



## **PUBLIC MEETING**

January 9, 2025  
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, January 9, 2025, at 9:00 AM in Commission Chambers, Room 330.

### **Roll Call**

Chair Candace Payne called the meeting to order at 9 a.m.

Commissioners Tom Rolfe and Andy Hunthausen were present. Others attending all or a portion of the meeting included Kevin Horne, Jennifer McBroom, Laurel Riek, Kari DesRosier, Connie Griffith, Collin Corbett, and Brandi Spangler, Recording Secretary.

### **Pledge of Allegiance**

Everyone recited the pledge.

### **Consent Action Items**

There were no consent action items.

### **Memorandum of Understanding between Lewis & Clark County and Lewis & Clark Conservation District (Jennifer McBroom)**

[1:51] Jennifer McBroom, Water Quality Protection District Director, presented a Memorandum of Understanding (MOU) with the Lewis and Clark Conservation District in the amount of \$5,064. The effective date begins upon signature of both parties. Staff recommends approval of the MOU.

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.

### **Cooperative Forest Road Agreement Between Lewis and Clark County and the USDA, Forest Service Helena-Lewis and Clark National Forest. (Kevin Horne)**

[6:45] Kevin Horne, Public Works Operations Manager, presented a Cooperative Forest Road Agreement with the USDA, Forest Service Helena-Lewis and Clark National Forest for forest road maintenance. The agreement expires May 31, 2027. Staff recommends approval of the

agreement.

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.

**Task Order 102 to the Contract Between Lewis and Clark County and Great West Engineering, Inc. (Kevin Horne)**

[16:16] Kevin Horne, Public Works Operations Manager, presented a task order to the contract with Great West Engineering, Inc. for engineering services related to the Birdtail Road Bridge over Flat Creek for a total not to exceed \$54,500. Work is to be completed by December 31, 2025. Staff recommends approval of the task order.

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.

**Grant Task Order 25-07-4-21-123-0 to Lewis and Clark County for Environmental Health and Food Safety Licensing (Laurel Riek)**

[22:55] Laurel Riek, Disease Control and Prevention Division Administrator, presented a grant task order from the Montana Department of Health and Human Resources for environmental health and food safety licensing to support inspections in the amount of \$63,000. The task order is effective January 1, 2025 through December 31, 2025. Staff recommends approval of the task order.

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.

**Market Adjustments for Positions Based on Salary Survey. (Kari DesRosier)**

[32:21] Kari DesRosier, Human Resources Director, presented market adjustments for positions based on the Salary Survey. Staff recommends approval of the recommended grade changes.

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.

**Board Appointments. (Roger Baltz)**

[50:42] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Open Lands Citizens Advisory Committee and recommended the Commissioners consider the candidate for a term that will expire June 30, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to appoint Jane Kollmeyer to the Open Lands Citizens Advisory Committee to a term that will expire June 30, 2027. The motion was seconded by Commissioner Rolfe. 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.**

[53:43] Collin Corbett, field representative for Congressman Downing, introduced himself.

**Adjourn**

There being no further business, the meeting adjourned at 9:54 am.

Meeting minutes approved on 1-21-25

LEWIS AND CLARK COUNTY  
BOARD OF COMMISSIONERS

  
Candace Payne, Chair

Tom Rolfe, Vice Chair

  
Andy Hunthausen, Member

ATTEST:



Amy Reeves, Clerk of the Board