

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

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**MONDAY, FEBRUARY 16, 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 – PRESIDENTS’ DAY**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 17, 2015.

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**TUESDAY, FEBRUARY 17, 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: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Dave Hadden, Kelli Gownley, Don Murray, Clerk Kile

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

Dave Hadden, North Shore Community Association for North Shore Conservation reported a rally was held at the North Shore of Flathead Lake where around 100 citizens showed up to register their concern for development of the bridge project on Dockstader Island. The citizens want to indicate to the commissioners that the island is a very important resource that needs to be treated with concern and sensitivity. The Montana Lakeshore Protection Act protects both the natural resource as well as the scenic resources of the lakes of Montana of which Flathead Lake is our crown jewel. A lawsuit will be filed today in order to have the courts intervene on this significant issue.

Don Murray with Hash O'Brien, Biby & Murray Law Firm stated he is representing the group in which Dave Hadden is the chairperson. We look forward to working with Flathead County as we obviously take strong disagreement with the actions the county has done to permit the bridge on Dockstader Island. We will be commencing litigation and hope we can resolve the matter amiably.

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

**OPEN BIDS: FAIRGROUNDS INFRASTRUCTURE, PHASE 2**

**9:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Fairground Operations Manager Mark Campbell, Tom Cowan, M. Hill, Dave Steely, Kurtis Paulson, Randy Downing, Clerk Kile  
Absent: Commissioner Gary Krueger

Bids received with bid bonds enclosed from:

	<b><u>BASE BID</u></b>	<b><u>ALTERNATE</u></b>
Sandry Construction	\$651,629.75	\$ 63,275.00
Nelcon, Inc.	\$761,281.00	\$108,034.00
AGC, Inc.	\$625,423.00	\$ 62,464.00
Downing Construction, Inc.	\$793,632.00	\$108,374.00
LHC, Inc.	\$674,621.91	\$ 77,194.83
Knife River	\$813,828.00	\$ 86,600.00

Commissioner Mitchell made a **motion** to take the bids under advisement. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**AUTHORIZATION TO PUBLISH CALL FOR BIDS: HISTORIC JAIL DATA/ TELEPHONE WIRING PROJECT/ I.T.**

**9:06:00 AM**

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

Commissioner Mitchell made a **motion** to authorize publication of Call for Bids/ Historic Jail Data – Telephone Wiring Project. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**CALL FOR BID**

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

**HISTORIC JAIL & JUVENILE DETENTION CENTER RENOVATION DATA / TELEPHONE WIRING PROJECT**

All sealed bids, **plainly marked “SEALED BID – Historic Jail & Juvenile Detention Center Renovation - Data/Telephone Wiring Project”** must be in the hands of the County Clerk and Recorder, 800 South Main, Room 302, Kalispell, MT, 59901, on or before **9:00 a.m., local time, March 10, 2015**. Bids will be **opened and read immediately thereafter**, in the Commissioner’s Chambers at the County Courthouse.

Complete specifications are on file in the Flathead County Information Technology office, 920 S. Main St., Suite B01, 406-758-5571.

**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

A pre-bid walkthrough will be held at **10:00 a.m., local time, March 2, 2015**. Interested parties will meet outside the Flathead County Justice Center. The walkthrough is not a bid requirement.

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. The successful bidder will be required to furnish a Performance and Payment Bond in the amount of one-hundred (100%) percent of the Contract.

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.

No Bid may be withdrawn within a period of 60 days after the date for opening bids.

**Flathead County** reserves the right to reject all Bids, to waive informalities, and to reject nonconforming, irregular, non-responsive or conditional Bids.

**Flathead County** is an Equal Opportunity Employer.

DATED this 17<sup>th</sup> day of February, 2015.

BOARD OF COUNTY COMMISSIONERS  
Flathead County, Montana

ATTEST:  
Debbie Pierson, Clerk

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

By/s/Diana Kile  
Diana Kile, Deputy

Publish February 21 and February 28, 2015.

**CONTINUATION OF CONSIDERATION OF EMERGENCY LAKESHORE PERMIT: BURTON, FLEW 14-02**

**9:08:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Assistant Mike Pence, Planner Lawson Moorman, Clerk Kile

Absent: Commissioner Gary Krueger

Moorman summarized past history of concerns regarding erosion of Echo Lake Road. He stated the Emergency Lakeshore Permit is needed to protect the road from further damage.

Commissioner Mitchell made a **motion** to approve the Emergency Lakeshore Permit/ Burton – FLEW 14-02. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**MONTHLY MEETING W/ MARK CAMPBELL, FAIRGROUNDS**

**9:15:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Fairground Operations Manager Mark Campbell, Clerk Kile

Absent: Commissioner Gary Krueger

Campbell summarized the following monthly report with the commission.

Current Projects

- Phase 2 pre-bid walkthrough was held February 12<sup>th</sup> with 6 companies attending. Event coordination surrounding phase 2 is planned for during months of April – July in anticipation of bids on target.
- Lewis House has a root bound septic outflow that we're unable to clear. Unable to rent the property until septic situation is resolved. Pursuing a site evaluation and system application. All items are cleared from interior of property. Exterior needs further work.
- Bison Construction is scheduled to repair Expo building floor coating week of March/9-12.

NW Montana Fair & Rodeo

- Offer submitted for Wednesday entertainer but no final answer yet. Proceeding with Demolition Derby on Sunday. Tuesday show is undecided.
- Ticket pricing for all activities is under review with possible changes forthcoming.
- Continuing work on Competitive Exhibit area rules and coordination.

Flathead County Fairgrounds

- 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.
- Very busy event schedule for next several months is dominating staff's focus.
- Fairgrounds presentation made to Bigfork Rotary on February 4<sup>th</sup>.
- Participated on a County Fair panel at MACo conference February 10<sup>th</sup>.

Upcoming Events and Activities

- Flathead Valley Boat Show – Feb 13-15<sup>th</sup>
- Bee Broadcasting Auction – Feb 14<sup>th</sup>
- MT Wedding and Event showcase – Feb 21<sup>st</sup>
- Rocky Mountain Elk Foundation Dinner – Feb 21<sup>st</sup>
- NW Sportsman Expo – Feb 27 to March 1<sup>st</sup>
- State Indoor Archery Tournament – Feb 28 to March 1<sup>st</sup>
- Flathead Science Fair – March 5<sup>th</sup>
- Pierce RV Show – March 6-8<sup>th</sup>
- Flathead Builders Home & Garden Showcase – March 14-15<sup>th</sup>
- NW Rock Chucks Show – March 14-15<sup>th</sup>
- Friends of NRA Banquet – March 14<sup>th</sup>
- Soccer practices, Pickelball and 4H Meetings continue with varied dates throughout Feb-March

**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

**CONSIDERATION OF ACCEPTANCE OF DONATION: EAGLE TRANSIT**

**9:30:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, AOA Director Lisa Sheppard, Clerk Kile  
Absent: Commissioner Gary Krueger

Sheppard reported the donations to Eagle Transit from Summit Medical Fitness pertain to transportation for the after school program at the Summit.

Commissioner Mitchell made a **motion** to accept the donation to Eagle Transit. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**DOCUMENT FOR SIGNATURE: SUMMIT MEDICAL FITNESS CENTER SERVICE AGREEMENT FY14-15/EAGLE TRANSIT**

**9:33:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, AOA Director Lisa Sheppard, Clerk Kile  
Absent: Commissioner Gary Krueger

Sheppard reported the agreement is between the Summit Medical Fitness Center and AOA/Eagle Transit for transportation to the SPARKS after school program at the Summit.

Commissioner Mitchell made a **motion** to approve the Summit Medical Fitness Center Service Agreement for FY14-15/ Eagle Transit. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**DOCUMENT FOR SIGNATURE: SUMMIT MEDICAL FITNESS CENTER SERVICE AGREEMENT FY15-16/EAGLE TRANSIT**

**9:34:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, AOA Director Lisa Sheppard, Clerk Kile  
Absent: Commissioner Gary Krueger

Sheppard reported the agreement is between the Summit Medical Fitness Center and AOA/Eagle Transit for transportation to the SPARKS after school program at the Summit.

Commissioner Mitchell made a **motion** to approve the Summit Medical Fitness Center Service Agreement for FY15-16/ Eagle Transit. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**MONTHLY MEETING W/ LISA SHEPPARD, AOA**

**9:35:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, AOA Director Lisa Sheppard, Chuck Wilhoit, Roxy Larsen, Sherry Haegele, Donna Rhone, Sheila Bryan, Larry Snyder, Joe Decker, J. Cardin, Barbara Fernandez, Clerk Kile  
Absent: Commissioner Gary Krueger

Sheppard summarized the following monthly report with the commission.

**AOA Administration**

**Budget**

- The draft CIP for FY 2016 has been submitted and admin staff are working on the budget.

**State/Legislative Issues**

- DPHHS informed us they were not awarded the Benefits Enrollment Center grant they applied for on our behalf.
- Development of Area Plan for October 2015-September 2019:
  - The first draft of the Plan is due to DPHHS on 3/1/2015.
  - On 1/20/2015, Commissioners voted to retain AOA as a County department.
  - Public meetings to obtain citizen input into the Plan were promoted and held as follows:
    - 1/22/2015, 12:30 pm, Whitefish Community Center – **20 participants**
    - 1/23/2015, 1:00 pm, AOA – **39 participants**
    - 1/26/2015, 1:00 pm, North Valley Senior Center, Columbia Falls – **28 participants**
    - 2/3/2015, 1:00 pm, Lakeside Chapel Gathering Place – **14 participants**
    - 2/4/2015, 12:30 pm, Bigfork Senior Center – **34 participants**
  - A faith-based focus group was held on 2/11/2015, attended by 7 pastors/church representatives.
- Montana Area Agencies on Aging Association (M4A)
  - Lisa attended the quarterly M4A meeting in Helena, Jan 27-29, 2015.
  - On 1/28/2015, as President of M4A, Lisa presented legislative testimony on the importance of adequate funding for aging services to the Health and Human Services Appropriations Subcommittee. In addition, she emailed information to members prior to her testimony.

**Building**

- **New building:**
  - The Commissioners voted on cost savings for the building project on 1/28/2015.
  - On 2/6/2015, AOA staff and Mike Pence met with CTA and the kitchen consultant to review the kitchen equipment list. Approximately \$120,000 in potential savings were identified. The final list will be completed shortly.
- **Kelly Road:** Nothing to report.

**Advisory Council**

- The Advisory Council did not meet in February. The next meeting is scheduled for March 12, 2015, 2:00 pm at The Summit.
- Members made legislative contacts.
- Lois Katz, Board Chair, attended the Area Plan Public Meetings on behalf of the Council.

**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.

- 1/5/15, Lisa was interviewed on KGEZ (regular spot).
- 1/6/15, Lisa was interviewed by a local TV station about the Meals on Wheels cancellation due to the winter storm.
- 1/11/2015, Daily Inter Lake article promoting Area Plan Public Meetings (also ads/articles in other area papers).
- 1/16/15, Public Meeting held regarding the annual Transportation Coordination Plan. **13 people attended.**
- 1/20/2015, presentation on AOA services at the Community Resource Link hosted by United Way, 25 people in attendance.
- 1/28/2015, presentation on Medicare and fraud/abuse prevention at Montana Employment Service, 8 people attended.
- 1/30/2015, AOA/RSVP staff participated in the United Way Winter Warm Up event at Gateway Community Center. 52 people received information.
- Area Plan Public Meetings: Three meetings were held in January. Promoted through multiple forums, including flyers, media, etc. See schedule and attendance in Admin Section above.

**TUESDAY, FEBRUARY 17, 2015  
(Continued)**

**Eagle Transit**

- Montana Department of Transportation (MDT)
  - The Second Quarter Report and reimbursement request has been submitted.
  - The annual Transportation Coordination Plan and 5311 application is due to MDT 3/2/2015.
  - The TAC reviewed/approved the Plan, application and capital request at its meeting on 2/5/2015.
  - Legal notices for both the operating and capital requests were posted in the Inter Lake on 2/11/2015 per MDT requirements.
  - The documents to be submitted have been reviewed by Tara and are on the Commission agenda for signature on 2/25/2015, which will allow for submission by the deadline.
  - The FY 2016 budget will also include a roll-over of remaining New Freedom funds to support expanded service hours in Whitefish and Columbia Falls. The new Whitefish schedule has been publicly posted per MDT requirements and expanded service will begin this week. We intend to post the Columbia Falls schedule expansion by the end of February.
  - Two bills before the Montana legislature have the potential to impact funding for public transit services. We informed key legislators about the positive impact that increased funding would have on our ability to maintain and expand bus service in Flathead County.
- Glacier National Park:
  - The Selection Committee for the RFP for shuttle staffing services met on 1/23/2015 and selected a respondent to recommend to the Commission pending clarification for Tara of some contract terms.
  - The budget meeting for the coming season was held on 1/20/2015 and the specifics are in the process of being finalized (\$700,000 total budget through September 2015).
  - On 1/21/15, Eagle Transit and GNP staff participated in a planning meeting.
- Transportation Advisory Committee (TAC):
  - The TAC met on 2/5/2015 and welcomed new members: Greg Bancroft, Carrie Jacobs, Roxy Larsen, and Bev Sorenson.
  - The Committee confirmed its intent to meet every other month (by-laws require a minimum of quarterly meetings). The next meeting will be April 2, 2015, 8:30-10:00 at Heritage Place.
- Outreach/Education/Media:
  - Weekly radio ads on KOFI

**Nutrition**

- Nutrition education materials on the My Pyramid Dietary Guidelines were sent to all MOW recipients and congregate meal sites.

**I & R/Assistance/Ombudsman**

- Telephone reassurance calls are increasing as we get new volunteers. We made 111 calls in January.
- We are offering respite services in coordination with the Immanuel Lutheran Caregiver Education and Support sessions that began on 1/17/2015 and will run seven consecutive weeks.
- Data reports: of active clients assessed
  - 63% are at moderate to high risk based on physical health needs
  - 45% need assistance with transportation
  - 13% are experiencing noted cognitive decline
  - 18% have significant mental health needs
  - 17% have limited social connections
  - 67% need help with household and/or personal tasks
  - 60% live alone
  - 39% have at least one life factor rated at the highest risk category

**RSVP**

- Grant update:
  - Staff completed and submitted the revised/final grant application for the April 2015-March 2018 funding cycle on 2/9/2015.
  - The Federal Financial Report and quarterly reimbursement request was submitted on 1/27/2015.
- The RSVP Advisory Council met on 1/21/2015 at 9:15 am at Heritage Place.
- The MLK National Day of Service was recognized by collecting food and personal items for the NW Montana Veteran's Food Pantry. All area Senior Centers promoted and participated in the event.
- Staff and volunteers participated in the United Way Winter Warm Up event on 1/30/2015.
- The annual all-school Cribbage Tournament will be held on 2/25/2015.

**Senior Mobile Home Repair**

- Advisory Board meeting was held on 2/10/15 at 9:00 am at Flathead Electric. Next meeting 3/10/2015.
- Five projects have been completed since last month's report; 18 are in progress.
- Funding:
  - \$500 received from Kalispell Rotary
  - \$500 received from Glacier Bank
  - Pending grant requests: BNSF (\$5,000), Lambros Foundation (\$5,000), Plum Creek (\$5,000)

**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 sent to area Centers.
  - Information on \$450,000 CDBG grant request under consideration has been sent to all Centers involved. Public Hearing scheduled today, 2/17/2015.
- Public meetings to gather senior input for the Area Plan conducted at all area Centers (see schedule above).
- Whitefish crowned the senior Winter Carnival royalty, King Ullr and Queen of the Snows, aka Bernard and Kay Parker.

MEASURE	FY 2013 Actuals	FY 2014 Target	FY 2014 Actuals	FY 2014 % of Target	FY 2014 as % FY 2013	Jan 2015	Total Last Report	Total/Avg. to Date	FY 2015 Target	% Target
# Receiving Independent Living Services	317	350	319	91%	101%	Not yet available	287	287	350	82%
# Receiving Meals on Wheels	349	373	451	121%	129%	21	350	371	350	99%
# of Seniors Receiving Congregate Meals	817	832	858	103%	105%	27	699	726	820	87%
# of Eagle Transit Dial-A-Ride Customers	368	470	787	167%	214%	YTD total only	787	787	550	167%
# Eagle Transit DAR unduplicated riders for FY	N/A	N/A	N/A	N/A	N/A	YTD total only	410	410		
# of RSVP Volunteer Hours	40,468	32,000	49,018	153%	121%		20,568	20,568	32,000	64%
% of Service Recipients at Moderate to High Risk of Institutionalization	N/A	70%	88%	126%	N/A	86%	87%	86%	70%	123%
Per Meal Cost of Nutrition Services	\$6.88	\$6.00	\$6.28	105%	91%	\$6.18	\$5.95	\$6.18	\$6.50	95%
% of Annual Survey Respondents Who Indicate Overall Satisfaction with AOA Services	N/A	90%	survey will occur in FY 2015	N/A	N/A	N/A	N/A	98%	90%	109%
Maximum of 4 Public Complaints About Transportation Services per month (48 annual total)	N/A	60	17	28%	N/A	Not yet available	16	16	48	33%
<b>WORKLOAD INDICATOR</b>	<b>FY 2013 Actuals</b>	<b>FY 2014 Target</b>	<b>FY 2014 Actuals</b>	<b>FY 2014 % of Target</b>	<b>FY 14 as % FY 13</b>	<b>Jan 2015</b>	<b>Total Last Report</b>	<b>Total/Avg. to Date</b>	<b>FY 2015 Target</b>	<b>% Target</b>
<b>Outreach/Education/Media</b>										
Public Outreach/Education/Media Efforts	35	48	93	194%	266%	10	60	70	60	146%
<b>Nutrition</b>										
Meals Served	69,510	78,000	80,001	103%	115%	6,915	41,814	48,729	77,000	63%
Nutritional Assessments Conducted	N/A	560	539	96%	N/A	96	1136	1,232	560	220%
<b>Transportation</b>										
Total Ride Count	93,833	96,000	94,535	98%	101%	7,834	47,094	54,928	94,000	58%
Dial-A-Ride Count	34,083	40,320	25,662	64%	75%	2,482	14,238	16,720	32,900	51%
City, Commuter and Other Ride Count	59,750	55,680	68,873	124%	115%	5,352	32,856	38,208	61,100	63%
Eagle Transit Outreach/Special Events	N/A	N/A	N/A	N/A	N/A	0	11	11	8	138%
<b>Information and Referral/Assistance</b>										
Info and Referral/Assistance Contacts	15,896	16,300	16,666	102%	105%	Not yet available	8,933	8,933	16,300	55%
<b>Independent Living</b>										
Homemaker Units of Service	3,318	3,780	3,065	81%	92%	Not yet available	1560	1,560	3,187	49%
Escorted Transportation Units of Service	1,845	1,768	2,285	129%	124%	Not yet available	1083	1,083	2,813	38%
Respite Units of Service	2,742	2,932	2,348	80%	86%	Not yet available	1235	1,235	3,000	41%
Community Support Units of Service	N/A	N/A	419	N/A	N/A	Not yet available	347	347	375	93%
Home Chore Jobs	N/A	N/A	N/A	N/A	N/A	Not yet available	33	33	N/A	N/A
Personal Care Units of Service	N/A	N/A	N/A	N/A	N/A	Not yet available	338	338	N/A	N/A
Medicare/Insur. Counseling Units of Service	1,793	1,300	1,968	151%	110%	Not yet available	1233	1,233	1,793	69%
Ombudsman consults/cases opened	N/A	N/A	N/A	N/A	N/A	YTD total only	109	109	45	242%
<b>RSVP</b>										
Volunteers Recruited/Enrolled	493	500	411	82%	83%	YTD total only	411	411	400	103%
Volunteer Work Stations Developed and Maintained	59	60	87	145%	147%	YTD total only	72	72	50	144%
RSVP Newsletters Produced and Distributed	4	6	4	67%	100%	0	2	2	4	50%

**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

**PUBLIC HEARING: PROPOSED CDBG GRANT FOR ADA AND BUILDING IMPROVEMENTS FOR SENIOR CENTERS**

**10:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Grant Support Whitney Aschenwald, AOA Director Lisa Sheppard, Chuck Wilhoit, Roxy Larsen, Jim Morrell, Jim Pearson, Barbara Fernandez, Sherry Haegele, Donna Rhine, Sheila Bryan, Joe Decker, J. Cardin, Clerk Kile  
Absent: Commissioner Gary Krueger

Whitney Aschenwald reported Flathead County recently completed ADA evaluations on all the county owned buildings, and in the evaluations the senior centers scored really high; indicating they had substantial ADA deficiencies at the buildings. As part of a planning grant with the City of Kalispell we recently conducted preliminary architectural reports on senior centers that are in draft form at this point, but they have indicated that substantial improvements are needed at these facilities. The proposed grant application would cover building improvements, including ADA upgrades at the senior centers in Whitefish, Columbia Falls and Bigfork, and then as well as the Adam's building here in Kalispell since the Kalispell Senior Center will have office space in that building. In the PAR's being developed right now a draft budget was included and to make all the needed improvements the total project would be around \$460,000. CDBG requires a 25 percent match for the grant applications so the match would come to \$92,000 and we would be applying for roughly \$368,000 for the grant. The proposed match, I would suggest would come from money set aside as part of the capital improvement plan of which \$50,000 has been allocated for ADA improvements each year; I would propose the match funding come from the money allocated for this year as well as for 2016 to meet the required match. The grant application is a competitive process, yet I feel this project being proposed would be very competitive. The ranking criteria used by CDBG for ADA improvement projects as well as projects that help meet the needs of the senior population score high in their criteria. CDBG also likes to see that there was a planning process put in place and all the extensive planning documents we have already gone through would really help make this a competitive grant application.

Commissioner Mitchell inquired as to if all of the money is not allocated what the process would be in choosing which facilities to improve.

Whitney Aschenwald said CDBG does have the option of partially funding a grant application as they see fit and sometimes they will recommend that part of the proposed project isn't what they would like to fund. Different things to consider is that the Adam's building may not be as strong of a contender as the other senior center facilities.

**Chairperson Holmquist opened the public hearing to anyone wishing to speak regarding the CDBG grant for ADA and building improvements for senior centers.**

Sherry Haegele, 435 4<sup>th</sup> Street West, Kalispell and president of the Kalispell Senior Center said many seniors do visit the Adam's building office for various things they need, and it would be nice if they would at least be considered as more of a priority than the bottom of the list.

Jim Pearson, 34 Cottonwood Cove, Kalispell spoke in support of pursuing a CDBG grant. We have gone through the process of looking at the senior centers, and I am glad that the Adam's building is part of that.

Joe Decker, 385 Meadowlake Drive, Columbia Falls and president of the North Valley Senior Center said they support pursuing a CDBG grant. They also have other immediate issues at their facility with a leaking roof that needs some action fairly soon.

Roxy Larsen, 320 Badrock Drive, Columbia Falls said she has been the site manager for the past 15 years at the North Valley Senior Center. They have worked very hard holding small fund raisers just trying to keep up with what maintenance they can. It is very important that we keep the building safe for the next group of seniors to come in there and use. We thank you for any help you can give us.

Lisa Sheppard, AOA Director thanked the commission for considering the grant request. Over the last couple of years we have talked multiple times about the need to support the centers with larger projects as was just mentioned by Roxy Larsen. They do a fabulous job of raising money and being careful and judicious in looking at how they can keep up the buildings. Things like roofs, furnaces, paving parking lots and big major improvements are really big ticket items that are difficult to fund raise for. Another issue that frequently comes up is that when you ask folks for donations they are not too excited about donating to a county building.

**No one else rising to speak, Chairperson Holmquist closed the public hearing.**

Commissioner Mitchell said hopefully you will receive full funding, but if you don't you will need to have a committee come up with a decision on how you will disperse the funding you receive.

Chairperson Holmquist said a couple of years ago they attempted to do a CDBG grant and it didn't happen as we were not prepared at the time; I feel we are very prepared now with having the study done and understanding what is needed out there.

Chairperson Holmquist made a **motion** to move forward with the proposed CDBG grant for ADA and building improvements for the senior centers. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

**CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: LAKESIDE ESTATES, PHASE 3-5**

**10:30:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Planner Rachel Ezell, Clerk Kile  
Absent: Commissioner Gary Krueger

Ezell reported preliminary plat approval for Lakeside Estates, Phase 3-5 was granted on March 25, 2009 and to date there have been two extensions granted. The request is for a two year extension, and if approved would extend preliminary plat approval to March 25, 2017.

Chairperson Holmquist made a **motion** to approve the preliminary plat extension agreement to March 25, 2017. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.



**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

**CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: LYNNEWOOD HEIGHTS**

**10:32:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Planner Rachel Ezell, Clerk Kile

Absent: Commissioner Gary Krueger

Ezell reported preliminary plat approval for Lynnewood Heights was granted on March 9, 2009 and to date there have been two extensions granted. The request is for a two year extension, and if approved would extend preliminary plat approval to March 9, 2017.

Commissioner Mitchell made a **motion** to grant a preliminary plat extension to March 9, 2017. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**CONSIDERATION OF PRELIMINARY PLAT EXTENSION AGREEMENT: MC GREGOR PINES**

**10:30:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Planner Rachel Ezell, Eric Mulcahy, Clerk Kile

Absent: Commissioner Gary Krueger

Ezell reported preliminary plat approval for McGregor Pines was granted on March 12, 2009 and to date there have been two extensions granted. The request is for a two year extension, and if approved would extend preliminary plat approval to March 12, 2017.

Chairperson Holmquist made a **motion** to grant a preliminary plat extension to March 12, 2017. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

**BI-MONTHLY MEETING W/ KIM CROWLEY, LIBRARY**

**10:45:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Library Director Kim Crowley, Clerk Kile

Absent: Commissioner Gary Krueger

Crowley met with the commission and summarized the following monthly report and library statistics.

- At their meeting on December 18 the Friends of the Library approved our budget request. They will fund:

Bookmarks	1,000
MLA Dues	1,500
Staff Incentives	1,500
Youth Programs	3,000
Kids Interactives	2,000
Metalophone (in addition to NMAR grant)	2,025
<b>TOTAL</b>	<b>\$11,025</b>

- The Northwest Montana Association of Realtors has secured grant funding of \$2,300 towards the purchase of an outdoor Metalophone and the Friends will fund the remainder of the cost. This is an outdoor musical instrument that will go in the front of the library in Kalispell.
- Colet Bartow, Office of Public Instruction, used examples from ImagineIF in a webinar for Montana Teacher Librarians regarding the importance of Mission and Vision for their libraries. She called out the ImagineIF Libraries strategic framework as a great example of clarity to guide the library.
- The library closed on Monday, December 29<sup>th</sup> due to extreme weather with dangerous travel conditions.
- Two Lunch and Learn tours in December, led by Connie Behe, included Kalispell City officials. Both groups had great questions and overall positive and supportive responses.
- Connie Behe attended the Montana State Library (MSL) Legislative Day in Helena on January 16<sup>th</sup>. Lewis and Clark Library Director, Judy Hart, asked Connie to describe our success in building relationships with our local legislators at advocacy training for library directors. I shared the Foundation's Lunch and Learn program description and the feedback we have received from legislators. Our library peers were impressed by the strategy, organization and implementation of the program and wanted more information.
- The Library Foundation is in the midst of a search for a new Foundation Director after Dori's husband took a job in Ogden, Utah. The position closed on the 15<sup>th</sup> and we'll be looking at applicants this week.
- We presented to the Flathead Job Service, Columbia Falls City Council in late December. The presentations were well received and provided attendees with an experience they will most likely tell others about.
- Remodel work in the staff area of Columbia Falls is nearly complete. We closed the library on February 6<sup>th</sup> and painted all the walls, installed new flooring and mobile shelving units, as well as a book return slot that goes directly into the staff space. Staff removed unneeded items from the staff space, and magazines are being put into circulation to clear space for the changes. This remodel will go a long way to streamline check-in and shelving, as well as providing a more comfortable space for staff to work. We are still waiting to hear from the Columbia Falls Library Association about a matching grant for the \$62,000 we have set aside this year in the Library CIP fund.
- Sam Crompton has completed wiring and relocation work of all existing data equipment to a wall mounted communications rack located in the staff-only area in Columbia Falls. This eliminates communications equipment noise from the patron area and improves the physical security for the equipment. There was no down time or outage impact to customers during the relocation and installation process.
- ImagineIF Bigfork received a grant from the Bigfork Community Development Foundation in the amount of \$12,400. This makes for a total of approximately \$20,000 set aside for remodeling, to include carpet, shelving, and updating/expanding space for children and programming. CTA has given us some suggestions for how to proceed with the remodel, and we will begin planning in earnest over the coming months.
- Also in Bigfork, Charter Communications replaced the outside equipment feeding into the building. This has completely eliminated computer "gremlins" that have plagued us in Bigfork since switching to Charter.
- We began a holds pickup and drop off at the West Shore Community Library in Lakeside on December 15 after the installation and integration of ImagineIF patron self-check machine. The WSCL staff are now trained on self-check functions and can assist ImagineIF customers with checkouts, book drops and general questions. Materials are shipped between Kalispell and Lakeside on Mondays and Thursdays. This is a great service to our residents in the south end of the county and we expect it to continue to grow.
- We will be presenting two technology classes to the volunteers at the West Shore Community Library this month. They will learn how to better use the online resources we provide to all County residents.
- Sam Crompton has obtained re-classification of ImagineIF library's Microsoft Office 365 account, which includes all staff email, to an Education category providing the following important benefits: improved cloud based service set for all staff computer users; and reduction in our monthly pricing, saving the library approximately \$2,100 per year. The transition of all accounts to the new plan is complete and has been seamless for all users with no service disruptions.
- Microsoft Office 2013 upgrade purchased and installed on all library staff and public computers at all locations. The Useful public computers will remain on Office 2010. Useful software that runs Microsoft Office on the Linux platform needs further development before they can be upgraded.
- We are still testing the new door counter software here in Kalispell. The numbers are the same on the new system as they were on the old system. As we discussed in December, we know that our numbers have gone up significantly based on the number of kids at our programs. This new system comes with video so that we can check the video against the number of people coming in the door. Sam has confirmed that it does a good job on counting adults but it misses between 30 and 40% of all the children because they typically enter in a clump with their caregivers. He is working with the vendor to try and fine tune the system.

**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

- Last week Tony attended SafetyFest at FVCC for two partial days. As the ImagineIF safety coordinator, Tony coordinates safety training for our staff, attends the monthly county safety meetings and gives safety reports at library staff meetings. He also does a great job at being proactive about safety issues in the library, both for staff and for the public.
- April Vomfell is working on creating "The ImagineIF Institute," a new framework for our big-picture calendar of staff meetings, staff trainings, conferences and other big events, which the leadership team will use to coordinate and plan. Part of the ImagineIF Institute is Happy Hour, a new concept for individual staff training where they can take an hour to "attend" a webinar or brush up on online resources to then share with other staff and customers. Currently testing the Happy Hour idea are Janice, Patty, Jennifer, Pam, Stephanie, Connie and April. After testing and making adjustments, we plan to roll it out for all staff this spring. All staff are expected to be certified or re-certified by the Montana State Library every four years. This involves 60 hours of continuing education credits.
- April is also in the process of making a variety of updates to our website. Among the areas we found to improve are the mobile site, the events pages and the home page. I am also looking more carefully at our Google Analytics data to see what users want and to improve loading speeds. All of these changes should help our users more easily find what they want on the website, get excited about ImagineIF and spend more time exploring online.
- As an organizational competency in our Strategic Plan, the ImagineIF communications plan is coming together. It will include our recently identified target audiences, the media channels and messages we want to use to reach those audiences, and methods for measuring our marketing and public relations. Ideally it will be used through the end of 2015, with adjustments made for coming years as we learn more and examine the results. I will share the plan with the Commissioners as soon as it is completed.
- Loud at the Library, the Library Foundation's annual fundraiser is set for March 19<sup>th</sup>.
- Foundation Donations have increased significantly with the advent of ImagineIF. The 2014 December appeal letter garnered 36 new donors for a total of \$19,225 in new donations. Fifteen donors increased their contributions this year and gave a total of \$3,850 more than last year.

**Programs for Adults and Families:**

- In January Megan Glidden and team rolled out our new experience zone format, with quarterly themes. This quarter the theme is "HOME" and we started out with a bang. We have a "deconstructed" interpretation of a tiny house in the library in Kalispell with hanging fabric panels and tape on the floor to represent the floor plan. We have pictures of tiny houses hanging and a blank floor plan on paper so that people can visualize what a small space might really feel like and then put their ideas down on paper. We have had a lot of good feedback, and I spoke with one gentleman who saw the installation and then told me that he is building his own tiny house, and he was glad to see someone starting a conversation about the tiny house movement.
- As part of the theme we will have monthly make and takes. January's was Fabric Bowls which we made in all three locations. Involving fabric strips and Mod Podge they were a messy but well received craft. We had one woman in Columbia Falls who was going to use the concept with fabric strips at home and make a much larger version, she said it was a great inspiration.
- We also have a project making doll houses with cardboard boxes. People have been enjoying personalizing their creations with wall paper, fabric scraps and washi tape. There are some well decorated boxes downstairs and many more that people have taken home.
- Customers made blankets out of large pieces of fleece and the blankets were then donated to the Samaritan House to distribute to homeless individuals who, for whatever reason, cannot stay or choose not to stay at the shelter.
- Outside the library we were excited to start supplying the questions for the weekly trivia night at Kalispell Brewing Company. Every Monday we will get a little shout out for providing them. Although we do not have to host, Tony Edmundson, helped us kick things off by hosting on January 12<sup>th</sup>. He said it was a great experience and he was able to promote the library while reading questions to the 14 teams that participated.
- On February 11<sup>th</sup> we hosted a "Blind Date with a Beer" valentine's event at Kalispell Brewing. There was a blind taste test of beers, blind date with a book (books wrapped in paper with only a description of the theme, not a title or author) and an open mike reading of romance novel excerpts and poetry.

**Programs for Children and Teens:**

- **Children:** As part of the operational efficiencies in ImagineIF's strategic plan, the Youth Services department began a process improvement project in December. The process improvement aimed to identify areas for streamlining and improving efficiency. We identified three main areas as needing improvement: communication, planning, and storytime resources. As a result of our work, we have created a youth services email to aid in departmental communication, begun sharing documents on OneDrive (within our Outlook email), devised a storytime planning sheet and timeline for planning storytimes quarterly, and reorganized our storytime boxes into a "one stop shopping spot" for storytime materials that all of our locations will utilize.
- On December 17<sup>th</sup> we held our light experience zone, where participants were invited to create works of art using highlighter markers and a black light chamber we constructed out of cardboard. We also had DIY glowing lanterns as a make and take project and our crystal climbers (translucent building toy) and light table. It was a great time as lots of kids and parents experienced a very hands-on ImagineIF style event.
- On the evening of January 13<sup>th</sup> Martha Furman taught a workshop through the Nurturing Center called "Getting Ready to Read Starts at Birth: an Evening at ImagineIF Libraries." Twenty-three providers for local daycares, both in-home as well as larger child care centers, attended to learn about early literacy for birth to three year olds and library services from ImagineIF. After the formal portion of the workshop, Martha gave the providers a tour and signed up around eight people for cards – some checked out stacks of picture books right away! We received lots of compliments on our space and our approach to reaching young children and the people who care for them.
- Perhaps as a result of some of the work we've been doing connecting with folks in the community, our Books and Babies numbers are on the rise. On January 15<sup>th</sup> we had nearly forty babies and toddlers at our program singing, playing, and making new friends. Numbers like these are a testament to the work we have done to make our spaces friendly and welcoming, and also the hard work that Becca Johnson has done to make the program lots of fun and jam packed with excellent material.
- **Teens:** On December 1<sup>st</sup> our library's Anime Club met to watch episodes of *Kenichi: the Mightiest Disciple*, a comedy/action series. The club continues to attract new faces, particularly from Kalispell Middle School. In addition, some of our regular kids who have long used the ImagineIF Kalispell's children's space entered 6<sup>th</sup> grade this year; they are thrilled to be invited to the table and bring lots of fun and good energy to our events.
- Our December 18<sup>th</sup> Teen Social included a light canvases craft that was also on the floor that week. Being a very artistic bunch, the teens had a great time designing canvases with pencil, pen, and brush marker and then placing lights to make them electric works of art. A couple of participants worked really hard on their pieces and then, to her surprise, gave them to Martha as Christmas gifts. Martha says that "moments like that make me feel really humbled and lucky to work with such generous and kind teens."
- Over 50 teens attended the Anti-Valentine's day party at ImagineIF Kalispell. These youths, from all over the valley, made anti-valentines and other crafts and participated in lots of merry making.

**Montana Library Association Awards**

- We have been nominated for two awards this year: Library of the Year and Martha Furman for Sheila Cates Librarian of the Year.

**DOCUMENT FOR SIGNATURE: ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (ESRI) CONTRACT/ OES**

**11:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, OES Representative Brian Chernish, Clerk Kile  
Absent: Commissioner Gary Krueger

Commissioner Mitchell made a **motion** to approve the document for signature/ Environmental Systems Research Institute for a period of three years. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**AWARD BIDS: NEW TIRES, PROPANE, GAS & DIESEL/ ROAD DEPARTMENT**

**11:05:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Public Works Director Dave Prunty, Fleet & Shop Supervisor Corey Pilsch, Clerk Kile  
Absent: Commissioner Gary Krueger

Chairperson Holmquist read into the record that Les Schwab will furnish new Toyo brand tires to Flathead County.

Chairperson Holmquist made a **motion** to award the new truck tire bid to Les Schwab Tire Center for Toyo tires. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

Chairperson Holmquist made a **motion** to award the propane bid and gas & diesel bid to City Service Valcon. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

**TUESDAY, FEBRUARY 17, 2015**  
**(Continued)**

**DISCUSSION W/ DAVE PRUNTY, ROAD DEPARTMENT RE: 2015 DUST COST SHARE PROGRAM**

**11:08:00 AM**

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

Prunty summarized history of the county dust cost share program and procedures they have followed in years past pertaining to grading the roads prior to dust abatement being applied. He stated he is seeking approval from the commission to have the Road Department grade the roads this year.

The commission concurred with the suggestion.

**CONSIDERATION OF ADOPTION OF RESOLUTION: LOAD LIMITS**

**11:15:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Public Works Director Dave Prunty, Deputy County Attorney Tara Fugina, Clerk Kile  
Absent: Commissioner Gary Krueger

Prunty met with the commission and recommended load limits be implemented as the vast majority of the frost is out of the ground and we are starting to see distress in the roadways.

Chairperson Holmquist made a **motion** to adopt Resolution 2399/ load limits. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

*The above referenced Resolution 2399 can be viewed in its entirety at the Clerk & Recorder's Office.*

**DOCUMENT FOR SIGNATURE: ROBERT PECCIA & ASSOCIATES AGREEMENT TO FURNISH ENGINEERING SERVICES/ ROAD DEPT.**

**11:17:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Ryan Mitchell, Clerk Kile  
Absent: Commissioner Gary Krueger

Prunty reported the agreement between Flathead County and Robert Peccia and Associates is for engineering and technical service in connection with the 2015 maintenance plan update.

Commissioner Mitchell made a **motion** to approve the document for signature/ Peccia and Associates agreement to furnish engineering services. Chairperson Holmquist **seconded** the motion. Motion carried by quorum.

**CONTINUATION OF DOCUMENT FOR SIGNATURE: GENERAL RELEASE FOR FLATHEAD COUNTY GRANDSTAND IMPROVEMENT PROJECT 2014/ OUTBACK CONSTRUCTION, INC.**

**11:22:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Clerk Kile  
Absent: Commissioner Gary Krueger

Chairperson Holmquist made a **motion** to approve the document for signature/ general release for Flathead County grandstand improvement project – Outback Construction, Inc. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

**AUTHORIZE COUNTY ATTORNEY'S OFFICE TO ACCEPT SERVICE: TERRY BAILEY V. FLATHEAD COUNTY**

**11:24:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Clerk Kile  
Absent: Commissioner Gary Krueger

Chairperson Holmquist made a **motion** to authorize the County Attorney's office to accept service/ Terry Bailey v. Flathead County. Commissioner Mitchell **seconded** the motion. Motion carried by quorum.

**11:00 a.m. Commissioner Krueger: Western Montana Regional Juvenile Detention meeting in Missoula**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 18, 2015.

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**WEDNESDAY, FEBRUARY 18, 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.

**9:15 a.m. Commissioner Krueger: RSVP Board meeting @ Heritage Place**  
**10:00 a.m. Commissioner Mitchell: Flathead Basin Commission meeting in Pablo**  
**11:00 a.m. County Attorney meeting @ Co. Atty's Office**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on February 19, 2015.

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**THURSDAY, FEBRUARY 19, 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.

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

Myni Ferguson, Chairman of the Animal Advisory Committee thanked the commission for their ongoing support of the shelter. Incredible strides and improvements have been made since it came under the jurisdiction of the Flathead County Health Department; it is now an example for many communities nationwide. On the agenda today you will be voting on two new members for the Animal Advisory Committee, and I would request that you consider Melanie Anton and Erica Gerber.

David Cooper, Chief Detention Officer spoke about a grant being applied for through the Montana Board of Crime Control. The grant funds will be used for video surveillance cameras for the female inmate wing at the jail.

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

**FINAL READING: ANIMAL CONTROL ORDINANCE 3**

**9:30:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Deputy County Attorney David Randall, City-County Health Department Director Joe Russell, Myni Ferguson, Clerk Kile

Commissioner Krueger made a **motion** to approve Animal Control Ordinance No. 3. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**AMENDED ORDINANCE NO. 3  
ANIMAL CONTROL**

Section 1  
**DEFINITIONS**

- A. **"Abandonment"** means failure to redeem an impounded animal within 72 hours of incarceration, leaving an animal in any place where it may suffer injury, hunger or exposure or become a public charge or changing residence and failing to move an animal within 24 hours.
- B. **"Animal"** means all vertebrates except human beings.
- C. **"Bite"** means any abrasion, scratch, puncture, laceration, bruise, tear, or piercing of the skin inflicted by the teeth of an animal.
- D. **"Collar"** means a band, chain harness, or other suitable device worn on a dog to which a tag may be affixed.
- E. **"Dog"** means any canine animal, of either sex (whether or not spayed or neutered) or any dingo, wolf, coyote, or cross that is being kept as a dog.
- F. **"Flathead County Animal Shelter"** means the Flathead County Animal Shelter located on 225 Cemetery Road, Kalispell, Montana.
- G. **"Flathead County Enforcement Officer"** means the any Flathead County Law Enforcement Officer, Flathead County Animal Control Officer or any person designated by the Flathead County Sheriff to assist with the enforcement of the provisions of this Ordinance.
- H. **"License"** means a tag obtained from the Animal Shelter which must be secured to a collar on the animal. Licenses shall not be transferable between animals. The term "tag" means "license".
- I. **"Owner"** means every person who owns, harbors, or keeps a dog.
- J. **"Running at Large"** means any dog which is off the premises of the owner and is not under the immediate and continued control of its owner or an authorized agent of the owner either by leash or voice and/or signal control; or by complete confinement within or restraint upon a vehicle. Dogs controlling or protecting livestock or in other related agricultural activities, are to be excluded from this definition.
- K. **"Stray"** means any dog which does not have a current valid license or I.D. tag attached to it, or a micro-chip implant, and which is found off the property of the owner.
- L. **"Vicious Dog"** means any dog licensed or unlicensed, which bites or attempts to bite any human being without provocation or which harasses, chases, bites, or attempts to bite any other animal.

Section 2  
**ENFORCEMENT**

Any Flathead County Enforcement Officer is authorized and empowered to apprehend and impound any dog found in violation of this Ordinance. It shall be unlawful and punishable under the penalty provisions of Section 10 of this Ordinance for any person to knowingly or intentionally interfere with any Flathead County Enforcement Officer in the lawful discharge of their duties as herein prescribed.

Section 3  
**DOG LICENSING**

A. **License.** It shall be unlawful for any person to keep, harbor, or maintain any dog over five (5) months of age in Flathead County, unless the dog has attached to its neck a substantial collar on which is fastened a license tag issued by the authority of Flathead County or a municipal corporation for the purpose of identifying the dog and designating the owner. Licenses shall be issued by the Flathead County Animal Shelter.

If after a license is purchased, the dog is sold, or title to said dog is otherwise transferred to a new owner, such new owner may apply to the Flathead County Animal Shelter for a transfer of the dog's tag and license. Upon receipt of a transfer fee set forth in the Schedule of Fees, a new tag shall be issued.

The license issued shall be valid for the entire life of the dog without requiring renewal. No refund shall be made on any dog license.

B. **Tags.** The Flathead County Animal Shelter shall issue to the owner a tag imprinted with the license number. Such tag shall be worn on a collar. It shall be lawful to remove the collar only when the dog is under the immediate control of its owner or authorized agent. Noncompliance with the section is considered "Running at Large".

**THURSDAY, FEBRUARY 19, 2015**  
**(Continued)**

In the event any tag is lost or destroyed, a duplicate may be obtained from the Flathead County Animal Shelter upon submission of such proof as may be required and upon payment as set forth in the Schedule of Fees.

It shall be unlawful for any owner or any other person to use a tag on any dog other than the one for which it was issued.

C. **Exemptions.** The following classifications of dogs shall be exempt from the dog licensing requirement.

1. Any dog whose owner is a non-resident of Flathead County and who is temporarily within said County for thirty (30) days or less.
2. Any dog brought into Flathead County for the sole purpose of participating in a dog show or dog contest.
3. Dogs used as eyes for the blind or ears for the deaf or any other dog registered or certified as a service dog.
4. Any government-owned police service dog.

D. **License Fees.** License fees shall be in accordance with a Schedule of Fees adopted by the Flathead County Commissioners and shall be available at the Flathead County Animal Shelter and the Flathead City-County Health Department.

E. **Failure to License a Dog.** Failure to license a dog in violation of this Ordinance shall constitute a misdemeanor. Any person violating any of the provisions of this section of this Ordinance, shall, upon conviction of the first offense be fined not more than thirty five dollars (\$35.00), and upon conviction of a second offense relating to the same dog be assessed a fine of not more than one hundred dollars (\$100.00). Conviction of three or more offenses shall be punished by a fine not exceeding two hundred fifty dollars (\$250.00).

1. A citation or complaint issued for a third or subsequent offense shall require a mandatory appearance of the Owner before the Justice of the Peace.

F. **"City Dog Licenses-effect of".** Any current dog license tag issued annually by an incorporated city or town within Flathead County, Montana, pursuant to an Ordinance which substantially complies with this Ordinance and which provides for the wearing of the license tag upon the collar of the dog and the keeping of a record which established the identity of the person who owns, keeps or harbors the dog constitutes compliance with the licensing provision of the Ordinance.

Section 4  
**DOGS RUNNING AT LARGE**

A. It shall be unlawful for any owner of a dog to allow it to Run at Large within Flathead County. All dogs found Running at Large without a valid current dog license tag properly issued under these Ordinances may be impounded.

B. Any person violating any of the provisions of this section shall, upon conviction, be fined not more than five hundred dollars (\$500.00).

Nothing in this section shall be interpreted so as to restrict or prohibit the activities of dogs while being used as sled dogs, while hunting under control of their owner or while herding livestock.

Section 5  
**IMPOUNDMENT**

A. Any dog in violation of this Ordinance, sick or injured without a located owner, or found to be abandoned, quarantined, or a stray, is subject to impoundment.

B. **Pursuit of Dog.** Any Flathead County Law Enforcement Officer is hereby empowered and authorized to enter upon private property, including the premises of the dog's owner, in order to apprehend any vicious or non-vicious dog which is Running at Large. This Section does not, authorize the Officer to enter any private residence.

C. **Impoundment Fees and Board.** An initial impoundment fee shall be charged for each dog and a board fee shall be charged for each day a dog is in the custody of the Flathead County Animal Shelter or a Flathead County Enforcement Officer as set forth in the attached Schedule of Fees. The refusal or failure of the owner of a dog to pay the impoundment fee and board fee after notification shall be deemed an abandonment of the dog by the owner. All necessary veterinary bills or professional service bills incurred during the impoundment shall be paid by the owner in addition to the impoundment fee and boarding fee. These fees apply to each animal impounded.

Section 6  
**RABIES CONTROL**

Rabies vaccination and control requirements are found in the Flathead County Rabies Control Program. The Flathead County Rabies Control Program is administered by the Flathead City-County Health Department. The Regulation can be obtained at the Health Department, Animal Shelter or on line at <http://flatheadhealth.org>

Section 7  
**VICIOUS DOG**

It shall be unlawful for any person to keep, harbor, or maintain any vicious dog in Flathead County.

If any dog is found to be a vicious dog under this Section by the a Flathead County Enforcement Officer, Flathead County may regulate, restrain, control, kill, or quarantine any vicious dog consistent with this Section, whether such dog is licensed or unlicensed.

If any vicious dog bites a person in Flathead County, such dog bite shall immediately be reported to the Flathead County Animal Shelter or the Flathead County Sheriff's Office or other appropriate local law enforcement agency.

Any owner who keeps, harbors or maintains a vicious dog in violation of this Ordinance shall be guilty of a misdemeanor, punishable by a fine not exceeding five hundred dollars (\$500.00). It is the legislative purpose to impose absolute liability, as described in Section 45-2-104 M.C.A., for the conduct described in this Section. In addition, the Justice of the Peace or District Judge may order that the vicious dog be destroyed.

Section 8  
**BARKING OR HOWLING DOGS**

It is unlawful for any person to own, keep, harbor or maintain any dog, which unreasonably annoys or disturbs any person by undue barking or howling. This Section shall not apply to a dog owned, kept, or harbored at the Flathead County Animal Shelter or as part of the business of a licensed veterinarian, animal boarding facility, or agricultural or livestock operation.

**THURSDAY, FEBRUARY 19, 2015  
(Continued)**

Section 9  
**ANIMAL SHELTER FEES AND CHARGES**

All fees charged by the Flathead County Animal Shelter shall be in accordance with a Schedule of Fees adopted by the Flathead County Commissioners and shall be available at the Flathead County Animal Shelter, Treasurer's Office and the Commissioners' Office.

Section 10  
**VIOLATION**

Unless otherwise stated herein, any person violating any part of this Ordinance shall be guilty of a misdemeanor punishable by a fine of not more than five hundred dollars (\$500.00) or six (6) months in the County jail, or both.

All fines collected under this Ordinance shall be paid into the County Treasury and shall be used to pay fees, salaries, costs or expenses for the enforcement of this Ordinance.

Section 11  
**SEVERABILITY**

If any provisions of this Ordinance is held to be invalid, such invalidity shall not effect other provisions which can be given effect without the invalid provisions. To this end provisions of this Ordinance are to be severable.

DATED this 19<sup>th</sup> day of February, 2015.

BOARD OF COUNTY COMMISSIONERS  
Flathead County, Montana

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

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

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

ATTEST:  
Debbie Pierson, Clerk

By/s/Diana Kile  
Deputy

ORDINANCE ADOPTED 8/19/87  
Ordinance Amended: January 24, 1989  
Ordinance Amended: June 20, 1990  
Ordinance Amended: November 10, 1997  
Ordinance Amended: October 14, 2003  
Ordinance Amended: February 19, 2015

**CONSIDERATION OF ADOPTION OF RESOLUTION: ORDINANCE NO. 3 - SCHEDULE OF FEES/ ANIMAL CONTROL**

**9:32:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Deputy County Attorney David Randall, Clerk Kile

Chairperson Holmquist and Commissioner Krueger expressed concerns regarding the proposed fee schedule.

Commissioner Krueger made a **motion** to continue to February 25, 2015. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: 48 NORTH CONTRACT ADDENDUM 3/ RSID #156 (BIGFORK STORMWATER PROJECT)**

**9:33:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Grant Support Whitney Aschenwald, Brett Walcheck, Clerk Kile

Aschenwald reported the extension request would extend the project to March, 2017.

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

**DOCUMENT FOR SIGNATURE: 48 NORTH SERVICE ORDER NO. 7/ RSID #156 (BIGFORK STORMWATER PROJECT)**

**9:34:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Grant Support Whitney Aschenwald, Brett Walcheck, Clerk Kile

Aschenwald reported the document pertains to completion of construction documents prior to going to bid.

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

Commissioner Krueger questioned the timeline for going to bid and completion of the work.

Walcheck reported the construction timeline is still in the works, yet anticipates the bids should be on the street by June or July with ground breaking anticipated this fall. He then presented a brief overview of the Bigfork Stormwater project which is comprised of multiple drainage basins throughout the Bigfork community that includes work on Grand Drive, River Street, Electric Avenue, Bridge Street North and Bridge Street South.

**THURSDAY, FEBRUARY 19, 2015**  
**(Continued)**

**CONSIDERATION OF H.R. TRANSMITTALS: POSITION CHANGE – DAY WELDER/ ROAD DEPARTMENT; POSITION CHANGE – BUS DRIVER I/ AOA**

**9:45:00 AM**

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

Skramovsky reported the job description for a Day Welder position is proposed to be changed to an Equipment Mechanic.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal/ Day Welder – Road Department. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

Skramovsky reported the Bus Driver position will be broke down into two part-time positions.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a Bus Driver 1 – AOA. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**CONSIDERATION OF LAKESHORE VARIANCE PERMIT: BAILES, FLV 15-03**

**9:47:00 AM**

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

Moorman reported the Lakeshore Variance Permit was submitted for a minor variance to the Flathead County Lake and Lakeshore Protection Regulations to allow for reconstruction of an existing nonconforming crib 'L' dock, which would create a nonconforming crib 'F' dock. The proposed variance is located lakeward of the mean annual high water mark within the LPZ at 205 Terrace Lane on Flathead Lake.

Commissioner Mitchell made a **motion** to approve Lakeshore Permit Variance / Bailes, FLV 15-03. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

**CONSIDERATION OF LAKESHORE PERMIT: POIER, FLP 15-06**

**9:52:00 AM**

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

Moorman reported the applicant is proposing to trench and install electrical lines and protective conduit within the Lakeshore Protection Zone on Flathead Lake. The proposed work is to replace an existing suspended line with buried electrical line.

Commissioner Mitchell made a **motion** to approve Lakeshore Permit / Poier, FLP 15-06. Commissioner Krueger **seconded** the motion. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: DNRC LOCAL GOVERNMENT FIRE FORCES INCIDENT RENTAL AGREEMENT**

**10:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Sheriff Chuck Curry, FECC Supervisor Elizabeth Brooks, Emergency Planner Nikki Stephan, Fire Services Area Manager Lincoln Chute, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature / DNRC Local Government Fire Forces Incident Rental Agreement. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**MONTHLY MEETINGS W/ ELIZABETH BROOKS – FECC, LINCOLN CHUTE – FIRE SERVICES AREA MANAGER, NIKKI STEPHAN – EMERGENCY PLANNER**

**10:02:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Deputy County Attorney Tara Fugina, Sheriff Chuck Curry, FECC Supervisor Elizabeth Brooks, Emergency Planner Nikki Stephan, Fire Services Area Manager Lincoln Chute, Clerk Kile

Lincoln Chute, Fire Services Area Manager reported the Cooperative Wildfire Management Operating Plan is being updated; spoke about the Montana Fire Warden's Leadership Conference to be held this spring; summarized the fuels workshop group project; spoke about an interlocal work meeting held in the North Fork vicinity; reported on local government rental agreements.

Nikki Stephan, Emergency Planner briefly spoke about the following activities at OES.

**Local Emergency Planning Committee (LEPC)**

- Meeting held February 4
- Work on revising by-laws and commodity points of distribution

**Exercises**

- Ebola exercise held on January 30
- Missoula/Ravalli County communication exercise to be held on March 12 and March 26

**Tactical Interoperable Communication Plan (TICP)**

- Meeting to be held on February 18 with FEMA

**Training**

- IS-120 An Introduction to Exercises (completed for EMPG Grant)
- IS-244 Developing and Managing Volunteers (Completed for EMPG Grant)
- MT DES Coordinator's workshop and meeting (March 17 – 19 in Helena)
- MT Fire Warden's Leadership Conference (April 17 – 19 in Bozeman)
- MT All-Hazards Incident Management Team Conference (May 1 -3 in Missoula)

**Northwest Montana All-Hazards Type III Incident Management Team**

- Senate Bill 5 (Establish and provide funding for deployment of all-hazard incident management assistance teams).

**THURSDAY, FEBRUARY 19, 2015  
(Continued)**

Elizabeth Brooks, FECC Director reported the communications department is continuing to work on installation and program updates for the Sheriff's Office; summarized the situation regarding the radio communications systems in Columbia Falls; spoke about user education; reported on the Future Funding Committee meeting held last week; reported January dispatch calls totaled 9,730 with 2,557 being 911 calls.

**CONSIDERATION OF PRINT BID: HEALTH DEPT.**

**10:30:00 AM**

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

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

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

**BOARD APPOINTMENTS: ANIMAL ADVISORY COMMITTEE AND COLUMBIA FALLS CEMETERY BOARD**

**10:31:00 AM**

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

Commissioner Krueger made a **motion** to appoint Melanie Anton and Erica Anne Gerber to the Animal Advisory Committee. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

Commissioner Mitchell made a **motion** to appoint Ryan Griffith to the Columbia Falls Cemetery Board. Commissioner Krueger **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 February 20, 2015.

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**FRIDAY, FEBRUARY 20, 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.

**9:30 a.m. Commissioner Mitchell: 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 February 23, 2015.

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