

CASCADE COUNTY COMMISSION MEETING
November 27, 2012
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 are in draft form until officially approved at the December 7, 2012 commission meeting.

PRESENT:

Commission- Madam Chair Jane Weber, Commissioner Bill Salina, and Commissioner Joe Briggs.

Staff seated with Commission –Brian Hopkins, Carey Ann Shannon, Tristan Riddell, Vince Kolar, Kim Thiel-Schaaf, Bonnie Fogerty, and Marie Sickels.

Public Seating: Alicia M. Thompson, Tim Braulick, Erin Schermele, and Karl Puckett.

CALL TO ORDER: Madam Chair Weber called the meeting to order.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

READING OF THE WEEKLY CALENDAR: Bonnie Fogerty, read the calendar.

APPROVAL OF PURCHASE ORDERS AND ACCOUNTS PAYABLE WARRANTS:

Commissioner Briggs made a **MOTION** to approve purchase orders and accounts payable checks #224099 through #224288 totaling \$320,233.54 dated 11/03/2012 through 11/09/2012. In addition, purchase orders and accounts payable checks payroll checks #224289 through #224523 were issued totaling \$775,489.18 dated 11/13/2012 through 11/16/2012.

Motion carries unanimously 3-0

CONSENT AGENDA: Commissioner Briggs made a **MOTION** to approve the consent agenda, minute entries, resolutions and routine contracts as follows.

Policy10-001: Petty Cash Policy revised in the Operations Manual

Policy 101.1: Cash Policy requiring receipts deposited with the County Treasurer revised in the Operations Manual

Policy 101.4: Cash Policy till funds revised in the Operations Manual

Policy 101.5 Cash Policy for credit card clearing accounts revised in the Operations Manual

Resolution 12-79: Budget appropriation within Aging Services for the Ombudsman program

Contract 12-161: Swank Motion Pictures, Inc. Public performance licensing agreement for the Adult Detention Center. License fee for \$607.50. (inmate Welfare Fund pays for license fee).

Contract 12-162: Application #12-LE-11015600-08 Mod #3 Cooperative Law Enforcement 2013 Annual Operating Plan & Financial Plan between the Cascade County Sheriff's Office and the USDA, Forest Service, Lewis & Clark National Forest. Effective March 5, 2012 through December 31, 2013 refers to Contract 12-14 R0249136

CITY/COUNTY HEALTH DEPARTMENT:

Contract 12-163: Amendment No 1, The University of New Mexico Services Agreement between the Regents of the University New Mexico, VP for Research, specifically for CASAA (UNM) & Cascade County Health Department. Increased by \$98,000 not to exceed \$178,210, contract extended through August 31, 2013 refers to Contract 12-145, R0245621

Motion carries unanimously 3-0

COMMUNITY HEALTH CARE CENTER;

Contract 12-151: Community Link Consulting, Service Area Competition (SAC) Grant for fiscal year 2013. Approximate: 60-90 hours @ 97.00 hour for administrative support.

This item was pulled from the Consent Agenda.

AGENDA ITEM #1

MOTION TO APPROVE/DISAPPROVE (1) FOUR YEAR APPOINTMENT TO THE GREAT FALLS TRANSIT BOARD EXPIRING NOVEMBER 20, 2016.

Madam Chair Weber announced that there were five (5) applicants for this position; Laurel Gebo, Sally Macmillan, Tim Braulick, Katheryn Craig and Leo Streifel. She also mentioned that Sally Macmillan has served three (3) terms and that Laurel Gebo has only served one (1) term.

Madam Chair Weber then called for a motion.

Commissioner Briggs made a **MOTION** to appoint Laurel Gebo for a four (4) year appointment to the Great Falls Transit Board to expire on November 30, 2016.

Madam Chair Weber then requested comments from the Commission, Staff, and Public, in which Tim Braulick 5001 River Drive North approached the Commission. Mr. Braulick requested that the Commission consider appointing him to the position, considering his 15 years experience working for the Great Falls Transit. He also mentioned that he was very interested in this appointment and he would not let the public or Commission down.

The Commission thanked him for applying and let him know that the applications were very competitive.

Madam Chair Weber called for a vote on Commissioner Briggs motion to appoint Laurel Gebo. **Motion carries unanimously 3-0**

AGENDA ITEM #2

MOTION TO APPROVE/DISAPPROVE CONTRACT 12-152 FOR THE EMERGENCY MANAGEMENT PERFORMANCE GRANT

Vince Kolar stated this is an annual grant for DES, with a soft match of training, exercises and operations for \$28,386.00.

Madam Chair Weber thanked Kim Thiel-Schaaf and Vince Kolar for their work on this grant.

Commissioner Briggs made a **MOTION** to approve Contract 12-152 for the Emergency Management Performance Grant, Project Title FFY12 EMPG. **Motion carries unanimously 3-0**

AGENDA ITEM #3

MOTION TO APPROVE/DISAPPROVE CONTRACT 12-164 MT DES AND (SHSP) STATE HOMELAND SECURITY PROGRAM GRANT AWARD AGREEMENT

Kim Thiel-Schaff requested that this item be pulled from the agenda due to some errors. **The Commission agreed to pull the item and put it on the next meeting.**

AGENDA ITEM #4

MOTION TO APPROVE/DISAPPROVE CONTRACT 12-165 CONSULTANT SERVICES CONTRACT WITH MATRIX DESIGN GROUP FOR THE JLUS RED/YELLOW/GREEN/ MAPPING PROJECT

Kim Thiel-Schaff read the background for this item found in the Agenda Action Report dated November 27, 2012.

Commissioner Briggs explained that the procurement process is different for this project, because the engineer must first be Montana State Law qualified and meet OEA requirements. Then once they have met both requirements their sealed bids can be opened, all other unsealed bids are kept in the Grants file.

Commissioner Briggs made a **MOTION** to approve Contract 12-165 for \$187,631 for consultant services to be provided by Matrix Design Group of Phoenix, Arizona for the completion of the JLUS Red/Yellow/Green mapping project. **Motion carries unanimously 3-0**

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: None

ADJOURNMENT: This meeting was adjourned at 9:50 a.m.

NEXT MEETING DATE: The next meeting will be a Commission meeting held in the Commission Chambers at 9:30 a.m. on December 7, 2012.