
MONDAY, SEPTEMBER 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.

COUNTY OFFICES CLOSED – LABOR DAY

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

TUESDAY, SEPTEMBER 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.

Commissioner Holmquist PT opened public comment on matters within the Commissions' Jurisdiction.

A man introducing himself as "Overseer of the Poor" spoke about concerns regarding a document he wanted to record without paying a fee. He read a document titled "Claimants Exception to Fee's" which he referred to as Exhibit "A". He spoke about Oath of Offices; his attempt to put into record in Flathead County a document notarized by Floyd; he reviewed a letter he sent to the Queen of England, and then read a letter he received back; spoke about his challenge in attempting to obtain a Canadian passport and denial of a habeas corpus by Judge Kitty Curtis.

No one else rising to speak, Commissioner Holmquist PT closed the public comment period.

MONTHLY MEETING W/ TAMMY SKRAMOVSKY, HUMAN RESOURCE OFFICE

10:00:51 AM

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

Skramovsky reviewed recent activity in the H.R. Department that included:

- Solid Waste Operator Union Contract negotiations held
- The Solid Waste unfair labor practice filed against Flathead County was dismissed
- Teamster mediation was held on August 20 regarding contracts
- 161 applications were received for 11 job postings closed; 2 of these postings close today, so the number of applications will be higher
- OES Director telephone interviews were held along with face-to-face interviews
- One departmental investigation was conducted
- Transmittals approved included 1 increase in FTE (Solid Waste), 1 step increase for additional job responsibilities at the Health Center, 1 hiring committee recommendation (OES Director), 3 job description updates and 5 position replacement requests
- 4 terminations
- 6 new hire orientations conducted

Skramovsky stated a proposal is before them today to start the OES Director base salary at \$72,000 with a \$2,000 increase to the base wage after one year of employment. Included is a \$7,000 moving expense reimbursement also.

Commissioner Scott made a **motion** to approve the OES Director wage proposal. Commissioner Holmquist PT **seconded** the motion. **Aye** Scott and Holmquist. Motion carried by quorum.

Skramovsky then presented August personnel transactions for review.

Commissioner Scott made a **motion** to approve the personnel transactions as presented. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

She reported for the month of July an additional three work comp claims were filed; currently as of the end of July a total of nine open claims remain for the plan year. The health insurance trust fund balance is at \$4.4 million.

CONSIDERATION OF H.R. TRANSMITTALS/REVISED JOB DESCRIPTIONS: MOSQUITO CONTROL PROGRAM COORDINATOR, HEALTH CLINIC OPERATIONS MANAGER, COMMUNITY HEALTH SERVICES PROGRAM COORDINATOR, RN CASE MANAGER SUPERVISOR, HEALTH PROMOTION COORDINATOR, ENVIRONMENTAL HEALTH PROGRAM COORDINATOR AND FAMILY PLANNING PROGRAM COORDINATOR

10:07:51 AM

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Deputy County Attorney Tara Fugina, Clerk Kile

Skramovsky reported after reviewing coordinator positions at the Health Department it was found the Mosquito Control Program Coordinator position is currently non-exempt and is in the union. She reviewed history of the position that needs updated in order to reflect union status and wages paid.

Commissioner Scott made a **motion** to approve the H. R. Transmittal for a Mosquito Control Coordinator. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

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(Continued)**

Skramovsky then reported the other six job descriptions are for non-union exempt coordinator positions inside the Health Department. She noted the positions supervise employees who have to have similar education and licensing levels. The duties are the same except for added supervisory responsibilities that makes them non-union and exempt. She further reviewed the pay matrix and restructuring of the job descriptions.

Commissioner Scott made a **motion** to approve six job description changes. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: EMPLOYMENT AGREEMENT/ DAVE PRUNTY, PUBLIC WORKS DIRECTOR

[10:16:49 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky reported the following employment agreements would change the status from a contract employee to a regular county employee status.

Commissioner Scott made a **motion** to approve the employment agreement for Dave Prunty, Public Works Director. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: EMPLOYMENT AGREEMENT/ B. J. GRIEVE, PLANNING & ZONING DIRECTOR

[10:18:24 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Clerk Kile

Commissioner Scott made a **motion** to approve the employment agreement for B. J. Grieve, Planning & Zoning Director. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: EMPLOYMENT AGREEMENT/ JED FISHER, WEED/PARKS & MAINTENANCE DIRECTOR

[10:19:41 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Clerk Kile

Commissioner Scott made a **motion** to approve the employment agreement for Jed Fisher, Weed/ Parks & Maintenance Director. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: RIVERPARK OF WHITEFISH SUBDIVISION

[10:19:11 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Eric Mulcahy, Clerk Kile

Hogle reviewed the two-year extension request received for Riverpark of Whitefish Subdivision. He noted preliminary plat approval was granted on September 10, 2009 and is set to expire on September 10, 2012; a two-year extension would extend preliminary plat approval to September 10, 2014.

Commissioner Scott made a **motion** to approve the extension agreement for Riverpark of Whitefish to September 10, 2014. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: HOMESTEAD AT WHITEFISH SUBDIVISION, PHASE 3

[10:20:44 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Eric Mulcahy, Clerk Kile

Hogle reviewed the two-year extension request received for the Homestead at Whitefish Subdivision, Phase 3. He noted preliminary plat approval was granted on March 22, 2005 and the initial term was set to expire on March 22, 2008. On September 14, 2006, the developer received final plat approval for Phase 1, and on September 10, 2009, final plat was approved for Phase 2. On August 2, 2011, a one-year extension was granted for Phase 3 and is set to expire on September 10, 2012; a two year extension would extend preliminary plat approval to September 10, 2014.

Commissioner Scott made a **motion** to approve the extension agreement for Homestead at Whitefish Subdivision, Phase 3 to September 10, 2014. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: BEAR SPRING ESTATES SUBDIVISION

[10:22:10 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Eric Mulcahy, Clerk Kile

Hogle reviewed the two-year extension request received for Bear Spring Estates Subdivision. He noted preliminary plat approval was granted on September 15, 2008 and was set to expire on September 15, 2011. A one-year extension was granted on August 8, 2011 to extend preliminary plat to September 15, 2012. A two-year extension would extend preliminary plat approval to September 15, 2014.

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Commissioner Scott made a **motion** to approve the extension agreement for Bear Spring Estates Subdivision to September 15, 2014. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: MOUNTAIN VIEW SUBDIVISION, AMENDED PLAT OF LOT 17, BLOCK 2

[10:23:03 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Eric Mulcahy, Clerk Kile

Hogle reviewed the two-year extension request received for Mountain View Subdivision, Amended Plat of Lot 17, Block 2. He noted preliminary plat approval was granted on September 14, 2009 and is set to expire on September 14, 2012; a two-year extension would extend preliminary plat approval to September 14, 2014.

Commissioner Scott made a **motion** to approve the extension agreement for Mountain View Subdivision, Amended Plat of Lot 17, Block 2 to September 14, 2014. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: CITY OF WHITEFISH AGREEMENT/ ACCESS DIGITAL IMAGES OF ARCHIVED COUNTY LAND DOCUMENTS

[10:23:54 AM](#)

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

Robinson reported the agreement is to allow the City of Whitefish access to digital images of land documents and track books prior to 1984 that are stored on the county server at no cost.

Commissioner Scott made a **motion** to approve the agreement with the City of Whitefish. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: CITY OF COLUMBIA FALLS AGREEMENT/ ACCESS DIGITAL IMAGES OF ARCHIVED COUNTY LAND DOCUMENTS

[10:25:55 AM](#)

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

Robinson reported the agreement is to allow the City of Columbia Falls access to digital images of land documents and track books prior to 1984 that are stored on the county server at no cost.

Commissioner Scott made a **motion** to approve the agreement with the City of Columbia Falls. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

MEETING W/ B. J. GRIEVE, PLANNING & ZONING OFFICE RE: CTEP PROJECTS CONSULTING ENGINEER PROCUREMENT PROCESS

[10:30:47 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Alex Hogle, Clerk Kile

Grieve met with the commission and summarized the pros and cons of requiring a Request for Qualifications vs. using a Pre-Approved MDT list for obtaining a consulting engineer for two CTEP projects, Blacktail Trail and Swan River Trail.

Request for Qualifications (RFQ)		"Pre-approved" MDT List	
PROS	CONS	PROS	CONS
Committee makes selection based on pre-determined criteria and scoring system.	Criticism has been that smaller firms have a harder time competing.	Fastest if no controversy or differences of opinion on selection.	Relatively untested process locally. Process is not in MDT's CTEP manual.
Competitive for all firms based on legal advertisement.	Committee for selection used for previous CTEP projects is an informal group.	If desired, could simply "choose" a local Flathead County firm.	No prices to review at the outset like there are in SOQ documents.
Rates provided on SOQ documents. Good starting point for comparison.	"Written selection procedure" is developed for CTEP selection and may be different than Roads, Parks, etc. Local issue with criteria for review and weight of criteria has not been resolved.		Local firm not on MDT list can't participate (but they could get on MDT's list).
SOQ documents reference federal requirements (Davis Bacon wages, non-discrimination things, etc.) and these issues can then be rolled into contract for services.			Learning curve for making sure consultant services agreement contains all the required parts to make satisfy MDT's requirements.
Links up better with requirements for local entities to comply with federal acquisition regulations.			Someone or some group has to choose from the list. Commission decision?
RFQ is opportunity to communicate design and build are to be 2 different firms.			Works better for smaller CTEP projects with smaller \$. (Beautification for 5k).

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(Continued)**

After listening to the pros and cons of both possible ways to proceed, the commission decided it would be best to continue using the RFQ process.

Commissioner Holmquist said she felt the Request for Qualifications would be the way to go. She added she would like to see the list prepared by MDT.

Commissioner Scott said he feels the process does need to be reviewed, yet we do not want to hold up the projects. He stated we currently have good capable people on the committee making the decisions, and added issues he may have with the RFQ can wait until later.

Grieve noted they would proceed with the RFQ that will include the criteria, and prior to advertising he stated it would be on the agenda for their review.

MEETING W/ R. B. BLAIR

[10:45:29 AM](#)

Present: Commissioner Pamela J. Holmquist PT, Commissioner Calvin L. Scott, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Overseer of the Poor (RB), Clerk Kile

A man introducing himself as "Overseer of the Poor" said he wanted to apologize if he seems adversarial, as he is coming in peace. He explained the New Testament is his guiding light and compass, and stated the Bible is to be applied nationally as law. RB said what he is doing here today is to inform the State of Montana that his wife is the executor and he is the beneficiary of his estate; as well as he is the executor, and she is the beneficiary of her estate. He read Corinthians 7:4 and spoke about incorrect oaths filed by the commissioners. He stated he corrected their oaths in order to have a contract with them. RB further spoke about the preparation of oaths in Flathead County that he said are being done incorrectly. He said whoever is running the show in this county is not covering what needs covered; if your oaths are no good your bonds are no good he added. RB reviewed the mission statement of the county and explained he just wants to help people. He further spoke about the reason God put him on this planet; about Federal Reserve notes, about constitutional law and eliminating the national debt. RB asked that the commission write a letter to his notary Floyd to explain to him exactly why he cannot record his oath of office with an attachment.

DOCUMENT FOR SIGNATURE: LEASE AGREEMENT/ SWAN HILL TV DISTRICT

[11:01:31 AM](#)

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

Commissioner Scott made a **motion** to approve the lease agreement/ Swan Hill TV District. Commissioner Holmquist PT **seconded** the motion. **Aye** - Scott and Holmquist. Motion carried by quorum.

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

WEDNESDAY, SEPTEMBER 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.

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

DOCUMENTS FOR SIGNATURE: MARCIA SHEFFELS, SUPT. OF SCHOOLS/ FY12-13 SCHOOL BUDGETS

[10:30:50 AM](#)

Present: Chairman Dale W. Lauman, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, Superintendent of Schools Marcia Sheffels, Finance Technician Cheryl Morgan, Clerk Kile

Sheffels reported Financial Technician Cheryl Morgan prepares the 23 school district budgets per M.C.A. § 20-9-142.

Commissioner Holmquist made a **motion** to approve the school district budgets for FY12-13 and authorized the chair to sign. Commissioner Scott **seconded** the motion. **Aye** –Lauman, Scott and Holmquist. Motion carried unanimously.

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(Continued)**

FLATHEAD COUNTY SCHOOL DISTRICT LEVIES 2012-2013									
SCHOOL DISTRICT NUMBER & NAME	GENERAL	TRANS- PORTATION	BUS DEPRE- CIATION	TUITION	ADULT EDUC.	TECH- NOLOGY	DEBT SERVICE	BLDG RESERVE	TOTAL
1 WEST VALLEY	95.10	25.86	0.20	13.05	1.00		25.72		160.93
2 DEER PARK	73.40								73.40
3 FAIR-MONT-EGAN	106.21					2.38			108.59
4 SWAN RIVER	57.10			4.20			41.75		103.05
5 KALISPELL	92.82	15.47	6.11	0.98	0.54		10.20	10.71	136.83
6 COLUMBIA FALLS	106.50	9.76	6.25	8.94			25.48		156.93
8 WEST GLACIER	19.40	6.67					0.80		26.87
9 CRESTON	67.30	6.49	7.08	2.07				3.95	86.89
10 CAYUSE PRAIRIE	74.19	17.49				1.78	29.07		122.53
15 HELENA FLATS	105.36			2.74		3.18	43.05		154.33
20 KILA	82.68	3.94		19.86					106.48
27 PLEASANT VALLEY	62.32	1.59							63.91
29 SOMERS	53.99	5.89		5.05		0.43			65.36
38 BIGFORK	46.25	5.86		0.82			15.04		67.97
44 WHITEFISH	64.69	7.61		0.63	0.94	1.68	13.57		89.12
48 ROUSSELLE	53.99	5.89		5.05		0.43			65.36
50 EVERGREEN	118.77	2.39	0.70		0.55		14.71		137.12
54 MARION	56.13	7.19		4.14			4.92	2.14	74.52
58 OLNEY/BISSELL	72.05	21.13		8.80		3.12			105.10
68 KUHNS	72.05	21.13		8.80		3.12			105.10
89 SMITH VALLEY	85.70	6.45		7.67			23.12		122.94
5 FLATHEAD HS	45.09	7.80	2.54	0.22	0.84		19.77		76.26
6 COLUMBIA FALLS HS	40.23	4.64	1.25	0.16					46.28
38 BIGFORK HS	24.86	4.55							29.41
44 WHITEFISH HS	40.20	2.91		0.04		1.37	16.62		61.14
	PERMISSIVE MEDICAL	GENERAL	DEBT SERV.	ADULT EDUC.	TOTAL	**GENERAL SCHOOLS**			
7 FVCC	0.82	9.50	4.20	1.00	15.52	ELEMENTARY GENERAL			33.00
						ELEMENTARY RETIREMENT			24.99
						HIGH SCHOOL GENERAL			22.00
MARCIA M. SHEFFELS, FLATHEAD COUNTY SUPERINTENDENT OF SCHOOLS						HIGH SCHOOL RETIREMENT			12.03
						TRANSPORTATION			2.85
						COMMUNITY COLLEGE RETIREMENT			4.10
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS						TOTAL GENERAL SCHOOL MILLS:			98.97

11:00 a.m. County Attorney meeting @ Co. Atty's Office

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on September 6, 2012.

THURSDAY, SEPTEMBER 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.

8:30 a.m. Transportation Advisory Board meeting @ Eagle Transit

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on September 7, 2012.

FRIDAY, SEPTEMBER 7, 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 September 10, 2012.
