

**Flathead County Weed/Parks/Recreation**

**MINUTES**

**Meeting of the Board of Directors**

**Meeting Date: December 4, 2017**

**Members of the Board in attendance:**

Clyde Fisher, Jim Buechle, Mary Ruby, Pete Woll

**Members of the Board not in attendance:**

Elise Robocker

**Also in attendance:**

Jed Fisher, Superintendent; Gordon Jewett, Assistant Superintendent; Michele Haarr, Clerk

**Others Present:**

Clifford Kipp – Foys/Herron Advisory Committee & Montana Conservation Corps

Margaret Herron – Foys/Herron Advisory Committee

Linda Tutvedt – Foys/Herron Advisory Committee & Flathead Combined Training Association

Gabriel Dillon – Foys to Blacktail Trails

Mark Christiansen – Flathead Area Mountain Bikers

**Call to Order**

A meeting of the Board of Directors for Flathead County Weed, Parks & Recreation was held in the conference room at 311 FFA Drive, Kalispell, Montana on December 4, 2017. The meeting convened at 8:33AM, Chairman Fisher presiding.

**Approval of Minutes**

Minutes for the November 6, 2017 meeting of the Flathead County Weed, Parks & Recreation Board of Directors were distributed to the members of the Board.

**Jim Buechle moved to approve the November 6, 2017 Board minutes.**

**Pete Woll seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

**Public Comment**

There was no public comment.

**Advisory Committee Reporting Process**

In order to provide the Board with information and notice regarding agenda items for upcoming meetings, it was suggested that requests to be placed on the agenda be submitted in advance, in writing, and include a summary with pertinent information. Agenda requests will be limited to written requests submitted one week or more prior to the meeting date.

**Jim Buechle moved to require advance notification of agenda items in writing at least one week prior to scheduled meetings. Said request shall include a summary of topics to be covered, which shall be forwarded to the Board with the agenda for their review and consideration.**

**Pete Woll seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

### **Recreation Officials Pay Increase**

Recreational Program Manager Amanda Davey submitted a written request to increase the pay rate for adult men and women's basketball referees. The current rate of \$20 per game has existed for the past 11 years, which is a substantial difference from \$25 per game paid by Rotary for youth basketball and \$30 for rural schools. League fees have been increased by \$25 to help offset a pay increase.

**Mary Ruby moved to approve a pay increase for Recreation Department referees from \$20 per game to \$25 per game, with an additional \$5 per game to be considered next year.**

**Jim Buechle seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

### **Weed Inspection Charge for Commercial Use Property**

Jed requested an established rate for inspections of property used for commercial purposes. The suggested rate would be a minimum charge of \$70 (\$40 for the truck and \$30 per hour per staff member). There was discussion about whether \$40 per day for the truck was sufficient, as well as the need to include mileage at the current State rate or a flat fee, whichever is greater. In addition, rates for other services such as spray trucks, roadside mowers and ATV/mules sprayers were reviewed. Current profit from weed activity provides funds for a weed truck each year. A summary of the rates will be presented for formal approval at the next Board meeting.

### **Trails Plan Update**

Mary Ruby reported that the Trails Plan update is progressing. A master schedule was developed which covers the initial meeting in October through June 2018, and includes publication of a survey and public scoping sessions. The group is working to reduce and simplify the current plan with 25-30 attendees at each meeting. The next meeting is on December 13<sup>th</sup> and Board members were invited to attend.

### **Tree Replacement Specifications**

Jed reviewed bids to remove 5 damaged trees at Lake Park Addition. The low bidder was \$4,200 for removal and stump grinding. There was some concern that this amount may not include disposal, however, the Board agreed that it is important to have the trees removed due to safety concerns. Replacement costs will be addressed at a later time.

**Pete Woll moved to award to the lowest bidder the work for removal and disposal of 5 damaged trees at Lake Park Addition in Whitefish, authorizing up to \$6,000 if disposal costs were not included.**

**Mary Ruby seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

### **Bigfork Advisory Report**

There was no one present from Bigfork Advisory Committee.

### **Foys-Herron Advisory Report**

Cliff Kipp questioned the perceived value of this Advisory Committee, stating that the Committee desires to provide a valuable service to the Board. Margaret Herron said issues are discussed as they come forward. If the Board or the Committee needs information, they may go to each other for assistance.

### **Foys to Blacktail Trails Report**

Gabe Dillon had nothing to report. Mark Christensen asked about the status of an MOU for volunteer training between Flathead Area Mountain Bikers and Flathead County Parks & Recreation. Gordon will contact the risk manager for the County's insurance to schedule a date and time, most likely to occur in April, 2018. Notice will be provided to all Advisory Committees.

Winter grooming for mixed use was discussed, with acceptable combinations of use that will minimize potential conflicts between cyclists, skate skiers, cross country skiers, snow shoers, and others. Plowing becomes a secondary responsibility for the reduced winter staff.

### **County Athletic Complex Report**

Jed reported that staff is continuing to work on a financial analysis for the gym, per the request of Finance and the Commissioners. Jerry Lyford has approached the Department with an offer to sell approximately 80 acres south of the airport at a substantially reduced price. This is a central Valley location with about 40 acres of water (12' at the deepest areas), which could host summer events and hockey leagues, and with room for a gym and fields. Commissioner Krueger has visited the site, which has been listed for 2 million in the past. The main concern is a single 40' area for ingress and egress that is not to County road standards. A former potential sale fell through at 1.1 million.

### **Weed Department Report**

- **Bid Specifications for Tractor Purchase**

Gordon Jewett reviewed bid specifications for a tractor with a 60" mower, with the plan to trade in the oldest mower from approximately 1990.

**Mary moved to approve release of the bid request for a new tractor with a 60" mower in a manner that meets Finance Department requirements.**

**Jim Buechle seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

### **Other Business**

- **Available Land and Water Conservation Fund Grants**

Land and Water Conservation Fund Grant applications are being accepted through March 30, 2018. The maximum grant per project is 150K, requires a 50% match, and is for public and outdoor recreation projects. There was discussion about partnering with local organizations.

### **Matters of the Board**

There were no Matters of the Board.

### **Adjourn**

**Jim Buechle moved to adjourn the meeting at 9:45AM.**

**Mary Ruby seconded the motion.**

**There being no discussion and all in favor – the motion was carried.**

The time and place of the next regular meeting is **Monday, January 8, 2017** at 8:30 AM in the conference room at 311 FFA Drive, Kalispell, Montana.

### **Documents Submitted to the Board**

11-8-17 letter regarding pay increase for referees from Recreation Programs Manager  
Weed Department Specifications for Tractor with 60" Mower