



PUBLIC MEETING

December 15, 2022
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, December 15, 2022, at 9:00 AM in Commission Chambers, Room 330.

Roll Call

Chair Jim McCormick called the meeting to order at 9 a.m.

Commissioner Tom Rolfe and Commissioner Andy Hunthausen were present. Others attending all or a portion of the meeting included Roger Baltz, Nicho Hash, Ann McCauley, Jenny Chambers, Sierra Anderson, Dan Karlin, Mac McCarley, Joseph Russell, Carrie Lutkehus, Brian Coplin, Mat Walter, Deanna Rothwell, and Brandi Spangler, Recording Secretary

Pledge of Allegiance

Everyone recited the pledge.

Consent Action Items

There were no consent action items.

Resolution 2022-111 to Adopt an Alternative Project Delivery Contract Method. (Jenny Chambers)

Jenny Chambers, Public Works Director, presented the resolution to adopt an alternative project delivery contract method. Originally installed in 1984, the pneumatic controls in the Courthouse building need to be replaced. They are obsolete with parts difficult to procure and maintaining two types of systems is inefficient and difficult.

Snyder Electric technology was used to install new electro-mechanical controls as a component of the newly renovated detention center and a new compressor was installed to as a necessity to keep the pneumatic system operating. Another proprietary system, the courthouse Metasys controls, were converted to Snyder Electric and accounted for about 40% of the conversion requirements. The remaining 60% of the courthouse needs to be upgraded. The building systems include air handling units, rooftop units, day and night controls, heat register actuators, heating cabinet actuators, and all thermostats. Because Snyder Electric was selected for the detention center renovation project, their system is required for any upgrades to the detention center and the courthouse and the open procurement process with solicitation open to all qualified contractors will be followed. Staff recommends approval of the resolution.

Roger Baltz, Chief Administrative Officer, explained that the use of federal dollars is a transparent process and legally, certain processes need to be followed, such as the open procurement process, which is how the delivery process was decided on in the detention center.

Ms. Chambers explained the expense would be greater if they couldn't use the existing system.

Mac McCarley, Buildings Supervisor, gave an overview of the history of the existing system. Steam was initially used and was converted to hot water with pneumatic controls in 1984. The current issue with the pneumatic system is that it's now older technology and people who can work on the system are retiring and no longer available.

Casey Hayes, Purchasing Officer, gave an overview of public contracts versus contracts for local government statutes and the procurement process. In order to use the alternative delivery method, there needs to be a resolution to conform with law and policy. For added control, the Commissioners must sign off on an alternative delivery method. It is a way to get the work done by following statute and saving money.

Nicho Hash, Deputy County Attorney, confirmed that all contracts are reviewed by the County Attorney's office.

No public comment was received.

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

Amendment to Grant Award Between Lewis and Clark County and Montana Disaster and Emergency Services. (Ann McCauley)

Ann McCauley, Grants and Purchasing Director, presented an amendment to the Hazardous Materials Emergency Preparedness grant award for fiscal year 2022 from the Montana Disaster and Emergency Services. The award will be increased by \$42,837.25 for a total award amount of \$104,225.25 and a total nonfederal match of \$26,056.31. The increase funding supports two additional Aircraft Rescue Firefighting (ARFF) training courses that were in addition to a basic 40-hour ARFF course. This is the first amendment and there is a letter on record to confirm that fact. The amendment extends the grant period to August 31, 2023. Staff recommends approval of the grant award amendment.

No public comment was received.

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

Request for American Rescue Plan Act Direct Allocation Funding for County Motor Vehicles Remodel, Phase 2. (Ann McCauley)

Ann McCauley, Grants and Purchasing Director, presented a request for American Rescue Plan Act (ARPA) direct allocation funding for Phase II of the motor vehicle remodel project in the amount of \$31,100. In July, 2021, funding of \$393,825 from ARPA was approved to remodel and expand the Motor Vehicle Department which included expanding the department with four new windows equipped with ballistic glass for increased security but did not include upgrades to the existing windows. A grant application was submitted to the State Homeland Security Grant Program in March of 2022 and was unsuccessful. Phase I of the project came in well under budget and the request is to apply the remaining funds to upgrade security to the existing motor vehicle windows. The quote for Phase II exceeded the original amount of ARPA obligated funds by \$31,100. Phase II includes new countertops, reinforced fiberglass below the windows, and level 3 ballistic glass at each existing window. Staff recommends approval of additional APRA funding for this project.

Joseph Russell, Motor Vehicle Division Manager, stated that crime is on the rise in Helena and Motor Vehicle employees have been victims of abuse and threats more in the recent months. The security is vital for employees and the public.

Commissioner Hunthausen and Commissioner McCormick gave recognition of the positive changes that have and are taking place in the Motor Vehicle Department due to the diligence and professionalism of Joseph Russell.

No public comment was received.

A motion to Approve was made by Commissioner Rolfe 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

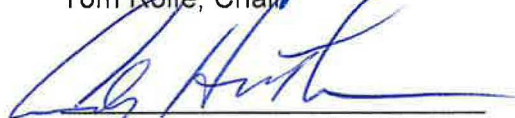
There being no further business, the meeting adjourned at 9:34 am.

Meeting minutes approved on Jan. 12, 2023

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS



Tom Rolfe, Chair




Andy Hunthausen, Vice Chair



Candace Payne, Member

ATTEST:



Amy Reeves, Clerk of the Board