



## **PUBLIC MEETING**

July 23, 2015  
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, July 23, 2015, at 9:00 AM in Commission Chambers Room 330.

### **Roll Call**

Chairman Andy Hunthausen called the meeting to order at 9 a.m.

Commissioner Susan Good Geise and Commissioner Mike Murray were present. Others attending all or a portion of the meeting included Eric Bryson, Michele Peterson-Cook, K. Paul Stahl, Matt Heimel, Kevin Hamilton, Fred Rice, Byron Van Alstin, Kathryn Alstin, Richard Crosby, Liz Hiltunen, Carl Hiltunen, and Nichole Nisbet, Recording Secretary.

### **Pledge of Allegiance**

Everyone recited the pledge.

### **Consent Action Items**

No Consent Action Items.

### **Adoption of the Personnel Policy Manual. (Fred Rice)**

Fred Rice, Director of Human Resources, presented the personnel policy manual. The major changes in the policy are in the recruitment process, the grievance policy and language changes throughout. The adoption of the manual will be through acceptance of Resolution 2015-102.

No public comment was received.

A motion to Approve was made by Commissioner Murray and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

### **Memorandum of Understanding between Lewis & Clark County, City of East Helena and the City of Helena. (Eric Bryson)**

Eric Bryson presented the Memorandum of Understanding for the continued operation of the East Valley Bus Service. The MOU provides matching funds in the amount of \$43,500 for the period of July 1, 2015 through June 30, 2016 to continue the operation of the East Valley bus route for the five day a week service.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Murray. The motion Passed on a 3-0 vote.

### **Intercap Loan Application to Board of Investments for the Hillview Rural Improvement District. (Matt Heimel)**

Matt Heimel, Special Districts Planner, presented the application for a 10-year loan in the amount of \$99,772.75 for the Hillview Rural Improvement District. As specified under Resolution 2015-70, a debt service assessment for road improvements shall be levied for a period of ten years at \$237.55. Once the Board of Investments approve the application and funding, the County then submits a bid package to the

public for completion of the improvements. Public Works oversees the bid package and improvements as contracted throughout the process.

No public comment was received.

A motion to Approve was made by Commissioner Murray and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Intercap Loan Application to Board of Investments for the Big Valley-Cabin Road Rural Improvement District. (Matt Heimel)**

Matt Heimel, Special Districts Planner, presented the application for a 7-year loan in the amount of \$59,420.52 for Big Valley-Cabin Rural Improvement District. As specified under Resolution 2015-71, a debt service assessment for road improvements shall be levied for a period of seven years at \$242.53. Once the Board of Investments approve the application and funding, the County then submits a bid package to the public for completion of the improvements. Public Works oversees the bid package and improvements as contracted throughout the process.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Murray. The motion Passed on a 3-0 vote.

**Intercap Loan Application to Board of Investments for the Bridge Creek Rural Improvement District. (Matt Heimel)**

Matt Heimel, Special Districts Planner, presented the application for a 7-year loan in the amount of \$75,911.70 for Bridge Creek Rural Improvement District. As specified under Resolution 2015-69, a debt service assessment for road improvements shall be levied for a period of ten years at \$93.72. Once the Board of Investments approves the application and funding, the County then submits a bid package to the public for completion of the improvements. Public Works oversees the bid package and improvements as contracted throughout the process.

No public comment was received.

A motion to Approve was made by Commissioner Murray and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Resolution 2015-101 to Create the Emerald Ridge Rural Improvement District No. 2015-5. (Matt Heimel)**

Matt Heimel, Special Districts Planner, presented the resolution of creation for the proposed Emerald Ridge Rural Improvement District. The resolution of intention to create the district was adopted on June 9, 2015 as Resolution 2015-77. Four letters of protest have been received. The estimated cost for improvements is \$95,000.76 to be funded by a debt service assessment of \$180.95 per parcel per year levied for a period of seven years. The maintenance activities include, but are not limited to: street sweeping, culvert cleaning, monetary contributions toward a future chip seal, crack seal and miscellaneous work as necessary to preserve roadways. The estimated cost for the maintenance is \$4,370.94. Each lot shall benefit equally and shall be assessed a flat fee of approximately \$58.28 per parcel per year. All maintenance funds collected for the district will be spent solely on road maintenance within the proposed district.

**PUBLIC COMMENT-**

Liz Hiltunen, Stoney Drive Resident, expressed her concern that there was not a public meeting with the Home Owners Association. Ms. Hiltunen asked about the road maintenance in the winter in regards to snow plowing and sand and asked how quickly can the County plow and sand.

Carl Hiltunen, Stoney Drive Resident, stated the same concern about no public meeting being held with the Home Owners Association. He expressed his objection to the formation of the RID.

Byron Van Alstin, HOA member, stated that he was one of the owners who requested the RID. Mr. Van Alstin noted that Emerald Ridge is in poor condition and the HOA does not have the funds to improve the roads. A meeting was scheduled for June 9th and only five home owners showed up to the meeting.

Commissioner Geise asked Mr. Van Alstin if the meeting held in the winter provided discussion about the RID.

Byron Van Alstin stated there was discussion in regards to the formation of an RID at the winter meeting.

Richard Crosby, Treasurer of HOA, stated that there was an attempt in June to discuss the process of going forward with the formation of an RID and those who are in the HOA are in favor of the RID.

Commissioner Hunthausen stated that public comment is now closed.

Commissioner Hunthausen asked Matt Heimel if all citizens were noticed for the June Commission meeting.

Matt Heimel stated that residents are noticed when the resolution of intention is passed and that was completed.

Commissioner Murray addressed the road maintenance during winter months. He stated that the HOA has the opportunity to have the road chairman and the association manages the RID in terms of service and needs.

Commissioner Hunthausen stated that County Public Works will not be doing the work as generally the County will contract with a private provider. He stated that the HOA knows the needs of the subdivision and can communicate those needs to have the work performed.

Eric Bryson stated the contract is administrated by the County. The HOA can determine the level of service in consultation with our staff but authorization of the services and payment will come from the County.

A motion to Approve was made by Commissioner Murray and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Public comment on any public matter within the jurisdiction of the Commission that is not on the agenda above.**

**Adjourn**

There being no further business, the meeting adjourned at 9:44 am.

LEWIS AND CLARK COUNTY  
BOARD OF COMMISSIONERS

  
Andy Hunthausen, Chairman

  
Michael Murray, Vice Chair

  
Susan Good Geise, Member

ATTEST:

  
Paulette DeHart, Clerk of the Board