

Commissioner  
Minutes  
Journal # 56

CASCADE COUNTY COMMISSION MEETING  
January 26, 2016  
COMMISSION CHAMBERS  
COURTHOUSE ANNEX, ROOM 111  
9:30 A.M.

**Notice:** These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611 (2) (b). These minutes were officially approved at the February 9, 2016 meeting.

**Present:** Chairman Joe Briggs, Commissioner Jane Weber, and Commissioner Jim Larson.

**Staff:** Carey Ann Shannon, Jamie Bailey, Kim Thiel-Schaaf, Leslie Southworth, Tanya Huston, Michaela Fraser, Bonnie Fogerty and Marie Johnson.

**Public members;** Steve Erwin, Bill Zucconi, and John Watts.

**Reading of the Commissioners calendar:** Bonnie Fogerty, read the weekly calendar.

**Purchase orders and accounts payable warrants:** Commissioner Larson made a **MOTION** to approve the purchase orders and accounts payable warrants. Approved purchase orders and accounts payable checks #258749 thru #258920 totaling \$927,187.30 dated 12/21/2015 thru 12/24/2015. Approved purchase orders and accounts payable checks #258921 through #258995 totaling \$475,223.20 dated 12/28/2015 thru 12/31/2015. Purchase orders and accounts payable checks #259001 through #259192 totaling \$232,068.52 dated 01/05/2016 thru 01/08/2016. **Motion carries 3-0**

**Report of Approved Treasurers Monthly Report- Bank Balances, Investments, Revenues, and Disbursements.**

**Consent agenda:** The consent agenda is made up of routine day-to-day items that require Commission action. Any Commissioner may pull items from the Consent Agenda for further discussion/vote.

**Approval of the Minutes and Consent Agenda Items:** Commissioner Weber made a **MOTION** to approve minute entries and the approval of routine contracts as follows;

◆ **Resolution 16-09:** Budget Appropriation within Risk Management for unanticipated reimbursement of an insurance claim. Total Amount: \$17,494.00 R0317909

◆ **Resolution 16-10:** Budget Appropriation within the Sheriff's Department. Transferring funds from Public Safety 24-7 to Public Safety/Travel & Training. Total Amount: \$6,000.00 R0317910

◆ **Resolution 16-11:** Budget Appropriation within the Public Works Department to appropriate funds budgeted in Capital Projects that were not expensed in FY2015 to be available for equipment purchases in FY2016. Total Amount: \$15,957.00 R0317911

◆ **Resolution 16-12:** Budget Appropriation within Aging Services for a transfer of equity in fund 2280-Senior Citizens to fund 2986-Aging Admin to cover the cost of architect fees for a remodel. Total Amount: \$14,860.00 R0317912

◆ **Resolution 16-13:** Budget Appropriation within Aging Services to correct errors made on FY2016 budget adoption in the Senior Citizens fund. Total Amount: \$45,731.00 R0317913

◆ **Contract 16-11:** Professional Services Agreement with Montana State University Extension Local Government Center for Board Leadership Training. The training will be conducted on February 9, 2016 from 5:30 p.m. to 8:30 p.m. at the ExpoPark Family Living Center in Great Falls. Cost: \$500.00 plus travel & per diem reimbursements. R0317906

◆ **Contract 16-13:** Shortgrass Web Development proposal for a new Cascade County website. Project Cost: \$5,800.00 R0317904

**CITY/COUNTY HEALTH DEPARTMENT**

◆ **Resolution 16-07:** Budget Appropriation within the Immunization Project fund for the first half of the 2016 Immunization Program. Total Amount: \$16,920.00 (Ref: Contract 16-03, Task Order 16-07-4-31-106-0) **R0317907**

◆ **Resolution 16-08:** Budget Appropriation within the HIV Prevention fund for the first half of the 2016 HIV Prevention Amendment #1. Total Amount: \$12,133.00 (Ref: Contract 16-02, Task Order 15-07-4-51-004-0) **R0317636**

◆ **Contract 16-09:** Voluntary National Retail Food Regulatory Program Standards (Retail Standards) Grant Program (Grant # G-T-1510-03316). Purpose: To financially assist Cascade County's Environmental Health Division with training costs associated with meeting FDA standards. Project Period: December 1, 2015- September 30, 2016. Total Amount: \$3,000.00 **R0317903**

◆ **Contract 16-10:** Voluntary National Retail Food Regulatory Program Standards (Retail Standards) Grant Program (Grant # G-SP-1510-03236). Purpose: To financially assist Cascade County's Environmental Health Division to perform a self-assessment concerning each of the 9 standards for retail food programs. Project Period: November 30, 2015 - September 30, 2016. Total Amount: \$2,500.00 **R0317905**

#### **COMMUNITY HEALTH CARE CENTER**

◆ **Contract 16-12:** Memorandum of Understanding with the Montana Primary Care Association (MPCA) Health Center Controller Network. Effective Date: January 26, 2016 - July 31, 2019.

#### **AGENDA ITEM #1**

##### **PUBLIC HEARING FOR CASCADE COUNTY COMMUNITY NEEDS HEARING**

Kim Theil-Schaaf presented this public hearing for the community needs by reading the synopsis (which can be found in the Agenda packet dated January 26, 2016).

##### **Public Hearing**

Chairman Briggs recessed the Commission meeting at 9:43 p.m.

Chairman Briggs opened the public hearing at 9:43 a.m.

##### **Reading of the Public Notice**

The reading of the public notice was waived without objections and made part of the record (see exhibit "A").

##### **Staff Presentation**

Presentation was given by Kim Theil-Schaaf when she read the synopsis.

##### **Call for public member to present a community need to the Commission**

Chairman Briggs called to the public three times for anyone wanting to present a community need.

Commissioner Weber stated that they had no one in attendance at this meeting unlike the one held last year. She speculated that the housing projects were tied up right now and suggested that a few more public hearings be held in the future

##### **Close of the Public Hearing**

Chairman Briggs closed the Public Hearing at 9:50 a.m.

#### **Public Participation in decisions of the Board and allowance of public comment on matters the Commission has jurisdiction, on items not covered by Today's agenda.**

**Adjournment:** Chairman Briggs adjourned this Commission meeting at 9:51 a.m.

**Next meeting date:** All meetings are held in the Commission Chambers at the Courthouse Annex. The next meeting will be a work session that will be held on Wednesday January 27, 2015, at 2:00 p.m.