

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

MONDAY, JULY 7, 2014

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

8:30 a.m. Weed & Parks Board meeting @ Weed & Parks Office

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 8, 2014.

TUESDAY, JULY 8, 2014

Audiofile

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

Chairperson Holmquist led the Pledge of Allegiance.

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

MONTHLY MEETING W/ TAMMY SKRAMOVSKY, HUMAN RESOURCE OFFICE

9:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Human Resource Director Tammy Skramovsky, Health Department Director Joe Russell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Skramovsky summarized the following monthly report with the commission.

<u>JUNE</u>	<u>WORK INDICATORS</u>
5	Job postings closed (for 7 positions in the Health Dept.)
28	Applications received
1	UI claim responses submitted
17	Employment verifications completed
1	Investigation conducted that consisted of:
14	interviews (ongoing)

<u>JUNE</u>	<u>PERSONNEL TRANSACTION LIST:</u>
7	Flathead County employment terminations
0	FECC employment terminations
4	Exit meetings conducted
3	Formal exit interviews conducted
18	Flathead County new hires
0	FECC new hires
6	New hire orientation sessions conducted

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for the month of June. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

<u>JUNE</u>	<u>HR TRANSMITTALS APPROVED:</u>
2	Position Changes
	<ul style="list-style-type: none"> • Library – Material Handlers FTE adjustment, zero net effect • Justice Court – Substitute Judge add FTE instead of independent contractor
5	Position Replacements
	<ul style="list-style-type: none"> • Administrative Support Specialist, Health Clinic • Health Program Assistant II, Health WIC • Animal Center Keeper, Animal Shelter • Health Program Assistant I, Health Clinic
	<u>JUNE TRAINING SESSIONS:</u>
	<u>FOR HR:</u>
	<ul style="list-style-type: none"> • June 12th, How Can We Win the Battle for Better Health, sponsored by Flathead Chapter of SHRM
	<u>FMLA TRAINING:</u>
	<ul style="list-style-type: none"> • June 11th – Sheriff's Office
	<u>WORK COMP</u>
	<ul style="list-style-type: none"> • Reviewed Plan Years 2009-current • Summary of incidents for current plan year • LNW renewal rates for FY15
	<u>HEALTH INSURANCE TRUST FUND</u>
	<ul style="list-style-type: none"> • Review spreadsheet showing trust fund ending balance for June 2014 at \$5.5 million • Healthy Incentives Wellness Program <ul style="list-style-type: none"> ○ Training sessions during weeks of June 9th and June 16th were well attended

Wellness Program Participation						
Year	2009	2010	2011	2012	2013	2014
Eligible	727	705	737	739	772	778
Participants	461	503	521	555	636	656
%	63.4%	71.3%	70.7%	75.1%	82.4%	84.3%

**TUESDAY, JULY 8, 2014
(Continued)**

UNION CONTRACTS:

Dept.	Employees	Representative	Contract Start Date	Next End Date
SO	Non-Sworn	AFSCME Local 3364	1/1/2012	12/31/2014
SO	Sworn	AFSCME Local 3531	1/1/2012	12/31/2014
Road	Truck Drivers/Teamsters	Teamsters Local 2	7/1/2012	6/30/2015
Solid Waste	Operators/Truck Drivers	Operating Engineers Local 400	7/1/2012	6/30/2015
FECC	911 Dispatchers	AFSCME Local 3032	7/1/2012	6/30/2015
Road	Operators	Operating Engineers Local 400	7/1/2013	6/30/2016
Health	Health Dept. Employees	MPEA	7/1/2014	6/30/2016

- Health/MPEA – ratified - waiting for signed contract (in mail)
- Solid Waste/Operating Engineers

COMMUNICATIONS:

Email – June Safety Newsletter, June 7th

CONSIDERATION OF H.R. TRANSMITTALS: JOB OPENING – HUMAN RESOURCE GENERALIST/ HUMAN RESOURCES; CREATE JOB DESCRIPTIONS AND ADJUST FTE – MHIP SOCIAL WORKER, HEALTH CLINIC & PATIENT SUPPORT ASSISTANT, HEALTH PROGRAM ASSISTANT II, BILLING FINANCIAL ASSISTANT/ HEALTH DEPARTMENT; CREATE JOB DESCRIPTION – OFFICE COORDINATOR/ PLANNING & ZONING OFFICE

9:45:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Health Dept. Director Joe Russell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a Human Resource Generalist. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal to adjust the FTE and create the job description for a MHIP Social Worker. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal to adjust the FTE and approve the job description for a Patient Support Assistant. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a half-time FTE and approve the job description for a Billing Financial Assistant. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a job description change for the Planning Office Coordinator position. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONTINUATION OF DOCUMENT FOR SIGNATURE: DEED OF GIFT/ FLATHEAD COUNTY MUSEUM & ROAD DEPARTMENT (1925 ROAD GRADER)

9:49:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Fleet & Shop Supervisor Corey Pilsch, Clerk Kile

Absent: Commissioner Calvin L. Scott

Prunty reported the 1925 Road Grader will be displayed at the Road Department once the restoration is complete.

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF EDUCATIONAL ASSISTANCE REQUEST: CERTIFIED MEDICAL ASSISTANT, HEALTH DEPT.

9:51:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the educational assistance request. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: COMPLIANCE WITH EQUAL EMPLOYMENT OPPORTUNITY PLAN REQUIREMENTS/ N.W. DRUG TASK FORCE

9:53:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

TUESDAY, JULY 8, 2014
(Continued)

DOCUMENT FOR SIGNATURE: MONTANA BOARD OF CRIME CONTROL JAG EDWARD BYRNE GRANT/ N.W. DRUG TASK FORCE TEAM

9:54:00 AM

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

Absent: Commissioner Calvin L. Scott

Pence reported the JAG Edward Byrne Grant for the North West Drug Task Force Team is for \$741,176.00.

Commissioner Krueger made a **motion** to approve the document for signature/ Montana Board of Crime Control JAG Grant. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF PRINT BID: HEALTH DEPT.

9:55:00 AM

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

Absent: Commissioner Calvin L. Scott

Chairperson Holmquist read into the record that Insty Prints was the low bidder for 4-sets of 500 each business cards for \$129.80 for the Health Department.

Commissioner Krueger made a **motion** to approve the Health Department print bid. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

MONTHLY MEETING W/ DAVE PRUNTY, ROAD DEPT.

10:00:00 AM

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

Absent: Commissioner Calvin L. Scott

Prunty summarized the following monthly report with the commission.

Operations

- ✓ The gravel road network has been receiving the majority of work again this month.
- ✓ With significant rains in the second half of June the Bridge Dept. was busy unplugging culverts and checking bridges for debris. Our drainage system performed very well for the volume of rain that fell throughout the county. The most significant issue was on Bear Creek Road in the Ferndale area. Minor erosions to the road and one driveway approach occurred but were repaired shortly after the rains subsided.
- ✓ The Welding Bay Addition has been completed. Final acceptance documents were signed on July 7. Hammerquist Casalegno did an excellent job with the project and we are very pleased with the addition to our shop complex.
- ✓ Nelcon, Inc. completed the crushing at Busch Pit. Total quantity produced was approximately 60,500 tons. We requested they produce an extra 20,000 tons which will be covered by remaining dollars unspent in the asphalt maintenance cost center for FY14.

Dust Cost Share Program

- ✓ W.E. Dust Control from Whitehall, Montana began their work on June 10.
- ✓ Their equipment fleet included four spreader trucks, water trucks and two graders (subcontractors). This is a much larger fleet than we have dealt with in previous years.
- ✓ Excellent progress occurred until the rains began and shut down the project.
- ✓ W.E. had other project commitments and decided to pull off our work and return after July 4.
- ✓ There were allowable rain days within the contract time for this to occur.
- ✓ Five roads received palliative shortly before the rains started that will be re-shot with 0.25 gallons per square yard. They are Manning Road, Farm Road, Hoffman Draw, Moose Trail (Happy Valley) and Vonderheide Lane. The contractor's price for this work is \$0.5997/lineal foot and will be covered by the Road Department (\$16,501). We will provide the water truck and grader for this work.
- ✓ Staff is very pleased with our contractors work this season. Everything was very well organized and the work went extremely well, barring the curve ball Mother Nature provided with the rains.
- ✓ After this seasons rains we have discussed moving back our starting date to on or about June 20 instead of June 10. We've always strived to have the work completed by July 4 but after the rains this year we believe that it may be a better result if we wait a bit later to reduce the possibility of rains diluting the palliative.

Columbia Falls Stage Road Landslide

- ✓ Terracon has performed the geotechnical investigation to determine if moving the road to the east is acceptable for stability.
- ✓ Staff is reviewing the report along with Jackola Engineering.

Crack Seal Program

- ✓ Z & Z Seal Coating began their work on June 23. There were a few minor weather delays during their work.
- ✓ We budgeted \$150,000 for this work. Their total amount completed is 143,851 lineal feet of crack seal for a cost of \$148,152.14.
- ✓ Z & Z worked to fit in our work this year to their schedule so we could complete the crack sealing before our chipping operations begin on July 14.

MONTHLY MEETING W/ ELIZABETH BROOKS & CINDY MULLANEY, OES AND LINCOLN CHUTE, FIRE SERVICES AREA MANAGER

10:31:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy OES Director Cindy Mullaney, Clerk Kile

Absent: Commissioner Calvin L. Scott

Mullaney met with the commission and summarized work on the Pre-Disaster Mitigation Plan; reviewed upcoming local events; spoke about table top exercises; reviewed events surrounding the Plum Creek fire incident; spoke about a media fire refresher course held between the Forest Service, DNRC, Park Service and Flathead County; spoke about preparation of an emergency distribution point plan in the event of a local major incident that FEMA was here to help prepare.

TUESDAY, JULY 8, 2014
(Continued)

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #15-07-3-31-023-0

11:00:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #15-07-6-11-018-0

11:02:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #15-07-5-01-015-0

11:03:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #14-07-5-01-101-0

11:04:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #15-07-6-11-018-0

11:05:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #15-07-5-11-008-0

11:06:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT #14-07-3-01-005-0 AMENDMENT NO. 2

11:07:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**TUESDAY, JULY 8, 2014
(Continued)**

DOCUMENT FOR SIGNATURE: MDOT 5311 OPERATING CONTRACT #107726/ EAGLE TRANSIT

11:08:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature/ MDOT 5311 Operating Contract. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: MDOT TRANS ADE MEMORANDUM AGREEMENT/ EAGLE TRANSIT

11:09:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

BOARD APPOINTMENT: COLUMBIA FALLS CEMETERY BOARD

11:10:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to appoint Rick Skyberg to the Columbia Falls Cemetery Board. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF AND DOCUMENT FOR SIGNATURE: INDEMNIFICATION AGREEMENT/ SMITH & SCHAEFER V. PHELPS, KREZOWSKI, AND FLATHEAD COUNTY

11:11:00 AM

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

Absent: Commissioner Calvin L. Scott

Fugina noted the agreement concerns a lawsuit in which Flathead County is a defendant. The agreement is entered into with the other party defendants who have agreed to indemnify Flathead County excluding procedural claims and defense costs for the county issuing a permit to the party defendant for an approach permit.

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONTINUATION OF DOCUMENT FOR SIGNATURE: LHC, INC. & FLATHEAD COUNTY AGREEMENT FORM/ RSID #155 (BIG MOUNTAIN VIEW SUBDIVISION)

11:12:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the contract for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 9, 2014.

WEDNESDAY, JULY 9, 2014

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

- 9:00 a.m. Commissioner Krueger: Solid Waste Subcommittee meeting @ Courthouse re: Bigfork container site special fee area**
- 11:00 a.m. County Attorney meeting @ Co. Atty's Office**
- 1:15 p.m. Commissioner Holmquist: FECC Administrative Board meeting @ FECC**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 10, 2014.

THURSDAY, JULY 10, 2014

[Audiofile](#)

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

Chairperson Holmquist led the Pledge of Allegiance.

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

Joe Pimley, 146 3rd Street West, Hungry Horse spoke about problems he is having with his neighbor blocking his right-of-way. He questioned his rights in regard to his right-of-way and the commission advised him to talk to the Road Department to attempt to resolve his concerns.

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

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

9:00:00 AM

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

Absent: Commissioner Calvin L. Scott

Grieve reviewed staff's workload; reported Rachel Ezell was hired as a new planner in their office; spoke about code enforcement issues; reported their fiscal revenue went over what they projected for the year; spoke about citizen concerns pertaining to use of an aquatic vegetation harvesting machine on Little Bitterroot Lake; reported a CUP application has been resubmitted for a wedding facility in Bigfork; summarized activities pertaining to Dockstader Island; spoke about BLR regulation exemptions.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: SPURWING CREEKSIDE

9:31:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Planner Rachel Ezell, Eric Mulcahy, Greg Pisk, Clerk Kile

Absent: Commissioner Calvin L. Scott

Hogle reported Spurwing Creekside received preliminary plat approval on July 12, 2007 and has received three previous extensions. He noted an additional two-year extension has been requested which would extend preliminary plat approval to July 12, 2016.

Commissioner Krueger made a **motion** to approve the preliminary plat extension agreement for Spurwing Creekside. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

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

9:33:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Planner Rachel Ezell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Hogle reported the request is for a two year extension to Homestead at Whitefish, Phase 3 that currently has an expiration date of September 10, 2014.

Commissioner Krueger made a **motion** to approve the preliminary plat extension agreement for Homestead at Whitefish, Phase 3. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

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

9:34:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Planner Rachel Ezell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Hogle reported Mountain View Subdivision, Amended Plat of Lot 17, Block 2 received preliminary plat approval on September 14, 2009 and has received one previous extension that is set to expire on September 14, 2014. He noted a two-year extension has been requested which would extend preliminary plat approval to September 14, 2016.

Commissioner Krueger made a **motion** to approve the preliminary plat extension agreement of Mountain View Subdivision, Amended Plat of Lot 17, Block 2. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**THURSDAY, JULY 10, 2014
(Continued)**

CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: WHITEFISH HILLS VILLAGE

9:36:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Planner Rachel Ezell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Hogle reported Whitefish Hills Village received preliminary plat approval on August 18, 2011 and is set to expire on August 18, 2014. He noted a two-year extension has been requested which would extend preliminary plat approval to August 18, 2016.

Commissioner Krueger made a **motion** to approve the preliminary plat extension agreement for Whitefish Hills Village. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: STATEMENT OF WORK #43201 FOR HEALTH DEPT. NETWORK DESIGN/ I. T.

9:37:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, I.T. Director Vicki Saxby, Health Department Director Joe Russell, Clerk Kile

Absent: Commissioner Calvin L. Scott

Saxby reported the proposal is to allow them to hire a network engineer that would create and implement a plan to bring in a secondary internet pipe that will coincide with their network. She further detailed the need and explained the project would come out of the Health Department's budget.

General discussion was held relative to funding of the project and coordinating it through the Finance Department.

Commissioner Krueger made a **motion** to allow I.T. to move forward on the proposal, and anything that needs to be paid out of the CIP needs to go through the process of amending the CIP before it goes past that point. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

MONTHLY MEETING W/ SANDY CARLSON, FINANCE DEPARTMENT

10:00:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Finance Director Sandy Carlson, Clerk Kile

Absent: Commissioner Calvin L. Scott

Carlson reviewed the following monthly cash balance report with the commission.

June 30, 2014 REVIEW OF CASH BALANCE									
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
1000	GENERAL FUND	13,125,816	2,290,571	15,416,387	4,184,511	3,010,917	2,214,073	(796,844)	16.87%
2120	POOR FUND	340,900	86,937	427,837	67,263	63,901	78,083	14,182	22.90%
2130	BRIDGE FUND	923,215	243,928	1,167,143	343,981	478,548	347,762	(130,786)	37.67%
2140	WEED	619,952	164,714	784,666	273,712	284,560	259,009	(25,551)	41.78%
2160	COUNTY FAIR	1,338,656	155,959	1,494,615	30,106	84,681	35,445	(49,236)	2.65%
2180	DISTRICT COURT	793,101	213,056	1,006,157	299,153	632,668	430,213	(202,455)	54.24%
2190	COMP INS	951,435	254,087	1,205,522	585,331	655,713	407,664	(248,049)	42.85%
2210	PARK	685,896	190,470	876,366	260,899	395,041	282,751	(112,290)	41.22%
2220	LIBRARY	1,506,522	318,965	1,825,487	327,657	452,754	357,748	(95,006)	23.75%
2280	AREA ON AGING	245,213	62,549	307,762	50,810	66,402	62,099	(4,303)	25.32%
2290	4H/EXT	125,112	31,479	156,591	35,937	42,703	38,384	(4,319)	30.68%
2300	SHERIFF	9,668,410	2,596,569	12,264,979	3,422,112	4,240,791	3,473,240	(767,551)	35.92%
2370	RETIREMENT	2,873,429	761,028	3,634,457	971,660	1,273,440	1,012,407	(261,033)	35.23%
2380	GROUP INS	2,886,804	818,791	3,705,595	928,125	1,115,888	1,034,758	(81,130)	35.84%
2396	JUV DETENTION	698,987	201,686	900,673	314,181	361,814	264,732	(97,082)	37.87%
TOTAL COUNTYWIDE NON-VOTED		36,783,448	8,390,789	45,174,237	12,095,438	13,159,821	10,298,368	(2,861,453)	28.00%
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
2110	ROAD FUND	7,285,863	1,855,423	9,141,286	3,180,375	4,138,575	2,769,203	(1,369,372)	38.01%
2251	PLANNING	398,934	103,768	502,702	199,878	219,659	182,327	(37,332)	45.70%
TOTAL OUTSIDE CITIES NON-VOTED		7,684,797	1,959,191	9,643,988	3,380,253	4,358,234	2,951,530	(1,406,704)	38.41%
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
2270	HEALTH FUND	2,212,970	676,425	2,889,395	739,785	918,304	786,862	(131,442)	35.56%
TOTAL LEVIED FUNDS		2,212,970	676,425	2,889,395	739,785	918,304	786,862	(131,442)	35.56%
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
2200	MOSQUITO	181,883	51,296	233,179	77,048	102,636	76,519	(26,117)	42.07%
2272	EMS PROGRAM	259,016	83,917	342,933	100,688	98,006	64,454	(33,552)	24.88%
2273	SPECIAL EMS PROGRAM	470,655	31,717	502,372	72,660	84,703	86,319	1,616	18.34%
2372	PERMISSIVE MED LEVY	1,209,035	-	1,209,035	-	(5,419)	1,000	6,419	0.08%
2382	SEARCH & RESCUE LEVY	276,465	67,529	343,994	111,960	144,369	118,253	(26,116)	42.77%
2990	TRANSPORTATION	1,103,813	4,758	1,108,571	286,465	234,252	271,500	37,248	24.60%
3001/3002	911 GO BOND DEBT SERVICE	483,798	123,150	606,948	102,437	122,452	116,407	(6,045)	24.06%
TOTAL COUNTYWIDE VOTED/EXEMPT		3,984,665	362,367	4,347,032	751,258	780,999	734,452	(46,547)	18.43%
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
2260	EMERGENCY/DISASTER	-	374,700	374,700	374,700	374,818	374,897	79	#DIV/0!
TOTAL OUTSIDE CITIES VOTED		-	374,700	374,700	374,700	374,818	374,897	79	#DIV/0!
FUND	FUND NAME	APPROPRIATION (Amended)	CASH RESERVES (\$ needed for 1st 4mos FY14)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY14 beginning cash)	YTD CASH BALANCE AS OF June 30, 2014	PROJECTED CASH BALANCE AS OF JUNE 30, 2014	PROJECTED DIFFERENCE	CASH RESERVE %
2901	PILT	1,530,000	3,295,861	4,825,861	2,666,784	5,990,330	3,325,156	(2,665,174)	217.33%

THURSDAY, JULY 10, 2014
(Continued)

CONSIDERATION OF ADOPTION OF DONATION POLICY, FINANCE DEPARTMENT

10:06:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Gary D. Krueger, Assistant Mike Pence, Finance Director Sandy Carlson, Clerk Kile

Absent: Commissioner Calvin L. Scott

Carlson briefly reviewed a proposed donation policy prepared by the Finance Department for commissioner review.

Commissioner Krueger made a **motion** to adopt the donation policy. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Flathead County Donation Policy:

Purpose: The donation program provides the opportunity for citizens to give money, or other assets to Flathead County government for the intended purpose of the donor. Unless a statute provides otherwise, Flathead County Board of Commissioners (Commissioners) on behalf of Flathead County are given the right to accept donations.

Donations to county programs must be consistent with established goals and objectives and recommendation of acceptance or denial should take place by the department head/elected official.

Donations other than money will be considered "gifts for public improvements" for the enjoyment of the public. They will not be considered private or proprietary assets.

Flathead County does not guarantee replacement of any donated item. Once a donated item has been accepted, it becomes the property of Flathead County. Departments are free to use and dispose of the item in any manner without donor approval.

Flathead County reserves the right to deny any donation.

Monetary donations of \$1,000 or more, an asset with an estimated value of \$1,000 or more, or **any** donation of land requires approval by the Commissioners. Acceptance of donations with values less than \$1,000 is delegated by the Commissioners to the department head/elected official for which the donation is intended. Acknowledgement of that donation (less than \$1,000) will be up to each department, unless requested by the donor.

Any donation valued equal to or greater than \$1,000 must be forwarded to the Commissioner's office for consideration before deposit. Once accepted, the donor will be provided with;

- A letter acknowledging the receipt and expressing gratitude along with reference to Flathead County's Employer Identification Number (EIN). Non-cash donations will not be valued. Acknowledging the receipt will be a coordinated effort between the Commissioner's office and the finance department.
- Donors IRS Form 8283 Noncash Charitable Contributions (for donated property) will be signed by Finance Director or designee if provided by the donor.
- Donors are advised that donation records are public data and open for public inspection and audit purposes.
- After acceptance, monetary donations will be deposited and receipted through the central treasury in the same manner as other revenues in accordance with normal accounting procedures

Donations will be tracked by coding all donation receipts to activity 365000. In the case of donations toward an emergency, a separate activity code may be established and communicated by the finance department.

MEETING W/ KYLE HARLAN RE: BUILDING PERMIT INSPECTION PROGRAM

10:15:00 AM

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

Absent: Commissioner Calvin L. Scott

Kyle Harlan met with the commission and briefly summarized the following letter/proposal he presented to the commission regarding a building permit inspection program.

Following is a proposal for your consideration concerning Flathead County with regards to contract building plan review and building inspections for new commercial construction, additions, and remodels.

The State of Montana currently issues permits for non-residential buildings, dwelling units in excess of four and buildings for transient guests within Flathead County. With state certification of the county to issue permits for and inspect commercial projects, the impact upon the citizens of Flathead County would be no more than already exists. One positive aspect, the process would be on a local level enhancing the counties direct involvement.

This proposal is to provide my experience, qualifications and services on a contract basis with a percentage of the permit/review fees as compensation and a percentage to Flathead County for services in conjunction with the permitting process. Contracting these services would provide Flathead County a professional level of service without the expense of PERS contributions, vacation or sick leave, health insurance, etc. There would be no need for additional county staff. To clarify this, the county contact person could be current staff charged with the responsibility of directing applicants as to who to contact with any questions regarding the process and occasionally accepting submittal materials (plans, applications and the like) or handling out a permit application.

CONSIDERATION OF H.R. TRANSMITTAL: ADJUST FTE – LIBRARY ADVISOR

10:30:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the H.R. Transmittal/ adjust FTE, Library Advisor. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**THURSDAY, JULY 10, 2014
(Continued)**

CONSIDERATION OF EDUCATIONAL ASSISTANCE REQUEST: STAFF ACCOUNTANT/ FINANCIAL ANALYST, FINANCE DEPT.

10:30:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the educational assistant request. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: SLITER PARK AGREEMENT/ PARK & RECREATION DEPARTMENT

10:32:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature/ Sliter Park agreement. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

CONSIDERATION OF PRINT BID: HEALTH DEPARTMENT

10:34:00 AM

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

Absent: Commissioner Calvin L. Scott

Chairperson Holmquist read into the record that Insty Prints was the low bidder for 4-sets of 500 each business cards for \$129.80 for the Health Department.

Commissioner Krueger made a **motion** to approve the Health Department print bid. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

Chairperson Holmquist read into the record that Trippet's was the low bidder for 1,000 Depo Provera reminder cards for \$105.00 for the Health Department.

Commissioner Krueger made a **motion** to approve the Health Department print bid. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: DPHHS CONTRACT EXTENSION #15-145-06-00/AOA

10:35:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: PROFESSIONAL SERVICES AGREEMENT/EXAMINING LAND SURVEYOR, BURTON

10:36:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the document for signature/ professional services, Burton. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: MEMORANDUM OF UNDERSTANDING/ OPERATORS UNION FY15 WAGES

10:53:00 AM

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

Absent: Commissioner Calvin L. Scott

Commissioner Krueger made a **motion** to approve the contract. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**8:30 a.m. Transportation Advisory Board meeting @ Eagle Transit
2:00 p.m. Agency on Aging Advisory Board meeting @ The Summit
6:30 p.m. Commissioner Krueger: Fair Board meeting @ Fair Office**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 11, 2014.

FRIDAY, JULY 11, 2014

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

8:30 a.m. Commissioner Holmquist & Krueger: Courthouse Couplet meeting @ Kalispell MDOT Office

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on July 14, 2014.
