

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

MONDAY, OCTOBER 13, 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.

COUNTY OFFICES CLOSED – COLUMBUS DAY

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

TUESDAY, OCTOBER 14, 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 Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Human Resource Director Tammy Skramovsky, Clerk DeReu

Skramovsky summarized the following monthly report with the commission.

SEPTEMBER WORK INDICATORS

6 Job postings closed
82 Applications received
2 UI claim responses submitted
24 Employment verifications completed
1 Investigation conducted that consisted of:
18 Interviews
1 Disciplinary Hearing

SEPTEMBER PERSONNEL TRANSACTION LIST:

5 Flathead County employment terminations
0 FECC employment terminations
4 exit meetings conducted
1 formal exit interview conducted
9 Flathead County new hires
2 FECC new hires
6 new hire orientation sessions conducted

September HR TRANSMITTALS APPROVED:

0 ***Job Descriptions***
3 ***Position Changes***
• Library Material Handlers, FTE adjustment
• Solid Waste, Container Site Monitors, add 4.0 FTE
• Community Health Nurse, and RN-Medicaid Case Mgr., FTE adjustment
10 ***Position Replacements***

TRAINING SESSIONS:

FMLA TRAINING:

- September 10th, Sheriff's Office (Detention)
- September 24th, Sheriff's Office (Detention)

HR TRAINING:

- September 11th, Flathead Valley SHRM monthly meeting: Unemployment Insurance (Laura)
- September 17th & 18th, Montana Arbitration & Labor Relations Conference, Bozeman (Tammy)

WORK COMP

- Charts for Plan Years 2009-current
- Summary of incidents for current plan year

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

Commissioner Krueger made a **motion** to approve the H.R. Transmittal personnel transaction list. Commissioner Scott **seconded** the motion. Motion carried unanimously.

TUESDAY, OCTOBER 14, 2014
(Continued)

CONSIDERATION OF H.R. TRANSMITTALS: FTE ADJUSTMENT – MEDICAL SERVICE ASSISTANT/ HEALTH CLINIC & FAMILY PLANNING; REVISE JOB DESCRIPTION – MEDICAL SERVICE ASSISTANT/ HEALTH CLINIC & FAMILY PLANNING

9:43:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Human Resource Director Tammy Skramovsky, Grant Writer Debbie Pierson, Clerk DeReu

Commissioner Scott made a **motion** to approve the FTE Adjustment – Medical Service Assistant/Health Clinic & Family Planning. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

Commissioner Scott made a **motion** to approve the revised job description – Medical Service Assistant/Health Clinic & Family Planning, Commissioner Krueger **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF LAKESHORE PERMIT VARIANCE: LOSLEBEN & JOHNSON, FWLV 14-01

9:48:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Erik Mack, Planner Lawson Moorman, Planner Rachel Ezell, Weed and Parks Director Jed Fisher, Clerk DeReu

Moorman gave a brief project description as well as passed out a hand out which gave in detail the conditions of approval. The conclusion stated that staff compared the proposed variance for the addition of riprap to be placed below the mean annual high water mark to the general criteria for a minor variance request has found the proposal to generally comply with the review criteria, based upon the draft Findings of Fact presented in the staff report.

Commissioner Scott made a **motion** to approve Lakeshore Permit Variance: Losleben & Johnson, FWLV 14-01. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF LAKESHORE PERMIT: KING FAMILY REVOCABLE TRUST, FLP 14-81

9:53:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Erik Mack, Planner Lawson Moorman, Planner Rachel Ezell, Weed and Parks Director Jed Fisher, Clerk DeReu

Moorman gave a brief project description of the Lakeshore Permit for King Family Revocable Trust. The applicant is proposing to install a retaining wall within the Lakeshore Protection Zone at 4617 Ashley Lake Road.

Commissioner Krueger made a **motion** to approve Lakeshore Permit: King Family Revocable Trust, FLP 14-81. Commissioner Scott **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: CONTRACT AMENDMENT CDBG-MT-12PL-06B/ GATEWAY COMMUNITY CENTER PAR

9:55:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Clerk DeReu

Pierson explained this is an extension to the contract which will allow a little more time to get to the final product.

Commissioner Krueger made a **motion** to approve Contract Amendment CDBG-MT-12PL-06B/Gateway Community Center PAR. Commissioner Scott **seconded** the motion. Motion carried unanimously.

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

10:00:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Weed and Parks Director Jed Fisher, MSU Agriculture Extension Agent Pat Mc Glynn, 4-H Youth Development Agent Tammy Walker, Clerk DeReu

McGlynn reported a three day Master Gardner Program was held in September; reported she did a third cutting hay inspection for the first time this year; spoke about a Western agents meeting held; summarized hops research being done locally; spoke about work near Whitefish Lake where apple orchards are being planted.

Walker reported the 2014 Award Banquet was held on September 6th at the Expo Building at the Fairgrounds. We had approximately 450 people in attendance with over 400 awards given out. Walker wanted to thank Chairman Holmquist for supporting this function with her attendance. The 2014 State 4-H Horse show took place on September 11-14 at the Majestic Valley Arena. We had over 350 people in attendance and offered 52 different competitive events and it was a very successful experience for all parties. She attended the Montana Association of Counties event on September 23 along with other MSU faculty & staff. The Joint Council for Extension Professionals hosted the MACo coffee break at the Hilton Garden Inn. The annual Montana State 4-H Leader's Retreat was held off of Flathead Lake at the Methodist Camp in Rollins. Walker reported there were approximately 150 volunteer leaders & MSU faculty from around the state were in attendance from September 26-28. Walker stated she gave a presentation on managing youth with social/emotional diagnosis within 4-H programming. Walker also stated she attended the Great Northern Overachieving, Movers, Educators and Shakers meeting on October 8. This meeting brought all of the NWMT County Extension agents together for their quarterly planning & reporting discussions. We met out at the Yellow Bay Biological station and toured Flathead Lake with researchers from the biological station. We also discussed tribal fishery issues with Barry Hansen. Walker stated the next meeting is on December 9th in Missoula.

TUESDAY, OCTOBER 14, 2014
(Continued)

TAKE ACTION: EAGLE'S CREST BLUFFS, RESUBDIVISION OF LOT 11

10:15:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Rachel Ezell, Olaf Ervin, Clerk DeReu

Chairman Holmquist stated that Eagle's Crest Bluffs, Resubdivision of Lot 11 is a dead file.

CONTRACT FOR SIGNATURE: KIRBY ENVIRONMENTAL CONTRACT/ 1105 & 1115 1ST AVENUE WEST PROPERTIES

10:16:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Weed and Parks Director Jed Fisher, Planner Rachel Ezell, Clerk DeReu

Fisher explained this is for an inspection on both properties for lead based paint and asbestos.

Commissioner Krueger made a **motion** to approve Kirby Environmental Contract/ 1105 & 1115 1st Avenue West Properties document for signature. Commissioner Scott **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION REQUEST: MC GREGOR OVERLOOK SUBDIVISION

10:17:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Rachel Ezell, Olaf Ervin, W. Parker, Clerk DeReu

Ezell reported McGregor Overlook Subdivision was granted preliminary plat approval on November 5, 2007. To date three extensions have been granted and the developer has requested an additional two year extension to November 5, 2016.

Commissioner Krueger made a **motion** to approve the preliminary plat extension request: McGregor Overlook. Commissioner Scott **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION REQUEST: WEST VALLEY VIEWS, RESUBDIVISION OF LOT 2 OF RESUBDIVISION OF LOT 1

10:18:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Rachel Ezell, Olaf Ervin, Clerk DeReu

Ezell reported West Valley Views, Resubdivision of Lot 2 of Resubdivision of Lot 1 was granted preliminary plat approval on November 23, 2009. To date one extension has been granted and the developer is requesting an additional two year extension to November 23, 2016.

Commissioner Scott made a **motion** to approve preliminary plat extension request: West Valley Views, Resubdivision of Lot 2 of Resubdivision of Lot 1. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF PRELIMINARY PLAT EXTENSION REQUEST: SADDLEHORN II SUBDIVISION

10:19:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Rachel Ezell, Clerk DeReu

Ezell reported Saddlehorn II Subdivision was granted preliminary plat approval on December 12, 2007. To date three extensions have been granted and the developer has requested an additional two year extension to December 12, 2016.

Commissioner Scott made a **motion** to approve preliminary plat extension request: Saddlehorn II Subdivision. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

MONTHLY MEETING W/ ELIZABETH BROOKS, OES DIRECTOR & LINCOLN CHUTE, FIRE SERVICES AREA MANAGER

10:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Fire Services Area Manager Lincoln Chute, OES Director Elizabeth Brooks, Clerk DeReu

Brooks spoke about on-going public education with various agencies; reported training for dispatchers is continuing; spoke about emotional well-being classes held for dispatchers; spoke about a phone system upgrade done; reported maintenance on towers made a big improvement for communications.

Chute noted opening burning season has started for the fall and agencies have started their controlled burns; reported he has completed the yearly VFA Wildland Grant; spoke about winter training sessions.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 15, 2014.

WEDNESDAY, OCTOBER 15, 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.

9:15 a.m. Commissioner Krueger: 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 October 16, 2014.

THURSDAY, OCTOBER 16, 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.

MEETING W/ SHEENA STERLING, PLAT ROOM RE: CONSIDERATION OF CANCELLING DELINQUENT TAXES 2011-12

9:30:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Plat Room Sr. Land Specialist Sheena Sterling, Deputy County Attorney David Randall, Treasurer Assistant Sue Wagner, Clerk DeReu

Sterling stated I am before you to request taxes to be cancelled. These taxes are on an improvement that no longer exist and were owned by Duane Wolfe who is deceased. The total taxes owing are \$67.34 which includes penalty and interest. As these are real estate taxes, we cannot go after the estate for payment.

Commissioner Scott made a **motion** to approve cancelling real estate delinquent taxes. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

TAKE ACTION: SUBDIVISION NO. 282

9:32:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Clerk DeReu

Chairman Holmquist noted for the record that Subdivision No. 282 is declared a dead file.

DOCUMENT FOR SIGNATURE: PROFESSIONAL SERVICE AGREEMENT FOR ASSISTANT EXAMINING LAND SURVEYOR – BRYAN BLOCK'S SURVEYING

9:33:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Bryan Block, Clerk DeReu

Commissioner Krueger made a **motion** to approve the document for signature. Commissioner Scott **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: FLATHEAD COUNTY RADIO COMMUNICATIONS – WEST GLACIER TO MARIAS PASS/ OES

9:35:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, OES Director Elizabeth Brooks, Radio Systems Administrator Jack Spillman, Sheriff Chuck Curry, Finance Director Sandy Carlson, EMS Manager Mary Granger, Clerk DeReu

Brooks reported the radio sites were built by the state in collaboration with the railroad. We have emergency communications equipment on those sites and the state has since given the sites to the railroad, so we are working with them to try to stay on the sites in a way that is not cost prohibitive.

Commissioner Scott made a **motion** to approve. Commissioner Krueger **seconded** the motion.

General discussion was held relative to ownership of the radio communication sites.

Motion carried unanimously.

THURSDAY, OCTOBER 16, 2014
(Continued)

CONSIDERATION OF HR TRANSMITTALS: JOB DESCRIPTION- EMERGENCY MANAGEMENT PLANNER/OES; JOB DESCRIPTION-TRAINING COORDINATOR/EMS & FIRE SERVICE AREA; JOB DESCRIPTION-ADMINISTRATIVE FINANCIAL SUPPORT SPECIALIST/FECC; POSITION CHANGE-EMERGENCY MANAGEMENT PLANNER/OES; POSITION CHANGE-TRAINING COORDINATOR/EMS & FIRE SERVICE AREA

9:40:00 AM

Present: Chairperson Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Human Resource Director Tammy Skramovsky, Finance Director Sandy Carlson, Clerk DeReu

Skramovsky summarized the revised job descriptions and departmental changes.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal job description for the Emergency Management Planner/ OES. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a Training Coordinator/ EMS. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Commissioner Scott made a **motion** to approve the H.R. Transmittal for an Administrative Financial Support Specialist. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

Commissioner Krueger made a **motion** to approve the position change for the Emergency Management Planner Coordinator. Commissioner Scott **seconded** the motion. Motion carried unanimously.

Commissioner Krueger made a **motion** to approve the position change for the Training Coordinator. Commissioner Scott **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: SETTLEMENT AGREEMENT & RELEASE / BISON BUILDING DV-05-23

9:44:00 AM

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

Fugina reported the proposed settlement agreement is in regards to a case filed in District Court back in 2005 pertaining to the Fairgrounds. She noted Bison Building will provide one final patch repair to anything wrong with the epoxy coating.

Commissioner Krueger made a **motion** to approve the document for signature. Commissioner Scott **seconded** the motion. Motion carried unanimously.

1:00 p.m. Commissioner Holmquist: Health Board meeting @ EBB

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 17, 2014.

FRIDAY, OCTOBER 17, 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.

10:00 a.m. Commissioner Scott: Mental Health Council & CDC meetings in Missoula

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on October 20, 2014.
