

Notice: These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611(2) (b).

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**MONDAY, OCTOBER 21, 2013**

[Audiofile](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairman Holmquist led the Pledge of Allegiance.

**Chairman Holmquist opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Chairman Holmquist closed the public comment period.**

**MONTHLY MEETING W/ LISA SHEPPARD, AOA**

**9:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, AOA Director Lisa Sheppard, Clerk Kile

Sheppard reviewed the following monthly report with the commission.

Below are two tables, one for performance measures and one for workload indicators, showing FY 2013 actuals, FY 2014 targets, August 2013 totals, and fiscal year-to-date totals. Some information is not yet available and will be reported in future months. Additional detail may be reported in the program sections below. Numbers highlighted in yellow have been revised since the last report.

**Performance Measures and Workload Indicators**

MEASURE	FY 2013 Actuals	FY 2014 Target	September 2013	Total Last Report	Total/Avg. to Date	% Target
# Receiving Independent Living Service	317	350	17	163	180	51%
# Receiving Meals on Wheels	349	373	25	216	241	65%
# of Seniors Receiving Congregate Meals	817	832	60	462	522	63%
# of Eagle Transit Dial-A-Ride Customers	368	470	68	383	451	96%
# of RSVP Volunteer Hours	40,468	32,000	not yet available	0	0	not yet available
# of Public Outreach/Education/Media Efforts	35	48	5	11	16	33%
% of MOW/Ind. Liv. Recipients/Intake at Moderate to High Risk of Institutionalization	N/A	70%	91%	82%	84%	120%
Per Meal Cost of Nutrition Services	\$6.08	\$6.00	\$5.11	\$3.18	\$4.15	69%
% of Annual Survey Respondents Who Indicate Overall Satisfaction with AOA Service	N/A	90%	N/A	N/A	N/A	N/A
Maximum # of Public Complaints About Transportation Services per Month (no more than 60 annually)	N/A	5	not yet available	2	not yet available	not yet available

\* Based on staff assessment using "at-risk" matrix

WORKLOAD INDICATOR	FY 2013 Actuals	FY 2014 Target	September 2013	Total Last Report	Total/Avg. to Date	% Target
<b>Nutrition</b>						
Meals Served	76,893	78,000	6,464	13,787	20,251	26%
# Nutritional Assessments Conducted	not yet available	560	not yet available	63	not yet available	not yet available
<b>Transportation</b>						
Total Ride Count	93,833	96,000	7,654	16,436	24,090	25%
Dial-A-Ride Count	34,083	40,320	2,561	5,563	8,124	20%
City and Commuter Ride Count	59,750	55,680	5,093	10,873	15,966	29%
<b>Information and Referral</b>						
Outreach, Info and Referral Contacts	15,896	16,300	1,435	2,795	4,230	26%
<b>Independent Living</b>						
Homemaker Units of Service	3,318	3,780	251	517	768	20%
Escorted Transportation Units of Service	1,845	1,768	160	276	436	25%
Respite Units of Service	2,742	2,932	197	426	623	21%
Community Support Units of Service	N/A	N/A	33	48	81	N/A
Medicare/Insur. Counseling Units of Service	not yet available	1,300	29	273	302	23%
Monthly Ombudsman Visits	19	19	21	23	22	116%
<b>RSVP</b>						
Volunteers Recruited/Enrolled	493	500	10	448	458	92%
Volunteer Work Stations Developed and Maintained	59	60	82	59	N/A	139%
RSVP Newsletters Produced and Distributed		6	1	0	1	17%

**MONDAY, OCTOBER 21, 2013  
(Continued)**

**AOA Administration**

**Budget**

- FY 2013: All transactions properly recorded and final financial reports for DPHHS completed and submitted (reconciled to CSA).
- FY 2014: Continuing review of FY 14 estimates; anticipate requesting a budget amendment to address any changes needed.

**State/Legislative Issues**

- **Community First Choice Committee:** Lisa was unable to attend the meeting in Helena on 9/20/13 as planned.
- **M4A:** Lisa will be unable to attend the quarterly M4A meeting in Helena on 10/23-24/due to conflict with AOA Board meeting.

**Building**

- **New building:** A proposal was made to Commissioners by Dr. Shane Hill on 10/17/13 regarding potential site for AOA on Hwy. 93 north of Reserve.
- **Kelly Road:** Several complaints have been received from meal clients regarding lack of striping in parking lot. Jed Fisher will obtain quotes for possible striping in spring.

**Advisory Council**

- The Finance Committee and Council will meet on 10/24/13 (rescheduled from 10/10/13).
- The Planning Committee for the Governor's Conference on Aging to be hosted by AOA in May 2014 met on 9/16/2013 and 10/18/2013. The next two meetings are scheduled for 11/15/13 and 12/13/13.

**Research and Program Evaluation**

- We will report on the results of the following studies when they are available: 1) U.S. Administration on Community Living on the effectiveness of different approaches to service provision to inform better delivery of long-term services and supports (LTSS), and 2) U.S. Department of Health and Human Service's Eighth National Survey of Older Americans Act Participants in coordination with the Montana DPHHS.

**Outreach/Education/Media** - Increased outreach is a goal in our Area Plan on Aging (Oct. 2011- Sept. 2015)

- On 9/3/13, the Daily Inter Lake profiled Lois Katz, RSVP volunteers and AOA/RSVP Board member, in the active senior column.
- On 9/10/13, Lisa was the keynote speaker at the annual RSVP volunteer recognition banquet (140 people).
- On 9/10/13 Ruth Pomeroy provided fraud/abuse information to attendees at the RSVP banquet.
- On 9/23/13: Lisa spoke to the local Democratic Women about AOA services.
- Educational material about fire safety and copies of the Senior Scoop were delivered to all MOW clients and nutrition sites.

**Eagle Transit**

- The Transportation Advisory Board met on 10/3/13. Members discussed job postings, schedule changes, and budget issues.
- Lisa attended the Montana Dept. of Transportation management workshop in Helena 10/9-10/10/13.
- Final wrap-up of the park season is almost complete. There has been a short delay in billing due to the federal government shut-down, but outstanding invoices will be submitted to GNP on Monday.
- Human Resources:
  - The Transportation Manager position was posted on 10/9/13 and will run through 11/6/13 on the County web site, through the Flathead Job Service, and on the CTAA and APTA web sites. Lisa also distributed the notice at the MDT management workshop.
  - The Park Operations Lead position has not yet been posted.

**Nutrition**

- Nutrition Manager J.R. Isles participated in the Earthquake preparedness tabletop exercise on 9/20/13.
- Meal/food donations were made to Samaritan House and the Food Bank.
- We provided approximately 80 pounds of fresh fruit and vegetables for clients to take home from the Kelly Rd. meal site.

**I & R/Assistance**

- Welcome to Todd Davis, our new Ombudsman. He came on board and completed his required training earlier this month.
- Congratulations to Ruth Pomeroy, RSVP volunteer. She created easy-to-read pamphlets to educate seniors about fraud and abuse. DPHHS staff were so impressed with them that they are going to recommend their use statewide.
- Medicare open enrollment began October 15, 2013 and runs through December 7, 2013. AOA staff and volunteers will offer Medicare counseling by appointment at Kelly Road and the senior centers.
- Additional client data:
  - 47% are rated at the highest risk of institutionalization in at least one category.
  - 55% are at a high overall risk of institutionalization.
  - 67% live alone (in comparison, 27.5% of all seniors in Montana live alone)
- This week we began testing the new client database that IT developed for us. Glowing reviews so far!

**RSVP**

- Grant update: **We have been awarded an additional \$90,000 from CNCS to address local needs related to health care access and to increase supports to help seniors age in place.**
- 140 volunteers attended the Annual Volunteer Appreciation Banquet on 9/10/13. Forty-five businesses contributed door prizes and other support to make the banquet a huge success!
- The RSVP Advisory Board met on 9/26/2013. Members discussed the new grant, debriefed the banquet, discussed progress on the school cribbage program and joint gift wrap fundraiser with Kalispell Senior Center.
- RSVP is participating in the effort to help students who are homeless. Volunteers will fill backpacks with food for the weekend for students identified by the project.
- **Thanks to Camas Creek Yarn** for partnering with us for this year's "Winter Ready" program! In October and November, they are offering a 50% discount on yarn to knitters donating to the program.
- Speaking of Winter Ready, **a special thanks to Diane Williams** for making more than 1600 hats over the past few years!

**Senior Mobile Home Repair**

- The October Advisory meeting was canceled.
- Funding:
  - BNSF request for \$3500 was resubmitted
  - An application for \$10,000 has been submitted to the Oro y Plata Foundation.

**Senior Centers** - A primary AOA focus is outreach to area Senior Centers to build relationships, extend support, and explore new opportunities for partnership.

- On 9/17/13, the Daily Inter Lake reported on Russ and Jean Penne's 60<sup>th</sup> anniversary celebration.
- Kalispell Senior Center will be hosting a free Health and Wellness screening on 10/29/13 from noon-2:00 sponsored by AOA, North Valley Embrace Health, Frontier Hospice, Home Options, Eagleview West Life Care Planning, and The Retreat at Buffalo Hill.
- County Commissioners are seeking a \$30,000 CDBG planning grant to assess needed repairs/improvements to all senior center buildings owned by the County (Kalispell, Whitefish, Columbia Falls and Bigfork). The County would provide \$10,000 in matching funds. The County will request that the City of Kalispell host the grant. **Thanks Commissioners!**

**Story: It's Nice to Hear We Are Making a Difference**

"Thank you for all you do for me, especially Meals on Wheels. They are my life savers – can't do without them. God bless you all." – D.H.

"Dear friends at AOA and particularly Steve Burgland and Jim Atkinson, an A+ for everybody. This senior is so grateful for all that you've done. I now can stay in my home and with dignity and safety because of you. Thank you, donors, for all you have contributed to help seniors in mobile homes. God bless you and keep you! Keep up the good work, and you'll be in my prayers." – S.T.

**MONDAY, OCTOBER 21, 2013**  
**(Continued)**

**MONTHLY MEETING W/ MARK CAMPBELL, FAIRGROUNDS**

**9:16:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, Clerk Kile

Campbell reviewed the following monthly report with the commission

**Current Projects**

- Winterizing water systems and food stands / buildings.
- Fall clean-up of horse areas, grounds and buildings. Push to clear all shavings off the grounds.
- Evaluating repairs of stalls in north stabling area. Some posts have rotten on a 12 stall barn and the wall is unstable. Siding is in bad shape too.
- Water leak repair at main restrooms was completed.
- Evaluating options on Cultipacker. Found two local pieces, but both are in tough shape.

**NW Montana Fair & Rodeo**

- Continuing Fair de-briefings of staff, partners, superintendents, and contracted services.
- Fair conventions are scheduled for Nov 13-16<sup>th</sup> (Rocky Mountain Association of Fairs) and Dec 8 – 11<sup>th</sup> (International Association of Fairs and Expos).
- Considerations of 2014 scheduling and entertainment options. Reviewing procedures, ticketing, entry process, banking operations, and data flow amongst many other items.

**Fairgrounds**

- RV and Boat storage has begun. Program operates into April.
- Event use remains high and turn-over of buildings keeps maintenance busy.

**Upcoming Events and Activities**

- Montana Land Reliance – Ag Seminar – October 15<sup>th</sup>
- Sports Connection Gun Show – Oct 18-20<sup>th</sup>
- Kalispell Farmers Market – Oct 19-20<sup>th</sup>
- Ultimate Treasures – Oct 19<sup>th</sup>
- County Flu Clinic – Oct 22<sup>nd</sup>
- Elections – Trade Center – Nov 5<sup>th</sup>
- Vintage White's Market – Nov 9<sup>th</sup>
- Shooting Sports – begins Nov 18<sup>th</sup>
- Flathead Snowmobile Association – Nov 23<sup>rd</sup>

**PUBLIC HEARING: WITHDRAW FROM CRESTON FIRE DISTRICT AND ANNEX INTO BIGFORK FIRE DISTRICT/MCCAFFERY WOODS SUBDIVISION**

**9:30:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Wayne Loeffler, Clerk Kile

**Chairman Holmquist opened the public hearing to anyone wishing to speak in regards to withdrawing McCaffery Woods Subdivision from Creston Fire District and annexing into Bigfork Fire District.**

**No one rising to speak, Chairman Holmquist closed the public hearing.**

Commissioner Krueger made a **motion** to adopt Resolution 2370/ annexation of McCaffery Woods Subdivision into Bigfork Fire District. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

RESOLUTION NO. 2370

WHEREAS, the Board of Commissioners of Flathead County, Montana, received a petition, pursuant to Section 7-33-2126, M.C.A., requesting that certain property be allowed to withdraw from the Creston Rural Fire District and annex it to the Bigfork Fire District;

WHEREAS, the territory to be withdrawn and annexed, located in the Open Space, and Lots 1, 2, 3, 4, 5, 6, and 7 of McCaffery Woods Subdivision, in the SW ¼ of Section 7, Township 27 North, Range 19 West, Flathead County, Montana, and located at 1700 McCaffery Lookout Road, Bigfork, MT;

WHEREAS, a Notice of Public Hearing was published on October 10 and October 17, 2013, giving notice that the Commissioners would hear protests to the requested withdrawal and annexation;

WHEREAS, the Board of Commissioners conducted the public hearing as noticed and received input from the public on the requested withdrawal and annexation; and

WHEREAS, the Board of Commissioners has determined that the requested withdrawal and annexation would result in a more advantageous proximity to the firefighting facilities and more advantageous communications with the firefighting facilities of the Bigfork Fire District for the annexed property.

**MONDAY, OCTOBER 21, 2013  
(Continued)**

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Board of Commissioners of Flathead County, that the petition is granted and that the property located in the Open Space, and Lots 1, 2, 3, 4, 5, 6, and 7 of McCaffery Woods Subdivision, in the SW ¼ of Section 7, Township 27 North, Range 19 West, Flathead County, Montana, and located in Bigfork, MT, is hereby withdrawn from the Creston Rural Fire District and annexed to the Bigfork Fire District.

Dated this 21<sup>st</sup> day of October, 2013.

BOARD OF COUNTY COMMISSIONERS  
Flathead County, Montana

By/s/Pamela J. Holmquist  
Pamela J. Holmquist, Chairman

By/s/Calvin L. Scott  
Calvin L. Scott, Member

By/s/Gary D. Krueger  
Gary D. Krueger, Member

ATTEST:  
Paula Robinson, Clerk

By/s/Diana Kile  
Diana Kile, Deputy

**DOCUMENT FOR SIGNATURE: REQUEST FOR DECLARATION OF SURPLUS PROPERTY, I.T.**

**9:31:29 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk Kile

Commissioner Scott made a **motion** to approve declaration of surplus property/ I.T. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: SERVICE PROVIDER AGREEMENT/ AGAPE, AOA**

**9:33:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature/ service provider agreement, AGAPE. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: MDOT SECTION 5317 OPERATING CONTRACT #107373/ CFDA #20.521 NEW FREEDOM PROGRAM, AOA**

**9:35:29 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk Kile

Commissioner Scott made a **motion** to approve the document for signature/ MDOT operating contract as stated. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**11:00 a.m. Quarterly Jail Facility Tour**

**7:00 p.m. Commissioner Holmquist, Scott & Krueger: Kalispell City Council meeting @ City Hall**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 22, 2013.

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**TUESDAY, OCTOBER 22, 2013**

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

**12:00 p.m. Commissioner Scott: Flathead Valley CDC Board meeting @ Three Rivers Bank**

**3:00 p.m. Commissioner Krueger: Refuse Board meeting @ Solid Waste District Conference Room**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 23, 2013.

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**WEDNESDAY, OCTOBER 23, 2013**

**Audiofile**

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairman Holmquist led the Pledge of Allegiance.

**WEDNESDAY, OCTOBER 23, 2013**  
**(Continued)**

Chairman Holmquist opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Chairman Holmquist closed the public comment period.

**QUARTERLY INVESTMENT REPORT W/ ADELE KRANTZ, TREASURER**

**9:15:42 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Treasurer Adele Krantz, Clerk Kile

Absent: Commissioner Calvin L. Scott

Krantz presented a quarterly investment report to the commission and reviewed the following statistics along with pooled investments and distribution of interest for the first quarter of FY2014.

**Quarterly Report Notes**

- STIP Rate - .17 Average for September 2014
- Operating Acct Stats - \$46836.63 (Interest Earned for Q) - \$6158.23 (Service Charge for Q) = \$40678.40 (Net Interest Earned) - Interest Rate .30%
- Last Quarter Top Investment Rate – 1.75 – 5%LPL 9/27/2018

**Current Treasurer's Projects**

- Delinquent Taxes \$1M Real Estate
- Delinquent Taxes \$228K Per Prop & Mobiles
- Protested Taxes \$4.3 as of 9/30/2013
- 57,825 Real Estate Tax Bills this year

**MONTHLY MEETING W/ JIM CHILTON, SOLID WASTE DISTRICT**

**9:30:42 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Solid Waste Operations Manager Jim Chilton, Clerk Kile

Absent: Commissioner Calvin L. Scott

Chilton met with the commission and reported the Solid Waste Board took action pertaining to hours of operation at Essex container site which will be 8-5 Tuesday, Thursday and Saturday from the second Tuesday in April to the second Saturday in January, and the site will be closed thereafter and reopened on the second Tuesday in April. He then recapped discussions held regarding the Bigfork container site; spoke about plans to update chapter 5 in their strategic plan pertaining to container sites and recycling; reviewed plans to put together a one-year contract (thru December 2014) with Valley Recycling; spoke about continuing litter concerns in the northern corridor and potential solutions; reviewed discussions pertaining to extending the tree buffer on the southern boundary; spoke about problems regarding hypodermic needles showing up in their plastic recyclables; reported on refuse operations.

**CONSIDERATION OF LAKESHORE PERMIT: SPEIERMAN, FLP 13-66**

**10:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Erick Mack, Clerk Kile

Absent: Commissioner Calvin L. Scott

Mack entered into record Lake and Lakeshore Construction Permit FLP 13-66; an application submitted by Chad Speierman to remove rock material from a dock area at 135 Old Highway 93 on Flathead Lake. The proposal is to dredge the area surrounding the dock to allow boat access to the slip.

Commissioner Krueger made a **motion** to approve Lakeshore Permit/ Speierman, FLP 13-66. Chairman Holmquist **seconded** the motion. **Aye** - Holmquist and Krueger. Motion carried by quorum.

**AUTHORIZATION TO PUBLISH NOTICE OF PUBLIC HEARING: WITHDRAW FROM SMITH VALLEY FIRE DISTRICT AND ANNEX INTO SOUTH KALISPELL FIRE DISTRICT**

**10:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to authorize publication of the Notice of Public Hearing/ withdraw from Smith Valley Fire District and annex into South Kalispell Fire District. Chairman Holmquist **seconded** the motion. **Aye** - Holmquist and Krueger. Motion carried by quorum.

**WEDNESDAY, OCTOBER 23, 2013**  
**(Continued)**

NOTICE OF PUBLIC HEARING

The Board of Commissioners of Flathead County, Montana, hereby gives notice, pursuant to Section 7-33-2126, M.C.A., that it will hold a public hearing to consider a petition to withdraw territory from the Smith Valley Fire District and annex it to the South Kalispell Fire District; said territory to be withdrawn and annexed is located in the Southeast Quarter of the Northwest Quarter lying westerly and southerly of Foy's Canyon Road and the East half of the Southwest Quarter in Section 6, Township 27 North, Range 21 West, Flathead County, Montana. (description does NOT include road)

The Board of Commissioners has received a petition in writing by the owners of 71% of the privately owned lands of the area to be withdrawn and annexed, who constitute a majority of the taxpaying freeholders within that area, according to the last-completed assessment roll, asking that such area be transferred to and included in the South Kalispell Fire District.

The public hearing will be held on the 12<sup>th</sup> day of **November, 2013**, at **10:15 o'clock a.m.**, in the Office of the Board of Commissioners of Flathead County, Courthouse Third Floor, Kalispell, Montana. At the public hearing, the Board of Commissioners will give the public an opportunity to be heard regarding the proposed transfer and will consider whether protests by owners of 40% or more of the real property in either district and owners of property representing 40% or more of the taxable value in either district, were received.

DATED this 23<sup>rd</sup> day of October, 2013.

BOARD OF COUNTY COMMISSIONERS  
Flathead County, Montana

By/s/Pamela J. Holmquist  
Pamela J. Holmquist, Chairman

ATTEST:  
Paula Robinson, Clerk

By/s/Diana Kile  
Diana Kile, Deputy

Publish on October 28 and November 4, 2013.

**AWARD RFP: ADA EVALUATION**

**10:01:55 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, H. R. Director Tammy Skramovsky, Clerk Kile

Absent: Commissioner Calvin L. Scott

Pence reported the selection committee reviewed and rated five submittals received and said the top firm rated was CTA. He stated the request today is to ask for authorization to proceed with negotiation agreements with the top rated firm.

General discussion was held relative to a previous ADA evaluation done around 1993-1994 and the lack of a transition plan in those documents.

Commissioner Krueger explained his concerns pertaining to the county not following up and using plans they pay for.

Pierson explained the ADA evaluations were formerly housed at the commissioner's office prior to the courthouse remodel project, and is a document that should never go to Records Preservation. She stated a plan needs to be developed for how the ADA evaluation will be updated and utilized, so when there are changes and improvements made the documents will be updated and kept accurate.

Commissioner Krueger made a **motion** to award the RFP to CTA for negotiations. Chairman Holmquist **seconded** the motion. **Aye** - Holmquist and Krueger. Motion carried by quorum.

**CONSIDERATION OF H.R. TRANSMITTAL: FTE INCREASE/ OMBUDSMAN, AOA**

**10:14:16 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Absent: Commissioner Calvin L. Scott

Skramovsky noted the position was previously approved at 20 hours per week and due to funding received from DPHHS, the request is to increase the position to 25 hours per week.

Commissioner Krueger made a **motion** to approve the FTE increase/ Ombudsman, AOA. Chairman Holmquist **seconded** the motion. **Aye** - Holmquist and Krueger. Motion carried by quorum.

**WEDNESDAY, OCTOBER 23, 2013**  
**(Continued)**

**MEETING W/BRAD SALONEN, WESTERN STATES INSURANCE RE: WORKERS' COMPENSATION INSURANCE QUOTES**

**10:16:29 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Western States Representative Brad Salonen, Clerk Kile

Absent: Commissioner Calvin L. Scott

Brad Salonen met with the commission and reviewed three Workers' Compensation Insurance quotes: MACo, \$631,867; Montana State Fund, \$690,487; Liberty Northwest, \$709,800. He pointed out the only option for the 911 Center is through Montana State Fund.

Extensive discussion was held relative to significant premium increases and the aggressive claims management that has been provided by Liberty Northwest.

Skramovsky said she has worked with Liberty Northwest since 2005 and explained their claims management and service is wonderful. She compared claims management with Montana State Fund and MACo and explained concerns. Skramovsky suggested a trial 8-month run be considered with MACo.

Commissioner Krueger spoke in opposition to Montana State Fund and explained his concerns.

Salonen noted the counties current experience modification factor is .81 with 1.00 being average. He explained if Flathead County were to go from .81 to .91 it would cost the county \$95,000 in premiums; without aggressive claims management he stated that would not take long to happen.

Discussion was held relative to various options.

Skramovsky explained that ideally they like to lock in a rate for a plan year as long as they can, yet an 8-month contract would put us on a plan year basis that coincides with our fiscal year that would be desirable to our Finance Department for budgeting purposes. She noted every piece of this has its pros and cons to it.

Commissioner Krueger recommended going with Liberty Northwest with an 8-month contract on a trial basis, in hopes of getting some answer to concerns.

Commissioner Krueger made a **motion** to stay with Liberty Northwest for an 8-month period in order to be on a plan year time frame; it's more money and I understand that, yet we are looking at a company sending us mixed messages. Chairman Holmquist **seconded** the motion. **Aye** – Holmquist and Krueger. Motion carried by quorum.

Commissioner Krueger asked that H.R. schedule a session with MACo towards the end of the 8-month period so we can visit with them regarding concerns with claims management.

**11:00 a.m. County Attorney meeting @ Co. Atty's Office**  
**12:00 p.m. Commissioner Holmquist: MWED Board meeting**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 24, 2013.

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**THURSDAY, OCTOBER 24, 2013**  
**Audiofile**

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

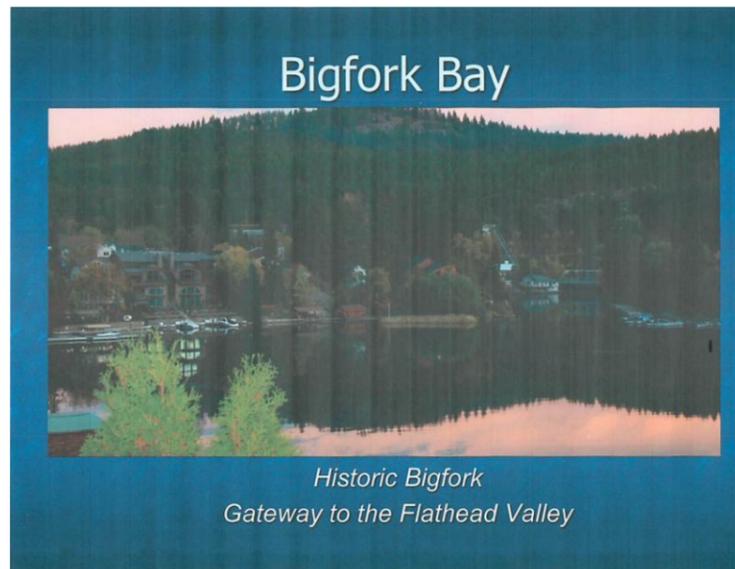
**COMMISSIONERS WORKSHOP RE: BIGFORK STORMWATER PROJECT**

**10:00:00AM**

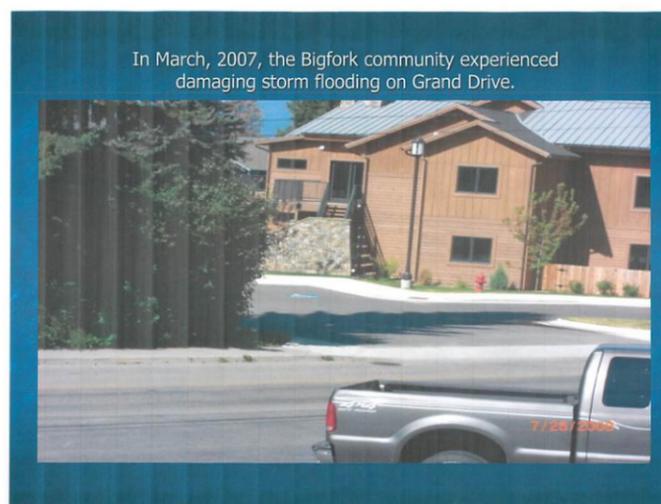
Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Grant Writer Debbie Pierson, Chairman Bigfork Stormwater Committee Sue Hanson, Brett Walcheck, Paul Rana, Harry Hyatt, Paul Matascio, Clerk Kile

Sue Hanson met with the commission and summarized prior history of the Bigfork Stormwater Project, which started in 2007 to address drainage issues. She pointed out grant funds were obtained to make improvements to a portion of the community and the intent was always to propose a Rural Special Improvement District (RSID) for the remaining work. The commission last fall discussed moving forward with an RSID, but made a motion saying the project was not dead, but the timing was wrong to proceed. Hanson reviewed the following power point presentation with the commission.

**THURSDAY, OCTOBER 24, 2013  
(Continued)**



*The Bigfork community surrounds the Swan River, Bigfork Bay and the north end of Flathead Lake. Much of the economy depends on access to Flathead Lake and the clean, clear water.*



*Due to increased paving in the area, floodwater overwhelmed a non-functioning dry well on the south side and north side of Grand Drive. Properties flooded Janover/Oliver. This is what brought the issue to the attention of the Flathead County Road Department.*

### Funding Partners

The following have supplied financial support to facilitate the Bigfork Stormwater Project:

- 2007: \$45,000 - (\$15,000 DNRC Planning Grant, \$5,000 Flathead Basin Commission, \$25,000 DEQ 319)
- 2008: \$60,000 - DEQ 319
- 2009: \$275,000 (\$145,000 DEQ 319, \$100,000 DNRC/RRGL, \$30,000 School match)
- 2009: \$519,184 Treasure State Endowment Program
- 2010: \$310,000 (\$200,000 DEQ 319, \$100,000 DNRC/RRGL, \$10,000 DNRC Forestry)
- 2011: \$123,000 DEQ 319
- 2013: \$100,000 DNRC
- Total Grant funding to date: \$1,432,184

*Flathead County applied for grant funding to begin the process of resolving the flooding and pollution issues. Funding included a Preliminary Engineering Report, Construction Engineering, Sample Analysis Program Pre and Post Construction and Education & Outreach.*

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(Continued)**

Stormwater catch basins on Grand Drive were replaced in 2009 during the joint project with Bigfork Schools.

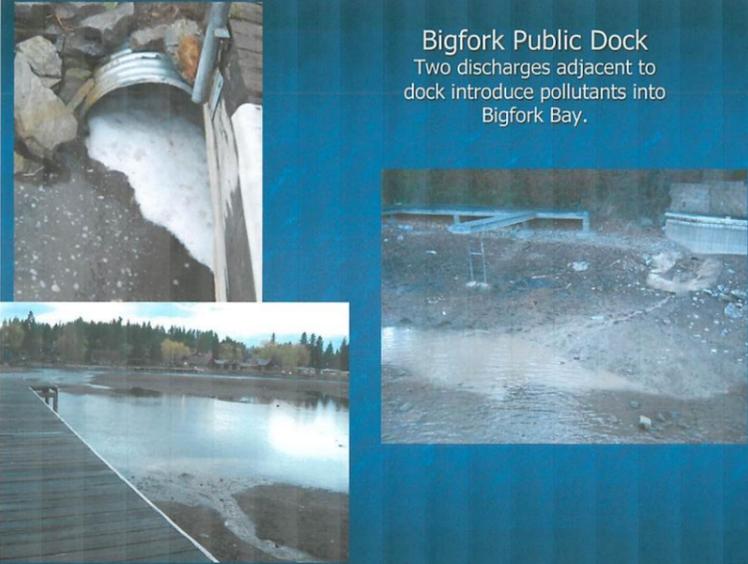
In 2007, three damaged c/p's converge in the catch basin below school property. Flooding occurred when stormwater runoff from Grand Dr. and school parking lots emptying onto Grand Drive overflowed the catch basin.

In a partnership with Flathead County and Bigfork Schools, the c/p's were upgraded and replaced. Conveyance pipes were then connected and covered with asphalt.



*The Stormwater system, installed in the 1960's had not been maintained and many of the collection grates, dry wells, corrugated metal pipes, catch basins and outfalls were clogged or damaged. It was determined that the parking lots at the Bigfork School complex were contributing substantial flow onto Grand Drive. Flathead County partnered with the Bigfork School District to install two detention and filtration system.*

Bigfork Public Dock  
Two discharges adjacent to dock introduce pollutants into Bigfork Bay.



*Sediment and pollutants flow directly into Bigfork Bay.*

Bridge Street North outfalls show values in excess of MS4 standards for total suspended solids, Nitrogen, Phosphorus, Copper, and Zinc in Sample Analysis testing completed in 2010.

- “Measures to reduce existing pollutants from human sources are necessary to protect the Lake’s health and implement the TMDL for Flathead Lake.”

Parameter	MS4 Permit Median Max. Conc. (mg/l)	Monitored Conc. (mg/l) <sup>1</sup>
Total Suspended Solids	124	252, 867
Chemical Oxygen Demand	80	NA
Total Phosphorus	0.41	0.62, 1.35
Total Nitrogen	2.00	2.18, 1.28
Total Copper	0.04	0.012, 0.023
Total Lead	0.165	<0.04
Total Zinc	0.210	0.109, 0.315
US EPA Water Quality Criterion for Recreational Waters		
Fecal Coli. Bacteria (#/100ml)	235 & 298 <sup>2</sup>	145, 2700

1. Source: Stanford et al.  
2. EPA single sample limit < 235/100ml for designated bathing beach area and <= 298/100ml E. coli for moderate full body contact recreation.

*In 1997, the Flathead Lake Biological Station tested outflows from the stormwater discharge beside the dock on Lake Street. Of concern, in addition to the suspended solids and other pollutants was the high concentration of Fecal Coliform Bacteria.*

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(Continued)**

Bigfork Schools taking a leadership role.

As part of Bigfork Elementary School expansion in 2008, a detention/filtration system was installed under the elementary school playground reducing runoff onto grand drive by 90%.

In 2009, in partnership with Flathead County, Bigfork Schools installed an additional detention/filtration system to reduce runoff from the High School area by 90%.



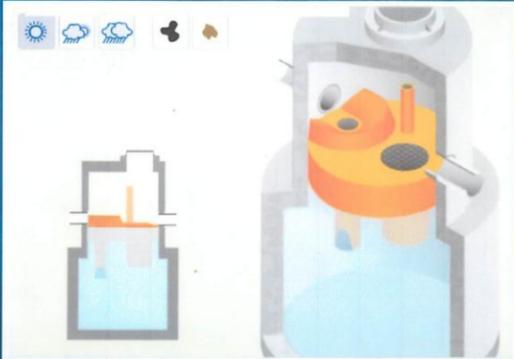
*Installation of detention & filtration systems at the Bigfork School District. Those installations are estimated to reduce stormwater flow by 90%.*

Post Construction improvements on Grand Drive & Electric Ave.



*On completion of the Grand Drive and River Street phases, the new system installed collection, conveyance, curbs and gutters to collect stormwater. Treatment devices were installed at the Lake Street and River Street outfalls include Stormceptor Hydrodynamic Separators and Imbrium "Jellyfish". Stormceptor Hydrodynamic Separator. Flathead County Road Dept. maintains.*

Treatment Systems to be installed on Bridge Street include a filtration system:  
Stormceptor Hydrodynamic Separator removes suspended solids, oil and floatable litter. No movable parts and maintained by vacuuming.



*Imbrium "Jellyfish". Flathead County Road Dept. maintains. Half Finished Project. First two phases covered Hwy 35-Grand Drive to River Street. Second phase includes S portion of Electric Avenue/Bridge Street to Steel Bridge (show discharges) and Bridge Street South/Bay Drive to Hwy 35 and Hwy 209.*

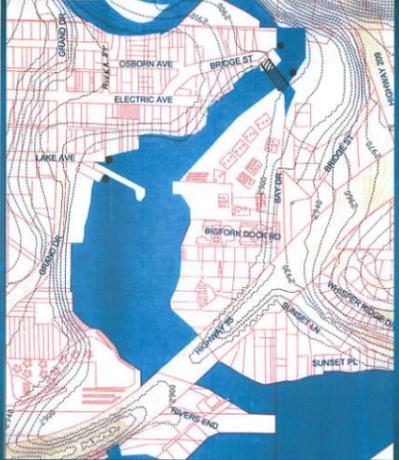
**THURSDAY, OCTOBER 24, 2013**  
**(Continued)**

Followed by contaminant filter  
*Imbrium Jellyfish*

After leaving the Stormceptor, stormwater flows into the "Jellyfish". Twenty hollow tentacles filter contaminants. Oil and floatable litter are trapped beneath the deck outside the filtration zone. Filtered effluent is discharged into Bigfork Bay. Maintenance involves vacuuming the material collected at the bottom of the cylinder and flushing the tentacles with water.



*Curbs and sidewalks are intermittent on the North section. CFBB installs improvements as funds permit. Conveyance lines, collection grates are undersized, damaged and some do not function. A number of businesses and homes are below the elevation of the road and are inundated by untreated stormwater that cannot reach the outfall.*



### Half Finished Project

Completed in the first two phases are Grand Drive and the north section of Electric Avenue to River Street.

Remaining phase includes Electric Avenue/Bridge Street to the Steel Bridge and Bridge Street South to Hwy 35 and Hwy 209.

*Discharge North Bridge Street by steel bridge. Sediments and pollutants enter the Swan River directly without treatment. Lack of curbs and gutters cause storm water overflow onto sidewalks flooding basements in businesses.*

### Bridge Street North



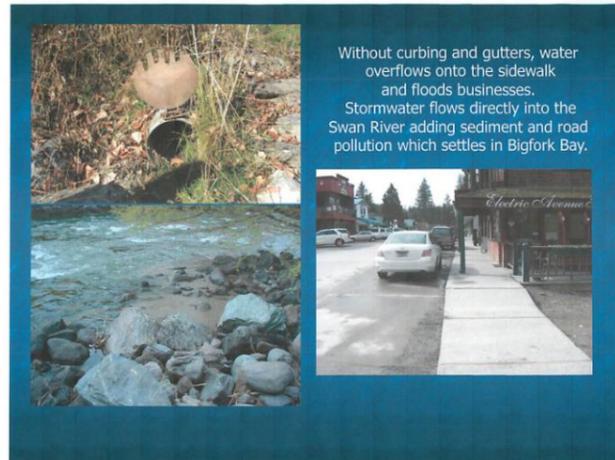
Blocked or undersized conveyance systems direct stormwater from Electric Avenue to the outflow at the steel bridge. Recently paved parking areas collect debris and pollutants before discharging into the Swan River.



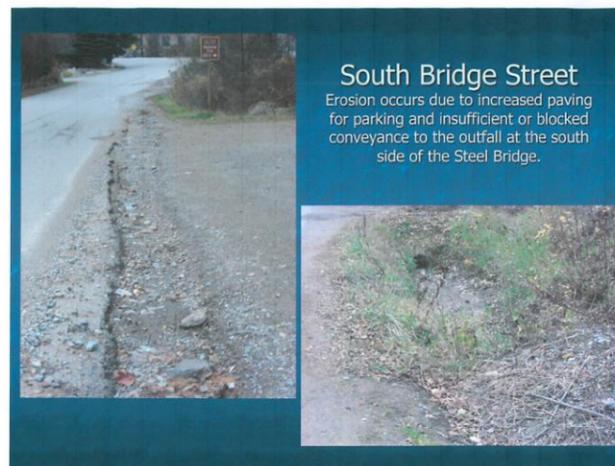
Without curbing and gutters, stormwater carries street pollution and debris to the outlet on the north side of the steel bridge which empties into the Swan River. Homes and businesses are flooded when the intakes are blocked.

*South Bridge Street has no sidewalks, curbs or gutters. Conveyance pipes plug every year, catch basins overflow and road erosion occurs. The Flathead County Road Dept. has made efforts to maintain the system by cleaning out CMP's and patching asphalt.*

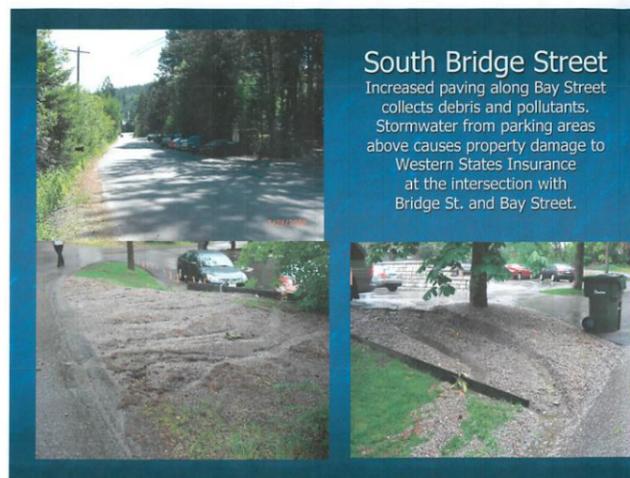
**THURSDAY, OCTOBER 24, 2013  
(Continued)**



*Individual property owners have paved parking areas along Bay Street and Bridge Street eliminating catch basins. The Whitney driveway and Western States Insurance properties are regularly inundated with stormwater causing damage to their property.*



*Construction Construction/Maintenance costs to taxpayers.*



*Throughout this 6 year process, the advisory committee has worked closely with the community with advertising, newspaper articles, public meetings, workshops, surveys and was a standing committee member of the Community Foundation for a Better Bigfork. At all stages of the process the community was informed a Rural Special Improvement District (RSID) was necessary to complete the project. Flathead County Commissioners signed off on applications for grant funding stating this. Cost estimates would assess taxpayers approximately \$30 per year. The DNRC grant of \$100,000 would reduce the cost of the RSID. It would also fund maintenance costs. The Bigfork community, including the Bigfork School District, has contributed many thousands of dollars to improve sidewalks, guard rails, the public dock, lighting, street cleaning, stormwater drainage, library, security cameras, Sliter Park, Harry Horn Park, speed control and the list goes on. The Bigfork community deserves the opportunity to support or not support a RSID to complete the project.*

**THURSDAY, OCTOBER 24, 2013  
(Continued)**

**ENGINEERS ESTIMATE FOR CONSTRUCTION IMPROVEMENTS  
BIGFORK STORMWATER PROJECT  
BRIDGE STREET NORTH BASIN  
BRIDGE STREET SOUTH BASIN  
DATE: 08/22/2013**

BRIDGE STREET NORTH AND SOUTH BASINS					
Item No.	Description	Unit Measure	Estimated Quantity	Unit Price	Total Price
1	Mobilization, Bonding, Submittals & Permits	L.S.	1	\$ 35,903.83	\$ 35,903.83
2	Erosion Control Measures	L.S.	1	\$ 18,000.00	\$ 18,000.00
3	Traffic Control	L.S.	1	\$ 40,000.00	\$ 40,000.00
4	Construction Survey & Material Testing	L.S.	1	\$ 22,000.00	\$ 22,000.00
5	Site Work	L.S.	1	\$ 35,000.00	\$ 35,000.00
6	30" I.D. Catch Basin / Cover & Apron	E.A.	20	\$ 2,600.00	\$ 52,000.00
7	30" I.D. Catch Basin / Cover	E.A.	8	\$ 2,000.00	\$ 16,000.00
8	60" I.D. Catch Basin / Cover	E.A.	4	\$ 3,900.00	\$ 15,600.00
9	Retrofit Existing Catch Basin	E.A.	1	\$ 1,600.00	\$ 1,600.00
10	8" Storm Drain - A2000	L.F.	34	\$ 53.00	\$ 1,802.00
11	8" Storm Drain - SDR 35	L.F.	223	\$ 47.50	\$ 10,692.50
12	10" Storm Drain - SDR 35	L.F.	44	\$ 49.50	\$ 2,178.00
13	12" Storm Drain - SDR 35	L.F.	1,294	\$ 51.00	\$ 65,994.00
14	15" Storm Drain - SDR 35	L.F.	180	\$ 53.00	\$ 9,540.00
15	18" Storm Drain - SDR 35	L.F.	405	\$ 56.00	\$ 22,680.00
16	Hydrodynamic Separator-Stormceptor STC 900	E.A.	2	\$ 15,000.00	\$ 30,000.00
17	Filtration System-Jellyfish JF8	E.A.	2	\$ 105,000.00	\$ 210,000.00
18	Bedrock Trenching	L.F.	250	\$ 40.00	\$ 10,000.00
19	Road Reconditioning - Asphalt Removal/Finishing Subgrade	L.S.	1	\$ 21,000.00	\$ 21,000.00
20	Road - 3" Minus Select SubBase	C.Y.	192	\$ 35.00	\$ 6,720.00
21	Road - 3/4" Minus Base Course	C.Y.	383	\$ 60.00	\$ 22,980.00
22	Asphalt Concrete Pavement	S.Y.	4,350	\$ 20.00	\$ 87,000.00
23	Concrete Curb & Gutter	L.F.	1,758	\$ 25.00	\$ 43,950.00
24	Concrete Sidewalk	S.F.	3,920	\$ 4.75	\$ 18,620.00
25	Sidewalk Trench Drains	E.A.	4	\$ 650.00	\$ 2,600.00
26	Concrete Valley Gutter	L.F.	77	\$ 85.00	\$ 6,545.00
<b>SUBTOTAL ITEMS 1 to 26</b>					<b>\$ 816,980.33</b>

CONSTRUCTION SUBTOTAL:	\$	816,980.33
CONTINGENCY 18%:	\$	122,547.06
CONSTRUCTION TOTAL:	\$	939,527.37
RSID ENGINEERING (5%):	\$	46,976.37
CONSTRUCTION ENGINEERING (10%):	\$	93,952.74
PROJECT TOTAL:	\$	1,080,456.48
DNRC CONTRIBUTION (COST REDUCTION):	\$	(87,970.00)
<b>ASSESSABLE PROJECT TOTAL:</b>	<b>\$</b>	<b>992,486.48</b>
COUNTY ADMINISTRATIVE FEES (5%):	\$	49,624.32
REVOLVING FUND CONTRIBUTION (5%):	\$	49,624.32
BOND COUNSEL (2.5%):	\$	24,812.16
TOTAL AGGREGATE PRINCIPAL:	\$	1,116,547.29
TOTAL INTEREST (5%-20YR-2 PMTS/YR):	\$	662,614.24
<b>TOTAL ASSESSMENT:</b>	<b>\$</b>	<b>1,779,161.53</b>
<b>SEMI-ANNUAL PAYMENT (5%-20YR-2 PMTS/YR):</b>	<b>\$</b>	<b>44,479.04</b>
<b>SEMI-ANNUAL PAYMENT PER PARCEL (BASED ON 3,000 PARCELS):</b>	<b>\$</b>	<b>14.83</b>

- Throughout this 6 year process, the advisory committee has worked closely with the community with advertising, newspaper articles, public meetings, workshops, surveys and was a standing committee member of the Community Foundation for a Better Bigfork.
- At all stages of the process the community was informed a Rural Special Improvement District (RSID) was necessary to complete the project. Flathead County Commissioners signed off on applications for grant funding stating this.
- Cost estimates would assess taxpayers approximately \$30 per year. The DNRC grant of \$100,000 would reduce the cost of the RSID. It would also fund maintenance costs.
- The Bigfork community, including the Bigfork School District, has contributed many thousands of dollars to improve sidewalks, guard rails, the public dock, lighting, street cleaning, stormwater drainage, library, security cameras, Sliter Park, Harry Horn Park, speed control and the list goes on.
- The Bigfork community deserves the opportunity to support or not support a RSID to complete the project.

General discussion was held relative to the survey conducted and results tabulated; maintenance cost on the jellyfish; forming a special district.

**2:00 p.m. Commissioner Krueger: AOA Board meeting**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 25, 2013.

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**FRIDAY, OCTOBER 25, 2013**

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

**NO MEETINGS SCHEDULED**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 28, 2013.

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