
MONDAY, JULY 2, 2012

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

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

DOCUMENT FOR SIGNATURE: FY2013 DUI PLAN/ HEALTH DEPT.

[10:00:56 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Pence noted the DUI plan is an on-going grant updated yearly.

Commissioner Scott made a **motion** to approve the 2013 DUI Plan document. Commissioner Holmquist **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

DOCUMENTS FOR SIGNATURE: DPHHS CONTRACTS #13-07-65-11-018-0, #13-07-5-01-015-0, #13-07-3-01-005-0 & #13-07-3-01-095-0

[10:02:56 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Pence noted DPHHS Contract # 13-07-65-11-018-0 is an ongoing grant for health enhancement for \$131,000.

Commissioner Holmquist made a **motion** to approve the contract. Commissioner Scott **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

Pence noted DPHHS Contract #13-07-5-01-015-0 is the maternal and child health program for \$104,488.

Commissioner Scott made a **motion** to approve the contract. Commissioner Holmquist **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

Pence noted DPHHS Contract #13-07-3-01-005-0 is for breast cervical and colorectal cancer screening with the maximum amount up to \$87,500.

Commissioner Holmquist made a **motion** to approve the contract. Commissioner Scott **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

Pence noted DPHHS Contract #13-07-3-01-095-0 is in the amount of \$15,000 related to nutrition and physical activity.

Commissioner Scott made a **motion** to approve the contract. Commissioner Holmquist **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

CONSIDERATION OF PRINT BID: PLANNING & ZONING OFFICE

[10:05:17 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Commissioner Scott made a **motion** to award the print bid to Insty Prints for 500 each business cards for the Planning & Zoning Office for \$49.90. Commissioner Holmquist **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

BOARD APPOINTMENTS: OLNEY RURAL FIRE DISTRICT & BIGFORK FIRE DISTRICT

[10:05:49 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Commissioner Holmquist made a **motion** to appoint Keith Kastner to Olney Rural Fire District. Commissioner Scott **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

Commissioner Holmquist made a **motion** to table the appointment to Bigfork Fire District. Commissioner Scott **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: TYLER TECHNOLOGIES CLIENT DATA ACCESS AGREEMENT/ I.T.

[10:06:57 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk & Recorder Paula Robinson, I.T. Director Vicki Saxby, Clerk Kile

Saxby reported the agreement will allow Tyler Technologies to access DocPro data on our network.

Commissioner Scott made a **motion** to authorize Tyler Technologies to access data as necessary for client services. Commissioner Holmquist **seconded** the motion. **Aye –** Lauman, Scott and Holmquist. Motion carried unanimously.

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(Continued)

MEETING W/ DANIELLE BUNDRICK, COMMUNITY ACTION PARTNERSHIP RE: LEGAL SERVICES

[10:15:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Danielle Bundrock, Holly Walsh, Doug Rauthe, Jane Nolan, Clerk Kile

Doug Rauthe, Executive Director for Community Action Partnership explained a few months back CAP approached the commission with a request for help in funding public legal services, which was denied. He noted they have additional information that they hope the commission will consider this time around, as they have turned every rock they can in order to get additional dollars to work into their budget.

Jane Nolan explained the differences between their program Montana Legal Services Partnership and the Self Help Law Center. She said in their program lawyers provide legal advice and legal representation in civil areas of law; including, housing, landlord tenant, foreclosure, public benefits, debit collector harassment, debit collection lawsuits, bankruptcies, domestic violence and family law cases. She stated they are definitely two different services that work together cooperatively. Nolan explained CAP looked at the percentage of clients in the four counties currently served by the program, and came up with a dollar figure for their request with the percentage of clients from Flathead County being 65%, Lake County 17%, Lincoln County 12% and Sanders County 6%.

General discussion was held regarding the difference between the Self Help Law Center and CAP, as well as to what percentages other counties are contributing.

Commissioner Scott spoke about concerns he is aware of with a lack of legal services available for citizens, when the county imposes legal processes or documents that need completed or filled out when the Self Help Law Center does not provide legal advice. He noted he has had discussions with Judge Kitty Curtis who has verified his concerns.

Commissioner Holmquist said I am sure it is a great program, yet we are all feeling the budget pinch with other organizations losing funding also. She explained she is concerned about the county budget too.

Commissioner Lauman stated he agreed, and said the request would be taken under consideration and a decision would be made within a couple of weeks.

Holly Walsh stated she sits on the Community Action Partnership Board on the commissions behalf with their peer commissioners from other counties. She stated the program is vital to the citizens of this county. Walsh reviewed the circumstances surrounding a mom and her son who were on the verge of being evicted, and about to end up on the streets.

BI-MONTHLY MEETING W/ KIM CROWLEY, LIBRARY

[10:30:00 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Library Director Kim Crowley, Clerk Kile

Crowley reported the Library Board approved purchase of the HVAC system for \$292,903, which included alternate number one where the new chiller is connected to the entire building; alternate number two is the economizer air handlers; alternate number 3 includes one, two and three and the two new units in the basement; alternate number 4 is duct cleaning which will be left out and can be added later. The engineer costs were \$28,000 so the total cost of the project is \$321,003. She then reviewed library checkout statistics that are up 9.88 percent over last year, and briefly reported on development regarding moving the Columbia Falls Library.

DOCUMENT FOR SIGNATURE: FLATHEAD CONSERVATION DISTRICT ACCESS PERMISSION/ COUNTY ROW ON TRUMBULL CREEK

[10:45:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Pence noted Flathead Conservation District has requested permission for River Design Group to access the county right of way in order to conduct a stream assessment on Trumbull Creek. The stream assessment will be done where flooding causes damage to property and homes nearly every year. The intent of the study is to determine what, if anything can be done to mitigate flooding.

Commissioner Scott made a **motion** to authorize River Design Group to access the county ROW. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

MONTHLY MEETING W/ DAVE PRUNTY, ROAD DEPT.

[11:00:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Prunty summarized the following monthly report from Flathead County Road & Bridge Department presented to the commission.

Road Closures Due to Flooding

- Steel Bridge Road is now open. Waters have receded and we have informed the Sheriff's Office the barricades are removed.
- Causeway Lane on Echo Lake is now under water and has been closed. Water is around four inches in depth and covers over fifty percent of the length of the road.

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North Fork Road Gravel Project

- Crushed gravel material from the Demersville gravel pit has been hauled to the NF Road from Polebridge north. The project is complete.
- Funding for the gravel material and crushing was from the RAC. We covered the haul and placement of material.
- 13,130 CY of material was hauled and placed. Costs for the project totaled \$240,904.93. Funding from RAC for this project is \$93,000 of which they have already paid us \$54,000. We will be sending the invoice for the remainder shortly.
- This cost doesn't include our overhead, which is typically about twelve percent of the project cost. We'll know this number after the fiscal year is completed.

Dust Cost Share Program for Summer 2012

- Montana Dust Control was the low bidder at \$1.088 per lineal foot. 50/50 costs at \$0.544/lineal foot for citizens and the county.
- Total distance for this year's program is 40.53 miles.
- Currently expenses will be approximately \$232,842.
- Contractor is nearing completion of project and should be done early next week, weather dependent.

Grading for Dust Palliative Application

- Weather had delayed our grading for small sections of dust palliative, but we are now catching up.
- If we grade now the palliative will likely run-off instead of penetrating the road surface due to rains, and or compacted road gravels.

Road Stabilization Project – Ashley Lake Road (Batavia side)

- The stabilization material was applied on June 27, to Ashley Lake Road. Representatives from the material supplier were at the job site to help with proper application of the product.
- The road appears to be improved significantly at this point. It is extremely hard and it is hoped that this stabilization will last through the summer.
- Environmental Products and Applications and Pacific Inter Mountain Distribution are the two companies that donated the material and supplied onsite training for the application.

Lower Lost Prairie Road Temporary Closure

- Bridge crew spent two days repairing the erosion. Costs totaled \$3,052.51.

Asphalt Operations

- Asphalt Plant is ready for operations. We are looking to start the overlay season in mid-July.
- Draft two year work plan has been submitted to RPA. We are currently reviewing it and will have the final review of the overlay roads in the immediate future.

There was brief discussion regarding maintenance on Bigfork Stormwater improvements.

DOCUMENT FOR SIGNATURE: PAVECO, LLC CONTRACT/ RSID #153 (MONEGAN ROAD)

[11:20:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Commissioner Holmquist made a **motion** to authorize chair to sign the document for signature with Paveco, LLC. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: CONTRACT FOR 2012 CRACK SEAL PROJECT/ HARDRIVES CONSTRUCTION

[11:23:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Commissioner Scott made a **motion** to authorize chair to sign the 2012 Crack Seal Project contract. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

PRELIMINARY PLAT: FOY'S LAKE ISLAND ACCESS PARCEL

[11:30:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Planner Alex Hogle, Garren Hartman, Ronald Buentemeier, Charlene O'Neil, Olaf Ervine, Ardis Larsen, Jeff Larsen, Erica Wirtala, Clerk Kile

Hogle entered into record Staff Report #FSR 12-02; an application submitted by Montana Forest Products Limited Partnership with technical assistance from Larsen Engineering for a first minor subdivision intended to lift an agricultural restriction imposed, and approve the single existing tract of record for residential use. The proposed subdivision is located on the eastern shore of Foy's Lake approximately 2.5 miles southwest of Kalispell. The subject property is currently zoned R-2 in the Lower Side Zoning District and would be served by an individual well and individual Level II septic system. Access would be from Treasure Island Way, a paved private road which branches off of Foy's Lake Road. He reviewed the process in addressing the discrepancy regarding floodplain concerns. Hogle detailed floodplain criteria and reviewed the FEMA FIRM panel. He explained currently the property shows to be in the 100-year floodplain on portions; however, the 100-year floodplain is the variety called zone "A" without a base flood elevation. A GIS layer is available he stated that showed the approximate boundary. He further reviewed diagrams presented in the staff report. Hogle spoke about a letter that refers to LOMA that was applied for and responded to by FEMA recently for property on Treasure Island; on that LOMA a base flood elevation is listed. Hogle stated regardless of the discrepancy Flathead County Floodplain Regulations have a provision under general that allows a zoning or floodplain administrator to utilize available information in regards to an undefined base flood elevation to essentially make a determination for this specific proposal. He added it appears there is a likely chance that if a more detailed study was performed that the floodplain would actually be different from either of the two pictures presented. In order to address concerns, special conditions #15 and #16 seek to ensure that applicable floodplain standards are adhered to, but also provide the applicant an opportunity to engage in additional detailed studies that would provide compelling information that could perhaps change the applicability of what is considered to be the 100-year floodplain boundary at the time final plat is applied for.

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Commissioner Scott made a **motion** to adopt Findings of Fact for #FSR 12-02. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

Jeff Larsen representing the applicants said there were no problems with the conditions; yet he said he is quite disappointed in the information sent in by DNRC. Larsen stated this is an unstudied floodplain area with LOMA's done in the vicinity, but essentially, when you read the language of a LOMA under FEMA's own rules you cannot apply a LOMA on some other piece of property. He said this has never been applied to this piece of property, and to inform them this is the floodplain elevation, it would exempt the property so it could not be used.

Chairman Lauman clarified if we approve preliminary plat you have time to work on the LOMA and floodplain.

Olaf Ervine presented a copy of the map amendment determination document that Marc Pitman with DNRC referenced in his comments regarding the proposal. He said the document submitted was prepared for Mr. Treweek on Treasure Island Way. He stated he was concerned about the comments made by DNRC, because this is an approximate "A" Zone that means a detailed flood study was never done on the body of water. He explained the map had an outline traced on it for purposes of establishing flood insurance rates by FEMA. He said he called FEMA and their technical consultant that prepares the analysis, and asked him if it is appropriate to use the base flood elevation shown on the letter of map amendment document and apply it to Foy's Lake. He stated he was told absolutely not. Ervine said he asked for the answer in writing, and was told you have it as it is in every single letter map amendment that they put out for an "A" Zone. He continued to review the document. He stated it is important to have this in the record because of DNRC comments.

Commissioner Scott made a **motion** to approve preliminary plat of Foy's Lake Island Access Parcel. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

Hogle noted the variance request regarding Section 4.7.19 pertaining to the bicycle / pedestrian path indicates the necessity to show an easement for a subdivision that abuts an arterial road. He stated Foy's Lake Road is classified as a minor arterial and a state secondary highway that is shown on the Flathead County Trails Plan. The variance requested is due to the constrained nature of high ground on the subject property. He explained the primary and replacement drainfield locations are in each corner of the subject property, which is the only location on the property where they can be situated far enough from the lake.

Commissioner Scott made a motion to amend his original motion for #FSR 12-02 to include pursuant to Section 4.0.13 FCSR approval of the variance request regarding establishing a pedestrian/ bike path easement. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

Variance (Granted)

A Variance from Section 4.7.19 of the Flathead County Subdivision Regulations has been requested seeking relief from the requirement to establish a pedestrian/bike path easement, in order to use the space abutting the Foy's Lake Road right-of-way for the drainfield placement.

Standard Conditions

1. The applicant shall receive physical addresses in accordance with Flathead County Resolution #1626B. All road names shall appear on the final plat. Street addressing shall be approved by Flathead County. [Section 4.7.16(g)(iv), 4.7.26(c) Flathead County Subdivision Regulations (FCSR)]
2. The applicant shall comply with all reasonable fire suppression and access requirements of the Somers Fire District. A letter from the fire chief stating the plat meets the applicable requirements of the district shall be submitted with the application for final plat. [Section 4.7.26(b), FCSR]
3. All areas disturbed during development of the subdivision shall be re-vegetated in accordance with an approved Weed Control Plan and a letter from the County Weed Supervisor stating that the Weed Control Plan has been approved and implemented shall be submitted with the final plat. [Section 4.7.13(g) and 4.7.25, FCSR]
4. All utilities shall be extended underground to abut and be available to each lot, in accordance with a plan approved by the applicable utility providers. [Section 4.7.23, FCSR]
5. The proposed water, wastewater treatment, and stormwater drainage systems for the subdivision shall be reviewed as applicable by the Flathead City-County Health Department and approved by the Montana Department of Environmental Quality. [Section 4.7.13, 4.7.20, 4.7.22 FCSR]
6. The mail delivery site(s) shall be provided with the design and location approved by the local postmaster of USPS. A letter from the postmaster stating that the applicant has met their requirements shall be included with the application for final plat. [Section 4.7.28, FCSR]
7. In order to assure the provisions for collection and disposal of solid waste, the developer shall submit a letter from the applicable solid waste contract hauler stating that the hauler is able to provide service to the proposed subdivision. [Section 4.7.22, FCSR]
8. The owners shall abide by the guidelines set forth in the approved Dust and Air Pollution Control and Mitigation Plan during and after site construction and development activities. [Section 4.7.14, FCSR]
9. The following statements shall be placed on the face of the final plat applicable to all lots:
 - a. All road names shall be assigned by the Flathead County Address Coordinator and clearly identified and house numbers will be clearly visible from the road, either at the driveway entrance or on the house. House numbers shall be at least four inches in length per number. [Section 4.7.26(c), FCSR]
 - b. All utilities shall be placed underground. [Section 4.7.23, FCSR]
 - c. The owners shall abide by the guidelines set forth in the approved Dust and Air Pollution Control and Mitigation Plan during and after site construction and development activities. [Section 4.7.14, FCSR]
 - d. Solid Waste removal for all lots shall be provided by a contracted solid waste hauler. [Section 4.7.22, FCSR]
 - e. Lot owners are bound by the Weed Control Plan to which the developer and the Flathead County Weed Department agreed. [4.7.25, FCSR]
10. The final plat shall comply with state surveying requirements. [Section 76-3-608(b)(i), M.C.A.]
11. All required improvements shall be completed in place or a Subdivision Improvement Agreement shall be provided by the subdivider prior to final approval by the County Commissioners. [Section 4.0.16 FCSR]
12. The final plat shall be in substantial compliance with the plat and plans submitted for preliminary plat review, except as modified by these conditions. [Section 4.1.13 FCSR]

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13. Preliminary plat approval is valid for three years. The final plat shall be filed prior to the expiration of the three years. Extension requests to the preliminary plat approval shall be made in accordance with the applicable regulations and following associated timeline(s). [Section 4.1.11 FCSR]

Project-Specific Conditions

14. The SFHA 100-year floodplain boundary applicable at the time the final plat application is submitted shall be shown on the face of the final plat. [Section 4.7.5(a), 4.7.7(h) FCSR]
15. The delineated SFHA 100-year floodplain applicable at the time the final plat application is submitted shall be shown as a 'No Build Zone' on the face of the final plat. [Sections 4.7.5(d) and 4.7.9 FCSR]
16. The applicant shall clearly demonstrate the final plat contains a suitable building site located completely outside the applicable delineated SFHA 100-year floodplain and compliant with the bulk-and-dimensional requirements of the R-2 zoning district with the final plat application. [Sections 4.7.7(d) and 4.7.7(h) FCSR]
17. The following statements shall be placed on the face of the final plat:
- f. This subdivision is located in the Wildland Urban Interface area where wildfires can and do occur. [Section 4.7.27(a)(ii)(A), FCSR]
 - g. Only Class A and Class B fire-rated roofing materials are allowed. [Section 4.7.27(a)(ii)(B), FCSR]
 - h. Firewise defensible space standards shall be incorporated around all primary structures and improvements. [Section 4.7.27(a)(ii)(C), FCSR]
 - i. All road names are assigned by the Flathead County Address Coordinator. House numbers shall be clearly visible from the internal road. House space numbers shall be at least four inches in height per number. [Section 4.7.27(a)(ii)(D), FCSR]
18. Actions called for in the 'Fire Prevention Control and Fuels Reduction Plan' shall be implemented prior to the approval of the Final Plat. The local fire protection authority shall inspect the subdivision and provide written documentation that all thinning, clearing and other mitigation measures described in the plan have been implemented. [Section 4.7.27(b)(iii) FCSR]

FINAL PLAT: TAYLOR SSR

[11:45:07 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Planner Alex Hogle, Erica Wirtala, Clerk Kile

Hogle entered into record #FFP 11-05; an application submitted by Richard and Gail Taylor with technical assistance from Sands Surveying for Taylor SSR, a subdivision creating one residential lot located south of Lake Blaine Road on the east side of Madera Trail Road. Preliminary plat approval was granted on June 1, 2009, subject to 17 conditions.

Commissioner Holmquist made a **motion** to approve Final Plat for Taylor SSR. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 3, 2012.

TUESDAY, JULY 3, 2012

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

Chairman Lauman opened public comment on matters within the Commissions' Jurisdiction.

Joseph Ruffolo, 1112 Leisha Lane said he had the opportunity to participate as a juror recently and stated it would be great if motions, documentation and minutes were clear. He explained everyone understands the intent at the moment; in this case six years had passed and people were taxing their memory as documents were maybe not as clear as they could have been. Ruffolo said it would be easier for a jury to look at the evidence and render a verdict when the information is more readily available. He suggested the Commissioner's and Planning Board make their intent clearer.

No one else rising to speak, Chairman Lauman closed the public comment period.

OPEN BIDS: ANALOG VHF SIMULCAST SYSTEM/ OES

[9:00:20 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Radio Systems Administrator Jack Spillman, Clerk Kile

One bid received with cashier's check enclosed from Bullitt Communications for \$41,697.68.

Commissioner Holmquist made a **motion** to take the bid under consideration. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

TUESDAY, JULY 3, 2012
(Continued)

BOARD APPOINTMENT: FLATHEAD COUNTY EMERGENCY MEDICAL SERVICES ADMINISTRATIVE BOARD

[9:00:20 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Commissioner Holmquist made a **motion** to appoint Karen Lee to FCEMSAB. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

TAKE ACTION: PICNIC HILL SUBDIVISION

[9:15:02 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Planner Alex Hogle, Clerk Kile

Hogle reported Picnic Hill Subdivision was granted a one-year extension that expired on June 25, 2012.

Chairman Lauman declared Picnic Hill Subdivision a dead file.

TAKE ACTION: GLACIER INTERNATIONAL BUSINESS PARK

[9:16:23 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Planner Alex Hogle, Clerk Kile

Hogle reported Glacier International Business Park was granted a one-year extension that expired on June 26, 2012.

Chairman Lauman declared Glacier International Business Park a dead file.

TAKE ACTION: HIDDEN LAKES SUBDIVISION

[9:17:19 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Planner Alex Hogle, Clerk Kile

Hogle reported Hidden Lakes Subdivision was granted a one-year extension that expired on June 27, 2012.

Chairman Lauman declared Hidden Lakes Subdivision a dead file.

AWARD BID: LIBRARY HVAC IMPROVEMENTS

[9:18:12 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Library Director Kim Crowley, Clerk Kile

Crowley reported the suggestion from the Library Board is to award the bid to Van Dort Heating & Cooling for \$292,903.00. It was noted engineering costs will be paid for by the Library.

Commissioner Scott made a **motion** to award the Library HVAC improvement project to Van Dort Heating & Cooling. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

CONFERENCE CALL W/ DON HASSIG, CANCER ACTION NY

[9:30:08 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Don Hassig, Executive Director for Cancer Action NY spoke to the commission about the need to raise awareness of potential organic pollutants in the nation's food supply.

DOCUMENTS FOR SIGNATURE: DPHHS CONTRACTS #13-07-3-31-023-0 & #12-07-5-21-008-0 AMENDMENT #2

[9:48:09 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Clerk Kile

Chairman Lauman noted DPHHS Contract #13-07-3-31-023-0 for \$73,542 pertains to tobacco prevention.

Commissioner Holmquist made a **motion** to approve the contract. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

Chairman Lauman noted DPHHS Contract #12-07-5-21-008-0 Amendment #2 pertains to WIC funds.

Commissioner Scott made a **motion** to approve the contract. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

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(Continued)

MONTHLY MEETING W/ TAMMY SKRAMOVSKY, HUMAN RESOURCE OFFICE

[10:00:41 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky presented the personnel transactions for the month of June for review.

Commissioner Holmquist made a **motion** to approve the personnel transactions for June as presented. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

In other business, she summarized the following work.

- Flex enrollment deadline was June 8, 2012.
- Wellness Program deadline was June 15, 2012.
- Laura Lisowski started as the Human Resource Assistant.
- Laura Lisowski, Wendy Marquardt and Tammi Skramovsky attended a wage and hour and FMLA training session held specifically for public employers.
- Reviewed and sent memos to employees regarding life insurance premium increases for those that reached a new age bracket.
- Summary Plan Description book amendment was sent to all covered employees, retirees, cobra participants and Glacier Airport employees.
- Transmittals approved this month included: 4 additional positions, 4 changes to positions and 3 job description changes.
- 9 terminations for various reasons between resignations and retirement.
- 3 new hire orientations conducted in June; total of 5 new employees attended.
- 6 new hire orientations conducted in May; total of 18 new employees attended.
- 212 responses were received out of 559 for the Safety Perception Survey sent to employees
- 5 union contracts are currently being negotiated.

Skramovsky also reviewed work comp charts from 2005 to present, and reported participation in the Wellness Program this year was approximately 82 percent.

DOCUMENT FOR SIGNATURE: CONTRACT/ MONTGOMERY, HEALTH DEPT.

[10:11:40 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky reported the wage for Montgomery at the Health Department for professional services will increase from \$35.00 to \$36.00.

Commissioner Holmquist made a **motion** to approve the document for signature for Montgomery. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

CONSIDERATION OF H.R. TRANSMITTAL: AOA DIRECTOR

[10:12:41 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky explained a revision of the job description for the AOA Director was prepared for clarification.

Commissioner Scott made a **motion** to approve the H. R. Transmittal for an AOA Director. Commissioner Holmquist **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: MEDICAL BENEFIT PLAN LETTER/ FIRST INTERSTATE BANK

[10:13:49 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky explained Human Resource Assistant, Laura Lisowski's name needs to be added in order to update authorized signers on the document.

Commissioner Holmquist made a **motion** to approve the document for signature/ Medical Benefit Plan with First Interstate Bank. Commissioner Scott **seconded** the motion. **Aye** – Lauman, Scott and Holmquist. Motion carried unanimously.

MEETING W/ PAT MC GLYNN RE: EXTENSION OFFICE LOCATION

[10:15:10 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, MSU Extension Agent Pat McGlynn, 4-H Director Tammi Walker, Clerk Kile

General discussion was held relative to the future location of the Extension Office.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 4, 2012.

WEDNESDAY, JULY 4, 2012

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

COUNTY OFFICES CLOSED - INDEPENDENCE DAY

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 5, 2012.

THURSDAY, JULY 5, 2012

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Lauman, Commissioner Scott and Holmquist, 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 July 6, 2012.

FRIDAY, JULY 6, 2012

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Lauman, Commissioner Scott and Holmquist, 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 July 9, 2012.
