

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

MONDAY, FEBRUARY 18, 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.

COUNTY OFFICES CLOSED – PRESIDENTS' DAY

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 19, 2013.

TUESDAY, FEBRUARY 19, 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

[9:00:32 AM](#)

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

Sheppard reviewed the following monthly report with the commission.

AOA Administration

Building

- CDBG
 - On 2/6/13 the Commissioners expressed verbal support to move forward with application for a \$450,000 Community Development Block Grant to cover a portion of the cost of a new AOA building. The City of Kalispell will have to approve the application as it is their "slot."
 - On 2/12/13 Director Lisa Sheppard submitted a letter of interest to Katherine Thompson, Community Development Manager, for presentation to the Kalispell City Council.
 - On 2/15/13 Katherine Thompson requested additional information for the Kalispell City Council's review of the CDBG request on 2/25/13, including status of the Preliminary Architectural Review (PAR), site selection, matching funds commitment and data on the number of people in the low-to-moderate income range who will be served by the project. These items are scheduled for discussion and consideration on today's agenda.
- Building Proposal
 - On 2/6/13 the Commissioners also expressed support for forming a committee of stakeholders to examine how AOA can enhance services to meet the needs of the growing and diverse senior population and the implications for building design and location.
 - On 2/11/13 Lisa Sheppard submitted a draft six-month plan to convene a stakeholder committee, solicit broad community input and develop recommendations for presentation to the Commissioners.
- County Capital Improvement Plan (CIP)
 - AOA staff submitted a draft proposal to include a new AOA building in the County's CIP. (2/7/13)
- Kelly Road
 - Discussions have begun on ways to mitigate safety issues at our current location
 - The Risk Management Team, Jed Fisher and Pat McCarthy are scheduled to meet at AOA on 2/22/13 to review options

Advisory Council

- The AOA Advisory Council meeting was held on 2/14/13. The purpose of the meeting was to set the stage for strategic planning.
 - Members engaged in a roundtable discussion to get to know one another and share their particular areas of interest and expertise.
 - AOA staff presented a comprehensive overview of AOA services.
 - Next steps regarding overall strategic planning and formation of a Building Committee were discussed.

Strategic Planning

- We began our strategic planning process with a staff retreat on 1/26/13.
- The strategic planning process will provide the foundation for and compliment the development of the building proposal.
- We are starting to schedule focus groups of various stakeholders around the County for the end of February and into March.

Legislative Issues

- AOA staff is monitoring the status of the automatic cuts in federal discretionary spending known as sequestration (now scheduled to take effect in March) as well as efforts in the Montana legislature to move funding for aging services from One-Time-Only into the base budget and adding an additional \$3 million dollars over the biennium.

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

- Director Lisa Sheppard was interviewed about existing AOA programs and new directions by KGEZ radio station. (1/28/13)
- AOA advertised current services in the January 2013 Annual Housing Guide issue of *Montana 55* magazine.
- The Daily Interlake reported on Commissioner's CDBG discussion. (2/6/13)

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- Lisa Sheppard gave a speech to approximately 400 people at the Three Rivers Bank Heritage Club dinner. (2/7/13)
- The AOA Council Wellness Committee and SHIP/SMP volunteer provided information on AOA services, general Medicare information and fraud/abuse at Flathead Regional Healthcare's Third Annual Heart Fair. Thank you to Commissioner Scott for volunteering his time to this effort! (2/9/13)

Eagle Transit

- January 2013 ridership was 8,546 (which is a new monthly record) compared with 7,789 in January 2012. FY13 ridership to date is 54,643 up 2.6% from last year's total of 53,251. Annual target is 78,750 or approximately 6,562 rides per month. The average for this fiscal year through January 2013 is 7,806 rides per month. We are on track to total more than 90,000 rides this fiscal year.
- The Eagle Transit Advisory Board met on 2/7/13. The focus of the meeting was review of the FY 2014 budget and the Dept. of Transportation (5311) grant submission for \$564,760.
- Public notices have been posted regarding the new 5 Year Transportation Coordination Plan

Nutrition

- Total meals served in January were 6,366. Congregate meals totaled 3,248 and home delivered meals totaled 3,118. There were 12 new home delivered customers and 34 new congregate customers. Total meals served this fiscal year as of January 31, 2013 were 44,090. Average meals served per month to date is 6,299, which is slightly under the FY 2012 average of 6,370 meals per month. Our target for FY 2013 is 77,250 (monthly average 6,437).

I & R

- January statistics include:
 - 263 hours of homemaker services (2,089 through 1/31/13, an average of 299 per month); our annual target is 3,675 or an average of 306 hours per month
 - 179 hours of escort/errand services (1,091 through 1/31/13, an average of 156 per month); there is no workload indicator for this service in the FY 2013 budget
 - 236 hours of respite (1,661 through 1/31/13, an average of 237 per month); our annual target is 3,500, which averages 292 hours per month.
- From December:
 - 7 new legal clients
 - 1,756 calls/walk-in assistance; our annual target is 11,220 units of service, an average of 935 per month
 - 49 telephone reassurance calls
 - 19 Ombudsman visits
 - 48 SHIP contacts
 - 59 home visits to at risk clients.
- As of January there is a waiting list for homemaker and escort/errand services.
- A new volunteer SHIP/SMP counselor has been trained and has passed the certification test.
- AOA staff met with representatives of Kalispell Regional Hospital and Foundation to discuss partnering on a new Falls Prevention Initiative. (2/4/13)
- AOA referred and is providing stipends or respite funding for five AOA clients to participate in the Care Farm Day Program pilot being implemented by Maarten Fischer with A Plus Health Care in collaboration with area farmers and ranchers. The purpose of the Care Farm program is to offer seniors and people with disabilities opportunities to socialize, contribute useful work, exercise, learn and teach skills, and have fun. It can also serve as respite for caregivers. Eagle Transit County Dial-a-Ride will be used for transportation. The pilot will begin shortly and will run for 3 months. Outcomes will be monitored and reported. If the pilot is successful, AOA will look for grant or other funding to support stipends on an ongoing basis.

RSVP

- RSVP Director Sue Holst has been appointed to serve on the Veteran's Affairs Volunteer Service Committee for Flathead County. Duties include participation in quarterly meetings with the Veteran's Affairs Office in Helena and acting as an outreach liaison between the Veteran's Office and local veterans. She is also serving with the Flathead Veterans Service Providers organization.
- RSVP staff are in the process of preparing "Volunteer Value Statements" for all categories of volunteers as well as all County workstations to show the cost equivalent of the services provided by the volunteers for free (using Montana's hourly rate of \$15.28 from the Independent Sector, a non-partisan leadership network for nonprofits, foundations, and corporate giving programs).
 - Staff has completed a draft statement for Meals on Wheels volunteers showing a contribution of at least \$186,327 for last fiscal year. (See details at the end of this report.)
 - Additionally, the work of the three volunteers who contribute approximately 20 hours per week to assist RSVP staff is valued at a minimum of \$15,891 per year.
- The cribbage program is wrapping up for the year culminating in an All Schools Cribbage Tournament on 3/27/13 from 9:00 am-2:00 pm at the Gateway West Mall. Two students from each participating school will play. Commissioners are invited to attend!
 - Eleven elementary schools hosted 55 volunteer coaches to teach cribbage to 480 students between October-February.
 - The coaches have volunteered more than 800 hours this year mentoring students, a monetary value of \$12,224. More than that though, the seniors and children love interacting with each other and the teachers love it that the seniors are secretly helping the kids to substantially improve their math skills.
- From 1/21/13-2/15/13, RSVP and the Senior Centers collected donations of personal care items and canned goods for the Veteran's Food Pantry in honor of MLK day.
- The RSVP Board will meet on 2/20/13.
- The Federal CNCS Grant for \$50,246 was submitted on 1/23/13.
- Development of the application for the United Way grant is underway.

Senior Mobile Home Repair

- The Advisory meeting was held 2/12/13.
- Five projects have been completed and nine are in progress.
- New donations received totaling \$850.
- Grant requests have been submitted to Plum Creek for \$3000 and Roundup for Safety for \$5000.

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

- Lisa participated in a joint meeting of AOA and all of the center board presidents on 2/11/13, hosted by the Whitefish Community Center. The group decided to meet quarterly to share ideas and plan and coordinate ongoing collaborative efforts. Each center will also distribute their monthly calendars of activities and newsletters to the group.
- Scheduling focus groups with Center Boards and general membership is underway.
- Lisa is scheduled to meet with the Bigfork Senior Center Board and meet members in March.

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- On 2/13/13 Lisa discussed options for supporting joint fundraiser for all Senior Centers with David Mirisch, fundraising consultant from Missoula.

**Workstation: AOA Nutrition Program
January 1, 2012 through December 31, 2012**

The following report illustrates the tremendous value volunteers provide to our Senior Community in relation to the Meals on Wheels and Congregate Meals Programs of Flathead County. Meals on Wheels is one of several programs the Agency on Aging provides. The Retired and Senior Volunteer Program, which is also a part of the Agency on Aging, supports the "Meals" program by providing 92% of the volunteers.

<u>Site</u>	<u># Volunteers (RSVP)</u>	<u># Hours</u>	<u>\$ Value of Service (\$15.28/hr.)</u>
Congregate Meals – Kelly Road		646.00	9,870.88
Congregate Meals – Kal. Sr. Center		919.00	14,042.32
Congregate Meals - Lakes		107.50	1,642.60
Congregate Meals – N Valley		510.00	7,792.80
Congregate Meals – Whitefish		336.51	5,141.87
Meals on Wheels – Kelly Road		4,895.09	74,796.98
Meals on Wheels – Bigfork		183.95	2,810.76
Meals on Wheels – Lakeside		762.50	
Meals on Wheels – North Valley		265.00	4,049.20
Meals on Wheels- Whitefish		3,372.30	51,528.74
Total Hours		11,997.85	
Total dollar value at MT rate of \$15.28/hr			\$183,327.14
Total dollar value based on the Independent Sector's Value of Volunteer time (used by all United Ways)=	\$21.79		\$261,433.15

The dollar value of volunteer time is based on information from the Independent Sector's website. (www.independentsector.org/volunteer_time) Charitable organizations throughout the United States use these figures to illustrate the amount of community support an organization receives from their volunteers.

We have shown the rate calculated for MT as well as the "Value of Volunteer" Rate that is used by all United Ways. The Flathead County RSVP program receives funding and support from United Way and uses the \$21.79 figure for the United Way Application for funding.

MONTHLY MEETING W MARK CAMPBELL, FAIRGROUNDS

9:15:17 AM

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

Campbell reviewed the following monthly report with the commission.

Current Projects

- Event activity is taking primary role at this time. Full weekend event coverage is in place and continues into May.
- Planning of time and resources for upcoming spring season.

NW Montana Fair & Rodeo

- Making needed changes to Fair Book and competitive exhibit programs. Confirming judges for contests. Fair Book is scheduled for release May 15.
- Reviewed animal pathogen procedures and established plan with key staff/board. Engaging the superintendents for documentation of steps completed and public signage are primary changes needed.
- Continuing conversations with All Breed Turf Club. Decision on horse racing in 2013 expected March 1.
- Developed press release and feature story schedule for 2013. Beginning on creative work.

Fairgrounds

- Fair Board meeting moved back one week to February 28, so additional members could participate.
- Continuing facility-planning process with current focus of work being market potential research, facility attributes and detriments.

Upcoming Events and Activities

- 4-H Shooting Sports program – Monday's and Thursday's
- MT Sportsman Expo – Feb. 15 – 17
- Wedding Expo – Feb. 23
- Prairie Sisters "Junkin" Antiques, Shabby Chic – Feb. 23
- Women's Expo – Feb. 23
- Pierce RV Expo – March 1 – 3
- Stillwater Christian School – March 7
- Flathead Builders Home & Garden Showcase – March 15 - 17

BI-MONTHLY MEETING W/ PAT MC GLYNN, MSU EXTENSION AGENT & TAMMY WALKER, 4-H YOUTH DEVELOPMENT AGENT

9:30:37 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, MSU Agricultural Extension Agent Pat McGlynn, 4-H Youth Development Agent Tammy Walker, Clerk Kile

McGlynn met with the commission and presented an overview of a viticulture conference she attended regarding cold hardy grape research. She spoke about the Master Gardner program, planning of field days for cherry growers and HOPS research. McGlynn reported she was selected to attend a western extension leadership development training program.

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Walker presented an overview of activities in the 4-H world.

DOCUMENT FOR SIGNATURE: CDBG PLANNING GRANT CONTRACT/ GATEWAY COMMUNITY CENTER

[9:45:09 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Ken Huff, Dale Lauman, Clerk Kile

Pierson reported the contract document pertains to the CDBG planning grant for Gateway Community Center to conduct a preliminary architectural report.

Commissioner Scott made a **motion** to approve the CDBG planning grant contract for Gateway Community Center. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

CONSIDERATION OF APPLICATION REQUIREMENTS: CDBG PUBLIC FACILITIES GRANT/ AOA

[9:46:44 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, AOA Director Lisa Sheppard, Ken Huff, Dale Lauman, Clerk Kile

Pierson reported the proposed application is related to making a request to the City of Kalispell to sponsor our CDBG application for a public facilities grant for AOA. She said input from the commission is needed in order to determine how we want to look at proceeding forward. The City of Kalispell has asked that we come up with answers to the following questions for their council work session on February 25.

- Has a Preliminary Architectural Report (PAR) been prepared for the project and if so, when?
- What is the organization's site control status, or ownership position on the proposed property?
- What is the proposed project funding strategy? Please outline total project cost (anticipated sources and uses of funds) including proposed grant request; match source, amount and commitment of funds; other funding sources, if needed, and the plan for securing those funds with a timeline.
- Number of clients to be served and percentage that are considered low to moderate income (LMI). Please also indicate the basis on which the LMI is calculated.

Pierson detailed the above subject points.

Chairman Holmquist said the facilities grant is straightforward, and they have already said they would be going before the city.

Pierson said their first bullet point would be determined when they look at the next agenda item that is the PAR piece. The second bullet item she stated we are fine on if everybody agrees they are looking at a county piece of property.

Commissioner Krueger asked if we get down the road a ways, and find that we are not happy with what we have chosen for the county property, if a change would be allowed.

Pierson said I think there are ways to do that, however, I think we do need to lock in on the project as we are presenting it and as we know it today. That is the most CDBG can ask, because you apply far enough out that it is not unusual that there are some changes. It would be a challenge if the basic premise of what is being proposed were changed, but they want to know we have site control; at this point, as far as discussions we have had in updating the PAR, we would be looking at county owned property.

Commissioner Krueger said quite honestly that I anticipate changes; what we are going to give them is probably not, what we are going to end up with. He stated he has problems with saying we are going to do something when we are probably going to make changes to it. Krueger said right now his plan is to use county owned property as he sees it, but that may not happen.

Pierson said I think what we need to do is lock in as we know it right now. So, if we are investing the money to update a PAR and are looking at county owned property, basically for the sake of a CDBG application, we have to lock in on something. We would not want to invest in updating a PAR and looking at county property if that is not what we are going to suggest we are doing to CDBG in the end. That is why they have the step so you can show you are doing responsible planning in the process. If the architects make a recommended location we would have to have reasons why we are not moving forward with that if we are not. Pierson said this comes back down to whether we apply or not, because these are some of the challenges that are still out there. I think you guys have to be comfortable with saying we are going to spend the money to update the PAR, and once there is an alternative that has been identified that is what we are for the sake of the application, as we know it right now, is what we are proposing we are doing with the facility.

Commissioner Krueger asked if the locations to the south are being added for consideration. He said I.T. is a concern to him; how it is integrated into that location.

Pierson said that is an important thing to be sure to share with Ken from Architects Design Group. She said when Mike Pence and Lisa Sheppard met with him what they asked him to prepare was a fee proposal to evaluate the north fairground property, the Adams building, the "L" property to the west and the property behind that to see if there is space to build our own building, or purchasing that building and building another one with it. What we need to know is if you like that direction, and if not, then again I come back to we are not ready to apply to CDBG this cycle. If we are unsuccessful and things change we will be looking at updating the PAR again for the next application cycle, and then you will probably have a better sense from your committee where things are headed.

Chairman Holmquist said we are not locked into the PAR necessarily if we have something come up in between.

Pierson said it would have to be updated again, and more alternatives would have to be evaluated.

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Chairman Holmquist questioned if they were successful.

Pierson said if you are successful, the location could change as long as the basic idea does not change. She noted there would be processes and hoops that have to be gone through, but they understand those things can change as you go along.

Chairman Holmquist said the plan might change just a little bit too.

Pierson noted the biggest thing is we need to show the input from the public and planning process. She said now that they are getting to that point of the city putting this on their agenda for consideration, we need to be sure we are comfortable with this in moving forward and we have answers to their questions.

Commissioner Krueger said I see there were some requirements regarding funding by the city for how the project would be funded.

Pierson said all the questions presented by the city are based on what CDBG is looking for to have a competitive application. She explained the money does not have to be in the bank, but we do have to have a solid funding strategy; CDBG is \$450,000 of it, yet there is a significant budget amount left. We need to know that the commission is making a commitment for the balance.

Commissioner Krueger clarified we need to identify that we have funding available.

Pierson said they need to know there is a commitment there, and we should list in general the strategy they plan for funding the facility.

Chairman Holmquist said this really is not our grant, and questioned if we needed a motion.

Pence explained this is a proposal.

Pierson said technically this is not a document for signature, because they do have more of a full-blown contract. She explained we will be looking at discussing the proposal, and if we want to go to the point of contracting it. What is needed today is some sort of motion that you are going to move forward based on the PAR proposal or not, and then whatever your suggestion is for funding.

Chairman Holmquist said we do not really have an amount; just that we are willing to fund the project.

Pence said he clarified with Ken with Architects Design Group that the PAR amount is \$4,400. He stated he appreciated Ken's approach on this as they have already done a lot of pro-bono work in the past.

Pierson noted Architects Design Group did the last update on the PAR, which is why it makes sense to move forward.

Commissioner Krueger said the documents for signature would not then be available until the grant is applied for or sent to the City of Kalispell.

Pierson said what the commission needs to decide today is are we moving forward and going to invest \$4,400 in updating the PAR for the application; are we comfortable in applying based on knowing that you have this committee meeting and there are still ideas and thoughts you have for where the Agency on Aging will go. The other piece is the funding strategy; we need to know that we are making a commitment to those things. We have to be able to communicate that to the City of Kalispell.

Chairman Holmquist called for a motion for preparation of a Preliminary Architects Report proposal from Architects Design Group.

Commissioner Krueger made a **motion** to accept a proposal from ADG for going forward with the PAR for the AOA that will come back with a contract. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Chairman Holmquist said the next motion would be regarding funding.

Pierson said the motion would need to be that the commission is committed to the remainder of the funds, which we do not know at this point what that is.

Commissioner Krueger made a **motion** to commit to the funds required to satisfy the application. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

The PAR proposal for Agency on Aging follows:

- Use the Previous 2010 PAR as the basis for the new PAR
- Reformat the existing document to better suit the grant application.
- Identify inadequacies of the existing facility and the effects on the safety and operation of the agency.
- Identify locations suitable for relocation. Identify pros/cons of location and agency impact.
- Sketches of improvements with cost estimates
- Identify preferred option

The PAR described above will be started within 10 days of the award and be completed within 30 days. It will be prepared by Kenneth C. Huff of Architects Design Group PC a Montana registered architect.

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DOCUMENT FOR SIGNATURE: CDBG PRELIMINARY ARCHITECTURAL REPORT UPDATE/ AOA

This meeting was combined with the above meeting.

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

[10:00:58 AM](#)

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

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

MONTHLY MEETING W/ ROGER LA FERRIERE, OES DIRECTOR & LINCOLN CHUTE, FIRE SERVICES AREA MANAGER

[10:03:18 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, OES Director Roger LaFerriere, Deputy OES Director Cindy Mullaney, Fire Services Area Manager Lincoln Chute, Clerk Kile

LaFerriere reported city managers will be meeting to talk about future funding issues associated with funding of the Emergency Communications Center. He explained they would be reviewing various initiatives for providing a solid funding stream for the center. In other business, he stated statistics were reviewed for the center that show overall 911 emergency calls increased by 2.3 percent between 2012 and 2011, and he reviewed legislative proposals regarding wireless fees. He explained a denial letter from the Federal Communication Center regarding the license for Mt. Aeneas was recently received.

Mullaney presented highlights of activities at the OES Department that included working with local hospitals and the Health Department regarding mass casualty preparedness, spoke about training and exercise plans, communication plans, preparation of fire and EMS radio guides, sponsoring a social media and disaster course and potential changes to the flood level.

Chute reported efforts are still underway in getting the Ashley Lake Fire Hall built. He also spoke about the need to adopt the Community Wildfire Protection Plan (CWPP), which was recently updated; reported Hungry Horse Fire and Martin City Fire are working together well; explained he is working with Mark Peck regarding asbestos concerns if there were to be a fire in Libby, and reported an on-line burn permit demo will be presented to them next week.

CONSIDERATION OF LAKESHORE PERMIT EXTENSION: UNIVERSITY OF MT. BIOLOGICAL STATION/ FLP 12-03

[10:30:54 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Eric Mack, Clerk Kile

Mack reviewed the extension request issued on February 6, 2012 to the University of Montana Biological Station to excavate, create a breach and a dike, plant trees, placement of stumps to encourage depositing of windblown sands and removing existing logs into alignment with pre-dam levees on Flathead Lake.

Commissioner Scott made a **motion** to extend Lakeshore Permit FLP 12-03/ University of Montana Biological Station to February 6, 2013. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

CONSIDERATION OF LAKESHORE PERMIT: UNIVERSITY OF MT. BIOLOGICAL STATION/ FLV 13-01

[10:32:33 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Eric Mack, Clerk Kile

Mack entered into record Lake and Lakeshore Construction Permit FLV 13-01; a minor permit application submitted by the University of Montana Biological Station to add fill and place temporary fill around the edges to allow trucks to deliver material.

Commissioner Scott made a **motion** to approve Lake and Lakeshore Variance Permit FLV 13-01/ University of Montana Biological Station. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

CONSIDERATION OF LAKESHORE PERMIT: SNYDER/ FLP 13-05

[10:35:00 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Eric Mack, Clerk Kile

Mack entered into record Lake and Lakeshore Construction Permit FLP 13-05; an application submitted by Joan Snyder to excavate accumulated washed in lake bottom materials from around a residential dock, which plugs the wash through feature of the dock at 9290 Highway 35 on Flathead Lake.

Commissioner Krueger made a **motion** to approve FLP 13-05/ Snyder. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

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CONSIDERATION OF LAKESHORE PERMIT EXTENSION: BALDI/ FLP 11-18

[10:40:00 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Eric Mack, Clerk Kile

Mack reviewed the second extension request received for Lake and Lakeshore Construction Permit FLP 11-18 that was originally granted on May 23, 2011 to repair an existing rock retaining wall located at 694 Echo Lake Road. The permit was valid for one year, and would have expired on May 23, 2012. On May 11, 2012, the applicant requested a one-year extension, which was granted on May 23, 2012 extending the permit to May 23, 2013. Again, a second one-year extension was requested on February 13, 2013 that would extend the permit an additional year.

Commissioner Krueger made a **motion** to grant an extension for FLP 11-18/ Baldi. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: SALISH KOOTENAI BUS LEASE/ EAGLE TRANSIT

[10:45:13 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Eagle Transit Director Dave Polansky, Clerk Kile

Commissioner Krueger made a **motion** to approve the bus lease contract for Salish Kootenai. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

CONSIDERATION OF H.R. TRANSMITTALS: HEALTH PROGRAM ASSISTANT II BREASTFEEDING PEER COUNSELOR JOB DESCRIPTION; GIS SURVEY ANALYST FTE REDUCTION; REGISTERED SANITARIAN JOB DESCRIPTION CHANGE

[10:46:40 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Health Dept. Director Joe Russell, Clerk Kile

Skramovsky reviewed the job description change for a Health Program Assistant II that she noted needs changed per grant requirements.

Commissioner Scott made a **motion** to approve the revised job description for a Health Program Assistant II/ Breastfeeding Counselor. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Skramovsky reported a GIS Survey Analyst requested a reduction in their FTE. She stated the program manager and department head feel they could work with current employees to allocate duties.

Commissioner Krueger made a **motion** to approve the FTE reduction for a GIS Survey Analyst. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Skramovsky reviewed the job description change for a registered sanitarian.

Commissioner Scott made a **motion** to approve the job description change. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

RESCIND BOARD APPOINTMENT: COLUMBIA FALLS CITY-COUNTY PLANNING BOARD/ROBERT CHENEY

[10:51:48 AM](#)

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

Commissioner Krueger made a **motion** to rescind the board appointment of Robert Cheney to the Columbia Falls City-County Planning Board. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 20, 2013.

WEDNESDAY, FEBRUARY 20, 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.

8:00 a.m. Gary: MARLS Pre-conference Seminar in Missoula
9:15 a.m. RSVP Board meeting @ Heritage Place
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 February 21, 2013.

THURSDAY, FEBRUARY 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.

Jim Pearson, 34 Cottonwood Cove, Kalispell stated he chairs the board at the Kalispell Senior Center and is not representing them, but himself and his concerns. He said the board voted last month to terminate the lease of their tenant because of nonpayment of rent and water bills. With the AOA situation and the building up in the air he said they need some kind of direction in how to proceed. When the tenant moves out they will lose \$700 in income monthly; will the county renovate the home that probably has issues with lead paint that would become a concern. Pearson said the housing they provide to the tenant is a health and safety issue. He said he realizes there are other agencies in the county that need help as well. He stated he hoped sometime down the road they could come up with a building to not only house AOA, but also a senior center that would be open Monday through Friday for senior services.

Sherry Stevens, representing the Gateway Community Center Board of Directors explained Gateway Community Center submitted a letter of interest with the City of Kalispell to apply for CDBG funds for acquisition of Gateway Community Center. She stated they are willing to publically withdraw the letter from the City of Kalispell in difference of work for AOA and needs of seniors in the community, and they would apply at a later date; based upon the outcome of this meeting today.

Mae Osborne, 670 Tronstad Drive stated she also is in total support of the senior citizen center. She said there are many seniors who have served this community wonderfully, and have been taxpayers for many years; recognition of them is worthy of our consideration. She said she understands the facility they now meet in for their meals is inadequate and unsafe and they are outgrowing it. Osborne said she would like to add her vote for a new facility that would more adequately cover the services. The meals they currently provide she said she understands are wonderful despite the poor conditions they exist in. She stated she wanted to publically thank Commissioner Cal Scott for his support of the seniors as well as the taxpayers.

Kathy Morris, 1577 Condor Drive spoke in support of a new facility for the AOA center. She said the last meeting she attended that it was brought up that this has been going on since 2004. Morris stated we do not need to drag our feet any longer; let's just do it. She said we continue to use taxpayer's money to rent the red barn for \$52,000 a year, which could be going into a new facility. She explained it would be more convenient for our seniors to have a new facility where they would be able to get around with their wheelchairs.

Jorene Williams, 725 Liberty Street said she wanted to express what has mostly already been said in support of our seniors. She stated the senior generation had a work ethic that worked hard and raised their families; they have paid their taxes, and some have served in the military and do not need to be treated as second-class citizens. Williams explained she is all for a new facility on county property that would house a center for the seniors, and all the services they provide for the senior community; they deserve this as they have been hard working taxpaying citizens. The Meals on Wheels program is a good service they offer, and has been a nutritious hot meal that they do not want to be compromised. She noted people coming from other counties are impressed with the services provided in Flathead County. Williams said it needs to be centrally located and also accessible for walkers, canes and wheelchairs.

LeAnna Saerison, 1895 Steel Bridge Road said her concerns are a little different; it's not that she doesn't think there is a need for this facility, because I'm sure there is. She explained right now her concern is the grant application, which she feels is a complicated issue for the site. When she sees the needs of all the people this is going to have to serve and the different functions, I think your site selection has to be good. Maybe this is being rushed a little bit; I am not denying that you need the center, because you do, but let's make sure you get the right location for the large facility that has to be easily accessible for all the services it will provide for the senior citizens.

Jerry Banzet, 250 Coclet Lane said he has listened to reasons for support of an AOA building that he stated is needed. He cited safety concerns for seniors at the building, and noted the timing is right with the economy being low; the longer we wait the more it will cost. The county owns the property north of the fairgrounds that appears to him as an ideal place to build the facility; paying rent is like wasting money. He said Commissioner Krueger was interested in bringing more jobs back to the Flathead when he was running for office, so this ideally would be a time to put some folks to work. The AOA building located at the fairgrounds would solve several issues; we could take care of the senior center, we could take care of AOA along with the 4-H and Extension Offices. It seems to be an ideal time and place, and the money is there he stated.

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

THURSDAY, FEBRUARY 21, 2013
(Continued)

CONTINUATION OF CONSIDERATION OF APPLICATION REQUIREMENTS: CDBG PUBLIC FACILITIES GRANT & CDBG PRELIMINARY ARCHITECTURAL REPORT UPDATE/ AOA

[9:00:40 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Clerk & Recorder Paula Robinson, Kathy Morris, Mae Osborne, Jorene Williams, Marvel Lucas, Dick Lundstrom, Jim Pearson, Barbara Crisman, LeAnna Saerison, Connie Colonius, George Colonius, Pat McClarty, Esther Ingram, Gerry Banzet, Marjorie Clark, J. R. Isles, Robert W. Olson, Sherry Stevens, Shirley Ann Barnes, Dawn Schnur, Marcus Keithly, Nola Rice, Clerk Kile

Commissioner Krueger said after the meeting last Tuesday he met with AOA Director Lisa Sheppard and Grant Writer Debbie Pierson, who questioned him regarding the source of funding for the AOA facility. He explained his answer was that he did not know yet, as he does not know what the project is, does not know how big the building is, and does not know where the site is for sure. He said people are talking about north of the fairgrounds, but we have not done a study yet, and have not involved the Information Technology Department, who will certainly have input. He explained one of the goals for AOA is to network with the community. Krueger stated with all the questions, what finally came out of there was a response based on Kalispell's response that we find there are so many questions that we cannot answer sufficiently right now, that it might not be the proper time to ask for the grant. He further stated that does not mean the death of the program; the program is going forward. We have got a six-month plan to develop what our needs are such as how many office rooms are needed, how fast is it going to double in size, and are there more needs out there that we should be incorporating into this. Krueger said he and Lisa have been working very hard on this, and it is just now in its infancy; it is important to get an idea of what you are buying before you buy it. There is not anyone in the room that would go out and say, I am going to commit to the funds for that house, but I have not seen it yet. Krueger stated we have to know what we are going to do, and that is what we are going to develop out of the AOA program. What are our needs? He noted AOA Director Lisa Sheppard is new at this position, and has so much put on her plate right now that she is struggling with some of this stuff and is already working to the max. Krueger explained the grant can be applied for a year from now, and will pay for things back two years; we do not lose anything by not asking for the grant today. What we do is we have a better picture of what we are going forward with he stated. We would then be going forward with our own slot and not asking Kalispell for their permission to use their slot. He stated he feels we should slow down on the grant and move forward with the program to develop the plan for what they need to have so they can find the building, confirm the site and know how we interact with Kalispell Senior Center, and the community to build a facility that is an all day facility. Right now, he noted we have a facility where the seniors are there for about 45 minutes for lunch; we do not offer enough stuff out there. Krueger said his suggestion is they back off on the grant, and do it in our time frame with our program that actually has a good model feel to it.

Chairman Holmquist said she totally understands what Commissioner Krueger is saying, and he is absolutely correct; we don't have this nailed down. She explained when you apply for grant funds you have a general scope you are looking at and it isn't necessarily nailed down. The plans can be changed as you move forward she stated. Holmquist said she is comfortable with the decisions made on Tuesday, and feels they would be remiss to not go out with an application being a weak application, or whatever it might be; which is unfortunate, but we have an opportunity to go out. If the city decides the application is too weak, then they tell us it is too weak she said. If the city says, we go forward we will do the application, and then if CDBG says it's too weak of an application we will know; right now we don't know. We do not know what is going to happen with the Preliminary Architect Report when it is updated. I agree totally with Commissioner Krueger in that we do not know where we are at, but stand by the motions made on Tuesday and feel that we need to look at the grant and spend funds on a PAR update. She explained she has information she wants to give ADG regarding I.T., and feels we have enough information to move forward. She noted Commissioner Krueger and Commissioner Scott are both working hard on this as they all are; they are a joint force in helping the seniors.

Commissioner Scott said he has made it clear what his feelings are regarding this matter in the past, and still currently feels that way. He stated he sees no reason to delay any longer on moving forward with the grant request, and sees no reason not to move forward with the PAR and studying the sites and facility plans they may have available. He said he agrees with Chairman Holmquist that those are very flexible processes. He added he personally has been through the process many times over the years. We can move forward with this as we have a high level of current expertise in our AOA Director and Grant Writer he stated. We have talent within the county to move forward with this without any further delay he said, and proposed we stand by the previous motions and move through this as expeditiously as possible in the best benefit of our seniors in Flathead Valley.

CONSIDERATION OF H.R. TRANSMITTAL: HEALTH PROGRAM ASSISTANT II BREAST FEEDING PEER COUNSELOR FTE INCREASE

[9:09:30 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Health Dept. Director Joe Russell, Clerk Kile

Skramovsky noted the proposal is to increase the Health Program Assistant II position from .8 to 1.0 FTE with available funds in the department.

Commissioner Scott made a **motion** to approve the H.R. Transmittal. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

THURSDAY, FEBRUARY 21, 2013
(Continued)

DOCUMENT FOR SIGNATURE: AGREEMENT TO PURCHASE PROPERTY ALONG WEST RESERVE AND COUNTRY ESTATES NO. 1

[9:11:05 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Prunty explained the proposed agreement is with the Home Owners Association of Country Estates for the bike path trail near Reserve Loop. He said the proposal is to purchase for one dollar 1.4 acres and is contingent upon MDT receiving funding for the by-pass section. He noted once funding is secured and the contractor is selected the construction project will happen. Prunty stated MDT needs the agreement to show Flathead County will be in control of the property and maintain the bike path.

Commissioner Krueger made a **motion** to accept the agreement for purchase of the property. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: CONTRACT FOR CONSTRUCTION MATERIALS ENGINEERING SERVICES/TERRACON CONSULTANTS, INC.

[9:14:22 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Prunty noted the contract with Terracon Consultants is for \$4,500 for testing of the Ashley Lake Road project that goes up and over the Batavia Hill where millings will be placed this summer.

Commissioner Krueger made a **motion** to approve the document for signature/ engineering services. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

DISCUSSION RE: ACCEPTANCE OF POSSIBLE EASEMENT ON SICKLER CREEK ROAD/ DNRC

[9:16:26 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Norm Kuennen, Clerk Kile

General discussion was held relative to Plum Creek's interest in securing easement rights on Sickler Creek Road.

The commission unanimously agreed to table the matter until further information is gathered.

MONTHLY MEETING W/ B. J. GRIEVE, PLANNING & ZONING OFFICE

[9:30:35 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Clerk Kile

Grieve reviewed staff's workload with the commission; spoke about fundraising efforts for Glacier to Gateway trail; reviewed the work done for maintaining our CRS certification grade 8 status; reviewed fee revenue and expenditures; reported they currently have 10 unresolved violation complaints; spoke about work with the Conservation District regarding floodplain permits; reviewed the agenda for a joint workshop scheduled March 13 with the Planning Board; reviewed various items in their CIP; reported a planner attends the Lakeside Community Council meetings which are recorded; presented an update on FEMA's Physical Map Revision project in the Evergreen area; spoke about a participation request by the college regarding zoning, and the controversy regarding restricting boats on Echo Lake.

General discussion was held relative to the cost of updating neighborhood plans.

MEETING W/ LAMONT KINCAID RE: RESERVED WATER RIGHTS COMPACT

[10:00:28 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Lamont Kincaid, Clerk Kile

Lamont Kincaid met with the commission and expressed his concerns regarding the Confederated Salish Kootenai Tribes water rights compact. He explained everyone is being asked to take a position on the proposal that cannot be found in its entirety, or is ever changing.

FINAL PLAT: RISING MOUNTAINS SUBDIVISION

[10:24:24 AM](#)

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Ardis Larsen, Clerk Kile

Hogle entered into record Final Plat FFP 12-03, Rising Mountains Subdivision; an application submitted by the Roman Catholic Diocese of Helena and Bill and Charlene Dale with technical assistant from Mike Fraser for final plat approval of a subdivision creating two lots located on the north side of Coverdell Road. The Flathead County Planning and Zoning Director granted administrative preliminary plat approval on June 28, 2012. Hogle pointed out this is the first administrative review final plat application that has come before them with the recently adopted administrative review provisions for preliminary plats.

Commissioner Scott made a **motion** to adopt findings of fact for Rising Mountains Subdivision as stated. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

**THURSDAY, FEBRUARY 21, 2013
(Continued)**

Chairman Holmquist made a **motion** to approve final plat of Rising Mountains Subdivision. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

- 10:30 a.m. ~~Quarterly Juvenile Detention Facility Tour & Meeting~~ CANCELLED**
- 12:00 p.m. Commissioner Holmquist: Committee for a Better Bigfork meeting @ Methodist Church**
- 1:00 p.m. Commissioner Holmquist: Health Board meeting @ Earl Bennett Bldg.**

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

FRIDAY, FEBRUARY 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.

NO MEETINGS SCHEDULED

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