

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX

Minutes of Work Session		
<p>Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). This written record is to be officially approved on March 27, 2018.</p>	<p>Date: March 7, 2018</p>	<p>Time: 2:00 p.m.</p> <div style="border: 1px solid black; padding: 10px; text-align: center; color: red; font-weight: bold; margin: 10px auto; width: 80%;"> COMMISSION MINUTES JOURNAL NUMBER 58 </div>
<p>Board of Cascade County Commissioners: Chairman Jane Weber, Commissioner Joe Briggs (excused), and Commissioner Jim Larson.</p>		
<p>Staff Present: Carey Ann Haight – County Attorney’s Office, Trista Besich – Community Health Care Center, Diane Brien – Accounting, Mary Embleton – Budget & Grants, Sean Higginbotham – Department of Technology, Sandy Johnson – City-County Health Department, Bonnie Fogerty – Board of Commissioners, and Frank Warren – Clerk and Recorder’s.</p>		
<p>Public members: Traci Rosenbaum, Jenn Rowell</p>		
<p>CALL TO ORDER: Madame Chair Weber opened the work session.</p>		
Consent Agenda:	Purpose:	Department:
<p>Resolution 18-23: Budget Appropriation for the Montana Department of Natural Resources & Conservation (DNRC) to prepare the replacement of the AMD drainage collection. <i>There was a brief discussion on Resolution 18-23. Please refer to the audio file, found on the Cascade County website, for further details.</i></p>	Budget Appropriation	Commission
City-County Health Department:	Purpose:	Department:
<p>Contract 18-49: DEQ Subdivision Contract # 217020 between State of Montana DEQ (State) and Cascade County (Contractor). Contract Term: October 1, 2017 through June 30, 2019. <i>There was a brief discussion on Contract 18-49. Please refer to the audio file, found on the Cascade County website, for further details.</i></p>	To Provide reimbursements to the Contractor for performing site evaluations and related services for subdivisions, pursuant to ARM 17.36.804.	City-County Health Department
Community Health Care Center:	Purpose:	Department:
<p>Resolution 18-20: Budget Appropriation for the State Health Improvement Program. Closeout of contract for final three months</p>	Budget Appropriation	CHCC

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of the program. Contract period: January 1 st , 2018 – March 31 st , 2018. Budget Increase Amount: \$ 90,000.00 <i>(Ref: Contract 18-33)</i>		
Resolution 18-21: Budget Appropriation in support of the employment of Dr. Christine Potterjones. Effective April 1, 2018, or upon completion of credentialing, through June 30, 2018. Budget Increase Amount: \$ 133,741.00. <i>(Ref: Contract 18-37)</i>	Budget Appropriation	CHCC
Contract 18-52: Employment Agreement between Cascade County for the Community Health Care Center, Inc. and Mark McCarthy, DDS. Effective: February 28, 2018 - March 31, 2020. 1 st Year Annual Base Salary: \$ 150,000.00.	Employment Agreement	CHCC
Contract 18-53: Employment Agreement between Cascade County for the Community Health Care Center, Inc. and Zachariah Schenck, LCPC, EDS. Effective: April 2, 2018 - March 31, 2020. 1 st Year Annual Base Salary: \$50,960.00.	Employment Agreement	CHCC
Contract 18-54: Memorandum of Understanding for the Medical-Legal Partnership Technology (MLP Tech) Project. Montana Participants: NW Community Health Center, Community Health Care Center, Montana Primary Care Association & Montana Legal Services Association. Effective upon signing until September 30, 2020. No cost to the County.	Memorandum of Understanding	CHCC
Contract 18-55: HRSA Award # H80CS00566-16-12 for approval of a change in scope CIS00061014 to add a school-based health center at Paris Gibson Education Center. Date Issued: 2/20/2018 - Community Health Care Center must verify services, at the location, within 120 days. <i>There was a brief discussion on Contract 18-55. Please refer to the audio file, found on the Cascade County website, for further details.</i>	Change of Scope	CHCC
Contract 18-56: HRSA Award # H80CS00566-16-12 for approval of a change in scope CIS00061014 to add a school-based health center at Paris Gibson Education Center.	Change of Scope	CHCC

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Date Issued: 2/20/2018 – Community Health Care Center must verify services, at the location, within 120 days. <i>There was a brief discussion on Contract 18-56. Please refer to the audio file, found on the Cascade County website, for further details.</i>		
Contract 18-57: Addendum to Community Health Care Center/eClinicalWorks contract to move CHCC electronic health record to the cloud-hosted server. Effective Date: February 28, 2018. Cost: \$ 100.00 per month, per FTE. <i>(Ref: Contract 15-20)</i>	Addendum	CHCC

Additional Items added to the Consent Agenda:

- 1) **Memorandum of Agreement between the Montana Department of Environmental Quality & Cascade County, regarding the Coal Mine in Stockett, MT. This was referenced in Resolution 18-23 above and should be placed on the consent agenda.**
Comments: *There was a brief discussion on this item. Please refer to the audio file, found on the Cascade County website, for further details.*

- 2) **WIPFLi Letter of Engagement to assist with preparation of Cascade County 2017 Comprehensive Annual Financial Report (CAFR). This item will be placed on the consent agenda.**
Comments: *There was a brief discussion on this item. Please refer to the audio file, found on the Cascade County website, for further details.*

**#1
Zoning Board of Adjustments Appointment (1 Vacancy)**

Comments:

Bonnie Fogerty communicated there are ten applicants, and that we will follow the staggered appointment date schedule guidelines to avoid numerous future term expirations on the same date. Bonnie will be speaking with Brian Clifton to ensure we have an accurate term date, to communicate to the appointee, during the next Commission Meeting.

Bonnie then asked how to handle some request, from the public, on being provided a listing of the applicant names. **Carey Ann Haight** advised that the applicants are applying for a public position, so their names may be released upon request.

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#2

Resolution 18-22: Fox Farm RSID Financing

Comments:

Mary Embleton indicated this resolution provides history on this RSID, and how it is planned for the loan to be repaid. This mirrors the same process, had it gone through a bonding process, the only difference being that it is being financed by warrants, and the county will be buying its own warrants. The resolution will outline the board's intention regarding the handling of the financing. **Exhibit A** references the inter-fund loan memorandum which outlines the terms of the loan, loan payment dates, legal requirements, and amortization schedule. Lastly, the form of the warrant is included, and since this is a 20-year loan there will be 40 warrants issued, based on semi-annual payments. The assessments have already been placed on the tax rolls, therefore the 1st payment of the assessments, for January 1, 2018, are ready to be processed retroactively.

Chair Weber requested that within the Resolution, the third whereas language be revised to read as “ whereas the resolution of intention, the resolution creating the district, contemplate that special assessments levied against benefited properties in the district will repay a loan, to the county, for the incurred expenses in connection with the improvements.” Next, Chair Weber questioned the possibility of realigning the RSID payment schedule, currently set for January & July, to mirror the existing County Accounting schedule for payments going back into the general fund, which occurs in February and August.

Diane Brien confirmed that is how all repayments are set up, so she would suggest these be set up in the same manner.

Mary Embleton did not agree with this proposed alignment.

Chair Weber reiterated this would mirror existing repayment schedules and make it easier for Accounting to know when repayments are due if they are all being made under the same schedule.

Carey Ann Haight added there are no legal issues, as long as the county acquires the funds required as part of the tax collection process. The amortization schedule will need to be adjusted.

Chair Weber requested that Mary Embleton & Carey Haight work together to ensure this suggestion, to realign the RSID repayment schedule, would not be a problem.

Additional Items added to the Regular Agenda: NONE

Public Comment: None

On any public matter that is not on the meeting agenda and that is within the Commissioners’ jurisdiction. (MCA 2-3-10). **None**

Adjournment: Chair Weber closed the work session meeting at 2:32 p.m.