



PUBLIC MEETING

June 5, 2018
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Tuesday, June 5, 2018, at 9:00 AM in Commission Chambers Room 330.

Roll Call

Chairman Andy Hunthausen called the meeting to order at 9 a.m.

Commissioner Jim McCormick and Commissioner Susan Good Geise were present. Others attending all or a portion of the meeting included Roger Baltz, Dan Karlin, Amy Teegarden, Pam Attardo, Lindsay Morgan, Kari DesRosier, Nancy Everson, Kim Lloyd and Marni Bentley, Recording Secretary.

Pledge of Allegiance

Everyone recited the pledge.

Consent Action Items

- a. Resolution 2018-39 Declaring County Property Surplus Property. (Amy Reeves)
- b. Resolution 2018-40 Declaring County Property Surplus Property. (Amy Reeves)
- c. Supplemental Nutrition Assistance Program-Education Support Agreement. (Kim Lloyd)
- d. Engagement Letter with Anderson Zurmuehlen for FY18 Independent Audit. (Nancy Everson)

Roger Baltz reported on consent action items 2 a-d and recommended approval.

Nancy Everson, Chief Financial Officer, reported on the engagement letter with Anderson Zurmuehlen (AZ). This is year two of a three year contract with AZ for our annual audit. The audit is required per Montana Code. This letter outlines the expectations of the the County and AZ for the audit.

Kim Lloyd reported on the Supplemental Nutrition Assistance Program (SNAP) - Education Support Agreement.

No public comment was received.

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

Resolution 2018-38 Ordering a Refund of Taxes/Fees/Assessments Paid by Daniel Richard Brown in the Amount of \$1,707.37. (Tabled 5/29/18) (Karie Frydenlund)

Paulette DeHart, Treasurer, Clerk and Recorder, was excused from presenting the resolution to refund taxes, fees and assessments to Daniel Richard Brown. The item was presented to the Commission on May 29, 2018 and tabled to allow time for questions to be answered. Ms.

DeHart and staff have answered those questions and are unable to be in attendance today due to the primary election. Staff is recommending denial of the request due to several factors including the applicant is requesting a refund for years that he was not the legal owner of the mobile home.

No public comment was received.

A motion was made by Commissioner Good Geise to deny the refund of taxes, fees and assessments paid by Daniel Richard Brown. The motion was seconded by Commissioner McCormick. The motion to deny the request passed 3-0.

Contract Between Lewis and Clark County and Great West Engineering, Inc. (Dan Karlin)

Dan Karlin, County Engineer, presented the contract with Great West Engineering, Inc. for on-call engineering services for the Public Works, Road and Community Development and Planning Departments. Work on this contract will generally consist of preliminary engineering, reports, cost estimates, road surface analysis, road design and plan development, traffic analysis, construction oversight, surveying, and general site & civil engineering. The contract will be for a seven year period and requires executed task orders for each project assigned by the County.

A request for qualifications was advertised and responses reviewed and scored. Eleven consultants responded with statements of qualifications and five were chosen for contracts; this contract is one of those five.

Mr. Karlin stated that the County enters into on-call contracts for the purpose of expediency and efficiency. Certain situations require immediate attention, for example Dalton Mountain Bridge Road and having a contract for on-call work allows the County to begin work without going through the procurement process. Montana statute allows for these sort of contracts to be entered into.

No public comment was received.

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

Contract Between Lewis and Clark County and Stahly Engineering & Associates, Inc. (Dan Karlin)

Dan Karlin, County Engineer, presented the contract with Stahly Engineering for on-call engineering services for the Public Works, Road, and Community Development and Planning Departments. Work will generally consist of preliminary engineering reports, cost estimates, road surface analysis, road design & plan development, traffic analysis, construction oversight, surveying, and general site and civil engineering. The contract is for a seven year period and will require executed task orders for each project assigned by the County.

A request for qualifications was advertised and responses were reviewed and scored. Eleven consultants responded with statements of qualifications and five were chosen for contracts; this is one of those five.

Mr. Karlin added that these on-call contracts are not a guarantee of work and they allow the County to enter into task orders to begin work immediately on some projects.

No public comment was received.

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

Contract Between Lewis and Clark County and Montana Preservation Alliance. (Pam Attardo)

Pam Attardo, Heritage Preservation Officer, presented the contract with Montana Preservation Alliance. The contract is in the amount of \$2,500 and is for heritage tourism and development services. Services include continuing an inventory of the J.S. Harrison collection, an assessment of historical significance of the collection and developing a means of archiving or protective containment of the J.S. Harrison Collection.

No public comment was received.

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

Resolution 2018-28 a Joint Resolution Establishing a Helena-Area Regional Trails Steering Committee. (Tabled 5-22-18) (Amy Teegarden)

Amy Teegarden, City of Helena Parks and Recreation Director, presented the joint resolution establishing a Helena area regional trails steering committee. The resolution was originally presented to the Commission on May 22, 2018. The purpose of the committee is to provide oversight and recommendation for the trails in the South Hills, which lie within the City of Helena boundaries as well as Lewis and Clark County and Jefferson County. The committee will provide a collective vision and strategic management direction. The City of Helena Commission approved the resolution on May 21, 2018 with amended language to include a land conservation trust. The original language did not preclude a land trust from being a representative, however, the intent of that amendment is to include Prickly Pear Land Trust, without specifically naming them. They are a landowner in the South Hills and they are already doing trail work in that area and are a strong partner with local agencies.

Commissioner McCormick stated he has concern about narrowing the language to a land conservation trust specifically and feels that the original language was sufficient and did include land trusts as well as other land conservation agencies.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner McCormick. The motion Passed on a 2-1 vote.

Contract Between Lewis and Clark County and TD & H Engineering. (Planner: Lindsay A. Morgan)

Lindsay Morgan, Planner I, presented the contract with TD&H Engineering for engineering services needed for the Red Fox Meadows Subdivision Project. The contract is not to exceed \$5,000 and

work shall be completed by June 29, 2018. The purpose of the contract is to review the plans for road construction, verify compliance with County standards and confirm that the necessary information is present and to participate in meetings set by the County to discuss the peer review results if necessary. This subdivision is a preliminarily approved subdivision located southeast of the junction of Lake Helena Drive and Canyon Ferry Road.

Ms. Morgan stated that the engineer who will be doing the work is located in Helena and that TD&H will be opening an office in Helena soon. The firm does have experience in reviewing these items for Gallatin County and the City of Bozeman.

No public comment was received.


A motion to Approve was made by Commissioner McCormick and seconded by Commissioner Good Geise. 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 9:53 a.m.

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS



Andy Hunthausen, Chair

Jim McCormick, Vice Chair

Susan Good Geise, Member

ATTEST:



Paulette DeHart, Clerk of the Board