

# CASCADE COUNTY WORK SESSION MINUTES

## VIA ZOOM ONLINE MEETING

August 5, 2020 – 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 [cascadecountymt.gov](http://cascadecountymt.gov) and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (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.** This written record is in draft form until officially approved on August 11, 2020.

COMMISSION  
MINUTES  
JOURNAL # 60

**Board of Cascade County Commissioners:** Chairman James L. Larson and Commissioner Jane Weber  
Excused: Commissioner Joe Briggs

**Staff Present:** Brad Call – Emergency Services Coordinator, Les Payne – Public Works Director, Mary Embleton – Budget Officer, Tanya Hunt – Emergency Services, Trisha Gardner – Public Health Officer, Kim Theil-Schaaf – Aging Services Director, Paige Smith – Treasurer’s Office Property Tax Division, JoVivian Jones – CCHD, Shanna Bulik-Chism – JDC Director, Roy Curtis – Superintendent of Buildings and Grounds, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk & Records

**Public Members Present:** Jenn Rowell – The Electric, and Cheryl Ulmer

**Chairman Larson opened the work session meeting at 2:00 pm**

**Consent Agenda Items:**

**Department:**

**Resolution 20-44:** Budget Appropriation within Library Fund #2220 increasing expenditures by \$1,357 to be offset by existing cash reserves for FY 2020. Total Amount: \$1,357

Budget Officer  
**00:26**

**Resolution 20-45:** Budget Appropriation within Mosquito Control Fund #2200 due to unanticipated funds from the Mosquito Property Tax Revenue to the mosquito salaries and wages line item to provide adequate funds for the June 2020 mosquito salary & wages cost. Total Amount: \$12,500

Weed &  
Mosquito/Public  
Works  
**02:03**

**Contract 20-118:** DNRC Rural Fire Capacity Program Subaward Agreement RFC-20-071. Effective: Date of last signature – June 30, 2020. Additional Grant Funding: \$2,000 (10% County Match) (Ref: Contract 19-102, R0374836)

Emergency  
Services  
**03:46**

**Contract 20-119:** Lease Agreement between Cascade County Aging Services and the Great Falls Food Bank for Meals on Wheels. Effective: Date of signing – September 2021. FY2021 Rent: \$1,075/per month. (Renewal, no rent increase)

Aging Services  
**05:59**

**Contract 20-120:** Service Agreement between Cascade County Aging Services and the Centerville Senior Center for Older American Services in FY2021. Effective: July 1, 2020 – June 30, 2021.

Aging Services  
**07:30**

**Contract 20-121:** Service Agreement between Cascade County Aging Services and the Cascade Senior Center for Older American Services in FY 2021. Effective: July 1, 2020 – June 30, 2021.

Aging Services  
**08:30**

**Contract 20-122:** Cascade County Attorney’s Office Contract with Karpel Solutions for PRESECUTOR by Karpel. One Time Fee to migrate data to Karpel: \$1,000 Cost: \$100/per user (27 will be assigned)

County Attorney  
**09:07**

**Contract 20-123:** Karpel Solutions Hosted Agreement for PROSECUTOR software program used in the County Attorney’s Office

County Attorney  
**12:43**

**Contract 20-124:** Void Unclaimed Checks Dates 07/01/2018 – 06/30/2019

Clerk & Recorder  
**10:18**

**Contract 20-125:** Town of Cascade Water Main Easement. Permanent 10’ easement for a water main located at 23 Water Street, Cascade, MT 59421 for the sum of \$1.00

Public Works  
**13:43**

**Contract 20-126:** Transportation Contract #PIF19-20 by and between the State of Montana, 8<sup>th</sup> Judicial District Youth Court and the Office of the Court Administrator and Cascade County Regional Youth Services. Purpose: Provide transportation services for youth to and

Youth Court  
**15:42**

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from placements. Effective: July 1, 2020 – June 30, 2021. Total Payment Not to Exceed: \$15,000.00	
<b>Contract 20 -127:</b> Bureau of Indian Affairs Office of Justice Services Contract #140A0420C0018. Purpose: Reimburse the Cascade County Juvenile Detention Center for the cost of secure detention services for BIA youth. Effective: July 1, 2020 – June 30, 2021.	JDC <b>17:49</b>
<i>City-County Health Department</i>	
<b>Contract 20-128:</b> MMCAP – Sanofi Pasteur Inc., Vax Value Agreement Amendment(s). Purpose: To adjust language in Section 8, updated the NDC for IMOVAX and introduce two new products. Effective: October 1, 2019 – September 30, 2021.	CCHD <b>19:50</b>
<b>Contract 20-129:</b> MT DPHHS Task Order 20-25-5-41-167-0 Healthy Montana Families Home Visiting Program. Purpose: To provide home visiting and family support services. Effective: July 1, 2020 – June 30, 2021. Total Amount: \$433,323.19	CCHD <b>20:58</b>
<b>Contract 20-130:</b> MT DPHHS Task Order 19-07-1-01-176-0 Amendment 2, Local Tribal Public Health System Improvement Grant. Purpose: 1 <sup>st</sup> Amendment, provides additional funds for the development of workforce development planning process. 2 <sup>nd</sup> Amendment, extends the term of the contract through December 31, 2020. Effective: September 1, 2019 – December 31, 2020.	CCHD <b>22:04</b>

### **AGENDA ITEM #1 23:13**

**Presentation:** List of Tax Delinquent Properties

Resolution 20-46: List of tax deficiency properties as an accurate and complete list that meets all statutory requirements set for in MCA 15-16-701.

### **AGENDA ITEM #2 28:00**

**Contract 20-131:** Professional Services Agreement with Big Sky Civil and Engineering Contract for the Sun Prairie, Schedule 3 Maintenance Overlay. Total Cost: \$9,773.00

### **AGENDA ITEM #3 30:28**

**Contract 20-132:** Tractor and Equipment Bid Proposal for four (4) 2020 or newer Caterpillar All Wheel Drive Motor Graders. Total Purchase Price, less trade-ins: \$498,300.00

**Add on items:** None

**Adjournment:** Commissioner Weber closed the work session meeting at 2:38 p.m.

\*\*\**Chairman Larson left the Work Session Meeting at 2:25 pm to attend a Zoom Meeting with Governor Bullock – Commissioner Weber completed the Work Session Meeting*\*\*\*