



PUBLIC MEETING

February 29, 2024

MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, February 29, 2024, at 9:00 AM in Commission Chambers, Rm 330.

Roll Call

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

Commissioner Candace Payne and Commissioner Tom Rolfe were present. Others attending all or a portion of the meeting included Roger Baltz, Nicho Hash, Keegan Shea, Dan Karlin, Brian Robinson, Jessica Makus, Jenny Chambers, Bri Lake, Kellie McBride, Greg McNally, Mac McCarley, Jess Metcalf, Calob Marquis, Bill Pandis, Tammy Potter, Sherri Martin, Marni Bentley, Nate McCarthy, Jeannie Etchart, Jesse Whitford, and Florence Liston, Recording Secretary.

Pledge of Allegiance

Everyone recited the pledge.

Consent Action Items

- a. Vendor Claims Report for Week Ending March 1, 2024. (Marni Bentley)
- b. Public Meeting Minutes for September 12; November 2; December 19, 2023; January 2, 4, 9, 11, 16, 18, 23, 25, 30, 2024. (Florence Liston)
- c. Canyon Ferry Road School Speed Zone Study Request. (Jenny Chambers)

[1:16] Roger Baltz, Chief Administrative Officer, reported on consent action items 2a-c and recommended approval.

No public comment was received.

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

Bid Opening. 2024 Birdseye Road Improvements Project. (Dan Karlin)

[2:50] Dan Karlin, County Engineer, opened the three bids that were received for the 2024 County Crack Seal Project. The first bid is from Hoffman's R & M Services and Excavation in the amount of \$466,117.50. The second bid is from Cap Paving Inc. in the amount of \$434,548.40. The third bid is from Helena Sand and Gravel Inc. in the amount of \$434,127. Staff recommends taking the bids under advisement and come back on March 14, 2024 with an award recommendation.

No public comment was received.

A motion was made by Commissioner Payne for staff to take the bids under advisement and come back with an award recommendation on March 14, 2024. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

Bid Award. 2024 County Crack Seal Project. (Dan Karlin)

[7:32] Dan Karlin, County Engineer, presented the recommendation for the County Crack Seal Project. Staff recommends awarding the contract to the low bidder, Cap Paving, Inc of East Helena, MT, for the total contract amount of \$64,752.24.

No public comment was received.

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

Grant Award to Lewis and Clark County from the State of Montana Board of Crime Control. (Brian Robinson)

[10:36] Brian Robinson, Patrol Captain, presented the grant award from State of Montana Board of Crime Control for the STOP Violence Against Women Act (VAWA) in the amount of \$59,581.50, with a match requirement in the amount of \$19,860.50. The total award is \$79,442 for costs associated with the deputy assigned to work under this annual grant. Staff recommends approval of the grant award.

[12:07] Jess Metcalf, Detective, gave an overview of the program and his position that is funded by this grant.

No public comment was received.

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

Bid Award. 2024 Rural Improvement District Crack Seal Project. (Jessica Makus)

[16:00] Jessica Makus, Special Districts Program Coordinator, presented the bid award for the 2024 Rural Improvement District (RID) Crack Seal Project. On February 15, 2024, five bids were opened for the 2024 RID crack seal project. Staff recommends awarding the contract to Cap Paving, Inc. of East Helena, MT for the total contract amount of \$112,814.20.

No public comment was received.

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

Resolution 2024-14 To Accept the Determination That the Level of Environmental Finding is Appropriate for the Courthouse Elevator Replacement Project. (Jenny Chambers)

[20:16] Jenny Chambers, Public Works Director, presented a resolution to accept the final determination that the level of environmental finding is appropriate for the courthouse elevator replacement project. The county match will be 50% or \$495,853 making the total project costs \$995,853. Staff recommends approval of the resolution.

No public comment was received.

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

**Montana Historic Preservation Grant Application to the Montana Department of Commerce.
(Jenny Chambers)**

[25:38] Jenny Chamber, Public Works Director, presented the grant application to the Montana Department of Commerce in the amount of \$500,000. The county is proposing utilizing these funds to update the courthouse elevator. Proposed period of performance is February 2024 through April 2026. Staff recommends approval of the grant application.

No public comment was received.

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

**License and Use Agreement Between Lewis and Clark County and MJD Contracting, LLC.
(Jenny Chambers)**

[33:25] Jenny Chambers, Public Works Director, presented the license and use agreement between Lewis and Clark County and MJD Contracting LLC. This Agreement is to provide license and establish the parameters for MJD to utilize a portion of county property on a temporary basis during adjacent subdivision development work on a neighboring property. MJD will erect the fence and gate. Staff recommends approval.

No public comment was received.

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

Contract Between Lewis and Clark County and Tyler Technologies. (Bri Lake)

[38:51] Bri Lake, Program Analyst, presented the contract with Tyler Technologies for Criminal Justice Systems Case Management and Data Management System software. The contract is for \$272,860 and begins upon signature for a three-year period. Staff recommends approval.

[43:03] Kellie McBride, Criminal Justice Services Director gave an overview of future plans for systems to share data including county and state systems.

No public comment was received.

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

Donation to Lewis and Clark County Criminal Justice Services from St. Peter's Health Foundation. (Kellie McBride)

[49:22] Kellie McBride, Criminal Justice Services Director, presented the donation to Lewis and Clark County Criminal Justice Services (CJS) from St. Peter's Health Foundation. St. Peter's wishes to present a \$1,000 donation as an expression of appreciation for the partnership between CJS and St. Peter's Health's Frequent Users of System Engagement (FUSE) program. Staff recommends acceptance of the donation.

[42:07] Steven Mason, St. Peter's Health Foundation Executive Vice President, gave an overview of the FUSE program.

[56:15] Nate McCarthy, Local CPA/Chair of the St. Peter's Health Foundation Board, gave an overview of fundraising events and different ways they obtain gifts.

[58:55] Jeannie Etchart, member of St. Peter's Health Foundation Board/ Gala Chair, gave an overview of success of the Gala fundraiser.

No public comment was received.

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

Subdivision Improvements Agreement Extension Request, for Amended Plat of Lot 4P-A of The First Amendment of Heron Creek Subdivision Phases 1, 2, & 3, otherwise known as the Heron Creek Major Subdivision, Phases 4, 5, and 6. (Applicant: Sussex Development, Inc.) (Planner: Greg McNally)

[1:11:29] Greg McNally, Community Development and Planning Director, presented the Subdivision Improvements Agreement (SIA) Extension Request, for the Heron Creek Subdivision, Phases 4-6. This agreement guaranteed the expansion of the public wastewater treatment system and the application of a chip seal/asphalt seal coat to the internal roads. Completion date for the chip seal is August 30, 2024. Staff recommends approval of the SIA.

No public comment was received.

A motion to Approve was made by Commissioner Rolfe 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 10:19 am.

Meeting minutes approved on 6-27-24

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS


Andy Hunthausen, Chair


Candace Payne, Vice Chair


Tom Rolfe, Member

ATTEST:


Amy Reeves, Clerk of the Board