



PUBLIC MEETING

May 25, 2017

MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, May 25, 2017, at 9:00 AM in Commission Chambers Room 330.

Roll Call

Chairman Susan Good Geise called the meeting to order at 9 a.m.

Commissioner Jim McCormick and Commissioner Andy Hunthausen were present. Others attending all or a portion of the meeting included Roger Baltz, Audra Zacherl, Amy Tenney, Keith Hatch, Jesse Whitford, Connor McGree, Matt Heimel, Jason Danielson, and Misty Edwards, Recording Secretary.

Pledge of Allegiance

Everyone recited the pledge.

Consent Action Items

- a. Vendor Claims Report for Week Ending June 2, 2017. (Marni Bentley)
- b. Resolution 2017-41 Requesting Prosecutorial Assistance. (Leo Gallagher)
- c. Resolution 2017-42 Requesting Prosecutorial Assistance. (Leo Gallagher)

Roger Baltz, Chief Administrative Officer, presented consent action items 2a-c. Roger noted that item 2a is an error and should not have been on this agenda. Staff recommends approval of consent action items 2 b-c.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Bid Opening. 2017 Paint Striping. (Audra Zacherl)

Audra Zacherl, Assistant Public Works Director, opened bids for the 2017 Paint Striping Project. A total of bid one bid was received. The bid was from Highmark Traffic Services, Inc. of Billings, Montana. The bid is for \$25.75 per applied gallon for a total estimated cost of \$101,221.25.

Commissioner Hunthausen moved to have staff take the bid under advisement and make a recommendation at the May 30th public meeting. Commissioner McCormick seconded the motion. The motion passed 3-0.

Resolution 2017- 43 Intention to Establish the Lewis and Clark County Landfill Fee Rates Beginning July 1, 2017. (Audra Zacherl)

Audra Zacherl, Assistant Director of Public Works, presented the resolution of intention to establish the landfill fees beginning July 1, 2017. The Scratchgravel Board of Directors met on April 6th and approved several changes to the landfill fees. The changes include a proposed decrease of \$2.00 in the Class II Municipal Solid Waste tipping fee and a reduction in the fee to dispose of dead animals. Two new fees are also being added to the rate structure. Those include a Construction and Demolition Waste Class IV violation fee of \$75.00 and a covered loads violation fee for the second offense of \$50. All other fees remain the same. The resolution of intent will be advertised in the Helena Independent Record on May 28th and June 4th and public comments will be accepted until 5:00 p.m. on June 14th. A public hearing has been scheduled for June 15th.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

The Boyd Andrew Community Services Annual Plan. (Amy Tenney)

Amy Tenney, Boyd Andrew Executive Director, presented the annual plan. Commissioner McCormick asked if the issues surrounding the allocation of the alcohol tax funding between Boyd Andrew and Intermountain Services had been resolved. Commissioner Hunthausen stated that it was decided last year to move towards a fifty-fifty split in future years.

Commissioner Hunthausen made a motion to accept the community services annual plan. Commissioner McCormick seconded the motion. The motion passed 3-0.

Commissioner Hunthausen made a motion to split the earmarked alcohol tax allocation fifty-fifty. Commissioner McCormick seconded the motion. Commissioner McCormick would like to see the report from Intermountain Services before he makes a decision. The motion died.

Commissioner McCormick made a motion to table the decision on the allocation split until the May 30th public meeting. Commissioner Hunthausen seconded the motion. The motion passed 3-0.

Contract Between Lewis and Clark County Fairgrounds and Service Master Commercial Building Services. (Keith Hatch)

Keith Hatch, Fairgrounds Manager, presented the contract with Service Master Commercial Building Services. The contractor will clean the range hood in the commercial kitchen on an annual basis. The contract is for \$425 per service and work will begin in June with an annual renewal period of 5 years. Staff recommends approval of the contract.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Contract Between Lewis and Clark County Fairgrounds and IT & M Division, Inc. (Keith Hatch)

Keith Hatch, Fairgrounds Manager, presented the contract with IT&M Division, Inc. The contract is for the inspection and service of the waster based fire protection system on an annual and is not to exceed \$350 per service. The contract period is through June 30, 2021. Staff recommends approval of the contract.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Contract Between Lewis and Clark County and IT & M Division, Inc. (Keith Hatch)

Keith Hatch, Fairgrounds Manager, presented the contract with IT&M Division, Inc. The contract is for a modification of the existing automatic sprinkler system that is located in the gathering pit and is not to exceed \$775. The contract period is through July 1, 2017. Staff recommends approval.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Task Order No. 18-07-6-11-028-0 to Public Health Emergency Preparedness Contract Between Lewis and Clark Public Health and the Montana Department of Public Health and Human Services. (Eric Merchant)

Eric Merchant, Disease Control and Prevention Division Administrator, presented the grant award and associated task order with the Department of Public Health and Human Services. This is a continuing task order and is to upgrade and enhance local public health capacity as defined by the CDC's Public Health Preparedness Capabilities Planning Guide. The grant is to collaborate with a broad-based coalition of agencies and organizations involved in emergency preparedness and responses and conduct the services and development of those services. The grant supports one FTE include a half-time emergency preparedness coordinator. The grant award amount is \$82,707 and the grant period is July 1, 2017 through June 30, 2018.

Commissioner McCormick asked how they collaborate with DES. Mr. Merchant responded that collaboration happens through the LEPC. This grant supports the public health side of disasters and emergencies. They would work in coordination with the Disaster and Emergency Services Coordinator.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Resolution 2017-40 Naming Elford Drive. (Jason Danielson)

Jason Danielson, GIS Analyst and Addressing Coordinator, presented the resolution to name Elford Drive. The road is located north of Tea Road, traveling north approximately 650 feet. Naming a road in Lewis and Clark County requires the completion of a petition that a simple majority of adjacent property owners agree to the proposed name. The request to name the road was submitted with a petition on May 8, 2017 by Mr. Leslie Elford. Mr. Elford owns 3 of the 4 adjacent properties and is proposing the name Elford Drive thus satisfying the simple majority of adjacent landowners.

No public comment was received.

A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Resolution 2017-44. Resolution of Intention to Create the Holmberg Rural Improvement District No. 2017-4 (Planner: Matt Heimel)

Matt Heimel, Special Districts Coordinator, presented the resolution of intention to create the Holmberg Rural Improvement District No. 2017-4. The scope of work and costs associated with the creation of the district were submitted by the residents of the district and verified by Public Works staff. This resolution of intention establishes the initial details of the RID proposal and opens the 30 day public comment period. If a homeowner protest, the protest must be in writing, identify their property and be signed by all owners of the property and be delivered to the Clerk and Recorder's Office. The homeowners association (HOA) of this district has chosen to skip the petition process and start with the resolution of intention and protest period as all owners of property within the district have waived the right to protest the creation of the RID through their restrictive covenants. An annual assessment of \$400 has been proposed by the HOA, adding \$90.38 to cover contingencies, inflation and an administrative fee. It is anticipated that a resolution to levy and assess the district will be brought before the Commission prior to August 31, 2017 so that the district may be funded through next year's assessments. The money collected can only be used for maintenance and improvement projects located within the district boundaries.

No public comment was received.

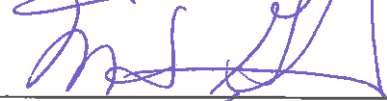
A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Public comment on any public matter within the jurisdiction of the Commission that is not on the agenda above.

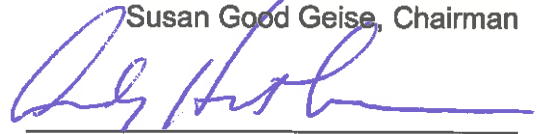
Adjourn

There being no further business, the meeting adjourned at 9:56 am.

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS



Susan Good Geise, Chairman



Andy Hunthausen, Vice Chair



Jim McCormick, Member

ATTEST:



Paulette DeHart, Clerk of the Board