



## **PUBLIC MEETING**

August 26, 2025  
MINUTES

The Lewis and Clark Board of County Commissioners Public Meeting was held on Tuesday, August 26, 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, Audra Zacherl, Jessica Makus, Jenny Chambers, Christal Ness, Joe Cohenour, Judy Owens, Lori Hedger, Kelley Shields, Joanna Gores, Stephanie Wallace, and Brandi Spangler, Recording Secretary.

### **Pledge of Allegiance**

Everyone recited the pledge.

### **Consent Action Items**

- a. Public Meeting Minutes for July 29, 31, August 12, 2025. (Brandi Spangler)
- b. Resolution 2025-93 Declaring County Property Surplus Property. (Larymie Rada)

[1:54] Roger Baltz, Chief Administrative Officer, reported on consent action items 2a-b 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**

#### **Bid Award. Courthouse Roof and Gutter Replacement Project. (Audra Zacherl)**

[3:32] Audra Zacherl, Public Works Assistant Director, presented a bid award for the Courthouse Roof and Gutter Replacement Project to the low bidder, Summit Roofing of Missoula Montana for an amount of \$368,815. Staff recommends approval of the bid award.

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.

**Resolution 2025-90 Approving the Bylaws for the Board of Directors of the Scratch Gravel Solid Waste District. (Audra Zacherl)**

[8:08] Audra Zacherl, Public Works Assistant Director, presented a resolution approving bylaws for the Scratch Gravel Solid Waste District Board of Directors. Updates include language change from "board of directors" to "board members"; that the elected member and Health Department staff is not subject to the four -year term; and removing the requirement of having legal staff approving determination of a closed meeting. Staff recommends approval of the bylaws.

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.

**Contract Between Lewis and Clark County and Northwest Technical Services, LLC. (Audra Zacherl)**

[15:52] Audra Zacherl, Public Works Assistant Director, presented a contract with Northwest Technical Services, LLC for the Courthouse and Detention Center commissioning services of electrical systems for an amount not to exceed \$41,930 with work to be completed by November 30, 2025. Staff recommends approval of the contract.

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.

**Resolution 2025-91 to Levy and Assess the Walter Drive Rural Improvement District No. 2015-8. (Jessica Makus)**

[20:34] Jessica Makus, Special Districts Coordinator, presented a resolution to levy and assess the Walter Drive Rural Improvement District (RID) for \$220 per property per year, an increase of \$87.83. Legal notice was sent to all 23 benefiting properties and published in the Helena Independent Record. As of August 25, 2025, no written testimony has been received. Staff recommends approval of the resolution.

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.

**Resolution 2025-92 to Levy and Assess the Boundary Street Contribution Rural Improvement District No. 1997-4. (Jessica Makus)**

[26:25] Jessica Makus, Special Districts Coordinator, presented a resolution to levy and assess the Boundary Street Contribution Rural Improvement District (RID) for \$39.51 per property per year, an increase of \$25.76. Legal notice was sent to all 50 benefiting properties and published in the Helena Independent Record. As of August 25, 2025, no written testimony has been received. Staff recommends approval of the resolution.

PUBLIC COMMENT:

[42:58] Joe Cohenour, HOA, is in support of the increase.

[44:08] Judy Owens, Winchester and Boundary Streets resident, is in support of the increase.

[44:52] Lori Hedges, is in support of the increase.

[45:48] Kelley Shields, Boundary RID, is in support of the increase and is in support of improving the road.

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

**Grant Award to Lewis and Clark County from the Treacy Foundation. (Jenny Chambers)**

[50:32] Jenny Chambers, Public Works and Planning Director, presented a grant award from Treacy Foundation for propane heater and tank installation for the Unionville School in the amount of \$10,000 with an unlimited grant period. Staff recommends approval of the grant award.

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.

**Resolution 2025-94 Declaring the Alley in Block 2 of the Hotel Addition a County Road.(Applicant: Richard Robbins)(Planning:Christal Ness)**

[55:13] Christal Ness, Development Services Supervisor, presented a resolution declaring the alley in block 2 of the Hotel Addition a County Road with the intention of abandonment. Staff recommends approval of the resolution.

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.

**Resolution 2025-95 To Declare the Alley in Block 16 of Seymer Park a County Road. (Applicant:Richard Robbins)(Planning:Christal Ness)**

[1:01:03] Christal Ness, Development Services Supervisor, presented a resolution declaring the alley in block 16 of Seymer Park a County Road with the intention for abandonment. Staff recommends approval of the resolution.

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.

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

[1:03:46] JoAnn Gores, Mill Road west of McHugh, has issues with people speeding on Mill Road, especially at night. She would like to see signage with flashing lights or something to slow people down as it is a safety issue.

**Adjourn**

There being no further business, the meeting adjourned at 10:08am.

LEWIS AND CLARK COUNTY  
BOARD OF COMMISSIONERS

  
Candace Payne, Chair  
Tom Rolfe, Vice Chair  
Andy Hunthausen, Member

ATTEST:

  
Amy Reeves, Clerk of the Board