

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, JUNE 8, 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 June 9, 2015.

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## TUESDAY, JUNE 9, 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, no one present to speak, Chairperson Holmquist closed the public comment period.**

### **OPEN CONSTRUCTION BIDS: RSID #156 (BIGFORK STORMWATER PROJECT)**

#### **9:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Grant Support Whitney Aschenwald, Brett Walcheck, Adam Schlegel, David Steely, Michael Hill, Clerk Kile

Bids were received with bid bonds enclosed from:	Nelcon	\$1,183,769.00
	Sandry Construction	\$ 813,079.00
	LHC, Inc.	\$ 771,291.76

Commissioner Krueger made a **motion** to take the bids under advisement. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

### **DOCUMENT FOR SIGNATURE: 48 NORTH CONTRACT CHANGE ORDER NO. 1/ RSID #156 (BIGFORK STORMWATER PROJECT)**

#### **9:04:00 AM**

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

Aschenwald reviewed the change order pertaining to additional work required by DEQ and 48 North.

Commissioner Krueger made a **motion** to approve the document for signature/ 48 North Change Order No. 1. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

### **DOCUMENT FOR SIGNATURE: MEREDITH CONSTRUCTION AGREEMENT/ ANIMAL SHELTER OPERATORY ADDITION**

#### **9:11:00 AM**

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

Chairperson Holmquist noted for the record the contract is for \$194,600 for the Animal Shelter addition.

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

### **BOARD APPOINTMENT: LAKESIDE COMMUNITY COUNCIL**

#### **9:13:00 AM**

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

Commissioner Krueger made a **motion** to appoint William Gehling and Craig Seminoff to Lakeside Community Council. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

### **BI-MONTHLY MEETING W/ VICKI SAXBY, INFORMATION TECHNOLOGY**

#### **9:15:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Information Technology Director Vicki Saxby, Clerk Kile

Saxby reviewed the following bi-monthly report with the commission.

**TUESDAY, JUNE 9, 2015  
(Continued)**

- **NACO Achievement Award – Tim Postier, Web Developer – for Agency on Aging Client Services Application**
- **Network and Tech Projects**
  - CIP Projects –
    - Infrastructure Upgrade Project – this project is mostly complete. The only part left will come when the cabling is replaced during the Juvenile Jail project. We now have a 10 GB fiber backbone throughout our campus. We also have switches installed that are capable of running our future VOIP phones. We found a buyer for most of our old switches, so we will recoup some money from them.
    - We began working on the RFP for the replacement phone system, which we are hoping to release soon after the new fiscal year. Our goal is to have the new system in place before the end of 2015.
  - Building Projects –
    - Old Jail Project / South Campus Building – Continue to work with the contractors to make sure that we have the proper conduits in place to provide connectivity between buildings for our network as well as for our providers such as Centurylink and Charter. We are still waiting on the contractors to begin the planning for our backup datacenter in the South Campus building.
    - Having some intermittent issues with overheating in our first floor data closet in this building due to the contractors coming and going in the crawl space. We have been working with the contractors on measures they can take to alleviate this issue. When the hardware overheats, it shuts down and the employees in the Courthouse lose connectivity to the network.
  - IT –
    - Email quotas have been increased for all department heads and for the Commissioners. Quotas for other individuals can be increased as needed based on a request from the department head.
    - Implemented a new training program whereby all new employees will come to our department for a 15 minute phishing training session immediately after the HR orientation. This training will be a requirement for obtaining a County email account.
    - We are still working through departmental phishing trainings. Our goal is to conduct some form of security training at departmental staff meetings once per year. We have found that holding these trainings during staff meetings allow people to feel more comfortable about asking questions, and that dialog greatly enhances the learning and understanding. We have six departments that have not yet set up training dates with us.
    - Continuing with our clean-up / additions to our computer assets database for both hardware and software.
    - CERF – Working on our CERF replacements for FY15. Being that we moved from Windows 7 to Windows 8, this required a lot of extra work, so at this point, we are behind in our replacements.
  - Clerk and Recorder –
    - Working to lock down the public computers in the Plat Room area in a manner that allows the title companies and the public to access what they need, and yet keep the County network secure.
  - Health –
    - Working with the Health Department to reconfigure their 3<sup>rd</sup> floor conference room as workspaces for their residents in training program. This entails providing these users with phones and with Internet connectivity for their laptops and/or workstations.
    - Completely revised the telephone paging system in the EBB building.
    - Home Health is in the process of updating their software to a version that will make use of iPads. They have ordered 13 new iPads and 7 new laptops, which we are working on. All units are required to be encrypted and to have mobile device management software installed prior to deployment.
    - Working with Home Health to accommodate a billing vendor. This vendor will need access to their data to produce their monthly invoices. Previously, this billing was handled by HH staff.
  - Sheriff's Office –
    - Updated 70+ laptops and desktops to accommodate the move of the New World software to different servers.
    - Made changes to our firewall to allow a select group of individuals to access some social media sites from our network for research purposes. The revision request to the County's Social Media Use policy follows this meeting.
    - Rebuilt and replaced a server for the Northwest Drug Task Force
    - We are working towards encrypting all of the existing SO laptops as they come in for servicing.
    - Worked with Sheriff and Jail as they moved around between offices
    - Moved the Juvenile Detention department computers to their temporary basement offices
  - Solid Waste –
    - Working with a vendor to get their Gasboy software to work properly. This has consumed a lot of our time not to mention the time involved for SW trying to make this software work. At this point, they are considering scrapping the software.
- **Programmer / Web Developer / Database Administration Projects**
  - Agency on Aging –
    - Modified reports on their Client Services application.
  - Clerk of Court –
    - Modified the Marriage License application to increase the security.
  - City of Kalispell –
    - Worked with the City of Kalispell along with our Finance department to reconcile historical tax distributions between the Tax system, the CSA Financial system and the City of Kalispell's records
  - Commissioners –
    - Created an application that will make it easier to retain older meeting agendas, minutes and recordings for records retention purposes, and for public lookup.
    - Working with Deb Pierson to review and implement new software to be used for posting the Commissioners' meeting agendas, minutes and recordings. We want to streamline the process as much as possible while making the data more accessible to the public.
    - More work on the 911 District planning
  - County Attorney –
    - Spent time reviewing new software that they want to purchase to replace the in-house software they are currently using. Discussions regarding data conversion and integration with existing systems.
  - IT –
    - Continued work on the computer assets database to tie together the software assets with the hardware assets so we can track which computers are using which pieces of software for licensing purposes.
    - Set up a new SQL Server to house our mobile data encryption management tools
    - Upgraded all of our Jade applications to a newer version of Jade
    - Enhancement to the User Registration application to track phishing training and to provide printable Certificates for the completion of the IT Orientation.
  - Environmental Health –
    - Enhancements to the septic complaints database to automatically send referral to the County Attorney's offices
    - Continued work on a web-based application to track air and water quality issues.
  - Library –
    - Continued modifications to the Library reporting application
    - Modifications to the Library Summer Reading program for the new year
  - Sheriff –
    - Updated the in-house Incident Reporting application to accommodate the new and changing MCA codes and the NIBRS reporting that is associated with those code changes.
    - Worked with the 911 center to make changes needed to accommodate their move of New World applications to different servers.
    - Continued work on the Incident Reporting software to allow for PDF creation and emailing of reports directly out of the software
    - Continued work on rewrite of the Incident Report viewing application.
    - Streamlined the way Warrants on the web are created to greatly speed up the process.
  - Treasurer –
    - We saw a 30% increase for real estate tax payment received online this year over last year. These payments are processed automatically which cuts down on staff time needed to process them when they are received through the mail or in person. Seventy-five percent of these payments are eChecks and 25% are credit card payments.
    - Completed the mobile home tax processing
    - Began the personal property tax processing
    - Working through determining a cause for random errors when processing eChecks and credit card payments online
    - Miscellaneous fixes to various inquiry screens and report outputs
    - Changed the wording on the back side of the tax notices
    - Added error checking to prevent the reuse of a batch number
    - Researched several tax related issues for the Treasurer, the Plat room, Dept. of Revenue and the City of Kalispell

**TUESDAY, JUNE 9, 2015**  
**(Continued)**

**CONSIDERATION OF SOCIAL MEDIA POLICY AMENDMENT/ INFORMATION TECHNOLOGY**

**9:30:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Information Technology Director Vicki Saxby, Commander David Cooper, Clerk Kile

Saxby reported the request is to change the county social media policy to allow investigative research by the Sheriff's Office.

Commissioner Krueger made a **motion** to approve the Social Media Policy amendment. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**MONTHLY MEETING W/ TAMMY SKRAMOVSKY, HUMAN RESOURCE OFFICER**

This meeting was cancelled.

**DOCUMENT FOR SIGNATURE: AV CAPTURE-ALL CONTRACT FOR AUDIO RECORDING SYSTEM IN COMMISSIONERS' CHAMBERS**

**9:45:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Clerk & Recorder Debbie Pierson, Information Technology Director Vicki Saxby, Clerk Kile

Pierson reported the proposed recording system to record commissioner meetings has the additional ability to link documents to the commissioner's agenda and has other various features as well. The agreement with AV CaptureAll is for one year and the \$199 per year charge will be paid out of the Clerk and Recorders budget for the first year.

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

**CONSIDERATION OF PRINT BID: HEALTH DEPARTMENT**

**9:48:00 AM**

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

Chairperson Holmquist read into the record that Montana Correctional Enterprise was the low bidder for a banner for the Animal Shelter at \$39.25.

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

**DOCUMENT FOR SIGNATURE: PROFESSIONAL SERVICES CONTRACT/ DUSING, SHERIFF'S OFFICE**

**9:50:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Information Technology Director Vicki Saxby, Chief Commander David Cooper, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature / Professional Services Contract-Dusing. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

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

**10:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, MSU Extension Agent Pat McGlynn, 4-H Youth Development Agent Tammy Walker, Clerk Kile

McGlynn reviewed the following events at the MSU Extension Office.

- All day initial pesticide applicators training 44 limit maxed out
- Two evening weed workshop collaborative event at FVCC over 200 each night
- Arbor Day 320 students Lawrence Park, Kila School planting along rails to trails
- Dark fruit study planted at FVCC
- Pasture management training Logan, Utah
- Master Gardener 2 wrap up and community service hours
- Planning phase of poultry and beekeeping workshops
- Grape Grower conference and annual meeting Friday June 12

Walker reviewed the following activities at the 4-H Office.

- 4-H teen leader, Colter Norick received 1.4 million in college scholarships.
- Very successful 4-H Horse Camp took place from May 1-3.
- 55 participants - Subjects included: Supervised rides with instructors; Teamwork; Intent - improve your communication with your horse; Focus; Desensitizing; Ranch Horse; English jumping; and more....
- 4-H Interstate Exchange delegation coming to the Flathead from Mercer County Ohio – June 20-27
- Conducting home visits of those location who will host youth from Ohio
- Training 22 4-H teens for the position of camp counselor. 4-H camp = July 20-24.
- Subjects include: conflict resolution; management of stressful situations; infectious diseases and clean-up of bio hazards; homesickness; scheduling and team building; personality strengths & weaknesses; child development.
- 4-H Livestock Show – July 11
- Preparing for 4-H State Congress. Delegates will represent the Flathead in Bozeman from July 7-10.
- Working with teen 4-H Ambassadors. They meet throughout the year to improve their leadership skills and train on ways to help mentor younger members.
- Fair = Aug 14 – 22<sup>nd</sup>; carcass judging on Aug. 26 & 4-H Awards Banquet – Sept. 12<sup>th</sup>. All commissioners are invited.

**TUESDAY, JUNE 9, 2015**  
**(Continued)**

**MONTHLY MEETING W/ ELIZABETH BROOKS/ FECC: NIKKI STEPHAN/ OES EMERGENCY PLANNER; LINCOLN CHUTE/ FIRE SERVICES AREA MANAGER**

**10:15:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, FECC Director Elizabeth Brooks, OES Emergency Planner Nikki Stephan, Fire Services Area Manager Lincoln Chute, Clerk Kile

Stephan summarized the following activities at OES.

**Training**

- Pipeline safety and awareness / terrorism WMD's
- DPHHS regional preparedness meeting

**Columbia Falls Aluminum Company Community Liaison Panel**

- Meeting monthly
- Next meeting June 11

**Special Events**

- Dragon Boat Festival
- Spartan Race
- Northwest Montana Fair

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

- Senate Bill 5
- Situation Analyst Montana
- Montana Statewide Conference – Missoula
- June Exercise centered around fires

**Local Emergency Planning Committee (LEPC)**

- Multiyear training and exercise plan
- Agency preparedness updates
- Communications plan update

Chute summarized events pertaining to Fire Services.

- Continued training
- Wildland fire pre-planning
- Clerk & Recorder fire protection plan at Records Preservation
- Disaster declaration tabletop exercise

Brooks summarized the following activities at the 911 Center.

**Dispatch call numbers**

- All lines 2015: 10,863
- All lines 2014: 10,743
  - Increase all lines: 120
- 911 only 2015: 2,697
- 911 only 2014: 2,582
- All lines 2014: 10,743
  - Increase 911 only : 115
- Union negotiations – waiting on Union to provide possible dates for negotiations
- Training for new hires is ongoing and going well
- Continuing the New World Hardware/ Server Refresh

**Communications**

- Repaired Channel 5 on Big Mountain
- Finished final tasks and optimization of the last three BIDP sites, Santa Rita, Black Butte and Blaine County
- Distributed last of Motorola portables to NTIP participants
- Made several FCC modifications, transfers and applications
- Redesigning several code plugs including SAR, Roads and Rural Fire
- Repaired bad power supply on 383 central
- Replaced bad RX antenna on Marion location. More than likely destroyed by lightning strike
- Located and assembled Swan Hill 383 backup system
- Reprogramming Evergreen Fire
- Jack and Jamin attended and were certified for wildland fire response. Allows them to install and work on radio systems in active fire locations for the summer.

**1:00 p.m. Commissioner Holmquist: View Road Abandonment #491 w/ Jim Burton**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 10, 2015.

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**WEDNESDAY, JUNE 10, 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.

**12:00 p.m. Commissioner Holmquist: FVCC Community Conservation meeting @ Blake Hall Board Room**  
**1:00 p.m. Commissioner Holmquist: FECC Administrative Board meeting @ FECC**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 11, 2015.

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**THURSDAY, JUNE 11, 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, no one present to speak, Chairperson Holmquist closed the public comment period.**

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

**9:00:00 AM**

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

Grieve summarized staff's workload; reviewed continued code enforcement / compliance issues; summarized fee revenue.

General discussion was held relative to allocation of funds to build trails and maintenance of them.

**TAKE ACTION: COTTONWOOD ESTATES**

**9:30:00 AM**

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

Ezell reported on February 12, 2015 Eric Mulcahy with Sands Surveying submitted an e-mail indicating that his clients did not want to move forward with extending preliminary plat for Cottonwood Estates which was set to expire on June 22, 2015. He indicated the property owners were in the process of submitting a new application for preliminary plat approval on the same property. On April 20, 2015 preliminary plat for Subdivision No. 289 was granted approval for the same property.

Chairperson Holmquist declared Cottonwood Estates a dead file.

**BOARD APPOINTMENT: BIG MOUNTAIN RURAL FIRE DISTRICT**

**9:32:00 AM**

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

Commissioner Krueger made a **motion** to appoint Jay Johnson and Phil Silverman to Big Mountain Rural Fire District. Commissioner Mitchell **seconded** the motion. Motion carried unanimously.

**COS REVIEW: GUEST**

**9:45:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Planner Rachel Ezell, Dawn Marquardt, Sarah Arrigoni, Linda Guest, J. Buchholtz, Clerk Kile

Ezell reported Marquardt & Marquardt Surveying submitted a letter of appeal on behalf of the property owner, Linda Guest on May 21, 2015. The approximately 31 acre parcel is located at 525 Valley View Drive. Four parcels with three of them being exempt and one remainder have been created by family transfers to date. The unrecorded COS would create two additional lots to be transferred to a son, Cody Hackworthy and another son, Victor Loff.

Commissioner Mitchell questioned history of the previous transfers.

Ezell noted the first family transfer in 2003 was a two acre parcel and in 2005 north of that parcel is where you see parcel 1A; that is a separate family transfer.

General discussion continued regarding previous transfers and the applicant briefly spoke about family difficulties whereby two parcels were sold.

Commissioner Mitchell asked the applicant if the goal of what is being done here is to give the parcels to family members whereby they will stay around.

Linda Guest stated that was the goal and if her daughter hadn't been forced to leave she never would have. Her sons were not ready at that point to build a home and that is why we are giving an acre to each one of our sons now. I didn't realize at the time that it should have all been done all at once.

Commissioner Mitchell said he wants to have an understanding from her that her goal is to give the parcels to her children so that they can do something with it and not turn around and sell it in the next six months; otherwise that is an abuse.

Linda Guest stated that is my goal and I hope it is their goal.

Commissioner Mitchell made a **motion** to approve the COS for the Guest property. Chairperson Holmquist **seconded** the motion.

**THURSDAY, JUNE 11, 2015  
(Continued)**

Commissioner Krueger said as a landowner he strongly believes that when a pattern is flagged by our staff that evidence needs to be brought to us that this is not an evasion. I don't think we have evidence that it isn't an evasion. In fact it looks a lot like there has been evasions and so I can't vote for this. **Aye** – Holmquist and Mitchell. **Opposed** – Krueger. Motion carried by quorum.

**MONTHLY MEETING W/ SANDY CARLSON, FINANCE DEPARTMENT**

**10:00:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Finance Director Sandy Carlson, Staff Accountant Tamara Helmstetler, Clerk Kile

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

May 31, 2015 REVIEW OF CASH BALANCE												
FUND	FUND NAME	APPROPRIATION	Pending Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	BEGINNING RESOURCES AVAILABLE	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
1000	GENERAL FUND	13,456,317	(42,000)	4,485,439	17,899,756	2,540,404	5,627,136	3,037,078	(2,590,058)	22.64%	9,312,694	69.4%
2120	POOR FUND	365,900		121,967	487,867	27,835	137,250	87,509	(49,741)	23.92%	278,742	76.2%
2130	BRIDGE FUND	949,474		316,491	1,265,965	446,129	409,099	230,769	(178,330)	24.30%	722,911	76.1%
2140	WEED	643,681		214,560	858,241	272,925	269,823	154,876	(114,947)	24.06%	474,251	73.7%
2160	COUNTY FAIR	1,372,322	(56,197)	457,441	1,773,565	(35,221)	(49,376)	(600)	48,776	-0.05%	1,269,184	96.4%
2180	DISTRICT COURT	669,349	(30,000)	223,116	862,465	514,443	284,838	197,990	(86,848)	30.97%	535,540	83.8%
2190	COMP INS	995,856		331,952	1,327,808	661,619	469,927	248,615	(221,312)	24.96%	903,503	90.7%
2210	PARK	716,009		238,670	954,679	358,085	304,197	177,655	(126,542)	24.81%	521,258	72.8%
2220	LIBRARY	1,562,239		520,746	2,082,985	358,115	450,761	355,361	(95,400)	22.75%	1,326,055	84.9%
2280	AREA ON AGING	238,708	6,442	79,569	324,719	65,738	76,148	62,012	(14,136)	25.30%	213,877	87.2%
2290	4H/EXT	132,808		44,269	177,077	35,545	38,197	30,448	(7,749)	22.93%	113,775	85.7%
2300	SHERIFF	9,919,542	23,145	3,306,514	13,249,201	4,066,435	3,304,360	2,388,907	(915,453)	24.03%	8,330,195	83.8%
2370	RETIREMENT	3,026,969		1,008,990	4,035,959	1,167,139	1,032,614	732,406	(300,208)	24.20%	2,512,176	83.0%
2380	GROUP INS	2,960,481		986,827	3,947,308	995,959	1,114,946	739,254	(375,692)	24.97%	2,519,313	85.1%
2396	JUV DETENTION	725,255		241,752	967,007	347,328	253,167	178,313	(74,854)	24.59%	622,519	85.8%
<b>TOTAL COUNTYWIDE NON-VOTED</b>		<b>37,734,910</b>	<b>(98,610)</b>	<b>12,578,303</b>	<b>50,214,603</b>	<b>11,822,478</b>	<b>13,723,087</b>	<b>8,620,593</b>	<b>(5,102,494)</b>	<b>22.90%</b>	<b>29,655,993</b>	<b>78.8%</b>
FUND	FUND NAME	APPROPRIATION	Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY15 beginning cash)	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
2110	ROAD FUND	7,740,854		2,580,285	10,321,139	3,034,286	2,612,163	2,318,413	(293,750)	29.95%	6,154,712	79.51%
2251	PLANNING	456,757		152,252	609,009	201,195	159,839	103,309	(56,530)	22.62%	391,892	85.80%
<b>TOTAL OUTSIDE CITIES NON-VOTED</b>		<b>8,197,611</b>	<b>-</b>	<b>2,732,537</b>	<b>10,930,148</b>	<b>3,235,481</b>	<b>2,772,002</b>	<b>2,421,722</b>	<b>(350,280)</b>	<b>29.54%</b>	<b>6,546,604</b>	<b>79.86%</b>
FUND	FUND NAME	APPROPRIATION	Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY15 beginning cash)	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
2270	HEALTH FUND	2,298,873	142,500	766,291	3,207,664	682,064	855,165	529,348	(325,817)	21.68%	1,899,060	77.79%
<b>TOTAL LEVIED FUNDS</b>		<b>2,298,873</b>	<b>142,500</b>	<b>766,291</b>	<b>3,207,664</b>	<b>682,064</b>	<b>855,165</b>	<b>529,348</b>	<b>(325,817)</b>	<b>21.68%</b>	<b>1,899,060</b>	<b>77.79%</b>
FUND	FUND NAME	APPROPRIATION	Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY15 beginning cash)	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
2200	MOSQUITO	170,887		56,962	227,849	96,953	89,830	52,439	(37,391)	30.69%	128,194	75.02%
2272	EMS PROGRAM	254,873		84,958	339,831	78,636	97,607	77,001	(20,606)	30.21%	215,186	84.43%
2273	SPECIAL EMS PROGRAM	543,000	10,400	181,000	734,400	84,703	270,966	26,378	(244,588)	4.77%	270,250	48.83%
2372	PERMISSIVE MED LEVY	2,219,698		739,899	2,959,597	-	(120,259)	-	120,259	0.00%	2,097,303	94.49%
2382	SEARCH & RESCUE LEVY	287,791		95,930	383,721	108,609	130,865	88,982	(41,883)	30.92%	217,462	75.56%
2990	TRANSPORTATION	1,230,870		410,290	1,641,160	336,161	295,844	372,173	76,329	30.24%	970,579	78.85%
3001/3002	911 GO BOND DEBT SERVICE	488,017	1,100	162,672	651,789	122,695	455,977	140,346	(315,631)	28.69%	486,466	99.46%
<b>TOTAL COUNTYWIDE VOTED/EXEMPT</b>		<b>5,195,136</b>	<b>11,500</b>	<b>1,731,712</b>	<b>6,938,348</b>	<b>827,757</b>	<b>1,220,830</b>	<b>757,319</b>	<b>(463,511)</b>	<b>14.55%</b>	<b>4,385,440</b>	<b>84.23%</b>
FUND	FUND NAME	APPROPRIATION	Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY15 beginning cash)	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
2260	EMERGENCY/DISASTER	-	-	-	-	374,818	377,883	374,818	(3,065)	#DIV/0!	-	#DIV/0!
<b>TOTAL OUTSIDE CITIES VOTED</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>374,818</b>	<b>377,883</b>	<b>374,818</b>	<b>(3,065)</b>	<b>#DIV/0!</b>	<b>-</b>	<b>#DIV/0!</b>
FUND	FUND NAME	APPROPRIATION	Amendments	CASH RESERVES (\$ needed for 1st 4mos FY15)	TOTAL REQUIRED	RESOURCES AVAILABLE (FY15 beginning cash)	YTD CASH BALANCE AS OF May 31, 2015	PROJECTED CASH BALANCE AS OF JUNE 30, 2015	PROJECTED DIFFERENCE	CASH RESERVE %	YTD Expenditures	Expenditures as % of Budget
2901	PILT	5,729,670		1,909,890	7,639,560	5,894,259	436,739	421,001	(15,738)	7.35%	5,726,990	99.95%
<b>Total Tax Levied Funds + PILT</b>		<b>59,156,200</b>	<b>55,390</b>	<b>19,718,733</b>	<b>78,930,323</b>	<b>22,836,857</b>	<b>19,385,706</b>	<b>13,124,801</b>	<b>(6,260,905)</b>	<b>22.17%</b>	<b>48,214,087</b>	<b>81.43%</b>

She pointed out the pending budget amendments are not included as they will come before them for consideration at a public hearing to be held on June 24, 2015. Carlson then summarized various tax levy requirements.

Carlson noted she is looking for direction in regards to three items still pending in the preliminary budget (sidebar requests) that included \$9,800 for the Child Development Center; \$45,000 for the Nurturing Center; \$25,000 for the Columbia Falls Safety Officer.

Commissioner Mitchell explained he is in favor of all three of the programs at this point.

Commissioner Kruger explained his concern in the county having oversight of the Nurturing Center program, and said there needs to be a way to know that those county tax dollars are being spent in an appropriate way; every other program in the county has oversight. The Child Development Center I am okay with, yet the Columbia Falls Safety Officer I am strongly opposed to. The Columbia Falls High School District is comprised of city and county students and schools right now are getting around 70% of our property tax dollars. Flathead County has a policy that we do not plow parking lots at schools and we do not build bus turn arounds for schools and the rural schools have asked and have been told many times over that we will not do this. West Valley School for instance is 600 plus students and it has the same kind of issues that Columbia Falls has with certain areas of the community. If we are going to start funding resource officers then we are going to have to put sheriff deputies out in those schools and the county needs to pay for them; if we are paying for ones inside the City of Columbia Falls then why are we not paying for one in West Valley, Bigfork, Evergreen Junior High and Lakeside. All four of those schools are larger than Columbia Falls and have the same issues. The issues are the same across the valley; there is no special area that has anymore issues. He continued to explain his view in comparing Columbia Falls to other schools in the valley.

Commissioner Mitchell further explained that he agreed with the Nurturing Center request and pointed out they are looking at oversight for that program from the Health Department Director right now.

Mike Pence pointed out that is in the works right now with Joe Russell and Hillary Hansen getting with Cathy Brenneman, Director of the Nurturing Center. The contract could be changed to show the Health Department being the checkpoint.

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**(Continued)**

Commissioner Mitchell stated he would like to meet with Joe Russell and look for oversight from them for one year and leave it at the previous amount.

General discussion continued in regards to disbursement of funds to the Nurturing Center and ensuring oversight of the program and claims.

Chairperson Holmquist stated whatever the amount was last year for the Nurturing Center she is fine with along with the Child Development Center and Resource Officer in Columbia Falls.

Commissioner Mitchell said the Resource Officer in Columbia Falls I have a hard time with, and I agree with Commissioner Krueger in regards to picking and choosing who we supply one to and not to another school; yet on the other hand we have been supporting the officer in Columbia Falls for 10 – 12 years now so to stop the program now?

General discussion continued regarding funding of the Resource Officer at Columbia Falls and potentially phasing the program out.

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

**10:24:00 AM**

Present: Chairperson Pamela Holmquist, Commissioner Gary Krueger, Commissioner Philip Mitchell, Assistant Mike Pence, Library Director Kim Crowley, Library Foundation Director Sarah Johnson, Clerk Kile

Crowley summarized the following bi-monthly report with the commission.

- Our requests to the Foundation and Friends of the Library have been solidified:

**FRIENDS**

Bookmarks	\$1,000
MLA Dues	\$1,500
Staff Incentives	\$1,500
Kids Program supplies	\$7,000

**FOUNDATION**

Director's Discretionary	\$7,500
Kalispell Staff area remodel	\$5,000
Kids Interactives	\$5,000
Summer Experience	\$12,500
Community Engagement	\$12,000 (formerly Adult Exper Zones)
All Staff Day	\$3,000
Consultants/Performers	\$3,000
Marketing	\$2,000

- The Foundation dollars come to us as needed throughout the year and the Friends funding usually comes in January. The Finance Department has setup new project budgets in the gift account, which will make the tracking much easier.
- Our Leadership Team met with Ned Cooney for a day long planning session last month. Our annual work plan including organizational competencies will be presented to the library board for their approval this month.  
Sarah Johnson, Foundation Director, and I continue to meet weekly, when schedules allow, to keep up-to-date on Library and Foundation partnerships. With the Foundation, we continue to host "Lunch and Learn" twice a month and invite community leaders into the Library for a tour. These have been very successful.  
In addition to a lovely letter congratulation staff from Senator Tester, it was wonderful to have State Librarian, Jennie Stapp, at our all-staff meeting to re-present the Library of the Year Award. Jennie also gave an update of all that's happening in the library world on a state level.  
The Tamarack Federation of Libraries met at Marina Cay in Bigfork again this year. The Tam Fed includes all libraries in Ravalli, Missoula, Lincoln, Lake, Sanders, and Flathead Counties. Sandy Carlson started out the training day by giving a well-received presentation on budgeting and the BARs accounting chart. Sandy received lots of positive comments on her presentation and we feel very fortunate to have her at the helm of the Finance Department.  
We are drafting an agreement document for the Library and the Library Foundation. We've never had anything formal in place and the first draft has gone through review by the Library Board and the Foundation's Executive Board. We've sent it to the County Attorney's office for their review.  
We've heard lots of really positive comments out in the community the past month about both the library and the Library of the Year award and our awesome staff and board. There were two librarians from Glacier County who visited last month. They couldn't say enough about our gracious staff and the changes we had made.  
We are in the initial stages of planning some sort of community party in the fall for our library of the year award to turn the award back to the community because it is their library.  
A few weeks ago Megan Glidden gave a tour of ImagineIF Kalispell to Taylor Schultz from the Renne Library at Montana State University in Bozeman. She has seen two of our MLA presentations in Bozeman and had wonderful things to say about them both. She was so excited about all that we are doing that she stopped in while on vacation. She has some ideas of how to mix things up at her library and I told her to keep in touch. It was great to see someone so excited about all the possibilities.
- On the 16<sup>th</sup> of May we had a Bird Walk lead by Patti Mason from Flathead Audubon. The attendees enjoyed it so much, they thought it should be a weekly event! As part of that program we also had 60 people make bird calls out of wood, eye hooks, and paint, another success.
- Our outreach big push for May was the Montana Commuter Challenge. We challenged businesses and organizations around the Flathead Valley to bike, walk, or take the bus to work and log their miles. Donated prizes were awarded to winners in individual and group categories. We had 28 teams in the valley participate and it generated lots of good buzz. Overall there were:
  - 28 teams
  - 125 riders
  - 6000 miles ridden, walked or bussed
  - just under 6000 (5880) pounds of co2 saved from the air
  - 295,000 calories burned
  - ImagineIF as a team also represented well, at the top of the board in three different categories.
- Citizens for a Better Flathead invited us to participate in their Earth Day Celebration at Depot Park in Whitefish in April. With a hands on active learning theme, it was a great fit for us. We took the ImagineIF Bike, the Loom, Thinker Linkers and Magnetiles and people of all ages jumped right in and participated.
- On Mother's Day Connie Behe and Megan took the ImagineIF Bike to the Going to the Sun Road to hand out free coffee from Coffee Traders. People were happy to see the Bike there and had nothing but good things to say about us. It was a beautiful day and people seemed pretty happy about life and the library.
- Staff has been keeping up on professional development by attending webinars and conferences. Two of our leadership team just completed a four-week online course sponsored by Library Journal called Lead the Change. It included a different library leaders speaking each week and related "homework" for personal and leadership growth. Most useful to staff was the emphasis on setting specific and timely goals for the areas they grow. There is always so much to do and learn, and without a focus it can easily feel overwhelming.
- April continues to implement our communications plan and sends out about three releases each month in addition to our online newsletter. Last month the press release about Jason Stevens, a local man who is creating a shelter for homeless veterans, resulted in follow-up interviews for Stevens from three local news agencies. April also does a regular spot on KGEZ and has been featured on KOFI as well.
- In recent weeks on our Facebook page, Marilyn Bennett has helped to create a bit of a sensation with her History Friday posts. Several of these have been shared more than 30 times, reaching up to 5,000 people each! (Our page has 1,080 fans, so this is far beyond our usual reach.)

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(Continued)**

- Our Instagram following is growing slowly but surely. It was fun last month to share our Montana Commuter Challenge experiences by hosting a daily photo challenge
- **CHILDREN:** May saw our usual busy schedule of class visits at ImagineIF Kalispell. Just in the month of May we hosted sixteen class visits! Students get acquainted with library offerings, receive their first library cards, and enjoy exploring our collections and play spaces. Teachers who haven't visited since last year are often surprised at how bustling, active, and effervescent the library has become!
- We have been working on gathering exciting new toys and interactives for ImagineIF Columbia Falls' children's area. Kids and families who come into the library are now greeted with a toy train set, a light table with translucent manipulatives like clear colored building bricks and animal x-rays and a market stall complete with two shopping carts. We think these offerings will be a welcome addition for the Columbia Falls community!
- We are hard at work on our Summer Experience program. Notable changes this year: game boards will be included in the roughly 10,000 flyers that get sent to schools, and we are offering older children's programs at a new time (3pm) to help with congestion and staffing difficulties at the 11am slot.
- **TEENS:** got into the coloring therapy trend on April 23rd with an activity we called "Color Therapy." Participants were invited to color a pre-printed design or quote to their liking and then place it into a frame that we provided. Teens loved the activity and chatted while working on their designs, some of which were destined for moms on Mother's Day. Teen Social continues to be a hit with both younger and older teens who love the atmosphere, snacks, and variety of fun activities offered.
- On May 4 we hosted 16 teens at our monthly anime club. Participants enjoyed snacks and episodes of Log Horizon, an anime series about a group of video game players who are swept up into the actual game landscape, complete with its characters and perils. Gamers in our audience were absolutely riveted. That meeting concluded our regularly scheduled anime events for the school year; however we will have one last meeting to celebrate our graduating seniors, some of whom have been in the club for over five years. The 2015-2016 school year should prove to be successful and fun, as we already have most of our series picked out thanks to an already devoted group of middle school students who will be picking up where their club elders have left off.
- Connie Behe presented a workshop about collaboration to Leadership Flathead on May 8th. Several people as well as the organizers gave positive feedback. It was an energetic and engaged group.
- Connie was also the featured speaker at the Columbia Falls Chamber of Commerce last month. We talked about the changes at ImagineIF, the upcoming work weekend, and received lots of good comments afterwards.
- Connie Behe was recruited for the statewide Library Development Study Taskforce. We will explore State Library services and the Aspen Report and make recommendations about how to grow Montana libraries into 21st Century Libraries. Our Library Board Chair, Al Logan, was also recruited for this task force and both attended their first meeting last month.
- Sean Anderson and I met with the Marion School Board and some of their teachers, principle and parents last evening. They would like us to help them refresh the library space with paint, new materials, and some interactives for the children. We all agreed that the library there is sad and outdated—they don't think it has been repainted since it opened in 1995.
- You may have seen in the Interlake that the Library has been awarded the John Cotton Dana award. This is one of the most prestigious awards given to libraries by the American Library Association. Of the 77 submissions, we were one of 8 recipients and we are thrilled to receive this national honor. April Vomfell did an incredible job with the actual submission packet. Connie, April and I will be attending the 2015 American Library Association conference at the end of this month where we will be presented with the award and a check for \$10,000. We completed phase II of the Columbia Falls remodel last month. We had over 20 community volunteers working on a Saturday to clean and paint the entire interior. It was a great community effort! We now have the work room remodeled and some of the public space completed. We are in the process of ordering shelving and furniture for the final phase III in August. We have had some reservations about moving the Children's area to the stage in Columbia Falls but we've had several "practice" storytimes in that space and have queried parents about the change. The comments have been overwhelmingly positive on moving to the stage. We took the ImagineIF Bike and some interactives to the Columbia Falls Community Market last week. First of all, the market itself is a huge success; they saw over 2,000 move through on their inaugural evening. Last week we had non-stop kids and parents in the ImagineIF kid's area. Beginning next week, we will attend each market and bring lots more toys for kids to play with. We received so many positive comments about the library and gratitude for us being in attendance at the market.

**2:00 p.m. Commissioner Mitchell: AOA Board meeting**  
**5:30 p.m. Commissioner Mitchell: CFAC Environmental meeting**  
**6:30 p.m. Commissioner Krueger: Fair Board meeting**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 12, 2015.

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**FRIDAY, JUNE 12, 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 June 15, 2015.

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