

# CASCADE COUNTY WORK SESSION MINUTES

## COMMISSION CHAMBERS COURTHOUSE ANNEX

May 8, 2019 – 2:00 P.M.

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at <a href="http://cascadecountymt.gov">cascadecountymt.gov</a> 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). <b>Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment.</b> This written record is in draft form until officially approved on May 14, 2019.	<b>COMMISSION MINUTES JOURNAL # 59</b>
<b>Board of Cascade County Commissioners:</b> Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber	
<b>Staff Present:</b> Rina Fontana Moore – Cascade County Clerk & Recorder, Diane Brien – Accounting, Les Payne – Deputy Public Works Director, Carey Ann Haight – Deputy County Attorney, Mary Embleton – Budget Officer, Kim Hulten – Aging Services, Joshua Blystone – Public Works, Michael Stone – Planner, Sean Higginbotham – IT Director, Lieutenant Landon Kotesky, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk and Recorders	
<b>Public Members Present:</b> None	
<b>Chairman Briggs opened the work session meeting at 2:00 pm</b>	
<b>Treasurer’s Report</b>	
<b>Consent Agenda Items:</b>	<b>Department:</b>
<b>Resolution 19-33:</b> Budget Appropriation for Contract #19-42 Modification #2 to DPHHS Purchase Service Contract #1622100008 Total Decrease: \$4,455 (Ref: Contract #19-42)	Aging <b>00:08</b>
<b>Resolution 19-35:</b> Budget Appropriation increasing budget authority in the ExpoPark Fund 5750 for the Maintenance Department Total Amount: \$7,702	ExpoPark <b>01:22</b>
<b>Contract 19-45:</b> Memorandum of Understanding by and between Sun River Valley School District No. 55 and Cascade County. The school district will provide housing for a resident Deputy in Sun River. Effective Date: July 1, 2019 – June 30, 2020 Cost to the County: \$1.00/annual <b>(Item moved to regular agenda)</b>	Sheriff <b>02:28</b>
<b>Contract 19-46:</b> MT DPHHS Modification of Purchase of Service Contract #20123LEGL001. Project: IV-E Legal Services. Extension of Effective Date to June 30, 2020. (Ref: Contract 18-130, R0358495)	County Attorney <b>07:19</b>
<b>Contract 19-47:</b> User Access Licensing Agreement between Cascade County Clerk & Recorder and local title companies. Term of Contract: Until terminated by either side	Clerk & Recorder <b>08:28</b>
<b>Contract 19-50:</b> Noxious Weed Trust Fund Project Grant Agreement, <i>Hound Creek, Year 11, Weed Management Area, MDA #2019-033</i> . Purpose: Perform noxious weed control activities in Cascade County. Effective: May 14, 2019 – October 31, 2020. Maximum Grant Amount: \$46,339 (Landowner Match)	Weed & Mosquito <b>09:32</b>
<b>Contract 19-51:</b> Noxious Weed Trust Fund Project Grant Agreement, <i>Eden Grant, Year 4, MDA #2019-034</i> . Purpose: Perform noxious weed control activities in Cascade County. Effective: May 14, 2019 – October 31, 2020. Maximum Grant Amount: \$8,000 (Landowner Match)	Weed & Mosquito <b>11:09</b>
<b>Contract 19-52:</b> Noxious Weed Control Agreement by and between Montana Department of Transportation (MDT) and Cascade County. Purpose: To set forth the terms and conditions for the control of noxious weeds within the limits of the right-of-way on various state highways under the jurisdiction of MDT. Effective: July 1, 2019 – June 30, 2020. Payment from MDT: \$57,000/annual.	Weed & Mosquito <b>11:44</b>
<b>Contract 19-55:</b> Agreement for an Improvement Strategy Study for the Montana ExpoPark Livestock Zone Between: Cascade County & Conventions, Sports & Leisure International (CSL) Total Cost: \$ 27,500 <b>(Item moved to regular agenda)</b>	Commission <b>12:52</b>
<b>Contract 19-56:</b> MT DPHHS Amendment #2 to Contract #19027210050 for the Commodity Supplemental Food Program FFY 2019 through April 16, 2019. \$3.00 per client/per month, not to exceed \$13,606.	Aging <b>14:17</b>
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(Ref: Contract 19-17, R0368490 and Contract 19-21, R0368491)	
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**AGENDA ITEM #1 15:33**

Preliminary Plat Approval for Taylor Addition Minor Subdivision

Location: E ½ E ½ NW ¼ and the W ½ W ½ NW ¼ of Section 12, and the SE ¼ SW ¼ and the SW ¼ SE ¼ of Section 1 in Township 19 North, Range 3 East, P.M.M. Cascade County, MT. *Initiated by: Michelle Taylor*

**AGENDA ITEM #2 18:29**

Cascade County Other Post-Employment Benefits (OPEB) Valuation Award

Contract 19-53: Bartel Associates, LLC Proposal for Cascade County’s OPEB Valuation  
Contract 19-54: Bartel Associates, LLC to perform Actuarial Valuation Service for Cascade County FY 2018/2019, FY 2019/2020 & FY 2020/2021. Total Amount: \$12,750

**Added Item(s):**

Chairman Briggs stated that a policy on Technology Purchasing and Procurement was brought to the attention of the Commission. This item will be added to the consent agenda.

Carey Ann Haight, Deputy County Attorney, brought a contract forward for the repair to the jail. This contract provides a refer for food storage during the temporary mobile kitchen use. This item will be added to the consent agenda.

**Adjournment:** Chairman Briggs closed the work session meeting at 2:30 p.m.