



## **PUBLIC MEETING**

May 23, 2023  
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Tuesday, May 23, 2023, at 9:00 AM in Commission Chambers, Room 330.

### **Roll Call**

Chair Tom Rolfe called the meeting to order at 9 a.m.

Commissioner Andy Hunthausen and Commissioner Candace Payne were present. Others attending all or a portion of the meeting included Roger Baltz, Nicho Hash, Kevin Horne, Dan Karlin, A.C. Rothenbuecher, Drenda Niemann, Carrie Lutkehus, Worby McNamee, Tracie Kiesel, Greg McNally, Ann McCauley, Maureen Ward, and Brandi Spangler, Recording Secretary.

### **Pledge of Allegiance**

Everyone recited the pledge.

### **Consent Action Items**

There were no consent action items.

### **Lewis and Clark County DUI Task Force Annual Plan and Budget. (Jayson Zander)**

[1:22] Tracie Kiesel and Maureen Ward, DUI Task Force representatives, presented the DUI Task Force Annual Plan and fiscal year 2024 budget. They gave an overview of DUI Task Force work and reviewed the plan, statistics, strategies regarding impaired driving, and reviewed changes in the budget, including the removal of funds for a summer intern. Ms. Kiesel explained how funding is divided between each DUI Task Force across the state.

Nicho Hash, Deputy County Attorney, is unaware of the specifics of the summer intern.

No public comment was received.

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

### **Bid Award. Six New V-Box Spreaders. (Kevin Horne)**

[19:45] Kevin Horne, Public Works Operation Manager, presented a bid award for six stainless-steel V-Box Spreaders to build new snowplows and replace sander boxes on two existing plows. One bid was opened on May 11, 2023, and met all specifications required. Staff recommends approval of awarding the bid to the only bidder, Monroe Truck Equipment of Monroe, Wisconsin in the amount of \$198,000.

No public comment was received.

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

**Bid Award. 2023 Paint Striping. (Kevin Horne)**

[24:55] Kevin Horne, Public Works Operations Manager, presented a bid award for the 2023 Paint Striping project for 76 miles of county roads and Rural Improvement Districts. One bid was opened on May 11, 2023. Staff recommends approval of awarding the bid to the only bidder, Highmark Traffic Services, Inc. of Billings, Montana in the amount of \$144,915.

No public comment was received.

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

**Memorandum of Agreement Between Lewis and Clark County and The State of Montana Department of Transportation. (Dan Karlin)**

[28:35] Dan Karlin, County Engineer, presented a Memorandum of Agreement (MOA) with the Montana Department of Transportation (MDT) for Valley Drive Improvements, for Lewis and Clark County to maintain the storm drain infrastructure within the MDT right-of-way. He explained the function of the storm water drain infrastructure that directs storm water to the pond owned by MDT. Staff recommends approval of the MOA.

No public comment was received.

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

**Grant Award to Lewis and Clark County from Montana State University. (A.C. Rothenbuecher)**

[33:04] A.C. Rothenbuecher, Community Health Promotion Division Administrator, presented a grant award from the Montana State University, Office of Rural Health in the amount of \$7,000 for health equity cancer prevention to support Meagher County. The grant period is May 1, 2023 through May 1, 2024. Staff recommends approval of the grant award.

No public comment was received.

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

**Professional Services Contract Between Lewis and Clark Public Health and Big Sky Way, LLC. (Drenda Niemann)**

[40:44] Drenda Niemann, Public Health Officer, presented a contract with Big Sky Way, LLC. for change management professional development in the amount of \$3,500. The contract period is May 22, 2023 through July 30, 2023. Staff recommends approval of the professional services contract.

No public comment was received.

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

**Amendment to Grant Award to Lewis and Clark County from Montana Department of Natural Resources and Conservation. (Carrie Lutkehus)**

[45:04] Carrie Lutkehus, American Rescue Plan Act (ARPA) Program Specialist, presented an amendment to the grant award from Montana Department of Natural Resources and Conservation for the Craig County Water and Sewer District Preliminary Engineering Report project. The amendment is to extend the award through December 31, 2024. Staff recommends approval of the amendment.

No public comment was received.

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

**Contract Between Lewis and Clark County and Tetra Tech. (Worby McNamee)**

[48:03] Worby McNamee, Floodplain Manager, presented a contract with Tetra Tech not to exceed \$2,000 for the review of the hydrologic and hydraulic components of floodplain permit application and will expire May 31, 2023. This review is required due to unforeseen circumstances with the Department of Natural Resources and Conservation (DNRC). Staff recommends approval of the contract.

No public comment was received.

A motion to Approve was made by Commissioner Hunthausen and seconded by Commissioner Payne. 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 10:00 a.m.

Meeting minutes approved on June 01, 2023

LEWIS AND CLARK COUNTY  
BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Tom Rolfe, Chair

  
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Andy Hunthausen, Vice Chair

  
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Candace Payne, Member

ATTEST:

  
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Amy Reeves, Clerk of the Board