

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

MONDAY, JANUARY 19, 2015

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

COUNTY OFFICES CLOSED – MARTIN LUTHER KING, JR. DAY

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on January 20, 2015.

TUESDAY, JANUARY 20, 2015

[Audiofile](#)

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

Chairperson Holmquist led the Pledge of Allegiance.

Present for Public Comment: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, RSVP Director Sue Holst, Khit Harding, Lois Katz, Sherry Haegele, Nadine Eckert, Drucilla Parker, Jennifer Crowley, Sharla Hinman, D. Boyer, JoLynn Yenne, Clerk Kile

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

Lois Katz, 320 Two Mile Drive, Kalispell stated the Agency on Aging service is run very well as it is now and sees no reason to change anything. The agency gives citizens direct access and input on AOA services. The commission held a meeting in October to discuss and confirm the counties intention regarding AOA. Many seniors voiced their support at that time in keeping AOA as a county agency.

Khit Harding, 403 2nd Avenue West, Kalispell stated she is currently the co-manager of the Kalispell Senior Center where they recently voted unanimously to join AOA at the new South Campus. She spoke in support of AOA services and stated since hiring Lisa Sheppard as the director that Lisa has been instrumental in making seniors aware of the benefits and services available to them. The goal at the Kalispell Senior Center is to keep the senior population fit not only actively, but mentally and emotionally with their exercise programs, and by providing an atmosphere of camaraderie and shared experiences through their events.

JoLynn Yenne read the following letter.

January 20, 2015
Flathead County Commissioners

The Area Agency on Aging in Flathead County has been operating in this County for many years. Their services have increased as the numbers in the aging population have increased. Looking into the future, we know our aging population will continue to increase. I want to commend the Agency for their dedicated, quality services. The services provided through the Flathead County Government ensures democratic control, of a very important public function, for the aging population.

Any thought of changing the structure, that is now in place for this agency, is not and will never be in the best interest in the agency for the following reasons:

1. History shows us that when the management of government services are contracted out, it does not save money. Hidden and indirect costs can add up to 25% of the contract price.
2. History shows us that most often there is a decline in the quality of services when an agency is managed by an outside non-government group. The fact is private sector services do not outperform government agencies. Private companies naturally seek to maximize profits, which is an incentive to cut corners to reduce costs.
3. Cost estimates, when setting up a contract, are extremely unreliable. Hidden costs and cost overruns can significantly distort those figures and market circumstances can reverse the estimates.
4. Non-government administrative structures must include for monitoring and oversight which is going to increase the cost. This often generates complaints, "there is too much bureaucracy", because of the accountability required by essential government functions.
5. Non-government contracts can bind the hands of policy makers. When mistakes are made or a sudden natural disaster occurs, the taxpayers are the ones that have to make up the difference. The trail of the money often gets lost.
6. Reversing or altering a contract involves huge costs. Services are interrupted. Taxpayers can be stuck with legal expenses.

Two examples of management disasters:

1. In 1997, the Montana Legislator under the direction of a local Senator, contracted with a private company to manage mental health services of Montana for the purpose to save money and improve efficiency. The contract was for five years. Before long, reports of mismanagement came in...claims were not being paid, some providers were not being reimbursed and services were disrupted. Montana was losing a million dollars a month. The contract was terminated.
2. We keep hearing that Medicare is going bankrupt. Medicare would be just fine if we did not have Medicare Advantage. Medicare Advantage is run by private insurance companies. Their administrative costs are 17 percent, where the original Medicare administrative costs are between 3-4 percent. When shopping for Medicare coverage, be aware of the hidden costs and restrictions. This is done so the insurance companies can make a profit. Those who are on the standard, original Medicare realize the original policy coverage is clearly understood. The Medicare Advantage programs can change their coverage and their premiums. Any changes with the original Medicare has to be public knowledge and is clearly stated.

Flathead County's Area Agency on Aging has a history that is honest, efficient, and cost effective. I have faith in the Agency, along with the Agency's Advisory Council, under the supervision of the Flathead County Commissioners; they will continue to provide quality and efficient services to the aging population in Flathead County in the future.

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(Continued)

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

MONTHLY MEETING W/ MARK CAMPBELL, FAIRGROUNDS

9:15:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, AOA Director Lisa Sheppard, RSVP Director Sue Holst, Finance Director Sandy Carlson, Finance Technician Tamara Helmstetler, Clerk Kile

Campbell summarized the following monthly report with the commission.

Current Projects

- Discussions with contractor and their representatives continue regarding final pay application submitted and differences. A second architectural opinion has been sought regarding the handicapped seating area and the work done. No easy resolves are visible with work towards conclusion occurring daily.
- Design of phase 2 is substantially complete with bid documents finalized in January.
- Trade Center floor re-sealing has been completed. Pleased with the results and cost savings.

NW Montana Fair & Rodeo

- Continuing fair meetings with Superintendents of the competitive departments and making adjustments or changes for 2015.
- No final determinations on all grandstand programs. Offer submitted for Wednesday entertainer but Tuesday and Sunday need additional work.
- Honoree recognition by Montana Pro Rodeo Hall and Wall of Fame for contributing to the western way of life.

Flathead County Fairgrounds

- January to-date has been focused on snow clearing. More than half of work days by Maintenance crew dedicated to keeping access open.
- Continued work on calendar of events and ways to share that information to the public. Annual schedule of upcoming events is ready for distribution as well.
- Lewis property is being cleared and cleaned in preparation for rental. Target date of February 1st is now appearing slightly optimistic but it remains close.

Upcoming Events and Activities

- Flathead Soccer practice begins – Mon/Tues – Jan 12th
- Pickleball practices – Tuesday & Thursdays
- Flathead Gymnastics Competition – Jan 16-17th
- 4H Shooting sports State wide Tournament – Jan 24th
- Three Rivers Bank dinner – Feb 5th
- Kalispell School District Graduation Matters – Feb 6th
- Boxing Match – Feb 7th
- Compton Wedding – Feb 7th
- Flathead Valley Boat Show – Feb 13-15th
- Bee Broadcasting Auction – Feb 14th
- Wedding and Event showcase – Feb 21st
- Rocky Mountain Elk Foundation Dinner – Feb 21st

AUTHORIZATION TO PUBLISH CALL FOR BIDS: FAIRGROUNDS INFRASTRUCTURE, PHASE 2

9:22:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, AOA Director Lisa Sheppard, RSVP Director Sue Holst, Finance Director Sandy Carlson, Finance Technician Tamara Helmstetler, Kevin Malloy, Clerk Kile

Campbell reported Phase 2 is a continuation of Phase 1, which the fairgrounds has been working towards for around 3 – 3 ½ years now. He noted the proposed project is in their CIP with a total budget of \$642,762 to be expended this year. The area in Phase 2 is from the 4-H building north to the playground area.

General discussion was held relative to timing of the project and completion of it before the annual fair.

Commissioner Mitchell expressed his concerns regarding borrowing money from the CIP.

Campbell reported other projects are planned for also, which include rebuild of a key restroom area and the food court that are in the CIP for FY18-19.

Commissioner Krueger asked Finance Director Sandy Carlson for an explanation regarding financing at the Fairgrounds.

Carlson noted in the past couple of years that we have allotted a little over one mill towards the CIP and Fairgrounds. She explained a discussion during the budgeting process was that escalating the projects makes the project more efficient to do all at once. What was done through the budget process was to advance three years of the millage and then the Fairgrounds won't get that mill each year for the next three years.

Commissioner Krueger clarified that the funds were from property tax dollars.

Commissioner Holmquist said this project was moved forward last year, and a considerable amount of time and energy has been spent on the plans; I feel timing is important.

General discussion was held relative to the permitting process, scheduling and plans for proposed greenery work.

Commissioner Mitchell asked what the cost projection is with a \$642,000 budget.

Campbell noted the engineering costs are not to exceed \$59,000, so that leaves then a \$582,000 balance available.

Commissioner Krueger made a **motion** to authorize publication of Call for Bids/ Fairgrounds Infrastructure, Phase 2. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

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(Continued)**

**ADVERTISEMENT FOR BIDS
FAIRGROUNDS – PHASE 2
INFRASTRUCTURE LOT IMPROVEMENTS
FLATHEAD COUNTY, MONTANA**

Flathead County, Montana, will receive sealed bids for all labor, materials and equipment necessary for construction of the Fairgrounds, Phase 2 Infrastructure Improvements. Bids will be received by the County Clerk & Recorder until **9:00 a.m._MST on the 17th day of February, 2015**, at which time bids will be publicly opened and read aloud.

WORK TO BE PERFORMED WILL INCLUDE:

Work generally includes: The installation of 8" water mains, 6" & 8" sewer mains, 8", 12", 15" & 18" stormwater drains; a new stormwater detention pond; a new planter/vendor area; and reconstruction/construction of parking/driving areas from the north end of the existing barns south to Senior's Park with centerline concrete valley gutters.

Bids shall be addressed to the Flathead County Clerk & Recorder, 800 South Main, Kalispell, Montana 59901, and must be sealed and entitled "FAIRGROUNDS, PHASE 2 INFRASTRUCTURE IMPROVEMENTS". All bidders shall possess an appropriate Montana Contractor's License and no contract shall be awarded to any bidder unless he or she is the holder of a license in the class within which the value of the project falls. The bidder's Montana Contractor's License number and address shall appear on the sealed bid envelope.

Plans, Specifications, Bidding and Contract Forms may be inspected at the office of the Consulting Engineer - Carver Engineering; 1995 Third Ave. East; Kalispell, Montana 59901. Copies of these documents may be obtained at the office of Carver Engineering upon payment of \$100.00 (non-refundable) for each complete set.

All bids offered shall be accompanied by a check payable to the Flathead County Treasurer, certified by a responsible bank, or a Bid Bond for an amount which shall not be less than ten (10%) percent of the aggregate of said proposal. The Bids shall, in open session, be publicly opened and examined and declared the same; provided, however, that no Bid shall be considered unless accompanied by said check or Bid Bond. The County may reject any and all Bids should it deem this for the public good, and also the Bid of any party who has been delinquent or unfaithful in any former contract with the County, and shall reject all Bids, other than the lowest regular bid of any responsible bidder, and may award the Contract for such work or improvement to the lowest responsible bidder at the prices named in his or her bid.

The checks or Bid Bonds of the three (3) low responsible bidders accompanying such accepted Bids shall be held by the County until the Contract for doing said work, as hereinafter provided, has been entered into, whereupon said checks or Bid Bonds shall be returned to said bidders. If the lowest responsible bidder fails, neglects, or refuses to enter into the contract to perform said work or improvements, as hereinafter provided, then the check or Bid Bond accompanying his or her bid, and the amount therein mentioned, shall be declared to be forfeited to the County. After a Contract is awarded, the successful bidder will be required to furnish a Performance and Payment Bond in the amount of one-hundred (100%) percent of the Contract.

No bidder may withdraw his bid for at least sixty (60) days after the scheduled time for receipt of bids.

Bidders on the work will be required to comply with Montana Prevailing Wage Rates. It is incumbent upon each employer to pay, as a minimum, the rate of wages including fringe benefits for health and welfare and pension contributions, and travel allowance provisions, provided in the most current Prevailing Wage Rates. Bidders on the project will also be required to pay the State's 1% Contractor's withholding tax.

Attention is called to the "Instructions to Bidders" on file with the Plans and Specifications, which instructions are to be followed in all respects. All Proposals shall be submitted on the forms provided in the Specifications and shall not be removed from the bound copy.

The successful bidder will be required to comply with "Flathead County Independent Contractor Requirements" included with these bidding documents and specifications.

Award of the Contract will be made solely by issuance of a Notice of Award to the successful bidder by the Office of the Flathead County Clerk and Recorder.

Dated this 20th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

ATTEST:
Debbie Pierson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

Publish on January 29, February 5 & February 12, 2015.

CONSIDERATION OF RESPONSE TO THE DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES REGARDING AREA IX AGENCY ON AGING DESIGNATION

9:37:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, , AOA Director Lisa Sheppard, RSVP Director Sue Holst, Finance Director Sandy Carlson, Finance Technician Tamara Helmstetler, Paula Robinson, Dick Robinson, Khit Harding, Lois Katz, Sherry Haegele, Nadine Eckert, Drucilla Parker, Jennifer Crowley, Sharla Hinman, D. Boyer, JoLynn Yenne, Clerk Kile

Sheppard reviewed the following Summary of Area Agency on Aging Options.

Background

The Older Americans Act of 1965 established federal funding and oversight for aging services designed to support adults age 60 and older to live independently, with dignity in their homes and communities. In 1973, the Act was amended to require states to designate local Area Agencies on Aging (AAAs) to implement Older Americans Act Services, such as Meals on Wheels, Information and Assistance, In-Home Supports and Respite for Caregivers. Today, many AAAs also provide complementary services funded through other mechanisms, including Medicaid.

Area Agencies on Aging are by law tailored to meet local need in terms of service area, administrative structure and service array. Nationally, 31% of Area Agencies are a part of a city or county government, 26% are part of a Council of Government or Regional Planning and Development Area, 39% are non-profits and 4% are some other arrangement. For example, in some sparsely populated areas, the State may serve as the AAA. (National Association of Area Agencies on Aging, 2014)

Every four years, in conjunction with the federally mandated updating of State Area Plans on Aging, each State must re-designate its service areas and the entities that function as the AAAs. All areas of a state must be covered. Montana state law allows for up to 12 Area Agencies on Aging. There are currently 10 designated.

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Flathead County serves as the Area IX Agency on Aging. It is one of three single county-run AAAs in Montana, along with Cascade and Hill counties. According to Charlie Rehbein, Montana Aging Services Bureau Chief, prior to the early 1980s, Flathead County was part of a larger Area that served all of Northwest Montana, including Lake, Lincoln, Sanders, Mineral, Ravalli and Missoula counties and the Salish Kootenai Tribes. Around 1983, Flathead County became concerned that it was not receiving adequate allocation of funding/services relative to its population of seniors and so requested the State of Montana designate Flathead County as the service area and administrator. The State granted the request and the County has served as the Area Agency since that time. Around the same time, Missoula County also became its own AAA. Several years later, Ravalli County asked to join Missoula, and together they approved a new nonprofit structure to manage both counties' interests and to take advantage of some unique fundraising opportunities in the area. No other Montana County has requested to change its service area or administrative structure since that time.

Flathead County did consider an alternative administrative structure in 2012 when the Agency on Aging (AOA) was between directors. Commissioner Dale Lauman, County Administrator Mike Pence and Fairgrounds Director/Interim AOA Director Mark Campbell looked at the feasibility of combining AOA with another County Department or transitioning to a nonprofit model similar to the one used by Missoula and Ravalli Counties. As part of the process, the three of them went to Missoula to learn how their system works. They ultimately determined the current structure is the best fit for Flathead County.

Explanation and Analysis of Options

As part of the four year re-designation process, the State of Montana Department of Public Health And Human Services (DPHHS) sends a letter to each County Commission and Reservation Tribal Council outlining the options available and requesting a written response if they wish to select another service area or change the entity that serves as the AAA.

Below is an explanation and analysis of each option. In all of the possible scenarios, the County decides, as it does now, how much funding and resources to devote to aging services, so there are no savings inherent in any of the models from that perspective. Choosing a new alternative would require the County to develop and implement a transition plan, which would entail some costs.

Option 1: This is the "don't make any changes" option. For Flathead County, that means continuing the Area Agency on Aging as a County Department serving Flathead County only.

Analysis

- Flathead County receives the full allocation of funds based on its population (as opposed to other allocation models that may be used in multi-county arrangements).
- The County directly controls the administration of the Agency, and the actions of the Agency are fully transparent to Flathead County citizens.
- As a single county service area, there are savings associated with travel, subcontracting and other costs related to covering a larger geographic area.
- The Agency is supported by other County Departments, such as Finance, IT and HR. The cost to the County is relatively small due to economies of scale. In a stand-alone nonprofit these costs would likely represent a much higher proportion of the overall budget and as such could result in a significant decrease in the amount of funds available for program services.
- The Flathead County Agency on Aging (AOA) includes Eagle Transit. There are substantial administrative cost savings in this arrangement that would no longer be available if the AAA function were outsourced to another Area Agency or to a local nonprofit. The County would have to either increase funding for Eagle Transit or reduce bus service.
- Being part of the County offers a certain level of funding stability that may not be available to nonprofit entities. Those nonprofits that are most secure have voted mil levies, passage of which is not a given.
- As with the other options, the Flathead County AOA can (and does) contract with private entities to ensure effective and efficient service delivery. Although AOA does provide meals, all other direct services are provided through subcontracts, including homemaker/home chore, personal care, respite for caregivers, escorted transportation, senior companion, meal site management and senior center services. *Note:* AOA used to provide some of these services directly but determined that it was more economical and resulted in higher quality service delivery to contract out.
- The seniors of Flathead County who have chosen to weigh in on the issue have overwhelmingly supported keeping the AOA as a County Department.
- Some grant funding might not be available to a local government entity and would have to be sought in partnership with a 501(c)(3). However, the vast majority of non-Older Americans Act funding for AAA services comes from sources available to local governments. In addition, grants are typically short-term and require a sustainability plan that often depends on accessing government funding.
- County policies and procedures *may* add to administrative costs. However, any entity that takes federal and state money must adhere to the relevant rules and regulations and will have a substantial level of administrative overhead as a function of managing such funds.

Option 2: This option allows the County to designate another existing Area Agency to provide aging services to the citizens of Flathead County, assuming the Area Agency chosen agrees to the arrangement. Only other Area Agencies that geographically border Flathead County are eligible to add it to their service area. The most likely candidate would be Area VI, which currently covers Lake, Lincoln, Sanders and Mineral counties and the Salish Kootenai Tribes. Technically, Areas III, IV, V and VII also border Flathead County, but it would be a stretch for them geographically and logistically given the other counties they serve.

Analysis

- Flathead County would have to negotiate funding/service allocation with the new AAA. Flathead seniors' concerns and needs would be weighed against the concerns and needs of other counties served in the designated area.
- Flathead County would not directly control the AAA, and another layer of administration could result in less transparency and access to citizens.
- Overall administrative costs could be higher depending on the size and structure of the new AAA.
- A larger geographic area to cover often means increased costs and limited in-person assistance.
- Achieving comparable funding stability through voted mil levies may not be feasible.

Option 3: This option retains the current service area, which is Flathead County, but designates a different entity to be the AAA. Since Flathead County currently operates the Area Agency, a different entity would most likely be a private non-profit (existing or newly organized). It is also possible that the cities could form some sort of inter-local agreement to become the Area Agency, but given that there are only three incorporated cities in Flathead County and that the majority of the population lives outside of one of these areas, it is unlikely that this would be a viable or appealing option.

Analysis

- Maintains the advantages associated with a single county operation noted above.
- Overall administrative costs could be higher depending on the nonprofit's size and structure.
- Flathead County would not directly control the AAA, and another layer of administration could result in less transparency and access to citizens.
- Comparable funding stability through voted mil levies may not be feasible.
- Nonprofits may have access to more flexible fundraising options, but will incur related costs.

Option 4: This is the option that allows a county to designate itself as a single county service area, which is what Flathead County does now. In this scenario, the County could serve as the Area Agency (as it does now) or designate another entity to do so, as explained in option 3 above.

Analysis

If the non-profit option were chosen, see analysis of Option 3 above.

Commissioner Mitchell explained why he had concerns, and said he feels we are fine where we are at in Flathead County.

Commissioner Mitchell made a **motion** to stay with Option 1. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

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MONTHLY MEETING W/ LISA SHEPPARD, AOA

10:02:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, AOA Director Lisa Sheppard, RSVP Director Sue Holst, Finance Director Sandy Carlson, Finance Technician Tamara Helmstetler, Paula Robinson, Dick Robinson, Khit Harding, Clerk Kile

Sheppard briefly reviewed the following monthly report.

AOA Administration

Budget

- Amendments were made to the FY 2015 budget to account for the approved purchases of a vehicle and a copier.

State/Legislative Issues

- Development of Area Plan for October 2015-September 2019:
 - The Commission will consider its response to the DPHHS letter regarding designation of the AOA. The deadline is January 31, 2015 to make any changes to the current service area or structure.
 - Public meetings to obtain citizen input into the plan are scheduled as follows and have been promoted through a variety of media and other forums:
 - 1/22/15, 12:30 pm, Whitefish Community Center
 - 1/23/15, 1:00 pm, AOA
 - 1/26/15, 1:00 pm, North Valley Senior Center
 - 2/3/15, 1:00 pm, Lakeside Chapel
 - 2/4/15, 12:30 pm, Bigfork Senior Center
 - We are also in the process of setting up a faith-based focus group in February.
- Lisa facilitated the December 23rd and January 9th M4A conference calls which focused on legislative contacts and preparation for testimony at the January 28th Health and Human Services Appropriations Subcommittee. As President, Lisa will provide the summary testimony on behalf of M4A.
- Lisa provided Advisory Council members with information regarding the aging network's legislative priorities, the HHS Subcommittee schedule and how to contact its members.

Building

- **New building:** The Commissioners awarded the contract to Swank Enterprises on 12/31/2014. The Commissioners met on 1/16/15 to discuss possible cost savings for the project. The AOA Nutrition Manager will work with CTA and the contractor to finalize the kitchen equipment list.
- **Kelly Road:** Nothing to report.

Advisory Council

- The Finance Committee and the full Council met on 1/8/2015 and welcomed new members: Commissioner Phil Mitchell, Greg Bancroft, Dick Reedquist, Paula Robinson, and Courtney Rudbach.
- Members reviewed the requirements for content of the Area Plan, the schedule of public meetings and the DPHHS options letter. Members also discussed legislative priorities and contacts.
- An orientation for new members will be scheduled shortly.

Outreach/Education/Media - Increased outreach is a goal in our Area Plan on Aging (Oct. 2011- Sept. 2015). Note: Transportation related outreach will be noted in the Eagle Transit section below.

- 12/1/14, Lisa was interviewed on KGEZ (regular spot.). Lisa also recorded a holiday greeting from AOA for repeated play throughout the holiday season.
- 12/2/14, Outreach Coordinator, Christine Neater, presented on AOA services to residents at Whitefish Manor, 14 people attended.
- 12/4/14, Christine presented on AOA services at the Teakettle Community Room in Columbia Falls, 8 people attended.
- 12/5/14, Christine presented on AOA services at the Kalispell Senior Apartment, 6 people attended.
- 12/10/14, RSVP Project Coordinator, Tony Brockman, presented on volunteer opportunities and community services for veterans to the Vietnam Veterans of America at FVCC, 30 vets and spouses in attendance.
- 12/12/14, Tony spoke about RSVP to 25 people at the Kalispell Vets Center Open House.
- An AOA ad ran in the Dec/Jan edition of the Montana Senior News.

Eagle Transit

- The snow storm on 1/5/15 resulted in cancellation of city and Dial-A-Ride bus service for safety reasons starting at noon on that day. A skeleton crew remained to pick up Dial-A-Ride riders and commuters who had already been dropped off before the cancellation went into effect.
- Montana Department of Transportation (MDT)
 - The annual Transportation Coordination Plan and 5311 application is due to MDT 3/2/15.
 - We are in the process of soliciting public input through questionnaires and public meetings. A general public meeting was held on 1/16/15 at the Health Department, 12 citizens participated.
 - The TAC will review/approve the Plan and application at its meeting on 2/5/14. A legal notice will be placed in the Inter Lake per MDT requirements. The documents will then be sent to Tara for review and on to the Commissioners for review and signature no later than 2/25/15 to allow for submission by the deadline.
 - The remaining New Freedom funds will be used to expand service hours in Whitefish and Columbia Falls. Two new drivers have been hired, which will allow us to staff those routes. We anticipate posting the changes to the Whitefish schedule before the end of the month and Columbia Falls shortly thereafter.
 - We expressed concern about proposed MDT rule changes that would have potentially resulted in the removal of the 21 bus shelters in our area maintained by Chandler Communications. The proposed rules have been pulled.
- Glacier National Park:
 - An RFP for shuttle staffing services was posted at the beginning of January. Responses are due and the Commissioners will open bids 1/21/15 at 9:00 am.
 - The budget meeting for the coming season will take place on 1/20/15.
 - On 1/21/15, Eagle Transit and GNP staff will participate in a shuttle planning meeting.
- Transportation Advisory Committee (TAC):
 - The next meeting will be 2/5/15. There will be no January meeting. The Committee will determine the schedule for the remainder of calendar year 2015 at the February meeting.
- Outreach/Education/Media:
 - Weekly radio ads on KOFI
 - 12/10/14, free bus service to annual Christmas at Our House, ad/schedule ran in the Beacon
 - 12/19/14, ad in the Daily Inter Lake sponsoring Operation Santa Paws

Nutrition

- DPHHS has asked all of the Area Agencies to provide average per meal costs. Not all have responded yet, but we are on the low side at \$6.28 per meal last fiscal year, projected \$6.50 this year (\$6.62 factoring in all admin costs). Area I (eastern Montana) averages \$8.59, Area II (Billings) ranges from \$6.50-\$16.00, and Area VI (Lake, Lincoln, Sanders) averages \$8.59 (with a range from \$6.59-\$10.38).
- Annual meal site assessments have been completed.
- Nutrition education materials on holiday safety tips and fall prevention were sent to all MOW recipients and congregate meal sites.
- The snow storm on 1/5/15 resulted in reduced meal service (provided in Kalispell only) on 1/5 and cancellation of all service on 1/6 for safety reasons.
Thank you to the many volunteer drivers and AOA/Eagle Transit staff who worked diligently on 1/5 to get out as many meals as possible.

I & R/Assistance/Ombudsman

- Requests for information and assistance continue to increase. We are 55% of our projected total contacts for the year.
- Data reports: of active clients assessed
 - 62% are at moderate to high risk based on physical health needs
 - 45% need assistance with transportation
 - 13% are experiencing noted cognitive decline
 - 17% have significant mental health needs
 - 17% have limited social connections
 - 66% need help with household and/or personal tasks
 - 60% live alone
 - 38% have at least one life factor rated at the highest risk category

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(Continued)**

RSVP

- Grant update:
 - Staff completed required monthly Director training and training for MLK Day of Service.
 - Staff developed and submitted required "Project Summation" report to the RSVP state office.
 - Staff and volunteers continue to make required changes to the RSVP database.
- 500 hats/mittens were distributed to children at 13 area schools, hospitals and other community service organizations as part of the Governor's Winter Ready Program, which brings the project total to 750 sets. **Thank you to all our wonderful volunteer knitters!**
- RSVP volunteers participated in the annual Santa's Calling project with Kalispell Parks and Recreation.
- The RSVP Advisory Council did not meet in December. The next meeting is 1/21/15 at 9:15 am at Heritage Place.

Senior Mobile Home Repair

- Advisory Board meeting was held on 1/13/15. Next meeting 2/10/15, 9:00 am at Flathead Electric.
- Seven projects have been completed since last month's report; 20 are in progress. There is some delay in completing projects because of the winter weather.
- Funding:
 - \$500 received from Northwestern Energy
 - Grant application for \$5000 submitted to BNSF Foundation
 - Grant application for \$5000 submitted to Plum Creek

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

- The CDBG planning grant project to evaluate the senior centers: Draft reports on all centers have been reviewed by county staff. Some additional information still needs to be included. County Grant Writer, Whitney Aschenwald, has requested an extension and change of scope from CDBG.
- Public meetings to gather senior input for the Area Plan are planned at all area Centers.

CONSIDERATION OF ADOPTION OF FINAL RESOLUTION: ACCESSORY DWELLING UNIT TEXT AMENDMENT/ FLATHEAD COUNTY ZONING REGULATIONS

10:20:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Planner Erik Mack, Planner Lawson Moorman, Clerk Kile

Mack summarized the process for the Accessory Dwelling Unit Text Amendment the Planning Board started working on in March, 2014. It was noted three protest letters were received during the protest period with two of the dissenters not owning property that would be affected and the third dissenter did not provide a physical address, therefore it is unclear if the citizen is located in the affected area.

The following MCA was summarized.

***MCA 76-2-005 (5) (d)** (d) that for 30 days after first publication of this notice, the board of county commissioners will receive written protests to the creation of the zoning district or to the zoning regulations from **persons** owning real property within the district whose names appear on the last-completed assessment roll of the county.*

Grieve pointed out multiple workshops were held at which there was public comment before and after and there have been two public hearings. He stated Resolution 2129 adopted by the commission states that during a land use decision Flathead County Commissioners will explain how comments factor into their decision.

It was noted for the record the final resolution has not been prepared yet, and the recommendation is to continue this meeting the following day.

Commissioner Krueger made a **motion** to continue to Wednesday. Chairperson Holmquist **seconded** the motion. Motion carried unanimously.

AUTHORIZE DEPUTY COUNTY ATTORNEY FOR PROSECUTION OF PETE VILLENEUVE

10:17:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, County Attorney Office Administrator Vicki Eggum, Clerk Kile

Commissioner Krueger made a **motion** to appoint as special deputy county attorney. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

AUTHORIZATION TO PUBLISH CALL FOR BIDS: GRAVEL CRUSHING/ ROAD DEPT.

10:30:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Commissioner Krueger made a **motion** to authorize publication for gravel crushing/ Road Department. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

CALL FOR BIDS

Notice is hereby given that bids for the crushing and stockpiling of gravel will be received by the Flathead County Board of Commissioners. Material will be stockpiled at Contractor's pit location and removed by Flathead County in the spring of 2015 to be placed on a portion of KM Ranch Road in Flathead County. Flathead County will provide an operator and loader to remove material from Contractor's pit. Pit location to the project may be a consideration in awarding this project.

The work contemplated consists of crushing and stockpiling the following:

3/4" MINUS CRUSHED GRAVEL WITH BENTONITE

Project consists of producing approximately 11,000 tons of 3/4" inch minus crushed gravel at the contractors pit in Flathead County. Flathead County has budgeted \$90,000 for this material and reserves the right to increase or decrease quantities to meet the budget. Crushed material to meet specifications below. Crushed material shall include 1/2" minus crushed bentonite with less than 16% moisture content and free swell greater than 16cc to achieve Plasticity Index as required. Contractor shall determine the amount of bentonite to achieve gravel that meets the specifications.

**TUESDAY, JANUARY 20, 2015
(Continued)**

<u>PERCENTAGE BY WEIGHT PASSING SQUARE MESH SIEVES</u>	
<u>Sieve Size</u>	<u>Job Mix Target Bands</u>
3/4"	100%
No. 4	50-78 %
No. 8	37-67 %
No. 40	13-35 %
No. 200	4-15 %
LL	35 max
PI	6-12%

The above gradation bands represent the job mix target limits, which determine the suitability of aggregate for use. The final job mix target gradation must be within the specified bands and uniformly graded from course to fine and not vary from the low limits on one screen to the high limit on the adjacent screen, or vice versa.

Not less than 60% of coarse aggregate particles by weight shall have at least two mechanically fractured faces (ASTM D5821).

Contractor performs sieve analysis (AASHTO T27 and T11) and liquid limit (AASHTO T89 Method A & T87), and plasticity index (AASHTO T90) every 1,000 tons.

3" MINUS SUBBASE MATERIAL

Project consists of producing approximately 5,100 tons of 3" inch minus subbase gravel at the contractor's pit in Flathead County. Flathead County has budgeted \$21,000 for this material and reserves the right to increase or decrease quantities to meet the budget. Material to meet specifications below and Section 02234 – 6th Edition Montana Public Works Standard Specifications, April, 2010.

<u>PERCENTAGE BY WEIGHT PASSING SQUARE MESH SIEVES</u>	
<u>Sieve Size</u>	<u>Job Mix Target Bands</u>
3"	100 %
2"	---
1"	---
No. 4	25-60 %
No. 40	10-30 %
No. 200	2-10 %

The above gradation bands represent the job mix target limits, which determine the suitability of aggregate for use. The final job mix target gradation must be within the specified bands and uniformly graded from course to fine and not vary from the low limits on one screen to the high limit on the adjacent screen, or vice versa.

Aggregate must have at least 25% of the material retained on the No. 4 sieve and have one or more mechanically fractured faces.

Contractor performs sieve analysis (AASHTO T27 and T11) and liquid limit (AASHTO T89 Method A & T87), and plasticity index (AASHTO T90) every 2,000 tons.

Actual amounts to be crushed shall be determined based upon quantity and unit prices. Crushed material to be weighed on scale at contractor's pit when material is removed by County forces. Payment for material will be determined by these weights and invoiced accordingly by contractor to County. Anticipated schedule for removal is April, May and/or June, 2015. Material crushing must be completed before April 1, 2015. The County will provide a loader and operator to load County trucks at contractor pit.

Bid proposals must be submitted on a form to be provided for the purpose, addressed to the Board of County Commissioners, Flathead County Clerk and Recorder, 800 South Main, Kalispell, MT 59901, and enclosed in an envelope marked, "Proposal for Crushing and Stockpiling Gravel."

No proposal will be considered unless accompanied by a proposal security in the amount of ten percent (10%) of his bid to secure the bidder's express covenant that if the bidder is awarded the contract, the bidder will, within ten (10) days, enter into a formal contract for the purchase and sale of said materials. Bid security shall be payable to Flathead County and shall be in the form of lawful money of the United States; a cashier's check, certified check, bank money order or bank draft issued by a Montana bank, or a bid bond executed by a surety corporation authorized to do business in Montana.

A performance bond will be required for the faithful performance of the successful contractor in the full amount of the bid.

Specifications, forms of contract, proposal blanks, and full instructions are on file and may be obtained at the Clerk and Recorder's office in the Courthouse at 800 South Main, Kalispell, MT 59901.

Time is of the essence. Liquidated damages in the amount of \$200 per day shall be due in the event that the contractor fails to complete the contract by April 1, 2015.

The Contractor and all subcontractors will be required to have a certificate of registration from the Employment Relations Division of the Montana Department of Labor and Industry in the proper classification. The successful bidder must contract to give preference to the employment of bona fide residents of Montana in the performance of the work. A resident bidder will be allowed a preference against the bid of any nonresident bidder from any state or county that enforces a preference for resident bidders equal to the preference given in the other state or county.

All sealed bids, plainly marked as such, must be in the hands of the County Clerk and Recorder, 800 South Main, Kalispell, MT 59901, on or before **9:00 a.m. on February 10, 2015**. Bids will be opened and read immediately thereafter in the Commissioner's Chambers, 800 South Main, Room 302 at the County Courthouse.

The Board of County Commissioners reserves the right to reject any and all bids and to accept the bid deemed to be in the best interest of Flathead County.

The award of a bid will be made solely by the issuance of a letter of award to the successful bidder by the Office of the Flathead County Clerk and Recorder.

Dated this 20th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

ATTEST:
Debbie Pierson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

Publish on January 25 and February 1, 2015.

TUESDAY, JANUARY 20, 2015
(Continued)

AUTHORIZATION TO PUBLISH CALL FOR BIDS: PROPANE, GAS & DIESEL/ ROAD DEPT.

10:30:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Commissioner Krueger made a **motion** to authorize publication of Call for Bids/ Propane, Gas & Diesel. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

CALL FOR BIDS

Notice is hereby given that the Board of County Commissioners of Flathead County, Montana, will receive bids on the following: **Propane Fuel**

Bidder will furnish in writing an affidavit that the bidder will be able to furnish all the materials (propane) that Flathead County will use in the next year, February 1, 2015 through January 31, 2016.

PROPANE - estimated usage - 200,000 gallons

Vendor to provide the 11,000 gallon minimum porta-pac/tank, the pump and motors, all piping and pressure regulating valves and gauges and related equipment to the liquid propane manifold which will meet the burner specifications on both volume and pressure down to a temperature of 32 degrees Fahrenheit, see attached diagram with specifications. If rental agreements are applicable, pertinent information may be listed at the appropriate space provided. This should include the delivery and removal of the tank and equipment upon job completion and or the termination of said contract, including any man-hours required for set up or removal.

Bidder will provide the equipment necessary for the hookup between the porta-pac and the liquid propane manifold. Bidder will have a backup propane pump ready for use. Flathead County agrees to purchase any items needed for the hookup that are specific to our particular plant.

Once the porta-pac has been moved to the site Flathead County will bear the costs of any further relocating.

Bidder must be able to deliver materials to the Old Steel Bridge Pit, 1333 Holt Stage Road, Kalispell, MT. 59901, or to another predetermined location within Flathead County, on a keep full basis. Alternate delivery locations will be given to the vendor one-week prior to the effective date of change.

Delivery/Shipping will be F.O.B. to the specified plant location.

Bidder to furnish propane at net state prices (laid in price, rack price). At the time a net state prices (laid in price, rack price) fluctuation occurs the term contract holding vendor shall be required to supply a written, dated notice, detailing the effect the price fluctuation will have on net state prices (laid in price, rack price) and the total cost per gallon delivered.

For fuel provided under the term contract, net state prices (laid in price, rack price), delivery prices, totals per gallon, invoice total and meter reading measurements before and after delivery must be on all invoices. Invoices must be signed at the delivery point or signed at the County Shop Office after each delivery.

Bidder to state brand of propane fuel on the bid form.

Bidder is to bid only the delivery cost per gallon over the net state prices (laid in price, rack price) on the attached bid form.

Award of bid will be made only to a single vendor who can supply propane fuel, porta-pac unit, and related items needed to hook up to the liquid propane manifold. If delivery points are not kept full Flathead County reserves the right to order fuel from another supplier to maintain operations.

All fuels provided and delivered shall meet or exceed Federal Fuel Commodity Specifications.

NOTE - If quality of fuel is questioned, the County reserves the right to have fuel tested and if found unsatisfactory to refuse delivery.

Each bidder must deposit with his bid, a bid security in the amount of two-thousand dollars (\$2,000.00), to secure the bidder's express covenant that if the bidder is awarded the contract, the bidder will, within ten (10) days, enter into a formal contract for the supply, purchase, and sale of said propane fuels. Bid security shall be payable to Flathead County and shall be in the form of lawful money of the United States; a cashier's check, certified check, bank money order, or bank draft issued by a Montana bank; or a bid bond executed by a surety corporation authorized to do business in Montana.

The form of contract and the bid form to be signed are on file and may be obtained at the Clerk and Recorder's Office in the Courthouse at Kalispell, Montana.

All sealed bids, **plainly marked as such**, must be in the hands of the County Clerk and Recorder, 800 South Main, Commissioners Office, Room 302, Kalispell, MT 59901, on or before **9:00 a.m. February 5, 2015**. Bids will be opened and read immediately thereafter.

The Board of County Commissioners reserves the right to reject any and all bids and to accept the bid deemed to be in the best interests of Flathead County.

The award of a bid will be made solely by the issuance of a letter of award to the successful bidder by the Office of the Flathead County Clerk and Recorder.

Dated this 20th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

ATTEST:
Paula Robinson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

Publish on January 24 and January 31, 2015.

**TUESDAY, JANUARY 20, 2015
(Continued)**

CALL FOR BIDS

Notice is hereby given that the Board of County Commissioners of Flathead County, Montana, will receive bids on the following:

GASOLINE AND DIESEL

Bidder will furnish in writing an affidavit that the bidder will be able to furnish all the materials (gasoline and diesel) that Flathead County will use in the next year, February 1, 2015 through January 31, 2016.

DIESEL - estimated usage - 325,000 gallons
REGULAR NO LEAD - estimated usage - 100,000 gallons

Bidder must be able to deliver materials to the following delivery points on a keep full basis.

Bid prices for all materials must be listed for each delivery point listed below, on the bid form.

Delivery/Shipping will be F.O.B. to the following destinations.

Delivery Points:

Martin City	Regular No Lead Gas and Red Dyed Low Sulfur Diesel
Columbia Falls	Regular No Lead Gas and Red Dyed Low Sulfur Diesel
Busch Pit	Regular No Lead Gas and Red Dyed Low Sulfur Diesel
Bigfork – Fox Pit	Red Dyed Low Sulfur Diesel
Sheepherder Pit	Red Dyed Low Sulfur Diesel
Olney – Mielke	Red Dyed Low Sulfur Diesel
County Shop, Road	Regular No Lead Gas and Red Dyed Ultra Low Sulfur Diesel
Mixing Plant	Red Dyed Low Sulfur Diesel Fuel
Solid Waste, Dump	Regular No Lead Gasoline and Red Dyed Ultra Low Sulfur Diesel

Diesel fuel to be blended a minimum of 30% in winter months, approximately from November 1 through March 31, at the discretion of the Flathead County Road Department, depending upon winter weather.

Bidder to furnish net state prices. At the time a price fluctuation occurs the term contract holding vendor shall be required to supply a written, dated notice, detailing the effect the price fluctuation will have on his "Base Price".

For fuel provided under the term contract, prices and meter readings or "stick" measurements must be on all invoices. Invoices must be signed at the delivery point or signed at the County Shop Office after each delivery.

Bidder to state brand of gasoline and/or diesel fuel being on the bid form.

Bidder to include the following taxes with their price breakdown per gallon per delivery point on the attached form:

Gasoline - include state tax no federal tax
Diesel - include no state tax no federal tax

Award of bid will be made only to a single vendor who can supply both gasoline and diesel fuel. If delivery points are not kept full Flathead County reserves the right to order fuel from another supplier to maintain operations.

All fuels provided and delivered under the terms of this contract shall meet or exceed Federal Fuel Commodity Specifications as referenced below:

Fuel Quality Requirements:

Gasoline - All gasoline provided shall meet or exceed Federal Specifications, VV-G-1690B

Diesel Fuel - All diesel fuels provided shall meet or exceed Federal Specifications, VV-F-800B with reference to grades DF-#1 and DF-#2.

NOTE - If quality of fuels is questioned, the County reserves the right to have fuels tested and if found unsatisfactory to refuse delivery.

Each bidder must deposit with his bid, a bid security in the amount of two-thousand dollars (\$2,000.00), to secure the bidder's express covenant that if the bidder is awarded the contract, the bidder will, within ten (10) days, enter into a formal contract for the supply, purchase, and sale of said gasoline and diesel fuels. Bid security shall be payable to Flathead County and shall be in the form of lawful money of the United States: a cashier's check, certified check, bank money order, or bank draft issued by a Montana bank; or a bid bond executed by a surety corporation authorized to do business in Montana.

The form of contract and the bid form to be signed are on file and may be obtained at the Clerk and Recorder's Office in the Courthouse at Kalispell, Montana.

All sealed bids, **plainly marked as such**, must be in the hands of the County Clerk and Recorder, 800 South Main, Commissioners Office, Room 302, Kalispell, MT 59901, on or before **9:00 a.m. February 5, 2015**. Bids will be opened and read immediately thereafter.

The Board of County Commissioners reserves the right to reject any and all bids and to accept the bid deemed to be in the best interests of Flathead County.

The award of a bid will be made solely by the issuance of a letter of award to the successful bidder by the Office of the Flathead County Clerk and Recorder.

Dated this 20th day of January, 2015.

ATTEST:
Paula Robinson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

Publish on January 24 and January 31, 2015.

TUESDAY, JANUARY 20, 2015
(Continued)

AWARD BID: REPLACEMENT OF EXISTING FIBER OPTIC INFRASTRUCTURE/ I.T.

10:32:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, I.T. Technical Operations Supervisor Jae Carnsew, Clerk Kile

Commissioner Krueger made a **motion** to award the bid to DCS. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: DIGITAL COMMUNICATIONS SYSTEMS PROPOSAL FOR REPLACEMENT OF EXISTING FIBER OPTIC INFRASTRUCTURE/ I.T

10:34:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, I.T. Technical Operations Supervisor Jae Carnsew, Clerk Kile

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

CONSIDERATION OF LAKESHORE PERMIT VARIANCE: LOW, FLV 15-02

10:35:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Planning & Zoning Director B. J. Grieve, Planner Erik Mack, Planner Lawson Moorman, Clerk Kile

Moorman reported the minor variance request is for property located at 986 Echo Lake Road near Bigfork. The applicant is proposing to install 150 lineal feet of rip rap and chip rock fill along the entirety of the property's shoreline. The proposed project would consist of placing approximately 125 cubic yards of 48" diameter rip rap 150 feet long, 8 feet wide at the mean annual high water backed by filter fabric immediately landward of the rip rap along with 175 cubic yards of clean washed 2" diameter rock chip.

Commissioner Krueger made a **motion** to approve Lakeshore Permit Variance, FLV 15-02. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF LAKESHORE PERMIT EXTENSION: SCOTT, FLP 13-74

10:41:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Planning & Zoning Director B. J. Grieve, Planner Erik Mack, Planner Lawson Moorman, Clerk Kile

Moorman reported Lakeshore Permit FLP 13-74 was issued to replace an existing wooden retaining wall with natural stone riprap as well as for construction of an approximately 76 foot gravel walkway and natural stone stairway. The permit was valid for one year and was set to expire on January 16, 2015. If approved the permit would expire on January 16, 2016.

Commissioner Krueger made a **motion** to approve Lakeshore Permit Extension, FLP 13-74. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

CONSIDERATION OF PRINT BID: COUNTY ATTORNEY'S OFFICE

10:42:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Clerk Kile

Chairperson Holmquist read into the record that Masters Touch was the low bidder for 10,000 #10 regular envelopes with return addresses for \$240.00 plus \$75.00 freight.

Commissioner Krueger made a **motion** to approve the print bid. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on January 21, 2015.

WEDNESDAY, JANUARY 21, 2015

Audiofile

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

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

OPEN RFP: STAFFING SERVICES FOR GLACIER NATIONAL PARK SHUTTLE PROJECT/ EAGLE TRANSIT

9:00:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, AOA Director Lisa Sheppard, Human Resource Director Tammy Skramovsky, Clerk Kile

Responses to Request for Proposals were received from Express Services and LC Staffing.

WEDNESDAY, JANUARY 21, 2015
(Continued)

Commissioner Mitchell made a **motion** to take under consideration the RFP's for Glacier National Park services. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

DOCUMENT FOR SIGNATURE: MDOT COUNTY-STATE CONSTRUCTION AGREEMENT FOR US HWY. 2 AND SPRING CREEK/ SUNSET DRIVE

9:03:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Prunty reported the purpose of the agreement is to set forth the responsibilities and duties of the state and the county.

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

DOCUMENT FOR SIGNATURE: LETTER OF UNDERSTANDING/ SOLID WASTE DISTRICT & OPERATING ENGINEERS LOCAL 400

9:05:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Human Resource Director Tammy Skramovsky, Clerk Kile

Prunty reported the letter of understanding pertains to Container Site Monitors at Solid Waste regarding their seniority.

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

CONTINUATION OF CONSIDERATION OF ADOPTION OF FINAL RESOLUTION: ACCESSORY DWELLING UNIT TEXT AMENDMENT/ FLATHEAD COUNTY ZONING REGULATIONS

9:08:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence, Planner Erik Mack, Clerk Kile

Commissioner Krueger made a **motion** to adopt Resolution 955HR. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

RESOLUTION NO. 955 HR

WHEREAS, the Board of Commissioners of Flathead County, Montana, held a public hearing, following publication of legal notice, on the 17th day of November, 2014 and continued discussion on the 9th day of December, 2014 to consider all comments received regarding an amendment to the text of the Flathead County Zoning Regulations;

WHEREAS, the Board of Commissioners did hear public comment on the proposed amendment at said hearing;

WHEREAS, the Board of Commissioners reviewed the recommendation of Flathead County Planning Board regarding the proposed amendment;

WHEREAS, based upon that recommendation and the testimony of the public, the Board of Commissioners of Flathead County, Montana, in accordance with Section 76-2-205, M.C.A., adopted a resolution of intention (Resolution No. 955 HQ dated December 9, 2014) to amend the Flathead County Zoning Regulations for the purpose of revising the performance standards regarding accessory dwelling units; and

WHEREAS, notice of passage of that Resolution was published once a week for two weeks, on December 13 and December 20, 2014, and the Board of Commissioners did not receive written protests to the amendments from forty percent (40%) of the real property owners within County zoning districts.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Flathead County, Montana, in accordance with Section 76-2-205(6), M.C.A., hereby amends the Flathead County Zoning Regulations for the purpose of revising the performance standards regarding accessory dwelling units described as follows:

- 1) By adding 'Dwelling unit, accessory (ADU)' to the list of permitted uses in AG-80, AG-40, AG-20, SAG-10, SAG-5, and R-1 zoning districts found in Sections 3.04, 3.05, 3.06, 3.07, 3.08, and 3.09.
- 2) By adding 'Dwelling unit, accessory (ADU)' to the list of conditional uses found in R-2, R-3, R-4, R-5, RA-1, and R-2.5 in Sections 3.10, 3.11, 3.12, 3.13, 3.15, and 3.43.
- 3) By adding 'Dwelling unit, accessory (ADU)' to the list of accessory uses found in Section 5.01.020(1).
- 4) By adding 'Dwelling unit, accessory (ADU) Requires Administrative Conditional Use Permit to Section 5.01.020(3).
- 5) By amending Section 5.01.030(7) to read: Guest houses, caretaker facilities, and accessory dwelling units (ADU) are subject to the same setback requirements as the principal structure.
- 6) By adding 6.02.060 under Section 6.02 to read:
6.02.060 Accessory dwelling unit (ADU) 1 space per 400 square feet of gross floor area; maximum 2 spaces required
- 7) By adding 7.05.150 under Section 7.05 to read:
7.05.150 Dwelling unit, accessory (ADU) – A single, separate habitable living unit added to, created within, or detached from the principal single-family dwelling that's provides the basic requirements for living, sleeping, eating, cooking and sanitation with stays of 30 days or longer on a single-family lot. ADUs are subordinate in size (no larger than 40% of the floor area of the principal dwelling), location, and appearance to the principal single-family dwelling and have separate means of ingress and egress. One ADU is allowed per tract of record and it may be rented to the general public.

DATED this 21st day of January, 2015.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

ATTEST:
Debbie Pierson, Clerk

By/s/Gary D. Krueger
Gary D. Krueger, Member

By/s/Diana Kile
Diana Kile, Deputy

By/s/Philip B. Mitchell
Philip B. Mitchell, Member

**WEDNESDAY, JANUARY 21, 2015
(Continued)**

9:30 a.m. Quarterly Juvenile Detention Tour & Meeting
10:15 a.m. Quarterly Jail Tour & Meeting
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 January 22, 2015.

THURSDAY, JANUARY 22, 2015

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

COMMISSIONERS' ANNUAL WORKSHOP @ SOLID WASTE DISTRICT CONFERENCE ROOM

9:00:00 AM

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Commissioner Gary Krueger, Assistant Mike Pence

**FLATHEAD COUNTY COMMISSIONER'S PLANNING WORKSHOP
AGENDA**

- 1) Commissioners Statutory Duties and Responsibilities
- 2) Department Head Contracts
- 3) FY 2016 Budget Process
- 4) Personnel Issues
- 5) Wastewater Management Discussion
- 6) Energy Performance Contract Refinance
- 7) IT/ Software Needs
- 8) Grant Writing Initiative
- 9) Safety- Workers Compensation Insurance Program
- 10) Planning Department
- 11) Professional and Consulting Services Selection Processes
- 12) Building Facility Needs
- 13) Fairgrounds Direction
- 14) Infrastructure Funding Options
- 15) ADA Project
- 16) Road Department Planning
- 17) Solid Waste Planning
- 18) Future Union Negotiation Process
- 19) Board Training
- 20) 2015 Legislative Session
- 21) Finance Department Update
- 22) Surplus Property
- 23) FECC Update
- 24) Health Department Update
- 25) Natural Resources Issues
- 26) Legal Issues
- 27) Other Items
- 28) Adjourn

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on January 23, 2015.

FRIDAY, JANUARY 23, 2015

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairperson Holmquist, Commissioner Krueger and Mitchell, and Clerk Pierson 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 January 26, 2015.
