apprentice is pursuing and on track to complete an apprenticeship program. A certificate of training is issued by the Registration Agency at the request of the Sponsor.

Collective Bargaining Agreement: When applicable, a negotiated agreement between the signatory union and signatory employer(s) that sets forth the terms and conditions of employment.

Competency: The attainment of manual, mechanical or technical skills and knowledge, as specified by an occupation standard and demonstrated by an appropriate written and hands-on proficiency measurement.

Competency-Based Occupation: An occupation using an apprenticeship approach that requires the attainment of manual, mechanical, or technical skills and knowledge, as specified by an occupation or industry standard and demonstrated by an appropriate written and hands-on proficiency measurement.

Eligible Training Provider List (ETPL): The list of training providers who qualify to receive funds from the Workforce Innovation and Opportunity Act (WIOA) to train adults, dislocated workers and out of school youth.

Employer: Any person or organization employing an apprentice, whether or not such person or organization is a party to an apprenticeship agreement with the apprentice. A person, business or company signatory to this Sponsor's standards that is responsible for providing hours of work, supervision, wages and/or benefits to apprentices in its employ as registered under these standards.

Fully Proficient Worker: A worker who has attained a level of skills, abilities, and competencies recognized within an industry as mastery of the skills and competencies required for the occupation.

Hybrid Occupation: An occupation using an apprenticeship approach that measures the apprentice's skill acquisition through a combination of the completion of a specified minimum number of hours of on-the-job training and the successful demonstration of required competencies as outlined in the work process schedule for a specific occupation.

Interim Credential: A credential issued by the Registration Agency, upon request of the appropriate sponsor, as certification of competency attainment by an apprentice.

Journey worker: A worker who has attained a level of skills, abilities, and competencies recognized within an industry as mastery of the skills and competencies required for the occupation. The term may also refer to a mentor, technician, specialist, or another skilled worker who has documented sufficient skills and knowledge of an occupation, either through a formal apprenticeship or through practical on-the-job experience and formal training.

Mentor: An individual recognized by the Sponsor as being fully qualified to perform the work of the occupation. The mentor is responsible for the day-to-day training of the apprentice, supporting the apprentice through related instruction, and providing supervision in accordance with occupational licensing laws and regulations. The Sponsor may recognize multiple mentors in order to meet all aspects of mentorship.

O\*NET-SOC Code: The Occupational Information Network (O\*NET) is a free online database that contains hundreds of occupational definitions. O\*NET codes are based on the Standard Occupational Classification (SOC) system for classifying occupations. It is used by the state and federal agencies to collect occupational data.

On-the-Job Training (OJT): Tasks learned on-the-job in which the apprentice must become proficient before a certificate of completion is granted. The learning must occur through structured, supervised work experience. OJT is also frequently used interchangeably with the term On-the-Job Learning (OJL).

Program: The administration of apprenticeship training by the Sponsor. Signature of these apprenticeship standards establishes a program to which individual apprentices are added.

Provisional Registration: The one-year initial provisional approval of newly registered programs that meet the required standards for program registration. Following this one-year provisional registration, a program approval may be made permanent, continued as provisional, or rescinded following a review by the registration agency.

Quality Assurance Assessment: A comprehensive review conducted by the Registration Agency regarding all aspects of an apprenticeship program's performance, including but not limited to, determining if apprentices are receiving: on-the-job training in all phases of the apprenticeable occupation; scheduled wage increases consistent with the registered program standards; related instruction through appropriate curriculum and delivery systems; and that the registration agency is receiving notification of all new registrations, cancellations, completions, and transfers.

Registered Apprenticeship Partners Information Data System (RAPIDS): A federal system that provides for the automated collection, retention, updating, retrieval, and summarization of information related to apprentices and apprenticeship programs.

Registration Agency: The Montana Registered Apprenticeship Program, Workforce Services Division, Montana Department of Labor and Industry.

Related Instruction: An organized and systematic form of instruction designed to provide the apprentice with knowledge of the theoretical and technical subjects related to the occupation. This instruction may be obtained in a classroom, through occupational or industrial courses, or by correspondence courses or other forms of self-study approved by the Registration Agency.

Sponsor: Any person, association, committee or organization that operates an apprenticeship program and in whose name the program is registered. The Sponsor has full responsibility for administration of the apprenticeship and is responsible for providing training and related instruction for the apprentice pursuant to these Standards. Community colleges and 4-year colleges, community-based organizations (CBOs), and community service organizations could also serve as apprenticeship Sponsors.

Standards of Apprenticeship: This entire document, including all appendices and attachments herein, and any future modifications and additions approved by the Registration Agency.

State Apprenticeship Advisory Council: An advisory council that will provide the Registration Agency advice and counsel regarding matters of interest involving the Montana apprenticeship community. (ARM 24.21.205)

Time-Based Occupation: An occupation using an apprenticeship approach that measures skill acquisition through the individual apprentice's completion of at least 2,000 hours of on-the-job training as described in a work process schedule.

Transfer: A shift of apprenticeship registration from one program to another or from one employer with a program to another employer within that same program, where there is agreement between the apprentice and the affected apprenticeship committees or program sponsors.

Union: When applicable, a signatory union and any of its affiliated local unions party to a labor agreement with the signatory employer(s).

### 3. EQUAL OPPORTUNITY PLEDGE

Equal Opportunity Pledge: The recruitment, selection, employment and training of apprentices will be without discrimination because of race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, political or religious affiliation or ideas, culture, creed, social origin or condition, genetic information, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, military service or veteran status, or marital status. (29 CFR 29.5 (b) (21) and 30.3 (b); ARM 24.21.421; EO 04-2016)

#### 4. AFFIRMATIVE ACTION PLAN & SELECTION PROCEDURES

Sponsors with 5 or more registered apprentices are required to adopt an affirmative action plan and selection procedures, which will become part of these standards of apprenticeship. However, the Registration Agency encourages the development of these two plans for all programs regardless of apprentice numbers. For programs with fewer than 5 apprentices, these plans are not required, and the sponsor may continue to select apprentices in conformance with its current human resources and equal employment opportunity hiring policies. (29 CFR 29.5 (b) (21), 30.4, and 30.5)

#### 5. QUALIFICATIONS FOR APPRENTICESHIP

Applicants accepted and registered as apprentices will meet the following basic qualifications:

- A. Age: Must be 16 years of age or older. Unless otherwise required for occupation specific licensure or certification.
- B. Physical: Physically able to perform the essential functions of the occupation, with or without reasonable accommodations. Physical qualifications will be determined by the Sponsor in consultation with the potential apprentice.
- C. Education: A high school diploma, HiSET, or equivalency is required. Proof of high school diploma or GED/HiSET records must be submitted.
- D. Aptitude: Must possess the basic aptitude essential for acquiring the skills and proficiency of the occupation and be required to satisfactorily pass an approved entry-level aptitude test, if required.
- E. Credential: Minimum credential/licensure as may be required for a specific occupation.

#### 6. APPRENTICESHIP AGREEMENT

Each apprentice will enter into an individualized written apprenticeship agreement with the Sponsor. The apprenticeship agreement must be completed after an apprentice has been selected but prior to employment as an apprentice and enrollment in related instruction. The apprenticeship agreement must be signed by the Sponsor and the apprentice. The agreement, valid upon signature, must then be approved and registered by the Registration Agency. The Registration Agency will be notified by the Sponsor within 45 days of the execution of each apprenticeship agreement and any subsequent modifications of the agreement.

The standards are the terms and conditions of the apprenticeship agreement. Prior to signing the apprenticeship agreement, each selected applicant will be given an opportunity to read and review these standards, the Sponsor's written rules and policies and the apprenticeship agreement.

Upon completion, submission and approval of the apprenticeship agreement and registration with the Registration Agency, the following parties will receive a copy of the agreement signed and completed for their records:

- A. Apprentice
- B. Sponsor
- C. Registration Agency
- D. Veterans State Approving Agency, if applicable.

#### 7. PROBATIONARY PERIOD

All applicants selected for an apprenticeship will serve a probationary period. The probationary period cannot exceed 25% of the length of the program or six months, whichever is shorter. During this period either party may request the termination or cancellation of the apprenticeship agreement without cause by notifying the other party in

writing. Cancellation during the probationary period will not have an adverse impact on the sponsor's completion rate.

The records for each apprentice will be reviewed prior to the end of the probationary period. Records will consist of OJT and related instruction periodic reports and any disciplinary action taken during the probationary period.

Any apprentice evaluated as satisfactory after review of the probationary period will be given full credit for the probationary period and continue in the program. The probationary period is part of the term of the apprenticeship.

After the probationary period, the agreement may be canceled at the request of the apprentice. It may also be suspended, canceled, or terminated by the Sponsor, for good cause, and notice must be given to the apprentice, and the apprentice must have a reasonable opportunity for corrective action. Written notice will be given to the apprentice and the Registration Agency of final action taken.

## 8. TERM OF APPRENTICESHIP

The term of apprenticeship will be a period of reasonably continuous employment and training on the job as stated on Attachment A.

The term of apprenticeship, which for an individual apprentice may be measured either through the completion of an industry standard for on-the-job training, requiring a minimum of 2,000 hours (time-based approach), attainment of competency (competency-based approach), or a blend of the time-based and competency-based approaches (hybrid approach).

The **time-based approach** measures skill acquisition through the individual apprentice's completion of at least 2,000 hours of on-the-job training as described in a work process schedule.

The **competency-based approach** measures skill acquisition through the individual apprentice's successful demonstration of acquired skills and knowledge, as verified by the program sponsor. Programs utilizing this approach must still require apprentices to complete an on-the-job training component of Registered Apprenticeship. The program standards must address how the on-the-job training will be integrated into the program, describe competencies, and identify an appropriate means of testing and evaluation for such competencies.

The **hybrid approach** measures the individual apprentice's skill acquisition through a combination of specified minimum number of hours of on-the-job training and the successful demonstration of competency as described in a work process schedule or competency checklist. (29 CFR 29.5 (b) (2) (3) (16))

## 9. HOURS OF WORK, WORK EXPERIENCE AND TRAINING, & CONTINUITY OF EMPLOYMENT

Hours of Work: Apprentices will generally work the same hours as fully proficient workers (journey workers) or mentors within the sponsor's workforce doing comparable work. No apprentice will be allowed to work overtime if it interferes with related instruction. Apprentices who do not complete the required number of OJT hours during a specified training period will have the term of that segment extended until OJT hours are completed or unless they can demonstrate competency in the required skills.

Work Experience and Training: During the apprenticeship, the apprentice will receive OJT and related instruction in all phases of the occupation necessary to develop the skill and proficiency of a skill journey worker or fully proficient worker. The OJT will be under the direction and guidance of the direct supervisor or designated mentor.

The sequences of training experiences will be governed by all applicable regulatory guidelines as well as the flow of work in the shop, facility or work unit. Appropriate instruction in safe work practices and habits will be included with each unit of job training.

Continuity of Employment: The program Sponsor intends and expects to give the Apprentice steady employment. The Sponsor reserves the right, however, to suspend Apprentices either entirely or in part whenever conditions of business make it necessary.

The Apprentice will have reasonable assurances of continuity of employment for the term of the apprenticeship and upon the satisfactory completion thereof, reasonable assurance of continued employment as a skilled worker.

Before a Sponsor may request registration for a new Apprentice, the Sponsor will offer the rehire of any Apprentice that had worked for the Sponsor but had been laid off or terminated without good cause. (ARM 24.21.412)

#### 10. CREDIT FOR PREVIOUS EXPERIENCE:

The Sponsor may grant credit towards the term of apprenticeship to new apprentices who have performed relevant experience outside the term of the apprenticeship.

Apprentice applicants seeking credit for previous experience must submit a written request at the time of application and furnish appropriate records to substantiate the claim. An applicant who is a veteran and who wishes to receive consideration for military training and/or experience must submit a DD-214. Applicants requesting such credit who are selected into the apprenticeship program will start at the beginning wage rate.

The Sponsor will evaluate and determine credit during the probationary period. If credit is granted, the apprentice will be advanced to the appropriate wage rate for that credit period.

The Registration Agency will be advised of the credit and advanced wage rate. The process for credit determination will be uniformly applied to all apprentices.

For occupations in which prior credit is evaluated by the apprentice possessing a license or credential, the Registration Agency will validate possession of the license or credential with the appropriate licensing board or monitoring agency. Upon validation of the license or credential, the corresponding amount of prior credit will automatically be awarded to the apprentice. Applicable licenses or credentials will be delineated on the attached work process schedule and related instruction outline.

#### 11. APPRENTICE WAGE PROGRESSION

Apprentices will be paid a progressively increasing schedule of wages for time spent on the job during the apprenticeship based on the acquisition of increased skill and competence on the job and in related instruction.

Before an apprentice is advanced to the next segment of training or to the fully proficient worker or journey worker status, the sponsor will evaluate all progress to determine whether advancement has been earned by satisfactory performance in OJT and in related instruction courses. The sponsor will be guided by the work experience and related instruction records and reports.

The progressive wage schedule will be an increasing percentage of the fully proficient worker or journey worker wage rate. The percentages that will be applied to the applicable rate are shown on Attachment A. Apprentice wages will never be less than Montana minimum wage rates.



## 12. RELATED INSTRUCTION AND QUALIFIED TRAINERS

Every apprentice is required to participate in coursework related to the occupation as outlined in Attachment A. A minimum of 144 hours of related instruction is recommended for each year of the apprenticeship, however, some occupations, by industry standards will require more than the minimum hours stated. Apprentices agree to take such courses the Sponsor deems advisable. Related instruction will be correlated with practical experience and OJT as much as possible. The supplemental related instruction outline for each occupation covered in these Standards is stated in Attachment A.

Apprentices hours spent in classes of related instruction will not be considered as hours of work except where classes are held during regular working hours. Apprentices are generally not paid for hours spent in classes of related instruction, but this is allowed if indicated by the Sponsor.

Related instruction will be provided through an approved classroom curriculum, an approved home study course, online program or another instruction method by mutual agreement of the program sponsor and the individual apprentice, and approved by the Registration Agency.

Every apprenticeship instructor must:

- A. Meet the State Department of Education's requirements for a vocational-technical instructor in the State of registration, or be a subject matter expert, which is an individual, such as a journey worker, who is recognized within an industry as having expertise in a specific occupation; and
- B. Have training in teaching techniques and adult learning styles, which may occur before or after the apprenticeship instructor has started to provide the related technical instruction. (29 CFR 29.5 (b) (4) (i) (ii))

Apprentice progress in related instruction will be monitored and documented by the Sponsor and Registration Agency. Grades and attendance will be added to the apprentice's file. The apprenticeship may be canceled in the event that the apprentice is unable to fulfill the related training requirements, including attendance and passing grades. Written notice and adequate time for corrective action must be given to the apprentice prior to cancellation of the apprenticeship.

The Sponsor and the Apprentice will be responsible for all cost of the related instruction. The Sponsor is responsible for establishing and communicating cost sharing policies.

## 13. SAFETY AND HEALTH TRAINING

All apprentices will receive instruction in safe and healthful work practices both on the job and in related instruction that is in compliance with Occupational Safety and Health Administration laws and regulations, or state standards that have been found to be at least as effective as the federal standards.

## 14. SUPERVISION OF APPRENTICES

The Sponsor will be responsible for the training of the apprentice on the job. Apprentices will be under the general supervision of the Sponsor and under the direct supervision of the journey worker or mentor to whom they are assigned. This supervisor is responsible for making work assignments, providing OJT and ensuring safety at the worksite.

To adequately or properly supervise an apprentice does not mean the apprentice must be within eyesight or reach of the supervisor, but that the supervisor knows what the apprentice is working on; is readily available to the apprentice; and is making sure the apprentice has the necessary instruction and guidance to perform tasks, safely,

correctly and efficiently. Supervision will be established in accordance with any occupational licensing and/or supervisory regulations.

**For licensed construction trades** (electricians, plumbers, sprinkler fitters and elevator constructors), the following supervision is required:

- A. A qualified journey worker or master must supervise the work of an apprentice in the proper ratio prescribed in the registered Standards.
- B. An apprentice may not work without the supervision of a journey worker or master while engaging in an activity covered by the apprenticeship agreement or Registered Apprenticeship Standards of the Sponsor.
- C. Sponsors employing apprentices that require a residential focus may work an apprentice in areas of experience with limited supervision based on prior performance and a demonstration of competency.
- D. An apprentice who has completed no less than 70% of the apprentice's required term and is completely current with the related instruction may work with limited supervision. The apprentice's work must be physically examined on a daily basis by a journey worker or master for correctness.
- E. During the last 20% of the apprenticeship term, an apprentice who is completely current with required related instruction may work without supervision, provided that the apprentice's work will be physically examined weekly by a journey worker or master, and provided that the apprentice's prior performance demonstrated sufficient competence to perform the work. (ARM 24.21.1002)

#### 15. RATIO OF APPRENTICES TO JOURNEY WORKERS OR MENTORS

The Sponsor will establish a numeric ratio of apprentices to journey workers or mentors necessary to maintain proper supervision, training, safety, patient care, and continuity of employment throughout the apprenticeship. The ratio of apprentices to journey workers or mentors will be as noted in Attachment A.

**For licensed construction occupations** (electricians, plumbers, sprinkler fitters and elevator constructors), the following ratios apply:

- A. The apprentice to journey worker ratio may not exceed the following criteria:
  - 1. The first journey worker employed by a sponsor may supervise one apprentice.
  - 2. Two additional journey workers employed by the sponsor are required to supervised each additional apprentice.
- B. An apprentice that has completed 60 percent or more of the on-the-job training hours and 60 percent or more of the related instruction in an apprenticeship program is not counted for purposes of the apprentice to journey worker ratio provided for in (A).
- C. The apprentice to journey worker ratio applies to individual work sites as well as the entire firm or operation of the Registered Apprenticeship Sponsor.
- D. In order to prevent abuse of the apprentice to journey worker ratio, the department will monitor the progress toward completion of all apprentices who have reached the 60 percent completion criteria provided for in (B).
  - 1. An apprentice that does not, without good cause, maintain significant progress towards completion of the apprenticeship will be suspended from the apprenticeship program. Not maintaining significant progress, for the purpose of this rule, means that the apprentice's number of hours of related instruction and number of hours of experience are less than 90 percent of the number of hours provided for in the apprenticeship standards, relative to the amount of time the apprentice has been working. An apprentice that is notified by the department of insufficient progress has 60 days in which to catch up to the number of hours of related instruction and work experience before being suspended.

2. An apprenticeship sponsor who fails, without good cause, to have at least a 60 percent rate of apprentices that timely complete the apprenticeship will be subject to restrictions on the sponsor adding new apprentices, and may be subject to deregistration as an apprenticeship sponsor.
3. As a general practice, the apprentice to journey worker ratio may not ordinarily be more than one apprentice to one journeyman, notwithstanding the provisions of (2). A ratio of more than one-to-one may be allowed in the special case of a shop with a single working master with no journey worker employees, or in the event of a separation from employment by a journey worker employee that temporarily creates a more than one-to-one ratio.
4. An apprentice who is aggrieved by a suspension or a sponsor who is aggrieved by a restriction or deregistration may request in writing a contested case within 30 days of the department's action of suspension, restriction, or deregistration. (ARM 24.21.1003)

**For all other occupations**, the ratio of apprentices to mentors will be established by the Sponsor and in accordance with any occupational licensing and/or supervisory regulations and outlined in Attachment A.

## 16. RATIO WAIVER PROCESS

The Registration Agency may consider a waiver of ratio standards, when applicable, only if the Sponsor is in full compliance with the registered standards and there are no outstanding complaints directly related to the specific registered apprenticeship program. In addition, the Registration Agency may waive ratio standards for a Sponsor who demonstrates the need for a waiver by documented proof of all of the following:

- A. The Sponsor's existing apprentices are current with the required related instruction. This includes apprentices that have been granted credit for prior experience;
  - B. The Sponsor's existing apprentices have an 80 percent or higher accumulated grade average in related instruction;
  - C. The Sponsor must notify and document attempts to seek qualified journey workers or mentors from trade or industry associations, area employers in like occupations, or by posting a confidential job order through the local job service office that is nearest to where the apprentice is to be employed;
  - D. The Sponsor must have an apprenticeship completion rate that is at least 60 percent based on the total number of past and current apprentices. That number does not include:
    1. Apprentices who have rolled over to other programs registered with the Sponsor; and
    2. Cancellations by apprentices, either through noncompliance or within the probationary period.
- (ARM 24.21.415)

## 17. OUT OF STATE RECIPROCAL APPROVAL

Apprenticeship Programs and standards of employers and unions which jointly form a sponsoring entity on a multi-state basis and are registered pursuant to all requirements of 29 CFR 29 by any registration agency will be accorded approval reciprocity by the Registration Agency if such reciprocity is requested by the sponsoring entity. An apprenticeship program must comply with Montana's Statutes and administrative rules, including but not limited to: a) the applicable ratio requirements and b) the apprenticeship wage rates established pursuant to MCA 39-6-108.

Registered Montana Sponsor-employers of apprenticeship working on projects outside of Montana may be granted reciprocal approval for Federal Davis-Bacon or State Prevailing Wage purposes but only for apprentices and apprenticeship programs approved and recognized by state or federal registration agencies. Reciprocal state or federal registration agencies may require compliance with: area wage provisions, area ratio standards, applicable licensing requirements and other provisions required by the reciprocal state.

Prior to placing apprentices on a project in another state, the program Sponsor is encouraged to contact the Montana Registered Apprenticeship Program for the appropriate state or federal registration agency contact information. Regional states with approved state registration agencies include California, Nevada, Oregon, and Washington. Regional states with approved federal registration agencies include North and South Dakota, Utah, Idaho, Colorado, and Wyoming. (ARM 24.21.401)

## 18. TRANSFER OF AN APPRENTICE AND TRAINING OBLIGATIONS

The transfer of an apprentice between apprenticeship programs and within an apprenticeship program must be based on an agreement between the apprentice and the affected apprenticeship committees or program Sponsors. The transfer must comply with the following requirements:

- A. Sponsor will provide apprentice records of related instruction and OJT.
- B. Transfer to another apprenticeship in the same occupation.
- C. New Sponsor must be approved by the Registration Agency.
- D. Prompt notification of Registration Agency who will produce a record of cancellation and new apprenticeship agreement.

## 19. CERTIFICATE OF COMPLETION AND INTERIM CREDENTIALS

Upon satisfactory completion of all apprenticeship requirements, the Sponsor will certify in writing and request a certificate of completion from the Registration Agency. Appropriate documentation for OJT and related instruction will be attached to the request.

The Sponsor may request the issuance of a certificate of training for any current apprentice. The certificate of training, which is an interim credential, may be awarded to reflect the current status of any apprentice.

## 20. PROGRAM ADMINISTRATION SUMMARY

The Program Sponsor is responsible for the administration of all aspects of a registered apprenticeship program.

### A. Responsibilities of Apprenticeship Sponsor:

1. Adherence to apprenticeship standards, any attachments or other documentation.
2. Demonstration of understanding and commitment to the apprenticeship program throughout the organization and leadership.
3. Ensure Attachment A adequately reflects training involved.
4. Recommend and adopt changes to the standards, as necessary, subject to approval by the Registration Agency.
5. Hear and resolve all complaints of violations of apprenticeship agreements.
6. Requesting technical assistance as needed.
7. Maintaining a record of all apprentices, showing their education, experience, and progress in learning the occupation.
8. Notify the Registration Agency, within 45 days, of all new apprentices to be registered, credit granted, suspensions for any reason, reinstatements, extensions, completions and cancellations with an explanation of causes.

### B. Responsibilities of Apprentice:

1. Abide by Sponsor's policies.
2. Perform any training and study as deemed necessary by the Sponsor.

3. Perform diligently the work of the occupation and any other duties as assigned by the Sponsor.
4. Respect the property of the Sponsor.
5. Complete all OJT and related instruction requirements as outlined in Attachment A.
6. Maintain and make available records as indicated by the Sponsor and outlined in the standards.
7. Develop and practice safe work habits. Encourage safety of self, other workers, and clients, if applicable.
8. Maintain any occupation specific certifications that may apply.

C. Responsibilities of Registration Agency:

1. The approval of apprenticeship standards.
2. The adoption of apprentice wage rates pursuant to MCA 39-6-108.
3. The approval of sponsors.
4. The registration of individual apprentices.
5. Maintaining records related to apprentice's progress and completion.
6. Consultation and technical assistance for programs or apprentices, current or potential. This may include assistance with the development of standards, work process schedules, competency checklists and related training.
7. Monitoring and evaluating apprentice and sponsor performance with respect to an apprenticeship program, including conducting quality assurance assessments; requiring corrective actions when appropriate; or terminating or canceling an apprenticeship agreement.
8. Issuance of certificates of completion or certificates of training. (ARM 24.21.202)

## 21. MAINTENANCE OF RECORDS

Sponsor: The Sponsor will maintain records related to apprentices. This includes, but is not limited to, records on the recruitment, application and selection of apprentices, records of the apprentice's job assignments, promotions, demotions, layoffs, terminations, the rate of pay or other forms of compensation, hours of work and training, evaluations and other relevant data. The records will permit identification of minority and female participants. These records will be made available to the Registration Agency upon request.

The apprentice record cards or tracking sheets, written records of progress, evaluations, corrective and final actions pertaining to the apprenticeship, will be maintained by and will be considered the property of the Sponsor. The record will be included in each Apprentice's record file maintained by the Sponsor.

All records are the property of the Sponsor and will be maintained for 5 years from the date of last action (i.e. completion, cancellation or transfer). Records will be made available to the Registration Agency upon request.

Apprentice: Apprentices will be responsible for maintaining a record of their OJT experience and related instruction and for having this record verified by their supervisor or mentor at regular intervals. The apprentice will authorize a release of their related instruction records from the provider of that instruction to the Sponsor and to the Registration Agency, when indicated.

Registration Agency: The Registration Agency will maintain records related to program registration, apprentice progress and completion.

## 22. REINSPECTIONS, PROVISIONAL REGISTRATION, AND PERFORMANCE EVALUATIONS

Reinspections: Continued recognition of the Sponsor's apprenticeship program by the Registration Agency is subject to periodic evaluation by the Registration Agency or a representative of the Office of Apprenticeship, U.S. Department of Labor. These evaluations allow the program to determine the progress of the apprentice in related instruction, work performance and to ensure there is ongoing maintenance of the appropriate progress records. The evaluations will further ensure the Sponsor is administering the apprenticeship program in compliance with these standards. All signatories to the apprenticeship agreement and these standards must be reasonably responsible in cooperating with the Registration Agency or the U.S. Department of Labor for scheduling periodic program evaluations.

Provisional Registration: New programs will be given provisional approval for one year. The Registration Agency will review all new programs for quality and conformity with requirements at the end of the first year of registration. At that time, a program that conforms to the requirements may be made permanent or continue to be provisionally approved through the duration of the current training cycle. A program not in operation or not conforming to the requirements will be recommended for cancellation or deregistration.

Performance Evaluation: The Registration Agency will conduct periodic performance evaluations for each apprenticeship program operating in Montana. They may withdraw the registration of an apprenticeship program (deregister) if the program does not comply with the requirements of applicable statutes or administrative rules. Registration may not be withdrawn before the program sponsor is afforded notice and an opportunity to be heard. Notice and an opportunity to be heard will be afforded pursuant to the provisions of the Montana Administrative Procedure Act (MCA 2-4-6), and in accordance with the hearings provisions of ARM 24.21.416. For good cause shown, a person directly affected by a proposed withdrawal of registration of an apprenticeship program may intervene in such a proceeding.

## 23. REGISTRATION, CANCELLATION, DEREGISTRATION, AND MODIFICATION OF STANDARDS

These standards must be adopted by the Sponsor and approved by the Registration Agency prior to implementation of the program. The Sponsor reserves the right to discontinue the apprenticeship program at any time. The Sponsor will notify the Registration Agency in writing promptly in this occurrence.

Every registered apprenticeship program must have at least one registered apprentice, except for the following specified periods of time, which may not exceed 1 year:

- A. Between the date when a program is registered and the date of registration for its first apprentice(s); or
- B. Between the date that a program graduates/completes an apprentice and the date of registration for the next apprentice(s) in the program; or
- C. Under extenuating circumstances upon agreement by the program Sponsor and the Registration Agency.

The Registration Agency may cancel or deregister a Sponsor's apprenticeship program for failure of the Sponsor to abide by the provisions delineated in the standards. Deregistration and cancellation will be in accordance with all regulations and procedures of the Registration Agency. Within 15 days of cancellation of the apprenticeship program, whether voluntary or involuntary, the Sponsor will notify each apprentice of the cancellation.

The Sponsor may revise or modify standards at any time as operational conditions demand. Revisions or modifications will be registered with the Registration Agency before being placed in effect, and will not alter an

apprenticeship agreement in force at the time of the change without the consent of all parties signatory to the apprenticeship agreement. Revised or modified copies will be furnished to each party.

#### 24. ADJUSTMENT OF DIFFERENCES

The Sponsor will have full authority to supervise the enforcement of these standards. The decision of the Sponsor will be final and binding unless otherwise noted. If an applicant or an apprentice believes an issue exists that adversely affects their participation in the apprenticeship program or violates the provisions of the apprenticeship agreement or standards, relief may be sought through the provisions provided in Section 25 of these standards.

#### 25. COMPLAINT PROCEDURE

Any apprentice or apprentice applicant who believes that they have been discriminated against on the basis of race, color, religion, national origin or sex, with regard to apprenticeship or that the equal opportunity standards with respect to their selection have not been followed in the operation of an apprenticeship program, may personally (or through an authorized representative) file a complaint with the Registration Agency or at the apprentice or applicant's election with the Human Rights Bureau, Montana Department of Labor and Industry as per Equal Employment Opportunity and Affirmative Action procedures stated in 29 CFR 30.11 and the Montana Plan for Equal Opportunity in Apprenticeship ARM 24.21.421.

A dispute or complaint involving an apprenticeship agreement and the registered apprenticeship standards subject to the jurisdiction of the Registration Agency may be filed with the Montana Registered Apprenticeship Program as listed on the title page of these standards. The complaint process will be followed as specified in ARM 24.21.416.

#### 26. SEXUAL HARASSMENT

Sponsors will prohibit sexual harassment in the workplace. Sexual harassment is unwelcome or unsolicited verbal, physical, or sexual conduct that is made a term or condition of employment, is used as a basis for employment or advancement decisions, or has the effect of unreasonably interfering with work or creating an intimidating, hostile, or offensive work environment.

The Sponsor will take all actions necessary to preclude sexual harassment so that all apprentices are afforded the opportunity to work in an environment free from unsolicited, unwelcome, sexual overtones.

All apprentices are expected to support the efforts of the Sponsor by fostering an open and friendly work environment free of inappropriate pressures for all members of the workforce.

Complaints of sexual harassment in the workplace may be filed and processed under 29 CFR 30, Montana State Plan for Equal Employment Opportunity in Apprenticeship, and the procedures set forth in Section 25 of these standards.

#### 27. CONSULTANTS AND TECHNICAL ASSISTANCE

Representatives of the Montana Registered Apprenticeship Program, Workforce Services Division, Montana Department of Labor and Industry or the Office of Apprenticeship, U.S. Department of Labor, or other agencies or persons who may be called upon for advice or assistance in the formulation and operation of this apprenticeship program will be known as consultants and are available to provide technical assistance to the Sponsor and apprentices in the administration of a state registered apprenticeship program. The Sponsor is encouraged to invite

representatives from industry, education, business, private and/or public sector agencies to provide consultation and advice for the successful operation of their training program.

#### 28. APPROVAL AND ADOPTION

These apprenticeship standards and all terms and conditions contained herein are accepted as the system by which apprentices are to be trained and are hereby approved by the Registration Agency and adopted as the policy and program for the training of apprentices.

#### 29. NOTIFICATION TO REGISTRATION AGENCY

The Registration Agency must be notified within 45 days of all new apprentices to be registered, credit granted, suspension for any reason, reinstatements, extensions, modifications, completions, cancellation and termination of apprenticeship agreements and an explanation of the cause for such actions.

#### 30. STATE APPRENTICESHIP ADVISORY COUNCIL

The Montana Registered Apprenticeship Program will use the State Apprenticeship Advisory Council in a consultative role regarding matters of interest to the program and the apprenticeship community. The Montana Registered Apprenticeship Program will utilize the State Apprenticeship Advisory Council as an additional means of fostering dialogue and communication between the program and Sponsors, apprentices, industry, and educators. (ARM 24.21.205)

#### 31. NON-INTERFERENCE CLAUSES

Registration of this apprenticeship program will not interfere or modify provisions of any collective bargaining agreement to which the employer or employees are signatory parties. Registration will not modify any law, federal or state, which may apply to the employer or employee(s). Registration does not waive the sovereign immunity enjoyed by Tribes, tribal colleges, or other Tribal entities.



32. OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

The Sponsor hereby adopts these standards of apprenticeship. Sponsor(s) may designate another appropriate person(s) to sign the standards on their behalf.

SPONSOR (PRINTED NAME): \_\_\_\_\_

Signature of Sponsor (or designee): \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Surveyor for the Montana Registered Apprenticeship Program:**

By: \_\_\_\_\_  
PROGRAM SPECIALIST

I hereby attest that the standards as submitted have been found to be in conformance with the requirements set forth in Title 29 CFR 29 and 30, MCA 39-6 and ARM 24.21, have been reviewed for accuracy, and are recommended for registration.

**Approved for the Montana Registered Apprenticeship Program:**

By: \_\_\_\_\_  
STATE DIRECTOR or PROGRAM SUPERVISOR

## Attachment A

### On the Job Training Outcomes and Related Instruction Outline

**Occupation Title:** Firefighter/Paramedic

O\*Net-SOC Code: 33-2011.01

RAPIDS CODE: 0543

#### 1. Term of Apprenticeship

The term of apprenticeship will be a hybrid (time-based and competency-based) program. The term of apprenticeship will be 4000 hours of reasonably continuous employment, including the probationary period, plus a minimum of 144 hours of related technical instruction each year of the term.

The apprenticeship will be completed in three phases.

##### **Phase 1 – Probationary Fire Fighter**

Phase 1 of the apprenticeship will consist of approximately \_\_\_\_\_ hours of on the job training (OJT) hours and \_\_\_\_\_ hours of related technical instruction (RTI). The apprentice will advance to the next phase of the apprenticeship upon completing \_\_\_\_\_ of OJT hours and all required completions listed in Phase 1 of the On the Job Training Outcomes below.

##### **Phase 2 – Firefighter I & Firefighter II**

Phase 2 of the apprenticeship will consist of approximately \_\_\_\_\_ hours of OJT and \_\_\_\_\_ hours of RTI. The apprentice will advance to the next phase of the apprenticeship upon completing \_\_\_\_\_ hours of OJT and all required completions listed in Phase 2 of the On the Job Training Outcomes below.

##### **Phase 3 – Driver/Operator & Firefighter III**

Phase 3 of the apprenticeship will consist of approximately \_\_\_\_\_ hours of OJT and \_\_\_\_\_ hours of RTI. The apprentice will be eligible to complete the apprenticeship upon completing \_\_\_\_\_ hours of OJT and all required completions listed in Phase 3 of the On the Job Training Outcomes below.

#### 2. Ratio of Apprentices to Mentors

The ratio of apprentices to mentors is 1:1.

#### 3. Apprentice Wage Schedule

**Phase 1** – Apprentice will receive incremental pay raises equal to the most recent Collective Bargaining Agreement throughout the duration of the apprenticeship.

**Phase 2** – Upon completing the RTI in good academic standing, the apprentice will receive an additional stipend equal to the most recent Collective Bargaining Agreement.

**Phase 3** – The apprentice may be eligible for reimbursement for cost of tuition.

4. On the Job Training Outcomes

The following competency areas lend focus and direction to the professional development of this position. The apprentice will attain a basic level of mastery across all competency areas before receiving apprenticeship certification. The order in which the apprentices learn is by the flow of work on-the-job and will not necessarily be in the order listed.

<b>Miles City Fire/Rescue Firefighter/Paramedic Apprenticeship</b> 4,000 hours/36 months (with some hourly credit for paramedic coursework)		
Phase I (Probationary)	Phase II (Confirmed FF/FF II)	Phase III (Driver-Operator/FF III)
<b>Year One:</b> Schedule (2 weeks of 8-hour days as a new hire, then 24/72 regular shift schedule)	<b>Year Two:</b> 24/72 shift schedule	<b>Year Three:</b> 24/72 shift schedule (at least first 6 months are on shift with senior paramedic) <b>Fire:</b> One Year <b>EMS:</b> 3 to 5 Months
<b>Required Completions</b> <b>Fire:</b> Initial Familiarization, FF I, Red Manuals, Streets <b>EMS:</b> Initial Familiarization, Paramedic Prep (Medical Terminology, A&P, writing/math competencies), EMS Protocol and Competency Testing	<b>Required Completions</b> <b>Fire:</b> FF III, Red Manuals, Begin Drivers Ops <b>EMS:</b> Paramedic Fall, Spring, and Summer Semesters and NREMT Certification and State Licensing	<b>Required Completions</b> <b>Fire:</b> FF III, Red Manuals, Complete Drivers Ops (Including Online Modules) <b>EMS:</b> Ambulance Credentialing
<b>Objectives</b> <b>Fire/EMS:</b> <ul style="list-style-type: none"> <li>• Rules and Regulations</li> <li>• City/Department Policies</li> <li>• Chain of Command</li> <li>• Uniforms</li> <li>• Call-back</li> <li>• Hygiene</li> <li>• SOPs/SOGs</li> <li>• Accountability System</li> <li>• Contract with City of Miles City</li> <li>• Mutual Aid Agreements</li> <li>• Tours</li> <li>• ICS Training</li> <li>• Communications</li> <li>• Specialized Station Equipment</li> <li>• Apparatus</li> <li>• Street Tests</li> </ul> <b>Fire:</b> <ul style="list-style-type: none"> <li>• RIT</li> <li>• FF I                             <ul style="list-style-type: none"> <li>○ Orientation and Fire Service History</li> <li>○ Firefighter Safety and Health</li> <li>○ Fire Department Comms</li> <li>○ Building Construction</li> <li>○ Fire Behavior</li> <li>○ PPE</li> <li>○ Portable Fire Extinguishers</li> </ul> </li> </ul>	<b>Objectives</b> <b>Fire:</b> <ul style="list-style-type: none"> <li>• FF II                             <ul style="list-style-type: none"> <li>○ Fire Department Communications</li> <li>○ Building Construction</li> <li>○ Fire Hose</li> <li>○ Fire Streams</li> <li>○ Fire Control</li> <li>○ Fire Origin and Cause Determination</li> <li>○ Fire Protection Systems</li> <li>○ Fire and Life Safety Initiative</li> </ul> </li> <li>• Red Manuals                             <ul style="list-style-type: none"> <li>○ Rapid Intervention Teams</li> <li>○ Fireground Search and Rescue</li> <li>○ Fire Service Hydraulics/ Water Supply</li> </ul> </li> </ul> <b>EMS:</b> <ul style="list-style-type: none"> <li>• Patient Assessment</li> <li>• Pathophysiology</li> <li>• Human Development</li> <li>• Airway</li> <li>• Pharmacology</li> <li>• IV Access and Medication Administration</li> <li>• Pulmonary</li> </ul>	<b>Objectives</b> <b>Fire:</b> <ul style="list-style-type: none"> <li>• Driver's Training</li> <li>• FF III                             <ul style="list-style-type: none"> <li>○ Structural Response Strategies and Tactics</li> <li>○ Structural Response Truck Company Operations</li> <li>○ Fire Inspection/Code Enforcement</li> </ul> </li> </ul> <b>EMS:</b> <ul style="list-style-type: none"> <li>• Credentialing (3 to 5 Months on Shift with Senior Paramedic)</li> <li>• Testing/Medical Director Interview</li> </ul>

- Ropes, Webbing, and Knots
- Search, Victim Removal, and Firefighter Survival
- Lighting, Rescue Tools, Vehicle Extrication, and Technical Rescue
- Forcible Entry
- Ground Ladders
- Tactical Ventilation
- Water Supply
- Fire Streams
- Fire Hose
- Fire Control
- Loss Control
- Fire Origin and Cause Determination
- Fire and Life Safety Initiatives
- Red Manuals
  - Building Construction for the Fire Service
  - Principles of Vehicle Extrication
  - Aircraft Rescue and Firefighting
  - FF I Test

- Trauma
- PHTLS
- Patient Scenarios
- Cardiology
- Medical
- OB/Peds
- Special Considerations
- ACLS
- PALS
- 12-lead
- NRP

EMS:

- BLS
- Patient Assessment
- Airway
- Breathing
- Circulation
- Medical
- Trauma
- Neurological
- OB/Peds
- IV/IO
- Medications
- Cardiac Arrest
- Cardiac
- Provider Levels
- State/Local Protocols
- Cot Use
- Continuing Education/Competencies
- Apparatus Checks/Inventory
- Infectious Disease
- BSI/PPE
- QI/QC
- Regulatory Issues
- Ethical and Legal Issues
- Ambulance Driving
- Splinting
- Patient Restraints
- Spinal Immobilization
- Flight/Trauma Activation
- MCI/Triage
- HIPAA
- PCRs
- Transfers
- Law Enforcement
- Scenarios
- Medical Director Interview

## 5. Related Instruction Outline

The curriculum requirements for this Paramedic apprenticeship are listed below. The curriculum is designed to be completed in a three-semester period.

Course Number	Course Name	Didactic Credit	Lab Credit	Clinical Credit	Total Credit
ECP 200	Transition to Paramedic Care	3	0	0	3
ECOP 201	Paramedic Fundamentals	3	0	0	3
ECP 202	Paramedic Fundamentals Lab	0	1	0	1
ECP 206	EMS Case Studies	4	0	0	4
ECP 216	Hospital Clinical I	0	0	5	5
ECP 230	Trauma	2	0	0	2
ECP 232	Pulmonary	2	0	0	2
ECP 233	Trauma/Pulmonary Lab & PHTLS	0	1	0	1
	<b>Total</b>	<b>14</b>	<b>2</b>	<b>5</b>	<b>21</b>
<b>Semester 1 - 18 credits</b>					
ECP 207	Cardiology	4	0	0	4
ECP 208	Cardiology Lab & ACLS	0	1	0	1
ECP 242	Medical	2	0	0	2
ECP 243	Medical Lab	0	1	0	1
ECP 220	Special Considerations	1	0	0	1
ECP 221	OB/Neonate/Pediatrics	2	0	0	2
ECP 222	OB/Neonate/Peds Lab & NRP & PALS	0	1	0	1
ECP 246	Hospital Clinical II	0	0	6	6
	<b>Total</b>	<b>9</b>	<b>3</b>	<b>6</b>	<b>18</b>
<b>Semester 2 - 18 credits</b>					
ECP 250	NREMT Exam Prep	3	0	0	3
ECP 251	NREMT Exam Prep Lab	0	1	0	1
ECP 295	Field Internship/Apprenticeship	0	0	8	8
COMX 106	Communicating in a Dynamic Workplace	3	0	0	3
Elective	Restricted Elective	3	0	0	3
	<b>Total</b>	<b>9</b>	<b>1</b>	<b>8</b>	<b>18</b>
<b>Semester 3 - 18 credits</b>					
<b>Total Program Credits 54</b>					

**RESOLUTION NO. 4112**

**A RESOLUTION AUTHORIZING THE CITY OF MILES CITY TO ENTER INTO A MUTUAL AID AGREEMENT FOR AMBULANCE SERVICES.**

*WHEREAS*, the City of Miles City operates an ambulance service, and desires to enter into a mutual aid agreement with surrounding services which governs the exchange of equipment, supplies, and employees during emergency or disaster situations;

*AND WHEREAS*, the City deems such cooperation with regional ambulance services to be a benefit to the City of Miles City and its residents;

*NOW THEREFORE BE IT RESOLVED* by the City Council of Miles City, Montana, as follows:

1. The “2017 Mutual Aid Agreement” between the City, Fallon County EMS, Garfield County Volunteer Ambulance Service, Jesse Ambulance Service, Prairie County EMS, and Rosebud County Ambulance, attached hereto as Exhibit “A”, and made a part hereof, is hereby approved and adopted by this Council.

2. The Mayor of the City of Miles City is hereby empowered and authorized to execute said Agreement on behalf of the City of Miles City and bind the City of Miles City thereto; and

**SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA, AT A DULY CALLED MEETING THIS 10<sup>TH</sup> DAY OF OCTOBER, 2017.**

\_\_\_\_\_  
John Hollowell, Mayor

ATTEST:

\_\_\_\_\_  
Lorrie Pearce, City Clerk

2017

# Mutual Aid Agreement

Custer County/Miles City EMS

Fallon County EMS

Garfield County Volunteer Ambulance Service

Powder River County EMS:  
(Jesse Ambulance Service)

Prairie County EMS

Rosebud County Ambulance

## AGREEMENT SIGNATURE PAGE

This agreement is between the City of Miles City, Fallon County EMS, Garfield County Volunteer Ambulance Service, Prairie County EMS and Powder River County EMS/Jesse Ambulance Service, and Rosebud County Ambulance; allowing for an exchange of equipment, supplies and manpower during emergency or disaster situations.

City of: **MILES CITY, MONTANA**

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

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

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

Jesse Ambulance Service: **BROADUS , MONTANA**

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

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

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

County of Rosebud: **FORSYTH, MONTANA**

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

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

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

County of: **PRAIRIE, MONTANA**

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

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

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

County of: **FALLON, MONTANA**

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

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

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



This agreement is between the City of Miles City, Fallon County EMS, Garfield County Volunteer Ambulance Service, Prairie County EMS and Powder River County EMS/Jesse Ambulance Service, and Rosebud County Ambulance; allowing for an exchange of equipment, supplies and manpower during emergency or disaster situations.

#### **STATEMENT OF INTENT: I.C.S.**

It is the specific intent of those representatives who comprise this Mutual Aid Agreement that an effective Incident Management System shall be in use at the scene, when the requested assistance arrives. While operational coordination and effectiveness are often considered to be the primary objectives of an incident management system, the safety aspects of a functional command structure are recognized by the same representatives. Furthermore, the intent shall be construed to be the use, at the scene, of any of the existing recognized systems, and shall be in accordance with N.F.P.A. 1561, *The Standard on Fire Department Incident Management Systems*, 1995 Edition and as updated.

#### **STATEMENT OF INTENT: PROCEDURE TO REQUEST ASSISTANCE**

It is the specific intent of those representatives who comprise this Mutual Aid Agreement that the preferred method of requesting assistance from other Agencies in the agreement, shall be: *The request will come from the most senior Officer available in the requesting Agency, directed to the most senior Officer available of the agency being asked to assist.* The medium of communication for this request shall be via telephone call to the Dispatch Center of the requested Agency. It shall be their duty to contact the appropriate officers in that agency. Each respective agency shall maintain an up to date listing of the proper dispatch information at that dispatch center. If this method is unsuccessful, direct notification of the individual officers is advised.

To complete the communication cycle, the dispatch center for the assisting entity, shall, after notification of the most senior officer available, relay their response via telephone call to the dispatch center of the requesting agency. This communication relay should convey an affirmative or negative response, the ability to meet the specific requested assistance, and the estimated time of arrival.

# DISPATCH CENTER TELEPHONE NUMBERS

MILES CITY:	Dispatch 406-233-3411	Station 406-232-2235
Fallon County EMS:	Dispatch 406-778-2204	
Garfield County Volunteer Ambulance	Dispatch 406-977-9754	
Powder River County EMS:	Dispatch 406-436-2051	
Jesse Ambulance Service	Dispatch 406-635-5738	
Prairie County EMS	Dispatch 406-635-5738	
Rosebud County Ambulance	Dispatch 406-346-2715	Station 406-346-7968

## STATEMENT OF INTENT: SPECIFIC LIMITATIONS

It is the specific intent of those representatives who comprise this Mutual Aid Agreement, that the following list be considered as a guideline, and in general viewed as a maximum amount of resources available from each respective agency. It is understood that each incident will vary, however, each entity has a primary duty to protect life and property in their own jurisdiction, and must maintain their basic strengths accordingly.

- **Miles City –**
  - One (1) ALS ambulance
  - Two (2) BLS ambulances
  - One (1) Rescue Engine with hydraulic tools and ALS equipment
- **Fallon County –**
  -
- **Garfield County –**
  -
- **Powder River County (Jesse) –**
  - One (1) BLS ambulance
  - One (1) Rescue truck from Powder River County
- **Prairie County EMS –**
  - Two (2) BLS Ambulances

- **Rosebud County Ambulance –**
  - Two (2) ALS Ambulances, one with hydraulic tools
  - One (1) BLS Ambulance
  - One (1) ALS quick response unit

#### **STATEMENT OF INTENT: PERIODIC UPDATE**

It is the specific intent of those representatives who comprise this Mutual Aid agreement, that all necessary information be maintained in an up-to-date form. Periodic updates will be mailed to a designated member of each agency and should be completed in a timely manner, then mailed back to the sender who will collate, duplicate, and return them to each agency. This will allow access to the most current information, or changes to each entity. It will be the responsibility of that same designated member of each agency to distribute the current version to the proper locations. Should a change in the designated member occur, it will be detailed on this same update form. The following is a list of those persons designated:

#### **MILES CITY FIRE-RESCUE**

406-232-2235 station

406-232-3411 dispatch (24 hour)

Primary Radio Frequency – 154.445

1. Gary Warren, Fire Chief  
 440-781-2793 cell  
 406-234-2235 station  
 406-874-8650 office  
 406-874-8666 fax  
 gwarren@milescity-mt.org

2. Branden Stevens, Battalion Chief  
 406-853-3307 cell  
 406 -234 -2235 station  
 406-874-8651 office  
 bstevens@milescity-mt.org

3. Mike Miller, Captain  
 406-853-5443 cell  
 406-234-2235 station  
 406-874-8656 office  
 mmiller@milescity-mt.org

## 4. Matthew Spiess, Captain/Fire Prevention

406-234-2235 station

406-874-8652 office

mspiess@milescity-mt.org

## 5. Ed Kanduch, Captain/Paid-On-Call Coordinator

406-544-9811 cell

406-234-2235 station

406-874-8652 office

ekanduch@milescity-mt.org

- Fallon County –
  - Lisa Mitchell, EMS Director  
13 N. Fallon Avenue  
Baker, MT 59313  
406-778-2204 office  
406-939-4410 cell  
fcentms@midrivers.com
- Garfield County –
  - Garfield County Volunteer Ambulance Service  
P.O. Box 6  
Jordan, MT 59337
- Jesse Ambulance –
  - Dick Jesse, Owner  
P.O. Box 41  
Broadus, MT 59317
- Prairie County –
  - \_\_\_\_\_, Emergency Services Coordinator/EMS  
217 West Park Street  
P.O. Box 126  
Terry, MT 5934  
406-635-5738  
406-851-1599 cell  
406-635-4126 fax
- Rosebud County –
  - Keith Raymond, Director  
1165 Front Street  
Forsyth, MT 59327  
605-390-3695 Cell  
406-346-7968 Station  
406-346-2715 Dispatch  
kraymond@rosebudcountymt.com

## TERM

- A. This agreement shall become effective upon its adoption by resolution of the agreeing parties, and shall remain in effect until terminated by the parties involved.
- B. Any governing body may withdraw from, and terminate, this agreement by giving at least sixty (60) days advance written notice to the other parties indicating the party's election to terminate. This agreement shall terminate upon the date stated in such written notice of election to terminate, but, in no case, less than sixty (60) days after the date of such notice is given. Notice is deemed given upon its deposit in the United States mail addressed to the other parties with sufficient prepaid postage attached.
- C. This agreement may be amended only by written instrument executed by all parties to this agreement and approved by the governing body of each party.

## REIMBURSEMENT

### A. Fuel and Reasonable Welfare Items

1. The requesting party, at its expense, shall provide fuel, lubricants, food, hydration, and shelter for the responding parties.

A.) Beyond the second hour to a response the requesting party is obligated to reimburse the responding party for all financial obligations incurred by the responding party that are directly related to an incident.

2. The responding party may elect not to be reimbursed for any, or specific, incurred expenses.

### B. Billing for Services Provided

1. When, in the course of an EMS incident, an ambulance transport in which the patient requires a level of care not provided by the initiating ambulance provider, the initial transport agency may request assistance from a second ambulance provider, which is able to provide a higher level of care.
- a. This shall facilitate a paramedic intercept in which the Paramedic will board the requesting agency's ambulance and provide the Advanced Life Support/Paramedic assessments and interventions throughout the remaining transport.
- i. The primary ambulance provider will bill the patient and/or their insurance carrier(s) for the ALS transport, mileage and all applicable supplies and services. The secondary ambulance will forego any billing

to the patient and/or the patient's insurance. The primary ambulance service will pay the secondary ambulance service a flat fee based on their usual and customary rates.

- b. This may also facilitate an ALS Rendezvous in which the primary ambulance begins a transport and has a rendezvous with a second service provider. At the point of the rendezvous with the primary ambulance provider, the patient will be placed into the second ambulance for the completion of the transport to the healthcare facility.
  - i. In this instance, the second ambulance provider will bill the patient and/or their insurance carrier(s) for the transport, mileage and any applicable supplies and services. The second ambulance will pay the first ambulance for their part of the transport based on their usual and customary rates.

### **RESPONSIBILITY AND LIABILITY**

#### **A. Preparedness and Safety**

1. Each party shall be responsible to see that its own equipment is properly maintained, safely operated and personnel are properly trained.
2. Responding party will not be required to take action where the safety of personnel and equipment is in question. The person in command and control of the personnel and equipment for the responding party shall have sole discretion to make this determination.
3. Personnel of the responding party shall be considered to be acting under the lawful orders and instructions of their entity to and from the incident scene. They are not considered personnel or employees of the requesting party while responding to the scene or returning from the scene.

#### **B. Insurance and Damages**

1. The responding party shall remain responsible for all financial obligations relating to their personnel and equipment while responding to assist and assisting the requesting party for the initial two (2) hours of response to an incident. These financial obligations shall include, but not be limited to, liability insurance, workers compensation, wages, equipment costs, etc.
2. For purposes of workers compensation coverage, if a person is an employee of the responding party that responds to a request for assistance from the

requesting party and the person sustains injury in the course of providing the requested assistance, the person is entitled to all applicable benefits, including worker’s compensation benefits, normally available to the person as an employee of the responding party.

3. Liability and immunity shall be as provided for in MCA 10-3-912 and as updated.

**CONFIDENTIALITY**

All ambulance service providers that are a party to this agreement, their employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of any party to this agreement, divulge or disclose, or communicate in any manner, any information that is proprietary to any party to this agreement. All parties to this agreement, their employees, agents, and/or representatives shall protect such information and treat it as strictly confidential. This provision will continue to be effective after the termination of this agreement.

**INDEMNIFICATION**

All parties to this agreement agree to indemnify and hold harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgements that may be asserted against another party to this agreement, that may result from the acts or omissions of another party to this agreement, their employees, agents, and/or representatives.

**GOVERNING LAW**

This agreement shall be construed in accordance with the laws of the State of Montana.

**AGREEMENT SIGNATURE PAGE**

This agreement is between the City of Miles City, Fallon County EMS, Garfield County Volunteer Ambulance Service, Prairie County EMS and Powder River County EMS/Jesse Ambulance Service, and Rosebud County Ambulance; allowing for an exchange of equipment, supplies and manpower during emergency or disaster situations.

City or Town of: **MILES CITY, MONTANA**

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

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

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

Jesse Ambulance Service: **BROADUS , MONTANA**

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

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

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

County of Rosebud: **FORSYTH, MONTANA**

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

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

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

County of Fallon: **BAKER, MONTANA**

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

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

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

County of Garfield: **JORDAN, MONTANA**

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

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

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



**ORDINANCE NO. 1316**

**AN ORDINANCE REVISING SECTIONS 12-56 THROUGH 12-62 OF THE FLOOD CODE PROVISIONS OF THE CODE OF ORDINANCES OF MILES CITY, MONTANA, REGARDING REVIEW OF FLOODPLAIN VARIANCE APPLICATIONS.**

**BE IT ORDAINED**, by the City Council of the City of Miles City, Montana, as follows:

**Section 1.** Sections 12-56 through 12-62 of the Flood Code provisions within the Code of Ordinances of Miles City, Montana, shall be revised to read as follows:

**Sec. 12-56 GENERAL**

A variance from the minimum development standards of these regulations may be granted by the City Council. An approved variance would permit construction in a manner otherwise as required or prohibited by these regulations. ((44 CFR 59.1) (ARM 36.15.218))

**Sec. 12-57 VARIANCE APPLICATION REQUIREMENTS:**

1. Prior to any consideration of a variance from any development standard in these regulations, a completed Floodplain Permit application and required supporting material must be submitted.
2. Additionally, supporting materials in a Variance application specific to the variance request including facts and information addressing the criteria in this section must be submitted.
3. If the Floodplain permit application and Variance application is deemed not correct and complete, the Floodplain Administrator shall notify the applicant of deficiencies within a reasonable time not to exceed 30 days. Under no circumstances should it be assumed that the variance is automatically granted.

**Sec. 12-58 NOTICE REQUIREMENTS FOR FLOODPLAIN VARIANCE**

**APPLICATION** Public Notice of the Floodplain Variance application shall provide the following information:

1. Name of applicant and the landowner (if different);
2. Legal description of the site and its address or another general description by which the public can locate it;
3. Present land use at the site;
4. Proposed use;
5. That a public hearing is to be held before the City Council, and that the City Council will conduct a public hearing and accept public comment on the application;

6. The date, time and place of the hearing; and
7. Where applications are available for review.

Notice of the hearing shall be provided as follows:

1. By certified mail, at least 15 calendar days before the hearing, to the applicant, landowner, and all adjoin property owners (including purchasers of record under contract for deed) and owners of land within 150 feet of the subject property;
2. By newspaper publication, at least 15 calendar days before the hearing, one legal notice in the official newspaper;
3. To the State National Floodplain Insurance Program Coordinator located in DNRC by the most efficient method.

#### **Sec. 12-59 EVALUATION OF VARIANCE APPLICATION**

1. A Floodplain permit and Variance shall only be issued upon a determination by the City Council that the variance is the minimum allowance necessary, considering the flood hazard, to afford relief from these regulations and provided all of the following criteria are met:
  1. There is a good and sufficient cause. Financial hardship is not a good and sufficient cause; (44 CFR 60.6(a)(3))
  2. Failure to grant the variance would result in exceptional hardship to the applicant; (44 CFR 60.3(a)(3)) & ARM 36.15.218(b))
  3. Residential and nonresidential buildings are not in the Floodway except for alterations or substantial improvement to existing buildings, Residential dwellings including basements and attached garages do not have the lowest floor elevation below the Base Flood Elevation;
  4. Any enclosure including a crawl space must meet the requirements of Section 12-51.14, Wet Flood Proofing if the enclosure interior grade is at or below the Base Flood Elevation;
  5. Granting of a variance will not result in increased flood heights to existing buildings, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with other existing local laws or ordinances; (44 CFR 60.6 (a)(3) & (ARM 36.15.218(a))
  6. The proposed use is adequately flood proofed; (ARM 36.15.218(c))
  7. The variance is the minimum necessary, considering the flood hazard, to afford relief; (44 CFR 60.6(a)(4))
  8. Reasonable alternative locations are not available; (MCA 76-5-406(3) & ARM 36.15.218(d))

9. An encroachment does not cause an increase to the Base Flood Elevation that is beyond that allowed in these regulations; and (44 CFR 60.6(a)(1))
  10. All other criteria for a Floodplain permit besides the specific development standard requested by variance are met.
2. An exception to the ~~variance cri~~ criteria may be allowed as follows:
1. For either new construction of a structure outside of the Floodway only or for substantial improvements or an alteration of a structure, on a lot of one-half acres or less that is contiguous to and surrounded by lots with existing structures constructed below the Base Flood Elevation; or (44 CFR 60.6(a).
  2. Historic Structures – variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum relief necessary to preserve the historic character and design of the structure. The historic nature of the building must be designated as a preliminary or historic structure by U.S. Secretary of Interior or an approved state or local government historic preservation program. (44 CFR 60.6(a))

**Sec. 12-60 DECISION**

**1. The City Council shall:**

1. Evaluate the Floodplain permit application and Variance application using the criteria in Section 12-59, and the application requirements and minimum development standards in Articles 9 and 10;
2. Make findings, and approve, conditionally approve or deny a Floodplain permit and variance within 60 days of a complete application. (criteria as stated in Section 12-33.1)
3. If approved, attach conditions to the approval of Floodplain permit and Variance including a project completion date and inspections during and after construction.
4. Notify the applicant that the issuance of a Floodplain permit and Variance to construct a structure not meeting the minimum building requirements in these regulations may result in increased premium rates for flood insurance and that flood insurance premiums are determined by actuarial risk and will not be modified by the granting of a variance. (44CFR 60.6(a))
5. Submit to the Floodplain Administrator a record of all actions involving a Floodplain permit and variance, including the findings and decision and send a copy of each variance granted to DNRC.(44 CFR 60.6(a)(6) & MCA 76-5-405)

**Sec. 12-62 GENERAL**

An administrative appeal may be brought before the City Council for review of the Floodplain Administrator's order, decision to grant, condition or deny a floodplain permit or interpretation of the Regulated Flood Hazard Area boundary.

**Section 2.** This Ordinance shall become effective thirty (30) days after its final passage.

Said Ordinance read and put on its passage this 10<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
John Hollowell, Mayor

ATTEST:

\_\_\_\_\_  
Lorrie Pearce, City Clerk

**FINALLY PASSED AND ADOPTED** this 24<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
John Hollowell, Mayor

ATTEST:

\_\_\_\_\_  
Lorrie Pearce, City Clerk

# RECORDS DESTRUCTION DOCUMENT (RM88)

NO. 2017-05

PAGE 1 OF 1 PAGES

**1. AGENCY NAME AND DIVISION/PROGRAM:**

CITY OF MILES CITY  
FINANCE DEPARTMENT

**2. AGENCY CONTACT:**

NAME: Becky Hart

PHONE #: 406-874-8620 EMAIL: bhart@milescity-mt.org

**3. NOTICE OF INTENTION:** The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one).

Delete       Incinerate       Shred as Classified       Toss without Restriction

Other: Explain RECYCLE

**4. SUBMITTED BY:** I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or **Offer to the State Historical Society Archives** has been fully justified, and that further retention is not required for any litigation pending or imminent. *Documentation attached from Historical Society.*

**SIGNATURE:**

NAME AND TITLE: Becky Hart, General Office Clerk

DATE:

**5. LIST OF RECORD SERIES**

**NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.**

a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
8	19 -page 77	Time Records	3 years	10/2007-5/2013		
8	2 -page 37	Statistics and Street Classifications b.) All Other Info	5 years	2008-2012		
8	7 -page 7	Subject Files b.) Housekeeping Files	5 years	2008-2012		
8	4/5 -page 45	Claims / Purchase Orders	5y after FY	2008-2010		
8	5 -page 47	General Receipts	5 years	10/07-5/11		
8	1 -page 125	Customer Files (Utilities) a.) General Billing Records	3 years	2009-2012		
4	14	License: a.) Business, Liquor...	audit + 2 years	2008-2014		
					TOTAL ~1 cubic foot	

**6. DISPOSAL AUTHORIZATION:** Disposal for the above listed records is authorized. Any deletions or modifications are indicated.

Custodian/Records Manager

Name: Lorrie Pearce, City Clerk Date:

Signature:

**7. DISPOSAL CERTIFICATE:** The above listed records have been disposed of in the manner and on the date shown in column g.

Name and Title: Jase Kinsey, Customer Service/HEO

Signature:

**2017-05**

**Request Records Disposal for:**

[No RM60 Records Disposal Request Form Required]

*3y retention:*

-Timesheets (Misc Lawyers) 10/2007-5/2013

*5y retention:*

-State Gas Tax Allocation Documents (other than what is submitted to the State of Montana) 6/2008-6/2012

-Audit Correspondence 1/2008-6/2012

**DOCUMENTS BOXED IN BASEMENT:**

*5y retention:*

-Claims/Purchase Orders 2008/2010

-General Receipts 10/04/07-5/11/11

*3y retention:*

-Water Dept. Records-Service Cutouts- 9/30/09 - 6/8/12

*retention: audit +2y:*

-City Licenses- 1/28/08 - 4/3/14, #2802-3250 & Alcohol Variance - 7/31/09 - 8/30/13, #0851-0950

= about 1 ft<sup>3</sup> (*about 1 box*)

## Request for Records Disposal or Transfer Authorization RM60

ENTITY: City of Miles City, Finance Office	PHONE: 406-874-8620	E-MAIL: bhart@miles-city-mt.org
CONTACT: Becky Hart, General Office Clerk		
ADDRESS: 17 S 8th St, Miles City, MT 59301		DISPOSAL NUMBER: 2017-02, page 1 of 2

**E-MAIL COMPLETED FORM TO:** SOSLocalGovtRecCom@mt.gov OR Mail to the Local Government Records Committee, c/o Department of Administration-Local Government Services, P.O. Box 200547, Helena, MT 59620-0547

**\*Confidential:** The local government entity must determine if records are confidential or sensitive and mark accordingly.

Schedule #	Item #	Page #	Description of Records (Include description from schedule along with the case # or other identifying information pertinent to your office)	Inclusive Dates MONTH AND YEAR		* Confidential	10 Year Rule	Disposal Approval (Committee only)		Agency Comments	Audit History or Committee Comments
				From	To			Yes	No		
4	4		Example: Bank Statements	10/2001	10/2002		X	X			
8	32	MR13	Example: Commission Records-Minutes	01/1950	10/1990		X	X		Microfilmed	
12	41e		Example: Marriage Licenses	08/1907	09/1972		X		X		
8	5	16	Promissory Notes	1996	2012		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	5	17	Service Agency Agreements	7/2000	2/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	2	58	Agendas	7/2006	6/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	19	77	Time Records	1978	9/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	2	37	Statistics and Street Classifications b.) All Other Info	12/1988	6/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	4 / 5	45	Claims / Purchase Orders	1982	6/2008		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	1	44	Account Reconciliation Records	7/1987	6/2008		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	1	45	Accounts Payable Records	7/1987	6/2008		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	3	47	Accounts Receivable Trial Balance Monthly Report	7/1987	5/2008		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	5	47	(General) Receipts	7/2005	10/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	1	125	Customer Files a.) General Billing Records	10/2006	5/2007		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4	14	2	Licenses a.) business	7/2003	1/2008		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		





In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the order of the governing body, we the undersigned affirm the records listed on this disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below. Typed name below is acceptable as the signature.

<b>Authorized Local Government Representative:</b>	<b>Date:</b>	<b>Phone:</b>
<b>Name:</b>		
<b>Title:</b> Lorrie Pearce, City Clerk		

<b>Records Custodian:</b>	<b>Date:</b>	<b>Phone:</b>
<b>Name:</b>		
<b>Title:</b> Becky Hart, General Office Clerk		

**LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL**

<b>Department of Administration Committee Member:</b>	<b>Date:</b>
<b>Name:</b>	
<b>Signature:</b>	

<b>Montana Historical Society Committee Member:</b>	<b>Date:</b>
<b>Name:</b>	
<b>Signature:</b>	

<b>Local Government Committee Member:</b>	<b>Date:</b>
<b>Name:</b>	
<b>Signature:</b>	

<b>Local Government Committee Member:</b>	<b>Date:</b>
<b>Name:</b>	
<b>Signature:</b>	

**NOTIFICATION ON CENTRAL REGISTRY**

Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.

Request for Records Disposal or Transfer Authorization have been listed on the central registry. <b>Completed by</b>	<b>Unclaimed records may be disposed 60 days after this date:</b>
<b>Name:</b>	
<b>Signature:</b>	

**TEN YEAR RULE:**  
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.

**Certificate of Transfer/ Destruction/Disposition Comments**

I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have noted in the "Comments" field above, the entity to which the records have been relocated.

<b>Name:</b>	<b>Title:</b>	<b>Date:</b>
<b>Signature:</b>		

**or Disposal – 2017-02**

M60 Required (records are older than 10y)-retention for all documents is between 2-8 years

tercap Loan Documents from 1996, letter dated 11/05/2004 stating the loan has been paid in full  
tercap Loan Documents from 2001, letter dated 5/20/2005 stating the loan has been paid in full  
tercap Loan Documents from 1998, letter dated 9/08/2008 stating the loan has been paid in full  
tercap Loan Documents from 2001, letter dated 6/29/2010 stating the loan has been paid in full  
tercap Loan Documents from 2006, letter dated 6/18/2012 stating the loan has been paid in full

ive Bean Fire Contract, dated 7/1/2000, cancelled 2009  
hn & Beth Oswald Fire Contract, dated 2/21/2007, cancelled 7/1/2009

irks Advisory Commission Agendas FY 2006/2007

mesheets (Misc Lawyers) from 8/2005-9/2007

ate Gas Tax Allocation Documents (other than what is submitted to the State of Montana) 12/1988-6/2007

aims/Purchase Orders 2/2004-12/2005

OCUMENTS BOXED IN BASEMENT: [ - = 1 box ] {32 boxes}

LD TIMESHEETS (1978)

ime Records 1993-1997

mall box-Time Records 1998-2002

mall box-Time Records 1997-2002

O/Claims 1982-2007 (& Utilities PO's??) -2 BOXES-

/ 05/06 Claims – July 2005-September 2005

/ 05/06 Claims Pulled by Auditors

/ 05/06 Claims Pulled by Auditors

/ 05/06 Claims 11/05-2/06

/ 05/06 Claims 3/06-5/06

/ 06/07 Claims Pulled by Auditors

/ 06/07 Claims Pulled by Auditors

/ 06/07 Claims July – January

/ 06/07 Claims February – June

Y 07/08 Claims, July-Dec

Y 07/08 Claims, Jan-June

Y 07/08 Claims-Auditor's Pull of Claims

laims Auditor's Pull 07/08

Y 87/88 Check Reconciliation/O.S. Listings Check Register, Invoice D/C Memo Listing \ Items Selected for Payment & 88/89 JV's

xpenses, Revenues Reports: 7/1990, July-May 94/95, 05/06, 06/07

lly-May 07/08 Rev/TB/Exp.

' 05/06 Tax Distributions, General Receipts, Cancelled Checks, Outstanding Checks Reports, Redeemed Checks Reports, Journal Vouchers, Reports, Revenue  
tail Reports (Acct Reconciliation Documents)

' 06/07 Acct Reconciliation Documents

' 07/08 Tax Distributions, Revenue Receipts, Bank Reconciliation, Monthly Reports, Reconciled Payroll/Claim Checks

5/07 & 07/08 JV's (Accounts Payable Records)

ial Balance Reports July-May 90/91 91/92 92/93 93/94

ial Balance Reports 5/89, July-Nov 94/95, July-May 87/88, 05/06, 06/07

ater Dept. Records- Service Cutouts 10/25/06 – 5/11/07, & City Licenses 7/1/03-1/3/08, #2551-2800 & General Receipts 5/2007-10/03/2007

VALL BOX: Outstanding/Redeemed Payroll Checks FY 05/06

VALL BOX: Redeemed Claims Checks FY 06/07

VALL BOX: Outstanding/Redeemed Payroll Checks FY 06/07

eneral Ledger July-May 83/84

# Claims

10/06/17  
09:04:59

CITY OF MILES CITY  
Claim Details  
For the Accounting Period: 9/17

Page: 1 of 18  
Report ID: AP100

\* Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
129126	79366S	2831 MILES CITY STAR PUBLISHING	1,188.00					
1	187543	07/29/17 Resolution ~	312.00		22548	1000 3 410500	220	101000
2	187541	07/29/17 Ordinances ~	312.00		22548	5210 25 430510	220	101000
3	188414	07/29/17	312.00		22548	5310 29 430610	220	101000
5	187544	07/27/17 Flood ~ 412 Orr	84.00		22966	1000 201 431200	331	101000
6	188014	07/27/17 Flood ~ 412 Orr second notice	84.00		22966	1000 201 431200	331	101000
7	188360	07/28/17 Flood ~ 519 Hubble	84.00		22966	1000 201 431200	331	101000
129130	79275S	1921 Montana Municipal Interlocal	4,222.20					
1	MMIA 0917	09/01/17 Health Insurance Retirees	4,222.20			1000 362022		101000
129223	79401S	2510 QUAD K SUPPLY	95.77					
1	48935	08/31/17 Paper Towels	51.84		23494	1000 7 420460	220	101000
2	48935	08/31/17	20.16		23494	5510 10 420730	220	101000
3	49197	09/26/17 Cleaning Supplies	17.11		23856	1000 7 420460	220	101000
4	49197	09/26/17	6.66		23856	5510 10 420730	220	101000
129224	79383S	1970 MONTANA DAKOTA UTILITIES	38,829.34					
1		09/30/17 GAS/ELECTRIC	425.98		23496	1000 7 420460	341	101000
2		GAS/ELECTRIC	14.95		23496	1000 7 420460	344	101000
3		GAS/ELECTRIC	617.32			1000 8 411230	341	101000
4		GAS/ELECTRIC	30.24			1000 8 411230	344	101000
5		GAS/ELECTRIC	1,082.93			1000 13 460433	341	101000
6		GAS/ELECTRIC	26.41			1000 13 460433	344	101000
7		GAS/ELECTRIC	176.46			1000 14 460445	341	101000
8		GAS/ELECTRIC	53.55			1000 21 440600	341	101000
9		GAS/ELECTRIC	43.75			1000 21 440600	344	101000
10			871.61		23245	2220 16 460100	341	101000
11			29.06		23245	2220 16 460100	344	101000
12		GAS/ELECTRIC	10,225.73			2400 46 430263	341	101000
13		GAS/ELECTRIC	5,503.50			2400 46 430263	533	101000
14		GAS/ELECTRIC	1,896.94			2420 48 430263	341	101000
15		GAS/ELECTRIC	741.10			2420 48 430263	533	101000
16		GAS/ELECTRIC	134.93			2430 49 430263	341	101000
17		GAS/ELECTRIC	1,242.85			2440 50 430263	341	101000
18		GAS/ELECTRIC	595.22			2470 72 430263	341	101000
19		GAS/ELECTRIC	0.00			2470 72 430263	533	101000
20		GAS/ELECTRIC	111.46			2480 47 430263	341	101000
21		GAS/ELECTRIC	114.84			2510 107 430220	341	101000
22		GAS/ELECTRIC	7.80			2510 107 430220	344	101000
23		GAS/ELECTRIC	6.55			2520 108 430220	341	101000
24		GAS/ELECTRIC	1.94			2520 108 430220	344	101000
25		GAS/ELECTRIC	6,950.14			5210 22 430530	341	101000
26		GAS/ELECTRIC	34.31			5210 22 430530	344	101000

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27		GAS/ELECTRIC	16.38			5210 23 430550	341	101000
28		GAS/ELECTRIC	4.87			5210 23 430550	344	101000
29		GAS/ELECTRIC	16.38			5310 31 430630	341	101000
30		GAS/ELECTRIC	4.87			5310 31 430630	344	101000
31		GAS/ELECTRIC	1,260.92			5310 32 430690	341	101000
32		GAS/ELECTRIC	53.11			5310 32 430690	344	101000
33		GAS/ELECTRIC	4,831.99			5310 33 430640	341	101000
34		GAS/ELECTRIC	165.67		23496	5510 10 420730	341	101000
35		GAS/ELECTRIC	5.82		23496	5510 10 420730	344	101000
36		09/30/17 GAS/ELECTRIC	927.87		725	5610 87 430300	341	101000
37		09/30/17 GAS/ELECTRIC	78.27		725	5610 87 430300	344	101000
38		GAS/ELECTRIC	496.55			6040 910 430220	341	101000
39		GAS/ELECTRIC	27.07			6040 910 430220	344	101000
129225	79376S	4019 WEX Bank	8,229.76					
1	510836509	09/30/17 FUEL	697.79		23810	1000 13 460433	231	101000
2	09/30/17	FUEL	1,706.68		23810	2510 107 430220	231	101000
3	09/30/17	FUEL	426.67		23810	2520 108 430220	231	101000
4	09/30/17	FUEL	43.94		23810	6040 910 430220	231	101000
5	09/30/17	FUEL	64.00		23810	5210 22 430530	231	101000
6	09/30/17	FUEL	42.77		23662	5210 80 430540	231	101000
7	09/30/17	FUEL	85.53		23662	5310 33 430640	231	101000
8	09/30/17	FUEL	106.77		23662	5310 32 430690	231	101000
9	09/30/17	FUEL	682.21		23499	1000 7 420460	231	101000
10	09/30/17	FUEL	911.17		23499	5510 10 420730	231	101000
11	09/30/17	FUEL	2,084.60		23638	1000 5 420140	231	101000
12	09/30/17	FUEL	144.92		23628	1000 21 440600	231	101000
13	09/30/17	FUEL	574.13		23522	5210 23 430550	231	101000
14	09/30/17	FUEL	574.12		23522	5310 31 430630	231	101000
15	09/30/17	FUEL	84.46		723	5610 87 430300	231	101000
129226	79402S	4076 EXPRESS LAUNDRY, LLC COMMERCIAL	147.20					
1	13411	09/30/17 CITY HALL: RUGS	57.00		23821	1000 8 411230	220	101000
2	13543	09/30/17 SHOP: RUGS/MOPS	20.50		23821	6040 910 430220	220	101000
4	7012017	09/30/17 FIRE DEPT: MATS	0.00			1000 7 420460	220	101000
6	13358	09/30/17 WWTP: MOPS/TOWELS	19.20		23665	5310 33 430640	360	101000
7	13360	09/30/17 WTP: MOPS/TOWELS	23.50		23665	5210 22 430530	360	101000
8	13406	09/30/17 PD: MATS	27.00		23646	1000 5 420140	360	101000
129228	79367S	373 MASTERCARD	24,402.55					
1	09/20/17	SUPPLIES	0.00			1000 1 410200	370	101000
2	09/20/17	SUPPLIES	18.66			1000 3 410500	220	101000
3	09/20/17		1.44*			1000 3 410500	230	101000
4	09/20/17		0.00			1000 3 410500	370	101000
5	09/20/17		1,427.31			1000 5 420140	210	101000

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6	09/20/17		596.13			1000 5 420140	214	101000
7	09/20/17		455.20			1000 5 420140	220	101000
8	09/20/17		37.29			1000 5 420140	226	101000
9	09/20/17		69.90			1000 5 420140	227	101000
10	09/20/17		688.60			1000 5 420140	230	101000
11	09/20/17		134.85			1000 5 420140	311	101000
12	09/20/17		454.96			1000 5 420140	366	101000
13	09/20/17		80.00			1000 5 420140	380	101000
14	09/20/17		138.24			1000 5 420160	210	101000
15	09/20/17		102.65			1000 5 420160	370	101000
16	09/20/17		9.88			1000 7 420460	210	101000
17	09/20/17		277.94			1000 7 420460	220	101000
18	09/20/17		28.19			1000 7 420460	230	101000
19	09/20/17		62.70			1000 7 420460	345	101000
20	09/20/17		442.70			1000 7 420460	364	101000
21	09/20/17		830.15			1000 7 420460	370	101000
22	09/20/17		42.35			1000 7 420460	400	101000
23	09/20/17		15.12			1000 13 460433	210	101000
24	09/21/17		573.44			1000 13 460433	230	101000
25	09/20/17		41.82			1000 13 460433	231	101000
26	09/20/17		54.30			1000 21 440600	210	101000
27	09/20/17		120.88			1000 21 440600	220	101000
28	09/20/17		38.86			1000 36 411020	210	101000
29	09/20/17		206.25			1000 36 411020	350	101000
30	09/20/17		149.00			1000 36 411020	380	101000
31	09/20/17		31.90			1000 36 411020	382	101000
32	09/20/17		6.59			1000 201 431200	311	101000
33	09/20/17		206.25			1000 201 431200	350	101000
34	09/20/17		130.36			2220 16 460100	311	101000
35	09/20/17		919.54			2220 16 460100	382	101000
36	09/20/17		21.56			2394 18 420531	210	101000
37	09/20/17		7.89			2510 107 430220	210	101000
38	09/20/17		3.99			2510 107 430220	226	101000
39	09/20/17		540.40			2510 107 430220	230	101000
40	09/20/17		165.00			2510 107 430220	350	101000
41	09/20/17		662.62			2510 107 430220	363	101000
42	09/20/17		1.97			2520 108 430220	210	101000
43	09/20/17		135.10			2520 108 430220	230	101000
44	09/20/17		41.25			2520 108 430220	350	101000
45	09/20/17		165.65			2520 108 430220	363	101000
46	09/20/17		88.44			2935 11 460461	370	101000
47	09/20/17		30.34			2985 15 450330	210	101000
48	09/20/17		31.75			2985 15 450351	220	101008
49	09/20/17		234.85			5210 22 430530	220	101000
50	09/20/17		181.64			5210 22 430530	230	101000

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51	09/20/17		29.54			5210 22 430530	231	101000
52	09/20/17		25.00			5210 22 430530	360	101000
53	09/20/17		11.46			5210 22 430530	363	101000
54	09/20/17		7.68			5210 23 430550	210	101000
55	09/20/17		337.08			5210 23 430550	220	101000
56	09/20/17		17.99			5210 23 430550	226	101000
57	09/20/17		664.83			5210 23 430550	230	101000
58	09/20/17		444.60			5210 23 430550	234	101000
59	09/20/17		1,179.47			5210 23 430550	235	102270
60	09/20/17		37.12			5210 23 430550	311	101000
61	09/20/17		103.13			5210 23 430550	350	101000
62	09/20/17		438.75			5210 23 430550	363	101000
63	09/20/17		0.00			5210 80 430540	210	101000
64	09/20/17		188.88			5210 80 430540	220	101000
65	09/20/17		251.23			5210 80 430540	222	101000
66	09/20/17		310.24			5210 80 430540	230	101000
67	09/20/17		29.54			5210 80 430540	231	101000
68	09/20/17		2.05			5210 80 430540	311	101000
69	09/20/17		493.00			5210 80 430540	352	101000
70	09/20/17		25.00			5210 80 430540	360	101000
71	09/20/17		18.67			5310 29 430610	220	101000
72	09/20/17		1.45			5310 29 430610	230	101000
73	09/20/17		238.52			5310 31 430630	220	101000
74	09/20/17		104.51*			5310 31 430630	230	101000
75	09/20/17		103.12			5310 31 430630	350	101000
76	09/20/17		438.75			5310 31 430630	363	101000
77	09/20/17		27.50			5310 32 430690	220	101000
78	09/20/17		0.00			5310 32 430690	230	101000
79	09/20/17		0.00			5310 32 430690	370	101000
80	09/20/17		67.46			5310 33 430640	220	101000
81	09/20/17		579.88			5310 33 430640	222	101000
82	09/20/17		577.32			5310 33 430640	230	101000
83	09/20/17		693.00*			5310 33 430640	346	101000
84	09/20/17		1,951.00			5310 33 430640	352	101000
85	09/20/17		3.84			5510 10 420730	210	101000
86	09/20/17		224.80			5510 10 420730	214	101000
87	09/20/17		69.51			5510 10 420730	220	101000
88	09/20/17		1,199.66			5510 10 420730	222	101000
89	09/20/17		146.45			5510 10 420730	230	101000
90	09/20/17		2.80			5510 10 420730	311	101000
91	09/20/17		24.39			5510 10 420730	345	101000
92	09/20/17		393.46			5510 10 420730	364	101000
93	09/20/17		97.00			5510 10 420730	380	101000
94	09/20/17		5.87			5510 10 420730	400	101000
95	09/20/17		90.75			5610 87 430300	210	101000

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96	09/20/17			359.61			5610 87 430300	220	101000
97	09/20/17			1,277.72			5610 87 430300	230	101000
98	09/20/17			109.32			5610 87 430300	345	101000
99	09/20/17			58.73			6040 910 430220	210	101000
100	09/20/17			139.04			6040 910 430220	220	101000
101	09/20/17			95.93			6040 910 430220	241	101000
129229	79403S	2910 TONGUE RIVER ELECTRIC		448.29					
1	TREO0925	09/25/17 Southgate Lighting		401.84			2450 51 430263	341	101000
2	PTREO0925	09/25/17 Microwave Light Tower		46.45			2850 105 420140	341	101000
129230	79404S	4046 BILL RONNING		60.50					
1	1623405543	09/16/17 Sept Cell Phone		48.40		23812	2510 107 430220	345	101000
2	1623405543	09/16/17		12.10		23812	2520 108 430220	345	101000
129232	79405S	671 CUSTER COUNTY TREASURER		625.00					
1	CCT239232	09/30/17 L Academy City Judge Quarte		625.00		239232	7467 212200		101000
129233	79368S	1721 MID RIVERS TELEPHONE CORP		3,417.97					
1	08/30/17	TELEPHONE/INTERNET/CABLE/Judge		126.56		22939	1000 6 410300	345	101000
2	08/30/17	TELEPHONE/INTERNET/CABLE/Judge		57.00		22939	1000 6 410300	347	101000
3	09/30/17	TELEPHONE/INTERNET/CABLE/Libry		116.49		23238	2220 16 460100	345	101000
4	09/30/17	TELEPHONE/INTERNET/CABLE/Libry		222.50		23238	2220 16 460100	347	101000
5	09/30/17	TELEPHONE/INTERNET/CABLE/SmPol		8.00		23802	1000 14 460445	345	101000
6	09/30/17	TELEPHONE/INTERNET/CABLE/ 911		342.43		23367	2850 105 420140	345	101000
8	09/30/17	TELEPHONE/INTERNET/CABLE/child		20.55		23616	1000 5 420140	220	101000
9	09/30/17	TELEPHONE/INTERNET/CABLE/rsvp		120.33*		23701	2985 15 450340	345	101000
10	09/30/17	TELEPHONE/INTERNET/CABLE/Airpt		123.93		718	5610 87 430300	345	101000
11	09/30/17	TELEPHONE/INTERNET/CABLE/Airpt		72.95		718	5610 87 430300	319	101000
12	09/30/17	TELEPHONE/INTERNET/CABLE/Airpt		40.35		718	5610 87 430300	347	101000
14	09/30/17	TELEPHONE/INTERNET/CABLE/mayor		33.39			1000 1 410200	345	101000
15	09/30/17	TELEPHONE/INTERNET/CABLE/fin		54.89			1000 3 410500	345	101000
16	09/30/17	TELEPHONE/INTERNET/CABLE/fin		19.50			1000 3 410500	347	101000
17	09/30/17	TELEPHONE/INTERNET/CABLE/atny		7.23			1000 4 411100	345	101000
18	09/30/17	TELEPHONE/INTERNET/CABLE/pd		315.59			1000 5 420140	345	101000
19	09/30/17	TELEPHONE/INTERNET/CABLE/pd		65.66			1000 5 420140	347	101000
20	09/30/17	TELEPHONE/INTERNET/CABLE/disp		313.72			1000 5 420160	345	101000
21	09/30/17	TELEPHONE/INTERNET/CABLE/fire		164.50			1000 7 420460	345	101000
22	09/30/17	TELEPHONE/INTERNET/CABLE/fire		135.60			1000 7 420460	347	101000
23	09/30/17	TELEPHONE/INTERNET/CABLE/tres		7.20			1000 9 410540	345	101000
24	09/30/17	TELEPHONE/INTERNET/CABLE/park		43.28			1000 13 460433	345	101000
25	09/30/17	TELEPHONE/INTERNET/CABLE/park		37.60			1000 13 460433	347	101000
26	09/30/17	TELEPHONE/INTERNET/CABLE/Actr		40.03			1000 21 440600	345	101000
27	09/30/17	TELEPHONE/INTERNET/CABLE/plng		80.05			1000 36 411020	345	101000
28	09/30/17	TELEPHONE/INTERNET/CABLE/bldg		26.36			2394 18 420531	345	101000



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29	09/30/17	TELEPHONE/INTERNET/CABLE/md204	69.96			2510 107 430220	345	101000
30	09/30/17	TELEPHONE/INTERNET/CABLE/md205	35.28			2520 108 430220	345	101000
31	09/30/17	TELEPHONE/INTERNET/CABLE/wplnt	78.73			5210 22 430530	345	101000
32	09/30/17	TELEPHONE/INTERNET/CABLE/wplnt	80.25			5210 22 430530	347	101000
33	09/30/17	TELEPHONE/INTERNET/CABLE/wtlns	39.37			5210 23 430550	345	101000
34	09/30/17	TELEPHONE/INTERNET/CABLE/wtlns	11.40			5210 23 430550	347	101000
35	09/30/17	TELEPHONE/INTERNET/CABLE/wtadm	49.62			5210 25 430510	345	101000
36	09/30/17	TELEPHONE/INTERNET/CABLE/wtadm	15.54			5210 25 430510	347	101000
37	09/30/17	TELEPHONE/INTERNET/CABLE/wwadm	49.60			5310 29 430610	345	101000
38	09/30/17	TELEPHONE/INTERNET/CABLE/wwadm	19.51			5310 29 430610	347	101000
39	09/30/17	TELEPHONE/INTERNET/CABLE/swlns	39.43			5310 31 430630	345	101000
40	09/30/17	TELEPHONE/INTERNET/CABLE/swlns	11.40			5310 31 430630	347	101000
41	09/30/17	TELEPHONE/INTERNET/CABLE/wwpln	37.47			5310 33 430640	345	101000
42	09/30/17	TELEPHONE/INTERNET/CABLE/wwpln	45.60			5310 33 430640	347	101000
43	09/30/17	TELEPHONE/INTERNET/CABLE/amb	111.91			5510 10 420730	345	101000
44	09/30/17	TELEPHONE/INTERNET/CABLE/amb	28.24			5510 10 420730	347	101000
45	09/30/17	TELEPHONE/INTERNET/CABLE/shop	40.54*			6040 910 430220	345	101000
46	09/30/17	TELEPHONE/INTERNET/CABLE/shop	58.43			6040 910 430220	347	101000
129234	79406S	1535 LUCAS & TONN PC	100.00					
1	LTPC009201	09/23/17 Westlaw ~ Professional Ser	100.00		092717	1000 4 411100	350	101000
129235	79407S	4173 Dyna Engeineering LTD.	165.00					
1	14538	09/20/17 Sign Brackets	132.00		23836	2510 107 430220	242	101000
2	14538	09/20/17	33.00		23836	2520 108 430220	242	101000
129236	79408S	4174 PUBLIC DEFENDER	275.00					
1	093017	09/30/17 Public Defender's Office	275.00			7473 212500		101000
129237	79369S	394 BOSS INC	2,053.39					
1	161846-0	08/30/17 Finance ~ Supplies	273.14		23754	1000 3 410500	220	101000
2	162074-0	08/30/17 Envelopes - Leave Slips	273.14		23754	5210 25 430510	220	101000
3	163561-0	08/30/17	273.13		23754	5310 29 430610	220	101000
4	149816-0	08/30/17 Jeff's Office ~ Repair	119.00		18193	1000 4 411100	214	101000
7	163238-0	08/01/17 City Court ~ Envelopes	88.90		22938	1000 6 410300	210	101000
8	165125-0	08/30/17 PD ~ Printer Repair	687.05		23613	1000 5 420140	350	101000
9	163011-0	08/30/17 Jeff's Office ~ Supplies	248.88		18193	1000 4 411100	210	101000
10	163164-0	07/31/17 Jeff's Office ~ Printer Ink	41.99		18193	1000 4 411100	220	101000
11	166730-0	08/25/17 Dispatch ~ Office Supplies	48.16		23366	1000 5 420160	210	101000

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129255	79409S	4006 AIRPORT INN	21.56					
1	001	09/03/17 RSVP ~ Supplies for the fair	21.56		23703	2985 15 450351	220	101008
129263	79372S	523 CITY SERVICE, INC.	39,630.29					
1	0221123	08/31/17 7001 Gallons Jet-A Fuel	16,028.35*		720	5610 87 430300	237	101000
2	0221664	09/04/17 9501 Gallons Jet- A Fuel	21,751.94*		720	5610 87 430300	237	101000
3	W061499	09/05/17 Truck Payment ( Principle)	1,803.45		720	5610 87 490500	650	101000
4	W061499	09/05/17 Truck Payment (Interest)	46.55		720	5610 87 490500	651	101000
129264	79410S	872 EASTERN MONTANA IND	325.00					
1	470655	08/31/17 Library ~ Cleaning Contract	325.00		23242	2220 16 460100	360	101000
		s?						
129265	79411S	1780 MILES CITY MOTOR SUPPLY	238.68					
1	643917	08/17/17 Airport ~ Hardware	22.22		722	5610 87 430300	230	101000
2	644166	08/19/17 Airport ~ Hand Pump	209.00		722	5610 87 430300	230	101000
3	644763	08/23/17 Airport ~ Hardware	7.46		722	5610 87 430300	230	101000
129266	79412S	3039 UTILITIES UNDERGROUND LOCATION	166.42					
1	7085086	08/31/17 September ~ Locates	83.21		23526	5210 23 430550	350	101000
2	7085086	08/31/17	83.21		23526	5310 31 430630	350	101000
129267	79413S	4142 CORE & MAIN	369.12					
1	H746843	09/06/17 Asphalt Cutter	184.56*		23525	5210 23 430550	241	101000
2	H775845	09/12/17 Asphalt Cutter	184.56		23530	5210 23 430550	230	101000
129268	79373S	2847 STEADMANS ACE HARDWARE	15.54					
1	281580	08/23/17 Airport ~ Hardware	8.57		721	5610 87 430300	230	101000
2	281824	08/25/17 Airport ~ Hardware	6.97		721	5610 87 430300	230	101000
129270	79414S	999999 COMMUNITY CRISIS CENTER	125.00					
1	3696	09/06/17 FD ~ CIT Training S. Lewin	125.00		23495	5510 10 420730	380	101000
129271	79370S	999999 JUSTIN QUALLEY	576.00					
1	TRAR23627	09/08/17 PD ~ Meals for Academy	576.00		23627	1000 5 420140	370	101000
129272	79371S	55 A-1 CONCRETE	18,492.00					
1	09072017A	09/07/17 10 Street Curb & Gutter	4,512.00		23814	2510 107 430234	350	101000
2	09072017B	09/07/17 904 Pleasant	4,660.00		23814	2510 107 430233	350	101000
3	09072017C	09/07/17 14 N. 9th	4,660.00		23814	2510 107 430233	350	101000
4	09072017D	09/07/17 13 N. 10th	4,660.00		23814	2510 107 430233	350	101000

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129273		79415S 999999 DAWSON COUNTY SHERIFF'S OFFICE		600.00					
1	1004	09/06/17 Active Shooter Training		450.00		23626	1000 5 420140	380	101000
2	1005	09/25/17 Active Shooter Training		150.00		23635	1000 5 420140	380	101000
129274		79377S 999999 GAIL KREZELAK		346.24					
1	TEV22941	09/08/17 2017 Fall Clerks Conference		346.24		22941	1000 6 410300	370	101000
129275		79378S 999999 NICOLE RICHARDSON		346.24					
1	TEV22940	09/08/17 2017 Fall Clerks Conference		346.24		22940	1000 6 410300	370	101000
129276		79416S 4119 Department of Environmental		70.00					
1	APP23667	09/14/17 DEQ Application Fee B. Elwoo		70.00		23667	5210 80 430540	334	101000
129277		79417S 4001 CRITELLI COURIERS, INC.		267.50					
1	22483	08/31/17 Library ~ Crate Delivery		267.50		23244	2880 39 460100	311	101020
129278		-99986E 498 CENTURY LINK		1,965.87					
1	9-40689621	08/21/17 Dispatch ~ Phone System		2,024.64			2850 105 420140	345	101000
2	9-40689621	08/21/17 Credit applied		-58.77			2850 105 420140	345	101000
129279		79374S 762 DEPT OF NAT RESOURCES & CONS		1,200.00					
1	reimbursem	09/15/17 Posted Airport - Reimbursm		1,200.00			5610 343064		101000
129280		79379S 572 VERIZON WIRELESS		263.58					
1	9792280843	09/07/17 PD ~ ICAC Phone		263.58		23631	1000 5 420140	220	101000
129281		79418S 1330 SCL Health - Sisters of Charity		1,450.20					
1	500201531	08/01/17 PD ~ DUI's X 6		1,450.20		23632	1000 5 420140	350	101000
129282		79375S 2831 MILES CITY STAR PUBLISHING		845.56					
1	189089	08/11/17 Budget Viewing		253.85		23756	1000 3 410500	220	101000
2	189088	08/18/17 Resolution 4089, 4090-4099		253.85		23756	5210 25 430510	220	101000
3	179072	08/11/17 Budget Increase		253.86		23756	5310 29 430610	220	101000
4	22968	08/04/17 Flood ~ 407 Orr		84.00		22968	1000 201 431200	331	101000
129283		79419S 790 DPC INDUSTRIES		1,609.80					
1	727000266-	08/21/17 WTP ~ 2000# Chlorine 2000#		1,579.80		23664	5210 80 430540	222	101000
2	72000248-1	08/31/17		30.00		23664	5310 33 430640	222	101000

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129284	79420S	910 EVERGREEN LANDSCAPING	478.50					
1	15282	08/31/17 Valve Box & Lid	28.50		23820	1000 13 460433	230	101000
2	16032	09/22/17 Trees	450.00		23820	2510 107 430220	230	101000
129285	79421S	999999 BUCKY JOHNSON	86.77					
1	1626752362	08/04/17 Cell Phone Reimbursement	18.14		23527	5210 23 430550	345	101000
2	1626752362	08/04/17	18.13		23527	5310 31 430630	345	101000
3	2518715	09/29/17 Reimbursement CDL	25.25		23544	5210 23 430550	350	101000
4	2518715	09/29/17	25.25		23544	5310 31 430630	350	101000
129286	79422S	800 DOEDEN CONSTRUCTION	3,933.34					
1	54002	09/06/17 2nd & Orr (KOA)	317.54		23529	2510 107 430233	350	101000
2	54002	09/06/17	79.38		23529	2520 108 430233	350	101000
3	54013	09/08/17 Woodbury & Leighton	396.92*		23529	5310 31 430630	230	101000
4	78632-7887	09/05/17 Top Surf	1,954.42		23818	2520 108 430233	350	101000
5	54002-5414	09/14/17 Corner of MT & Gordon	674.17		23818	2510 107 430235	230	101000
6	54002-5414	09/14/17	674.17		23818	5310 31 430630	234	101000
7	79203	08/15/17 Stower Sidewalks	-443.26		23818	2520 108 430233	350	101000
8	54142	09/13/17	280.00		23818	2510 107 430234	350	101000
129287	79423S	999999 EDGE CONSTRUCTION	884.00					
1	116041	09/05/17 Trolley w/ Water Tank	353.60		23520	2510 107 430220	214	101000
2	116041	09/05/17	88.40		23520	2520 108 430220	214	101000
3	116041	09/05/17	221.00		23520	5210 23 430550	214	101000
4	116041	09/05/17	221.00		23520	5310 31 430630	214	101000
129288	79424S	4013 SOLESTONE REIMB SERVICES	1,654.84					
1	9016	09/06/17 August ~ Ambulance Billing	1,654.84		23497	5510 10 420730	350	101000
129289	79425S	869 EAST MONT COMMUNICATIONS	89.50					
1	27990	08/28/17 Fire Dept. ~ Radio Repair	64.44		23498	1000 7 420460	220	101000
2	27990	08/28/17	25.06		23498	5510 10 420730	220	101000
129290	79426S	4162 CROSS PETROLEUM SERVICE	239.52					
1	21218	09/06/17 AP ~ Aviation Oil / Resale Inv	239.52*		724	5610 87 430300	250	101000
129291	79427S	999999 BETTER CONTAINER MFG. CO., INC.	34.35					
1	228184	09/06/17 Childrens Library Bags	34.35		23243	2220 16 460100	210	101000

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129293	79428S	2871 THATCHER CHEMICAL CO	5,261.89					
1	345615	08/31/17 Aluminum Sulphate	5,261.89		23666	5210 80 430540	222	101000
129294	79429S	485 CENTURY COMPANIES, INC.	231,122.13					
1	13516	08/07/17 Paving #204 Maint District	97,554.00		23822	2510 107 430233	350	101000
2	13516	08/07/17	5,041.20		23822	2510 107 430233	350	101000
3	13516	08/07/17 W & S Patch Areas	16,933.00		23822	5210 23 430550	360	101000
4	13516	08/07/17 Paving #205 Maint District	103,619.00		23822	2520 108 430233	350	101000
5	13516	08/07/17	1,260.30		23822	2520 108 430233	350	101000
6	13516	08/07/17 Street Leveling #204	9,049.20		23822	2510 107 430234	350	101000
7		08/07/17 Less 1% Gross Tax	-1,867.66		23822	2510 107 430233	350	101000
8		08/07/17	-466.91		23822	2520 108 430233	350	101000
129295	79430S	771 DEPT OF REVENUE	4,733.20					
1	CGR-223823	09/13/17 Century Company Overlay	1,867.66		23823	2510 107 430233	350	101000
2	CGR-223823	09/13/17	466.91		23823	2520 108 430233	350	101000
3	CGR-223533	09/18/17 Williams Brothers Phase II	2,398.63		23533	5310 33 430640	940	102279
129296	79380S	4015 WILLIAMS BROTHERS CONSTRUCTION	237,464.15					
1	11	09/11/17 Phase II	237,464.15		23532	5310 33 430640	940	101000
129297	79431S	4136 Western Emulsions, Inc.	17,622.25					
1	10-338980	08/18/17 Dura-Patch Work	1,324.80		23445	2510 107 430220	231	101000
2	10-338980	08/18/17	331.20		23445	2520 108 430220	231	101000
3	10-338186	08/14/17 Sole Source - Leighton BLVD	15,966.25		23815	2510 107 430233	350	101000
129298	79432S	2221 NEWMAN TRAFFIC SIGNS	451.94					
1	TI-0313574	08/30/17 Supplies ~ Signs	247.66		23811	2510 107 430220	242	101000
2	TI-0301357	08/30/17	61.91		23811	2520 108 430220	242	101000
3	TI-0314351	09/25/17 Supplies ~ Blank Signs	113.90		23830	2510 107 430220	242	101000
4	TI-0314351	09/25/17	28.47		23830	2520 108 430220	242	101000
129299	79433S	1120 GLADER ELECTRIC CO	1,681.14					
1	82606	08/02/17 City Hall ~ Bulbs	103.50		23813	1000 8 411230	220	101000
2	82606	08/02/17	97.50		23837	1000 8 411230	360	101000
3	82742	08/18/17 Riverside Park - Replace Light	87.77		23813	1000 13 460433	230	101000
4	82742	08/18/17	45.00		23813	1000 13 460433	350	101000
6	82890	09/11/17 Conference Room - City Hall	182.90		23837	1000 8 411230	220	101000
7	82891	09/29/17 Parks	718.75		23837	1000 13 460433	350	101000
8	82891	09/29/17	445.72		23837	1000 13 460433	230	101000

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129300		79434S 999999 MSU EXTENTION ~ CUSTER COUNTY	100.00					
1	001	09/12/17 Leadership Training ~ Council	50.00		23271	1000 2 410100	380	101000
2	002	09/15/17 Leadership Training ~ Planning	50.00		22282	1000 36 411020	380	101000
129301		79435S 52 ABC GLASS & SIGNS, INC.	40.00					
1	001	09/01/17 HP ~ Montana Bar Photograph	40.00		18-009	2935 11 460461	210	101000
129302		79436S 288 MILES CITY AREA CHAMBER OF	68.86					
1	7123469	09/18/17 RSVP ~ Newsletter Mailings	68.86		23704	2985 15 450340	311	101000
129303		79437S 4034 STEVE RICE	75.00					
1	129303	09/20/17 Police Commissioner ~Quarterly	75.00		129303	1000 5 420140	350	101000
129304		79438S 4031 ED CURNAN	75.00					
1	129304	09/20/17 Police Commissioner ~Quarterly	75.00		129304	1000 5 420140	350	101000
129305		79439S 4033 MARK HILDERBRAND	75.00					
1	129305	09/20/17 Police Commissioner ~Quarterly	75.00		129305	1000 5 420140	350	101000
129306		79388S 2830 STAR PRINTING & SUPPLY	349.68					
1	255439	08/21/17 FD ~ Copier Service Contract	24.00		23491	1000 7 420460	210	101000
2	255439	08/21/17	9.34		23491	5510 10 420730	210	101000
3	255788	08/30/17 FD ~ Supplies	116.32		23492	1000 7 420460	210	101000
4	255788	08/30/17	45.23		23492	5510 10 420730	210	101000
5	254757	07/26/17 HP ~ Supplies	46.05		18-008	2935 11 460461	210	101000
6	255662	08/25/17 Library ~ Printing Contract	108.74		23240	2220 16 460100	320	101000
129307		79381S 999999 DIANNA LARSON	494.34					
1	TEV23825	09/20/17 Training	494.34		23825	2394 18 420531	380	101000
129308		79382S 267 HAYNES ENTERPRISES	12,074.55					
1	2741	09/07/17 Pleasant & Palmer	1,378.00		23817	2510 107 430234	350	101000
2	2741	09/07/17	1,845.95		23817	2510 107 430235	230	101000
3	2742	09/12/17 N.W. Palmer & Prairie	1,260.00		23817	2510 107 430234	350	101000
4	2742	09/12/17	5,952.60		23817	2510 107 430235	230	101000
5	2766	09/14/17 NuVue Curb	1,638.00		23817	2510 107 430234	350	101000
129309		79440S 1737 MC AREA SOLID WASTE DISTRICT	632.95					
1	09/15/17	QUARTERLY CHARGES	71.12			6040 910 430220	346	101000
2	09/15/17	QUARTERLY CHARGES	71.12			5210 22 430530	346	101000
3	09/15/17	QUARTERLY CHARGES	47.41			1000 7 420460	346	101000
4	09/15/17	QUARTERLY CHARGES	47.41			5510 10 420730	346	101000
5	09/15/17	QUARTERLY CHARGES	47.41			1000 8 411230	346	101000
6	09/15/17	QUARTERLY CHARGES	237.06			1000 13 460433	346	101000

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7	09/15/17	QUARTERLY CHARGES	47.42*			5310 33 430640	346	101000
8	6176A 09/15/17	PD ~ Animal Disposal	44.00		23633	1000 21 440600	220	101000
9	32457 08/31/17	Demo ~	20.00		23528	5210 23 430550	360	101000
129310	79384S 999999	LINDA WILKINS	286.71					
1	TEV0917 09/25/17	Finance ~ Training/Travel	286.71		129310	1000 3 410500	380	101000
129311	79385S 1010	STOCKMAN BANK	226.24					
1	92517 09/27/17	NSF ~ M. MECKLE	113.12			5210 25 430510	810	101000
2	92517 09/27/17		113.12			5310 29 430610	810	101000
129312	79386S 4009	PITNEY BOWES RESERVE ACCOUNT	1,000.00					
1	Refill19271 09/27/17	Refill Postage Machine 9/1	1,000.00			1000 3 410500	311	101000
129313	79441S 4062	SCL HEALTH ~ Supplies	625.55					
1	IN 3923 08/31/17	FD ~ Medical Supplies	625.55		23853	5510 10 420730	222	101000
129314	79400S 999999	MARK MOSLEY	87.00					
1	ATR23535 09/25/17	WW ~ Distribution Exam M Mos	87.00		23535	5210 23 430550	370	101000
129315	79389S 999999	TYLER BROCKWAY	87.00					
1	ATR23536 09/25/17	WW ~ Distribution Exam Tyler	87.00		23536	5210 23 430550	370	101000
129316	79390S 999999	TONY SHIPP	23.00					
1	ATR23668 09/15/17	WW ~Training in Sidney	23.00		23668	5210 80 430540	370	101000
129317	79442S 999999	PLATINUM SEWER INSPECTIONS	135.00					
1	116457 08/31/17	Locate Sewer Sewell/Stacy	135.00		23537	5310 31 430630	369	101000
129318	79443S 2914	TOURISM BUSINESS IMPROVEMENT	1,628.00					
1	TBID201709 09/30/17	TBID ~ Monthly Econolodge	1,628.00			7370 212500		101000
129319	79391S 1859	MLEA	1,500.00					
1	10774 09/14/17	PD ~ Basic Academy J. Qually	1,500.00		23634	1000 5 420140	380	101000
129320	79392S 999999	JOSH SEEKINS	87.00					
1	ATR23671 09/19/17	WW ~ Bozeman Training	21.61		23671	5210 22 430530	370	101000
2	ATR23671 09/19/17		32.42		23671	5210 80 430540	370	101000
3	ATR23671 09/19/17		19.45		23671	5310 33 430640	370	101000
4	ATR23671 09/19/17		13.52		23671	5310 32 430690	370	101000

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129321		79393S 999999 TOM SPEELMON	23.00					
1	ATR23670	09/15/17 WW ~Training in Sidney	23.00		23670	5210 80 430540	370	101000
129322		79394S 999999 SAM WINKLEY	23.00					
1	ATR23669	09/15/17 WW ~Training in Sidney	23.00		23669	5210 80 430540	370	101000
129323		79444S 4042 BLOEDORN LUMBER-MILES CITY	145.00					
1	3886883	09/22/17 Shop Door Replacement	104.40		23852	1000 7 420460	400	101000
2	3886883	09/22/17	40.60		23852	5510 10 420730	400	101000
129324		79445S 1527 LN CURTIS & SONS	8,680.00					
1	124482	08/31/17 FD ~ Turnout Gear (GRANT)	8,680.00		23500	1000 7 420460	226	101000
129325		79446S 4128 Helena Regional Airport	1,249.00					
1	30913	09/16/17 FD- ARFF Training Trethewey	1,249.00		23851	1000 7 420460	380	101000
129326		79447S 4086 FALLON COUNTY TIMES	41.00					
1	0019837-17	09/18/17 Library ~ Fallon Times Sub	41.00		23246	2220 16 460100	382	101000
129327		79448S 313 FASTENAL	109.05					
1	MTMIE62639	09/07/17 AP ~ Hardware	3.00		727	5610 87 430300	230	101000
2	MTMIE62870	09/20/17 AP ~ Ladder & Floor Mat	106.05		727	5610 87 430300	230	101000
129328		79449S 2560 REGAN PLUMBING & HEATING	369.41					
1	217-52973	09/17/17 Gate Valve Wibaux Pool	277.09		23824	1000 13 460433	350	101000
2	217-53011	09/18/17 Wibaux Fountain Project	22.48		23824	4000 501 410100	940	101000
3	217-53060	09/25/17	43.26		23824	4000 501 410100	940	101000
4	217-53061	09/25/17	14.47		23824	4000 501 410100	940	101000
5	217-53062	09/25/17	12.11		23824	4000 501 410100	940	101000
129329		79395S 4073 JOHN DEERE FINANCIAL	476.23					
1	1895986	09/19/17 Sweeper Lease (Principle)	422.14		729	5610 87 490500	645	101000
2	1895986	09/19/17 Sweeper Lease (Interest)	54.09*		729	5610 87 490500	646	101000
129330		79450S 55 A-1 CONCRETE	23,300.00					
1	001	09/07/17 900 BLK of Main Alley	18,640.00		23816	2510 107 430233	350	101000
2	002	09/07/17 15 N 10th Alley	4,660.00		23816	2510 107 430234	350	101000
129331		79451S 999999 GROWTH PRODUCTS	144.00					
1	IN51014	07/15/17 Fertilizer 17-0-4	144.00		23819	1000 13 460433	222	101000



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129332		79452S 999999 IDEAL MFG., INC.	137.14					
1	029418	09/25/17 AP ~ Gate Cable	137.14		728	5610 87 430300	230	101000
129333		79453S 4161 Desert Mountain Corporation	11,085.02					
1	17-55591	09/21/17 Ice Slicer	8,868.02		23827	2510 107 430220	220	101000
2	17-55592	09/25/17	2,217.00		23827	2520 108 430220	220	101000
129334		C 278 TITAN MACHINERY	2,627.92					
1	3391951	09/11/17 Unit #43 Sweeper	823.61		21686	2510 107 430220	363	101000
2	3391951	09/11/17	205.90		21686	2520 108 430220	363	101000
3	9577860	07/06/17 Sewer Camera Repair	1,598.41		21691	5310 31 430630	360	101000
129335		79454S 4170 TNT Springs Inc.	726.34					
1	169462	09/18/17 Unit #16	290.54		21687	2510 107 430220	363	101000
2	169462	09/18/17	72.64		21687	2520 108 430220	363	101000
3	169462	09/18/17	181.58		21687	5210 23 430550	363	101000
4	169462	09/18/17	181.58		21687	5310 31 430630	363	101000
129336		79455S 999999 CUMMINGS SALES & SERVICE	337.89					
1	004-51703	09/20/17 All Dump Trucks	135.16		21688	2510 107 430220	363	101000
2	004-51703	09/20/17	33.79		21688	2520 108 430220	363	101000
3	004-51703	09/20/17	84.47		21688	5210 23 430550	363	101000
4	004-51703	09/20/17	84.47		21688	5310 31 430630	363	101000
129337		79456S 999999 BOARD BY BOARD CONSTRUCTION	3,075.00					
1	465	09/01/17 Connors Stadium Press Box	3,075.00		23826	4000 501 410100	940	101000
129338		79387S 2450 POSTMASTER (UTILITIES)	1,022.15					
1	USPS0917	09/28/17 Water/Sewer Postage	511.07			5210 25 430510	311	101000
2	USPS0917	09/28/17	511.08			5310 29 430610	311	101000
129339		79457S 999999 SCOTT MCBRIDE	22.33					
1	68660	09/29/17 Water/Sewer Deposits	22.33		68660	5210 214010		101000
129340		79458S 999999 AMANDA MILLER	5.67					
1	68661	09/29/17 Water/Sewer Deposits	5.67		68661	5210 214010		101000
129341		79459S 999999 ED OR JESSICA PARKER	95.12					
1	68662	09/29/17 Water/Sewer Deposits	95.12		68662	5210 214010		101000

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129342	79460S	999999	KARISSA PATTEN	51.74					
1	68662	09/29/17	Water/Sewer Deposits	51.74		68663	5210 214010		101000
129343	79461S	999999	TYLER WOOTEN	95.12					
1	68664	09/29/17	Water/Sewer Deposits	95.12		68664	5210 214010		101000
129344	79462S	999999	RANDY MORGAN	52.20					
1	68665	09/29/17	Water/Sewer Deposits	52.20		68665	5210 214010		101000
129345	79463S	999999	DANIEL SCHWARZOPH	51.74					
1	68666	09/29/17	Water/Sewer Deposits	51.74		68666	5210 214010		101000
129346	79464S	999999	VIOLA MARTINEZ	150.00					
1	68667	09/29/17	Water/Sewer Deposits	150.00		68667	5210 214010		101000
129347	79465S	999999	KACI ANDERSON	150.00					
1	68668	09/29/17	Water/Sewer Deposits	150.00		68668	5210 214010		101000
129348	79466S	999999	TAMARA MORROW	150.00					
1	68669	09/29/17	Water/Sewer Deposits	150.00		68669	5210 214010		101000
129349	79467S	999999	KRIS SOUTH	3.56					
1	68670	09/29/17	Water/Sewer Deposits	3.56		68670	5210 214010		101000
129350	79468S	999999	BULLSEYE JOB INC	29.76					
1	68672	09/29/17	Water/Sewer Deposits	29.76		68672	5210 214010		101000
129351	79469S	999999	MARK REDDICK	223.50					
1	ATRF23637	09/27/17	PD ~ ICAC Training	223.50		23637	1000 5 420140	370	101000
129352	79470S	999999	BETTY VAIL	2,171.22					
1	TEV23705	09/29/17	MCSA Trip and Sept Travel	1,471.22		23705	2985 15 450340	370	101000
2	TEV23705	09/29/17		700.00*		23705	2985 15 450330	370	101004
129353	79471S	975	FIREMANS FUND	1,800.00					
1	FFUND0917	09/26/17	Clothing Allotment	1,800.00		23855	1000 7 420460	211	101000
129354	79472S	999999	MERICALS TREE SERVICE, LLC	500.00					
1	20170922	09/22/17	FD ~ Removal of 3 Dead Trees	360.00		23857	1000 7 420460	220	101000
2	20170922	09/22/17		140.00		23857	5510 10 420730	220	101000

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129356	79473S	700 CUSTER COUNTY WATER & SEWER	14,164.17					
1	CCWD0917	09/30/17 Water & Sewer Collections CC	14,164.17			7980 211020		101000
129357	79399S	498 CENTURY LINK	11,068.32					
1	R090100010	09/01/17 Dispatch ~ Equipment Insta	10,440.72		23374	2850 105 420140	345	101000
2	R091200051	09/12/17 Dispatch ~ Annual Billing	627.60		23374	2850 105 420140	345	101000
129358	79396S	4008 PITNEY BOWES	274.17					
1	3304504802	09/26/17 Pitney Bowes Lease	91.39		PB0917	1000 3 410500	220	101000
2	3304504802	09/26/17	91.39		PB0917	5210 25 430510	220	101000
3	3304504802	09/26/17	91.39		PB0917	5310 29 430610	220	101000
129360	79398S	999999 UNIVERSAL BLOWER PAC	17,421.90					
1	14110	09/25/17 WWTP ~ Phase II Upgrade	17,421.90		23539	5310 33 430640	940	102279
129361	79474S	636 CRIDCO, LLC	184.00					
1	60427	09/18/17 Airport ~ Water 3 Months	184.00		731	5610 87 430300	220	101000
129362	79475S	523 CITY SERVICE, INC.	9,869.35					
1	0013114	09/30/17 4000 AV JET-A Fuel	9,771.35*		734	5610 87 430300	237	101000
2	W062991	09/28/17 Hydrometers	98.00		734	5610 87 430300	230	101000
129363	79476S	316 DATA IMAGING SYSTEMS, INC	1,457.00					
1	32219	09/30/17 Managed Services	291.40			1000 3 410500	360	101000
2		09/30/17 Managed Services	136.77			2394 18 420531	360	101000
4		09/30/17 Managed Services	136.78			5210 25 430510	360	101000
5		09/30/17 Managed Services	72.85			5310 29 430610	360	101000
6		09/30/17 Managed Services	72.85			1000 1 410200	360	101000
7		09/30/17 Managed Services	144.24			1000 36 411020	360	101000
8		09/30/17 Managed Services	144.24			5210 23 430550	360	101000
9		09/30/17 Managed Services	103.45			5310 31 430630	360	101000
10		09/30/17 Managed Services	55.37			2510 107 430220	360	101000
11		09/30/17 Managed Services	73.94			2520 108 430220	360	101000
12		09/30/17 Managed Services	72.85			1000 9 410540	360	101000
13		09/30/17 Managed Services	152.26*			1000 11 411840	360	101000
129364	79477S	1407 KADRMAS LEE & JACKSON INC	4,242.16					
1	10089593	09/07/17 Program Managment	2,193.69		22969	1000 201 431200	350	101000
2	10089594	09/07/17 Gov. Relations / Outreach	526.46		22969	1000 201 431200	350	101000
3	10080206	01/23/17 Airport ~ Pit 57	1,522.01		23272	1000 3 410500	350	101000

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129366		79478S 999999 GAIL KREZELAK	829.20					
1	60529149	09/29/17 Fall Conference Hotel 2 Room	829.20*		22946	1000 6 410300	380	101000
129368		79479S 999999 MDS SUPPLY, INC.	746.20					
1	295158	09/08/17 Paste & Epoxy	299.76		23673	5210 80 430540	230	101000
2	284732	09/22/17 Primer, Color Pak & Sikaflex	446.44		23673	5210 80 430540	230	101000
129370		79480S 999999 TODD BROWN	149.99					
1	32498/3	09/23/17 Steel Boots	41.66		23663	5210 22 430530	226	101000
2	32498/3	09/23/17	41.66		23663	5210 80 430540	226	101000
3	32498/3	09/23/17	50.00		23663	5310 33 430640	226	101000
4	32498/3	09/23/17	16.67		23663	5310 32 430690	226	101000
129372		79481S 999999 JEAN MANSHEIM	53.00					
1	TEV0917	09/28/17 TAC Conference Helena	53.00		23375	1000 5 420160	370	101000
129373		79482S 2579 ROBERT PECCIA & ASSO	35,856.08					
1	15	09/20/17 WWTP ~ Phase II Upgrade	35,856.08		23538	5310 33 430640	940	102279
129374		79483S 499 CHECKERS INC	95.00					
1	77085	09/07/17 DOT Random Testing	47.50		23543	5210 23 430550	350	101000
2	77085	09/07/17	47.50		23543	5310 31 430630	350	101000
129375		79484S 2270 NORTHWEST PIPE INC	37.12					
1	1847797-1	09/08/17 Freight Out	37.12		23531	5210 23 430550	230	101000
129376		79485S 4175 Miles City Airport Commission	150.00					
1	4209	07/05/17 Land Rental - July & September	25.00*		23828	1000 36 411020	532	101000
2	4209	07/05/17	25.00*		23828	1000 201 431200	532	101000
3	4209	07/05/17	40.00		23828	2510 107 430220	532	101000
4	4295	09/22/17	10.00		23828	2520 108 430220	532	101000
5	4295	09/22/17	25.00		23828	5210 23 430550	532	101000
6	4295	09/22/17	25.00*		23828	5310 31 430630	532	101000
129377		79486S 2166 MUNICIPAL CODE CORP	4,817.03					
1	00296009	09/28/17 Supplemental Pages for Code	4,817.03		23273	1000 3 410500	360	101000
129378		79487S 4045 LAND SOLUTIONS, INC.	846.00					
1	LS092917	09/29/17 Consuting Service PLNG/Zonin	846.00		22283	1000 36 411020	350	101000

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129379	79488S	1286 DENNIS HIRSCH	4,597.30					
1	DH092017	09/29/17 Sept Building Permits	4,297.30		23831	2394 18 420531	350	101000
2	DH092017	09/29/17 Training	300.00		23831	2394 18 420531	380	101000
129383	79489S	721 DALES CLEANING SERVICE	600.00					
1	DCS0917	09/29/17 Sept ~ Cleaning City Hall	600.00		23832	1000 8 411230	360	101000
129384	79490S	4022 MARILYNN FORMAN	600.00					
1	MF092017	10/05/17 Sept ~ Shop Cleaning	250.00		23833	6040 910 430220	360	101000
2	MF092017	10/05/17 PD ~ Cleaning	350.00		23645	1000 5 420140	350	101000
129385	79491S	268 MILES CITY SANITATION INC.	60.00					
1	79119741	09/01/17 Sept ~ Garbage Bins Airport	60.00		726	5610 87 430300	220	101000
129386	79492S	1986 JACKS BODY SHOP	165.00					
1	6753	08/29/17 PD ~ 95' Surban VIN 527307	165.00		23647	1000 5 420140	220	101000
# of Claims 129			Total: 845,999.07 ✓					
Total Electronic Claims			4,593.79	Total Non-Electronic Claims		841405.28		

