



PUBLIC MEETING

December 30, 2025
MINUTES

The Lewis and Clark Board of County Commissioners Public Meeting was held on Tuesday, December 30, 2025 at 9:00 AM in Commission Chambers, Rm 330.

Roll Call

Chair Candace Payne, Commissioner Andy Hunthausen and Commissioner Tom Rolfe were present. Others attending all or a portion of the meeting included Roger Baltz, Nicho Hash, Fred Sargeson, Ann McCauley, Dannai Clayborn, Drenda Niemann, Mary Sparks, Amanda Opitz, Emily Dean, Tim Burton, Nadine McCarty, Stephanie Reinhart, Brett Petty, Stephanie Wallace, Greg McNally, Bridget Johnson, Troy Sampson, Wilmot Collins, Betsy Kirkeby, Bernie Miles, James Thomas, Roy Caldwell, Sean Logan, and Brandi Grande, Recording Secretary.

Pledge of Allegiance

Everyone recited the pledge.

Proclamations

Special Recognition of Tim Burton.

[1:11] The Commissioners gave special recognition to Tim Burton, City Manager, who is retiring at the end of the year. Commissioner Payne read a proclamation declaring December 30, 2025 as Tim Burton Day in his honor.

Special Recognition of Mayor Wilmot Collins.

[12:28] The Commissioners gave special recognition to the current Mayor of Helena, Wilmot Collins. Commissioner Payne read a proclamation declaring December 31, 2025 as Mayor Wilmot Collins Day in his honor.

Consent Action Items

- a. Resolution 2025-125 Declaring County Property Surplus Property. (Larymie Rada)
- b. Affidavit of Assets. (Amy Reeves)

- c. Resolution 2025-126 Establishing the 2026 Fire Season and Related Burn Permits and Fees for Lewis and Clark County. (James Thomas)

[22:41] Roger Baltz, Chief Administrative Officer, reported on consent action items 3a-c and recommended approval.

No public comment was received.

A motion to Approve was made by Commissioner Rolfe and seconded by Commissioner Hunthausen. The motion Passed on a 3- 0 vote.

Action Items

Grant Task Order Between Lewis and Clark Public Health and the Montana Department of Health and Human Services. (Fred Sargeson)

[25:10] Fred Sargeson, Public Health Operations Manager, presented a grant task order with the Department of Public Health and Human Services for Environmental Health and Food Safety Licensing with a term from January 1, 2026 through December 31, 2026. The task order does not contain a maximum total amount due to legislative changes in structure and categorization of licenses along with a new fee structure. Staff recommends approval of the task order.

No public comment was received.

A motion to Approve was made by Commissioner Hunthausen and seconded by Commissioner Rolfe. The motion Passed on a 3- 0 vote.

Request for County National Opioid Settlement Funds by Lewis and Clark Public Health. (Ann McCauley)

[34:47] Ann McCauley, Grants and Procurement Director, presented a request for national opioid settlement funds for the Public Health department to support the continuation and expansion of the home visiting program to include opioid abatement strategies in the amount of \$25,000 with a term from January 1, 2026 through June 30, 2026. Staff recommends approval of the request.

[38:10] Mary Sparks, Child and Family Health Supervisor, gave an overview of the home visiting program.

No public comment was received.

A motion to Approve was made by Commissioner Rolfe and seconded by Commissioner Hunthausen. The motion Passed on a 3- 0 vote.

Board Appointments. (Roger Baltz)

[41:15] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Augusta Solid Waste District and recommends the Commissioners consider the applicant to a full first term that will expire December 31, 2028.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint Dale Clark to the Augusta Solid Waste District to a term that will expire December 31, 2028. The motion was seconded by Commissioner Rolfe. The

motion Passed on a 3-0 vote.

[43:50] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Fairgrounds Advisory Board and recommends the Commissioners consider the applicant to a term that will expire December 31, 2028.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Marilyn Greely to the Fairgrounds Advisory Board to a term that will expire December 31, 2028. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[45:09] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint Jason Zander to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[46:34] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Tracie Keisel to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[48:10] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint Sherryl Martin to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[49:30] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Jordan Barfuss to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[50:52] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint Jason Grimmis to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[52:07] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Rolfe made a motion to appoint Ally Haegele to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[54:17] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint Jay Nelson to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[55:34] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Bill Grossman to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[56:53] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Lewis and Clark DUI Task Force and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Hunthausen made a motion to appoint Peter Schaefer to the Lewis and Clark County DUI Task Force to a term that will expire December 31, 2027. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[58:09] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Noxious Weed Board and recommends the Commissioners consider the applicant to a term that will expire December 31, 2028.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Stacey Baertsch to the Noxious Weed Board to a term that will expire December 31, 2028. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

[59:33] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Noxious Weed Board and recommends the Commissioners consider the applicant to a term that will expire December 31, 2028.

No public comment was received.

Commissioner Hunthausen made a motion to reappoint David Burch to the Noxious Weed Board to a term that will expire December 31, 2028. The motion was seconded by Commissioner Rolfe. The motion Passed on a 3-0 vote.

[1:00:43] Roger Baltz, Chief Administrative Officer, presented a board appointment to the Planning and Zoning Commission and recommends the Commissioners consider the applicant to a term that will expire December 31, 2027.

No public comment was received.

Commissioner Rolfe made a motion to reappoint Joyce Evans to the Planning and Zoning Commission to a term that will expire December 31, 2027. The motion was seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

Board of County Commission Chair and Vice Chair Designation for Calendar Year 2026.

The Commission designated Chair and Vice Chair for Calendar Year 2026.

[1:02:50] Commissioner Hunthausen made a motion to nominate Tom Rolfe as Chair for the 2026 calendar year. The motion was seconded by Commissioner Payne. The motion Passed on a 3-0 vote.

No public comment was received.

[1:03:55] Commissioner Rolfe made a motion to nominate Andy Hunthausen as Vice Chair for the 2026 calendar year. The motion was seconded by Commissioner Payne. The motion Passed on a 3-0 vote.

No public comment was received.

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

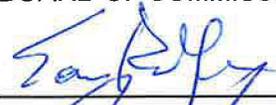
Commissioner Tom Rolfe thanked Commissioner Payne for her leadership this year and her persistence and diligence.

Adjourn

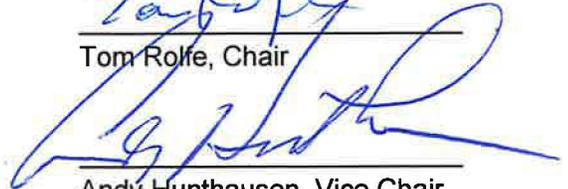
There being no further business, the meeting adjourned at 10:06 am.

Meeting minutes approved on 1-27-26

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS



Tom Rolfe, Chair



Andy Hunthausen, Vice Chair



Candace Payne, Member

ATTEST:



Amy Reeves, Clerk of the Board