

LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH MEETING
LEWIS AND CLARK PUBLIC HEALTH

ZOOM

February 23, 2023

(Note: Meeting time 1:00-3:00pm)

REGULAR BOARD MEETING AGENDA

1:00	CALL TO ORDER	
1:00	REVIEW OF AGENDA	
	1. Review and revision of agenda	Pg. 1
1:05	MINUTES	
	2. December 1, 2022	Pg. 2
	3. January 26, 2023	Pg. 6
1:10	INTRODUCTIONS	
	4. Employee Recognition and New Employees	Pg. 9
1:20	ACTION ITEMS	
	5. Onsite Wastewater Variance Ratification of Hearing Officer Recommendation Aaron and Windy Knutson at 5697 Birdseye Road	Pg. 10
1:50	BOARD DISCUSSION	
	6. - Finance Report – 2 nd Quarter FY2023 (Heather) - Air Quality Update (Beth/Jay) - Customer Satisfaction Survey results (Drenda)	Pg. 33
2:30	HEALTH OFFICER REPORT	
	7. - Legislative Update - CDC Infrastructure Grant Application - Local Governing Body By-Laws Update	Pg. 50
2:45	PUBLIC COMMENT	
	8. Public comments on matters not mentioned above	Pg. 51
Adjourn		

Our mission is to improve and protect the health of all Lewis and Clark County Residents

ADA NOTICE

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LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

1

☐ Minutes ☒ Board Member Discussion ☐ Staff & Other Reports ☐ Action ☐ Hearing of Delegation

AGENDA ITEMS: Review of Agenda

PERSONNEL INVOLVED: Board Members

BACKGROUND: Time is allowed for board members to review the agenda and to add any new agenda items.

HEALTH DIRECTOR'S RECOMMENDATION: Approval

☐ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

2

☒ Minutes ☐ Board Member Discussion ☐ Staff & Other Reports ☒ Action ☐ Hearing of Delegation

AGENDA ITEMS December 1, 2022 Minutes

PERSONNEL INVOLVED: Board Members

BACKGROUND: Upon approval, the minutes represent official actions of the Board of Health. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the board.

HEALTH DIRECTOR'S RECOMMENDATION: Approval

☒ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
1930 9th AVE, HELENA, MONTANA 59601
Zoom Meeting, 1:00 p.m.
December 1, 2022**

Members Present

Justin Murgel, chair
Dr. Mikael Bedell, vice chair
Commissioner Jim McCormick
Mayor Kelly Harris
Brie MacLaurin
Katherine Weber
Rex Weltz

Members Absent

Mayor Wilmot Collins
Lisa Kaufman

Staff Present

Drenda Niemann
Jolene Helgersen
Laurel Riek
Jolene Jennings
Beth Norberg
Jay Plant

Guests Present

Justin Murgel, chair, called the meeting to order at 1:00 p.m. A quorum was established.

REVIEW OF AGENDA

No public comment was given.

MINUTES

Mr. Murgel asked if there were any corrections or additions to the October 27, 2022, minutes. There being none, the Board approved the minutes as written. No public comment was given.

ACTION ITEMS

Cooperative Agreement between BOH and DPHHS/FCS, Laurel Riek, Disease Control and Prevention Division Administrator, presented the Cooperative Agreement between the Lewis and Clark City-County Board of Health (BOH) and the Montana Department of Public Health and Human Services (on pages 7-16 of the board packet). The purpose of this Agreement is to establish a payment schedule for maximizing the disbursement of funds to the BOH to support inspections of licensed establishments and to determine which optional programs the BOH will conduct. The agreement is effective from January 1, 2023 through December 31, 2023. All the license fees for facilities in Lewis and Clark County are collected by the state and deposited in this fund. This includes:

- retail and wholesale food facilities;
- hotels, motels, tourist homes, B & B's;
- public swimming pools, spas and recreational water features; and
- trailer courts, campgrounds, and youth camps.

In answer to a question from Mr. Murgel, Ms. Riek said licensing fees have remained the same since 2009. Sanitarians statewide have gone before the State Legislature many times to request a fee increase with no prevail. The licensing fees remain in state statute rather than in administrative rule.

There being no further comment, Commissioner Jim McCormick made a motion to approve the Cooperative Agreement between Montana DPHHS Food and Consumer Safety and the Board of Health. Mayor Kelly Harris seconded the motion. No public comment was given. The motion carried 7-0.

BOARD MEMBER DISCUSSION

Behavioral Health Systems Improvement Update: Jolene Jennings, Behavioral Health Systems Improvement Specialist, gave an update on the Behavioral Health Crisis System Improvement FY22-23 strategic accomplishments and goals (on pages 18-20 of the board packet). Ms. Jennings highlighted the strategic alliance and community coalition strategic partners, identified gaps in services, ways these collaboratives are working to improve the behavioral health crisis system, discussed the 988 suicide prevention hotline and the Mobile Crisis Response Team (MCRT), and the FY23 goals.

In answer to a question from Mr. Murgel, Ms. Jennings provided an estimate on the number of calls that have come into the 988 Suicide Prevention Hotline. She estimated the total number of calls in the last quarter for Lewis and Clark County have been 244 but the crisis response calls were 30. Out of those 30 crisis response calls, 20 of them de-escalated during the phone call.

In answer to a question from Dr. Mikael Bedell, Ms. Jennings stated funding for the MCRT is not easy. The state crisis coordinator network advocated for MCRT to have bundled Medicaid reimbursement this past year. This addition to Medicaid currently under review and DPHHS is accepting public comment. Staff will present their recommendations regarding the future funding of the MCRT during a public hearing on December 8.

Air Quality Review and Recommendations: Beth Norberg, Registered Sanitarian and Supervisor for the Environmental Services Division, highlighted the Lewis and Clark County Outdoor Air Quality Regulation Review Memorandum (on pages 21-22 of the board packet). No edits to the regulations were required but staff recommendations to the County air quality program data and the effectiveness of the program were made.

2018-2023 Strategic Plan Performance Update and Preparation for Next Strategic Plan: Drenda Niemann, Health Officer, presented 2018-2023 Strategic Plan and highlighted key areas of the work that has been accomplished in the Operational Plan Report (on pages 23-44 of the board packet). The Board will meet in person on January 26 to the strategic direction for the 2023-2026 strategic plan. Public Health staff will meet in March to determine goals, objectives and strategies. In answer to a question from Mr. Murgel, Ms. Niemann will have the strategic plan board packets out in time for board preparation before the January meeting.

No public comment was given.

HEALTH OFFICER REPORT

COVID-19 Update: Ms. Niemann noted that COVID-19 infections in Lewis and Clark County are remaining stable with no significant increase in new cases.

Interlocal Agreement Update: Nicho Hash, Deputy County Attorney for Lewis and Clark County, continues to work on draft by-laws for the governing body to consider.

No public comment was given

PUBLIC COMMENT

No public comment was given.

The meeting adjourned at 2:16 p.m.

Justin Murgel, Chair

Drenda Niemann, Secretary

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

3

☒ Minutes ☐ Board Member Discussion ☐ Staff & Other Reports ☒ Action ☐ Hearing of Delegation

AGENDA ITEMS January 26, 2023 Minutes

PERSONNEL INVOLVED: Board Members

BACKGROUND: Upon approval, the minutes represent official actions of the Board of Health. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the board.

HEALTH DIRECTOR'S RECOMMENDATION: Approval

☒ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
1930 9th AVE, HELENA, MONTANA 59601
Zoom Meeting, 1:00 p.m.
January 26, 2023**

Members Present

Justin Murgel, chair
Dr. Mikael Bedell, vice chair
Commissioner Tom Rolfe
Brie MacLaurin

Staff Present

Drenda Niemann
Jolene Helgersen
A.C. Rothenbuecher
Beth Norberg

Members Absent

Mayor Wilmot Collins
Mayor Kelly Harris
Lisa Kaufman
Katherine Weber
Rex Weltz

Guests Present

Dan Clarke, MSU Local Government Center
Ashley Kent, MSU Local Government Center

Justin Murgel, chair, called the meeting to order at 1:05 p.m. A quorum was not established. Introductions were made.

REVIEW OF AGENDA

No changes were made. No public comment was given.

BOARD MEMBER DISCUSSION

Strategic Planning Session: Director Dan Clarke and Associate Director Ashley Kent, both from the MSU Local Government Center, facilitated the Lewis and Clark City-County Board of Health's Strategic Planning meeting in which the Board reviewed and update or validated the Health Department's existing Mission, Vision, and Organizational Values and develop the department's Strategic Initiatives for the next 3 years. After board discussion with the assistance from staff, the Board agreed that the department's mission and values would remain the same. Changes were made to the vision statement to read "Healthy people, community, and environment." Minor changes were made to the strategic initiatives.

1	Consider health equity and social determinants of health in all aspects of public health work.
2	Expand the role of public health in improving behavioral health, with a focus on wellness and resilience, mental health, and unhealthy substance use.
3	Improve health across the lifespan, with a focus on early childhood, youth, and older adults.
4	Promote a safe and healthy environment, with a focus on environmental health, built environment, and public health preparedness.
5	Improve public health infrastructure.

No public comment was given.

PUBLIC COMMENT

No public comment was given.

The meeting adjourned at 3:20 p.m.

Justin Murgel, Chair

Drenda Niemann, Secretary

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

4

☐ Minutes ☒ Board Member Discussion ☐ Staff & Other Reports ☐ Action ☐ Hearing of Delegation

AGENDA ITEMS: New Staff Introduction & Employee Recognition

PERSONNEL INVOLVED: Division Supervisor

BACKGROUND: Announcement of the new staff and employee of the quarter will be made.

HEALTH DIRECTOR'S RECOMMENDATION:

☐ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

5

☐ Minutes ☒ Board Member Discussion ☐ Staff & Other Reports ☒ Action ☐ Hearing of Delegation

AGENDA ITEMS Onsite Wastewater Regulation Variance Ratification, Aaron and Windy Knutson at 5697 Birdseye Road

PERSONNEL INVOLVED: Lisa Kaufman, Hearing Officer

BACKGROUND The Board will consider ratification of the hearings officer recommendation for the variance to the Onsite Wastewater Regulation.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

☒ **ADDITIONAL INFORMATION**

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						



Lewis & Clark
**Public
Health**

316 North Park Ave., Room 230
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www.LewisAndClarkHealth.org

HEARING OFFICER RECOMMENDATION

VARIANCE REQUEST FOR AARON AND WINDY KNUTSON

February 1, 2023


On February 1, 2023, a hearing was held before Lisa Kaufman, the Lewis and Clark City-County Board of Health Hearing Officer, to consider granting a variance as outlined in Section 4.2 of the Lewis and Clark County On-Site Wastewater Treatment Regulations.

Kevin Schwartz requested a variance to Section 4.2(1): Section 4.2(1): The department may approve holding tank systems if the facility to be served is for seasonal use only.

Based on the facts presented to me and the record established at this hearing, I, Lisa Kaufman, now make the following recommendation to the Lewis and Clark City-County Board of Health:

Grant the variance from the regulation requiring four feet of natural soil separation between the bottom of the absorption trench and groundwater with the following conditions.

1. That the parcel shall be limited to the existing, single family dwelling and the meat processing operation.
2. That if the number of animals processed exceeds 20 per month or 240 per year, a new variance application shall be submitted for review.
3. That the intended use of the facility shall not change.


Lisa Kaufman, Hearings Officer

2/1/2023
Date



FINDINGS OF FACT
Aaron and Windy Knutson
Variance Request

On February 1, 2023, a hearing was held before the Lewis and Clark City-County Board of Health Hearing's Officer to consider granting a variance from the current regulations governing on-site wastewater treatment to Aaron and Windy Knutson. The applicant requested to utilize the existing holding tank for more than 120 days per calendar year for his meat processing business.

Based on the record established at this hearing, the Lewis and Clark City-County Board of Health now make the following findings of fact:

1. The parcel is 13.95 acres in size.
2. The parcel is located at 5697 Birdseye Road near the intersection of Redwing and Birdseye Road northwest of Helena.
3. The parcel is developed with a single family home and private meat processing business.
4. Mr. Knutson sold his meat processing shop in Helena and relocated to his property in order to care for his wife.
5. The parcel is not subject to review under the Sanitation in Subdivisions Act.
6. There are no down-gradient wells for over 1000 feet of the existing septic system and holding tank.
7. Park Creek runs from north to southeast and is approximately 0.4 miles directly south of the parcel.
8. The land use surrounding this parcel, and down gradient consists mostly of lots greater than 5 acres in size for residential use.
9. The soils at the site are loams with areas of shallow fractured shales.
10. The background nitrate level in the Knutson's well tested at 6.68 mg/L nitrogen.
11. The site cannot meet the State of Montana Non-Degradation requirements for any type of system.
12. A holding tank permit was issued by the Department in September 2022.
13. There is concern that the Knutson's will exceed the 120 day requirement after monitoring the holding tank since it was installed.
14. The average wastewater flow to the holding tank is 30 gallons per day.
15. Wastewater flows are variable for the operation.
16. There is no bathroom in the facility.
17. Animals are not slaughtered at the facility.

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18. There are no public wastewater treatment systems available for connection.
19. The existing holding tank is a 2000 gallon poly tank.
20. A similar variance was granted in 2011 to separate high strength waste from residential waste and contain it in a holding tank.

Based on the findings of fact, the Lewis and Clark City-County Board of Health now makes the following conclusions of law:

1. The proposed onsite wastewater treatment system will not discharge any wastewater to ground surface, or to any state water;
2. The proposed onsite wastewater treatment system will not contaminate any actual or potential drinking water supply;
3. The proposed onsite wastewater treatment system will not cause a public health hazard as a result of access to insects, rodents, or other possible carriers of disease to humans;
4. The proposed onsite wastewater treatment system will not cause a public health hazard by being accessible to persons or animals;
5. The proposed onsite wastewater treatment system will not violate any law or regulation governing water pollution or wastewater treatment and disposal;
6. The proposed onsite wastewater treatment system will not pollute, contaminate or degrade state waters;
7. The proposed onsite wastewater treatment system will not cause a nuisance due to odor, unsightly appearance or other aesthetic consideration;
8. Not granting this variance will result in undue hardship to the applicant;
9. Granting of this variance addresses extraordinary conditions that the applicant could not reasonably have prevented;
10. There are no reasonably feasible alternatives other than the variance granted;
11. The variance granted is not more than the minimum needed to address the extraordinary conditions.

Based on the facts and conclusions presented above, the Lewis and Clark City-County Board of Health recommends the variance be granted.

Lewis and Clark City-County Board of Health Chairman

Justin Murgel, Hearing Officer

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Lewis & Clark
**Public
Health**

Environmental Services Division

316 North Park Ave., Room 230
Helena, MT 59623
406-447-8351
Fax: 406-447-8398
publichealth@lccountymt.gov
www.LewisAndClarkHealth.org

**VARIANCE TO THE REGULATION GOVERNING ON-SITE WASTEWATER TREATMENT
IN LEWIS AND CLARK COUNTY**

Application having been made by Aaron and Windy Knutson to install a non-conforming septic system on the following described real property:

5697 Birdseye Road
S24, T11 N, R05 W, C.O.S. 290564
Helena, MT 59602

NOW THEREFORE, the Lewis and Clark City-County Board of Health hereby grants to Aaron and Windy Knutson variance from The Regulations Governing the On-Site Treatment of Wastewater in Lewis & Clark County, Section 4.2(1) of the Lewis and Clark County Onsite Wastewater Treatment Regulations to install a non-conforming septic system on the premises above-described upon the following terms and conditions.

- 1) That all construction work relating to the installation of any system approved by this variance must be completed on or before February 23, 2024.
- 2) That this variance shall run with the land and shall be binding upon and provide benefit to the applicant's heirs, successors or assigns.
- 3) That all the provisions of The Regulations Governing the On-Site Treatment of Wastewater in Lewis and Clark County not in conflict with the specific terms of this variance shall remain in full force and effect and shall be binding on both the applicant and the property involved.
- 4) That the parcel shall be limited to the existing, single family dwelling and the meat processing operation.
- 5) That if the number of animals processed exceeds 20 per month or 240 per year, a new variance application shall be submitted for review.
- 6) That the intended use of the facility shall not change.

DATED this 23rd Day of February, 2023

LEWIS AND CLARK CITY-COUNTY BOARD OF HEALTH

Justin Murgel, Chairman
Board of Health

Drenda Niemann, Health Officer
Lewis & Clark County



Lewis & Clark
**Public
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Aaron and Windy Knutson Variance

Exhibits

- A. Variance Application (4 pages)
- B. Staff Report (4 pages)
- C. Vicinity Map (1 page)
- D. Lot Detail (1 page)
- E. Site Evaluation (2 pages)
- F. Holding Tank Permit (1 page)
- G. Water Sample (1 page)



Environmental Health Department
316 N Park Ave, Rm 230
Helena, MT 59623
406-447-8351

VARIANCE APPLICATION

2 Pages

Name on Site Evaluation Application Form: Aaron Knutson

Property Owner's Name: Aaron and Windy Knutson

Property Address: 5697 Birdseye Road, Helena, MT 59602

Legal Description of Property: S24, T11 N, R05 W, C.O.S. 290564, M&B TR IN N2SE4SE4

1. What type of on-site wastewater system, if any, currently exists on the property? Individual septic system for house, holding tank for meat processing shop, seasonal use.
2. When was the existing system installed? Existing system for the house installed prior to septic system permitting requirements, holding tank installed and approved on September 1, 2022.
3. Is there a permit for this system, and if so, what is the permit number? N/A for house, Holding Tank SEPN2022-209
4. Which section of the Lewis and Clark County On-Site Wastewater regulations are you requesting a variance to? Section 4.2(1): The Department may approve holding tank systems if the facility to be served is for seasonal use only.
5. Explain why you cannot meet the Lewis and Clark On-Site Wastewater regulations. (For example: You cannot meet the setback to property line). Cannot meet the non-degradation requirements for an additional septic system on the property and may not be able to stay within the seasonal use requirement of 120 days per calendar year.
6. Can you meet the minimum requirement with any type of system? Yes, can install a Septic NET Level II treatment system, but it is very cost prohibitive for the amount of wastewater flow for the shop. Daily processing only produces approximately 50 gallons per day. There is only cleaning materials and some

animal fats and blood going into the tank which is considered high strength waste. It would have to be an elaborate treatment system to handle this kind of waste based on very low flows which is not feasible.

7. What other options have been looked at? (For example: An easement onto adjoining property). There are currently no other options because of the elevated nitrate levels in the area.
8. Explain how the granting of this variance will not adversely affect public health, safety, and welfare. Using the holding tank for more than 120 days per calendar year will allow for no further degradation of groundwater since there will not be any wastewater going into the ground. The holding tank was permitted and approved by the health department. It is a 2000 gallon poly tank, so there much less risk of leaking like a concrete tank. The tank size is also beyond the minimum 1000 gallon requirement. The tank will be inspected every time it is pumped. Because this is high strength waste, it is better to have it pumped out and treated at the wastewater treatment plant than go into the ground.

Information to be submitted with the variance application:

1. A filed certificate of survey from the Clerk and Records office, Room 113 in the City-County building.
2. A lot layout **drawn to scale**, that clearly shows the following:
 - X ☐ Placement of the home, driveway and other buildings
 - X ☐ Proposed and existing wells
 - X ☐ All neighboring wells within 100 feet of the property
 - X ☐ Proposed and existing septic systems
 - N/A ☐ Other pertinent features

Done by staff

Additional information that may be required – please meet with the sanitarian to see if you need any of the following:

1. Performance information for the type of system you are proposing.
2. Any engineering reports which may pertain to the site or which the department staff requests.
3. Water quality sampling for:
 - X ☐ Nitrate
 - N/A ☐ Bacteria
 - N/A ☐ Other samples or monitoring
4. Other information: _____

Applicants Name: Adam L. Hunter

Applicants Email Address: 51edneck559602@gmail.com

September 2021

Applicants Mailing Address: 5697 Birdseye Rd Helena MT 59602

Contact Person's Name: Aaron Kautson Phone Number: 406 431-0070

Applicant's Signature: Aaron K. Kautson

Notes – continued:

To Whom it may concern.

I'm asking for approval of this holding tanks to go from 120 day use to year round use my goal is to process year around of processing BEEF, Hogs, Lambs. I am only going to be processing 1.5 beef per day and Hogs will be no more than 8 per day and Lambs will be processed only a few times a year. BEEF will be about 10 per month Hogs will be about 100 per year and lambs will be about 25 per year. Right now I use about 25 gallon per day for cleaning purposes. My busiet Month are year round as of right now. People like to know where their meat comes from and ever since Covid happened meat processing is in high demand. I would lik to process about 20 animal per month. I had a meat processing shop in town called K+S meatprocessing I had to sell it due to my wife's stroke and need to work from home. ~~Beats~~ The animals are slaughter at the home of the owners then they are brought to shop and hung to age for 14-21 days then they are processed to their cut sheet and processed. IF you have any more question please give me call 406 431-0070

Thank you
Aaron Hunter



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Health**

Environmental Services Division

Exhibit B

1

316 North Park Ave., Room 230
Helena, MT 59623
406-447-8351
Fax: 406-447-8398
publichealth@lccountymt.gov
www.LewisAndClarkHealth.org

Aaron and Windy Knutson Variance Request

Hearing Date: February 1, 2023

Sanitarian: Beth Norberg, R.S.
447-8385

PROPERTY OWNER: Aaron and Windy Knutson

PROPERTY ADDRESS: 5697 Birdseye Road
Helena, MT

LEGAL DESCRIPTION: S24, T11 N, R05 W, C.O.S. 290564, M&B TR IN N2SE4SE4

CURRENT PERMIT: House-N/A
Shop-SEPN2022-209 for a seasonal use holding tank

SYSTEM FAILURE: None

APPLICATION DATE: June 9, 2022

VARIANCE REQUEST: Applicant is requesting variances to:
Section 4.2(1): The department may approve holding tank systems if
the facility to be served is for seasonal use only.

DISCUSSION:

Physical characteristics:

5697 Birdseye Road is a 13.95 acre tract of land located at the corner of Redwing and Birdseye Road northwest of Helena. The parcel is currently developed with a single family home that is served by a well and onsite wastewater treatment system installed prior to septic system permitting requirements. In September 2022, a seasonal use holding tank was permitted for a

small meat processing facility on the parcel. The lot was created prior to a requirement to go through subdivision review under the Sanitation in Subdivisions Act.

Historically, this area was developed in the 1970's and 1980's and consists mostly of lots greater than 5 acres in size for residential use. Park Creek runs from north to southeast and is approximately 0.4 miles directly south of the parcel. This is also the direction of groundwater flow.

Site work and evaluation:

A site evaluation was completed at this site on July 8, 2022. The purpose of the site evaluation was to determine feasibility of installing a wastewater treatment system for a new meat processing facility. Mr. Knutson's wife has gone through some medical issues and he had to sell his existing shop located in Helena so that he could be home to care for his wife.

A test hole was evaluated and approved. There was room for a primary and replacement drainfield that would be sized for 30 gallons per day and a 0.5 application rate (loam soil type). This soil type typically provides good wastewater treatment.

The Knutson's well is located adjacent to the west of the test hole that was dug. There are no other wells within 1000 feet or more down gradient of the test hole location.

Approval of the new septic system for the meat processing shop is subject to the non-degradation requirements of the Montana Water Quality Act. Nitrate sensitivity and phosphorus breakthrough to groundwater and surface water were calculated. Over time, the area has been subject to elevated nutrient levels in drinking water wells, particularly nitrates. The well was sampled in July 2022 and the background nitrate was 6.68 mg/L nitrogen. This background nitrate level did not allow the non-degradation calculations for groundwater to pass for a standard wastewater treatment system. In addition, the nitrate sensitivity calculations to surface water cannot pass because there is not enough dilution to Park Creek and its drainage basin. There is no available technology in Montana that can meet the non-degradation requirements.

Because the non-degradation requirements could not be met, Mr. Knutson decided to apply for a holding tank permit under the condition that he not exceed 120 days of use per calendar year. A holding tank does not treat the wastewater, but simply stores it until it can be removed by a licensed septage hauler and transported to an approved location for proper treatment and disposal. The Lewis and Clark County Onsite Wastewater Treatment Regulations allow holding tanks for seasonal use only. Seasonal use is defined as "occupancy of a residence for not more than one hundred twenty (120) days in a calendar year and which would not qualify as the primary residence of a taxpayer for federal income tax purposes related to capital gains on the sale or exchange of residential property." Mr. Knutson felt that he could meet the requirements of the regulation. A permit was issued and approved for his operation in September, 2022.

Permit Follow-up and Current Operation

In November 2022, Mr. Knutson contacted the department with concerns that he may exceed the 120 days per calendar year requirement for holding tanks. While he thinks that he is close to the 120-day limit, he feels that there may be times in which that number is exceeded. According to his variance application, his operation consists of the following:

- Year-round processing of beef, hogs and lamb.
- 1.5 beef per day, 10 per month.
- No more than 8 hogs per day, 100 per year.
- Lamb processed a few times per year, approximately 25.
- Wastewater flow based on the initial use of the holding tank is estimated at 25 gallons per day for cleaning purposes only.
- There is no bathroom in the facility.
- Month to month changes relative to peak operation times.
- Future maximum capacity is to process 20 animals per month.

Animals are not slaughtered at the facility. They are slaughtered at the property of the customer, gutted, skinned and then transported to Mr. Knutson's shop. The only wastewater discharged into the tank is from cleaning after processing. The wastewater from this operation is expected to have much higher BOD, fats, oils and grease levels than residential wastewater, and therefore be classified as high strength wastewater. High strength wastewater is more difficult to treat, and typically requires the use of some sort of advanced pre-treatment prior to discharge to a subsurface disposal (drainfield) system. In addition to the wastewater strength, this facility will most likely have low and variable flow volumes. This would further complicate any potential design for an on-site wastewater treatment system.

The Lewis and Clark County Onsite Wastewater Treatment Regulations require that holding tanks meet the design and construction requirements in the most current version of DEQ Circular 4 and that the tank is equipped with a high water alarm and is water tight tested. The regulations also require submittal of pumping receipts to verify that the tank is still operating as a holding tank and is structurally sound.

The holding tank that was installed, inspected and approved is a 2000-gallon Infiltrator® brand poly tank. It is not concrete and is considered to be more structurally sound. While concrete tanks are a standard practice, they may be subject to early corrosion and cracking under certain circumstances. The poly tank is not expected to corrode and was manufactured to be less prone to breakage. The tank was water tight tested and is equipped with the required high water alarm.

Alternative Options:

There are currently no other available options available that are reasonable to the applicant. The site cannot pass non-degradation requirements for any type of system, including a Level II nitrogen reducing system. Mr. Knutson requires to be at home in order to care for his wife and still be able to create income so location to another site is not feasible. There are no public wastewater systems in the area that the Knutson's can connect to. In 2011, Tizer Meats was granted a variance

for separation of residential strength wastewater from meat processing wastewater in order to control high strength waste. The residential strength waste was diverted to a traditional septic system and the meat processing waste was retained by a holding tank. The holding tank is used more than 120 days per year.

CONCLUSION:

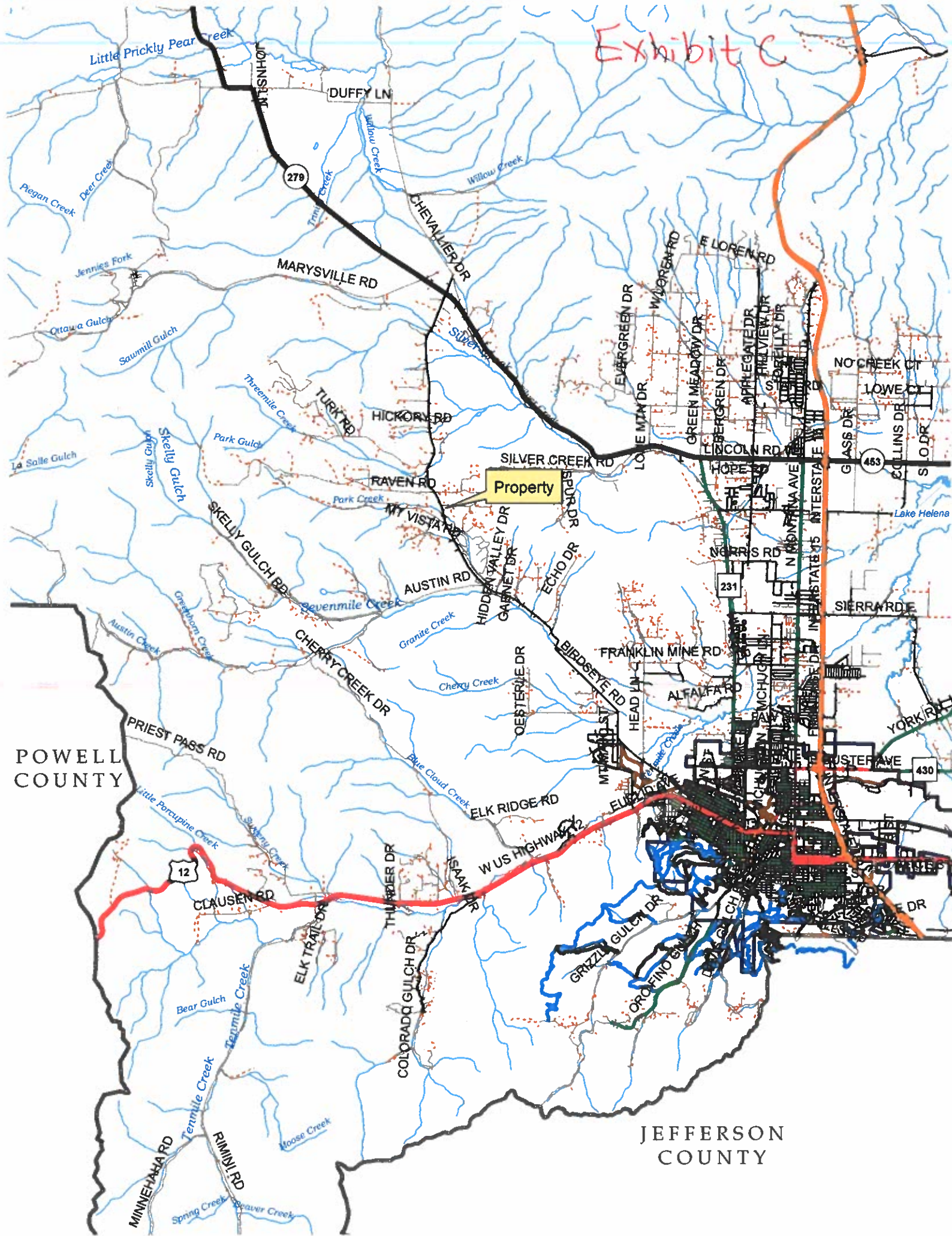
The applicant is requesting to utilize the existing wastewater holding tank for more than 120 days in a calendar year for a meat processing business. A properly maintained holding tank does not release, or discharge wastewater and will not further degrade groundwater or surface water in violation of the Montana Water Quality Act. The wastewater is removed by a licensed septage hauler and taken to an approved location for proper treatment and disposal. A properly maintained holding tank does not pose a risk to the public or the environment.

RECOMMENDATION:

Staff recommends that if the variance were to be granted, that the following conditions shall be met:

1. That the parcel shall be limited to the existing, single family dwelling and the meat processing operation.
2. That if the number of animals processed exceeds 20 per month or 240 per year, a new variance application shall be submitted for review.
3. That the intended use of the facility shall not change.

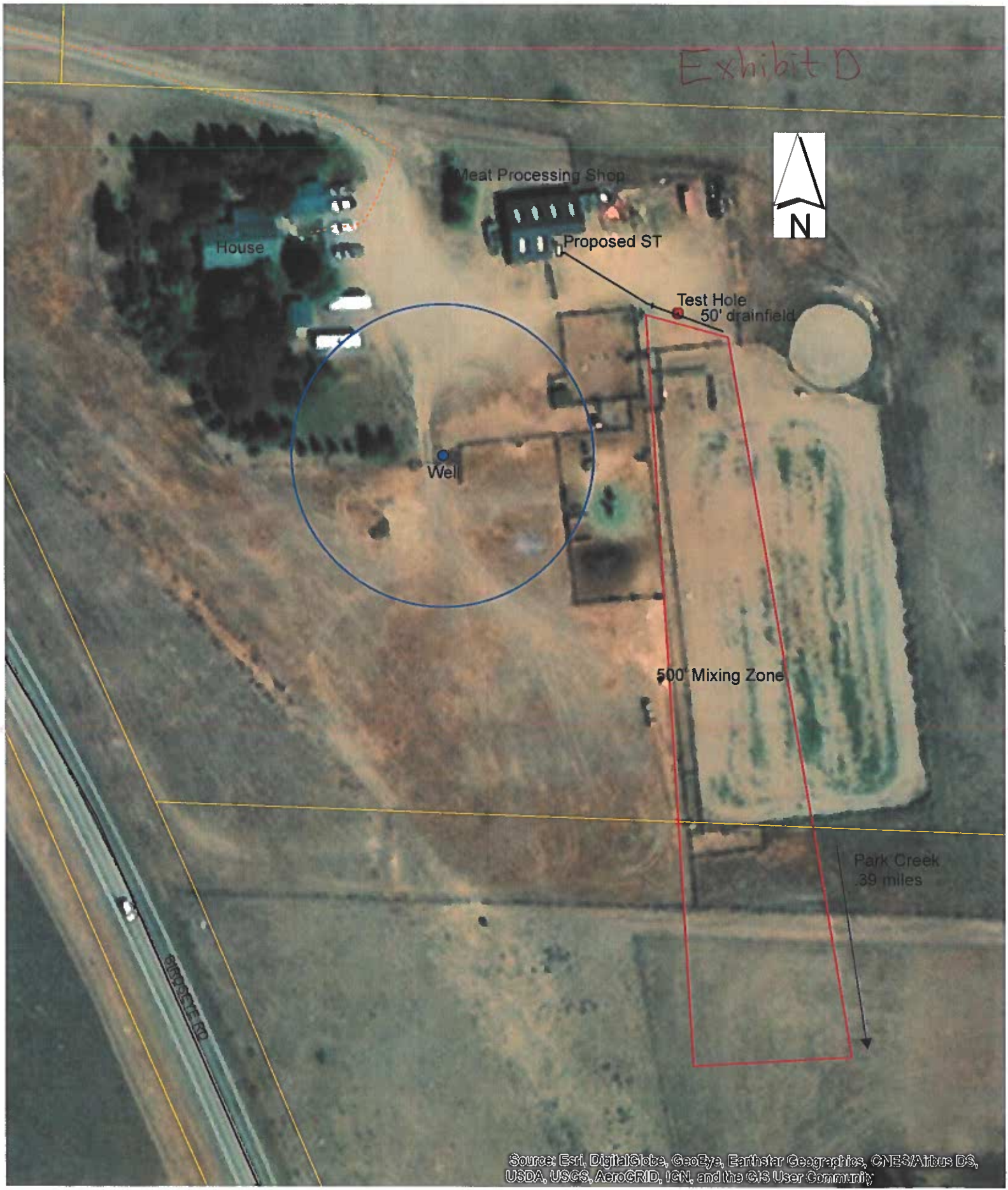
Exhibit C



POWELL
COUNTY

JEFFERSON
COUNTY

Exhibit D



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





Exhibit E
316 North Park Ave., Room 230
Helena, MT 59623
406-447-8351
Fax: 406-447-8398
publichealth@lccountyvt.gov
www.LewisAndClarkHealth.org

SITE EVALUATION SOILS FORM

This is NOT a permit

PARCEL/PROJECT INFORMATION

PROJECT STATUS: DENIED

OWNER:	KNUTSON WINDY E & KNUTSON AARON L		
SITE ADDRESS:	5697 BIRDSEYE RD		
LEGAL DESC:	S24, T11 N, R05 W, C.O.S. 290564, M&B TR IN N2SE4SE4		
GEOCODE:	05199324402030000		
PROPOSED SUB:	PROPOSED LOT NO.:		
APPLICATION DATE:	6/9/2022	APPLICANT:	KNUTSON WINDY E & KNUTSON AARON L
SITE EVALUATION TYPE: NEW			

TEST HOLE 1		TEST HOLE 2	
Layer 1	0-11", Clay Loam, 25% gravel, 2.5Y, 4/3	Layer 1	
Layer 2	11-27", Silt Loam, 10% gravel, 2.5Y, 6/4	Layer 2	
Layer 3	27-44", Loam, 50% gravel, 2.5Y, 5/3	Layer 3	
Layer 4	44-96", Sandy Clay Loam, 75% gravels/shale, 2.5Y, 5/3	Layer 4	
Layer 5		Layer 5	
Layer 6		Layer 6	
Layer 7		Layer 7	
Layer 8		Layer 8	
MOTTLING DEPTH	N/A	MOTTLING DEPTH	
GROUNDWATER DEPTH	N/A	GROUNDWATER DEPTH	
BEDROCK DEPTH	N/A	BEDROCK DEPTH	
NOTES	Heavier shales began to be come more present at approximately 60". Still breakable and plenty of soil fines.	NOTES	
TEST HOLE 3		TEST HOLE 4	
Layer 1		Layer 1	
Layer 2		Layer 2	
Layer 3		Layer 3	
Layer 4		Layer 4	
Layer 5		Layer 5	
Layer 6		Layer 6	
Layer 7		Layer 7	
Layer 8		Layer 8	
MOTTLING DEPTH		MOTTLING DEPTH	
GROUNDWATER DEPTH		GROUNDWATER DEPTH	
BEDROCK DEPTH		BEDROCK DEPTH	
NOTES		NOTES	
TEST HOLE 5		TEST HOLE 6	
Layer 1		Layer 1	
Layer 2		Layer 2	
Layer 3		Layer 3	
Layer 4		Layer 4	
Layer 5		Layer 5	
Layer 6		Layer 6	
Layer 7		Layer 7	

SITE EVALUATION INSPECTION RESULTS

This is NOT a permit

PARCEL/PROJECT INFORMATION

PROJECT STATUS: DENIED

OWNER:	KNUTSON WINDY E & KNUTSON AARON L		
SITE ADDRESS:	5697 BIRDSEYE RD		
LEGAL DESC:	S24, T11 N, R05 W, C.O.S. 290564, M&B TR IN N2SE4SE4		
GEOCODE:	05199324402030000		
PROPOSED SUB:	PROPOSED LOT NO.:		
INSPECTION DATE:	7/8/2022	INSPECTOR:	BETH NORBERG
INSPECTION RESULT:	FAIL		
CONTACT:			

PROJECT INFORMATION

PROJECT TYPE:	SITE EVALUATION	PROPOSED STRUCTURE TYPE:
PROJECT SUBTYPE:	NEW	PROPOSED SYSTEM TYPE:
PROJECT DESCRIPTION:		
NOTES:	<p>Owner would like to operate a small meat processing facility. It is estimated that he will only process about 10 animals a month and may have his dad come help him on a sporadic basis. No other employees. He will not be slaughtering animals. They will come in skinned and quartered. Estimated wastewater flow is 30 gallons/day for cleaning. He will process an animal, then clean surfaces and equipment. He will have a handwashing station and 3 compartment sink. He only uses bleach and Dawn dish soap. Recommended to have an under-sink grease interceptor to catch any fats. There will not be a bathroom.</p> <p>Based on flows and soil type, system will consist of a 1000 gallon septic tank and 30 feet of drainfield. Recommend rounding up to 50 feet.</p> <p>Background nitrate came back at 6.68 mg/L. Cannot pass any non-deg calculation with that high of a background. Aaron is going to do a holding tank for seasonal use. I will explore the idea of a variance and let him know what some of those options would be.</p>	

INSPECTION RESULTS

1. ALL FEES SUBMITTED, COMPLETED APPLICATION	Pass	
2. TEST HOLE IS WITHIN 25 FEET OF PRIMARY AND REPLACEMENT DRAINFIELD LOCATION	Pass	One test hole dug where the proposed drainfield and replacement will be.
3. SETBACK TO WELLS AND SURFACE WATER MET	Pass	Proposed drainfield is cross-gradient from the well. No other wells downgradient within a 500 foot mixing zone.
4. SETBACK TO ALL PROPERTY LINES MET	Pass	
5. SETBACK TO ALL FOUNDATIONS MET	Pass	
6. SETBACK TO 100 YEAR FLOODPLAIN AND/OR FLOODWAY MET	N/A	No mapped floodplain in the area
7. SLOPE REQUIREMENTS MET	Pass	Slope at the site is flat and no more than 3%.
8. DEPTH TO BEDROCK >4'	Pass	Fractured, breakable shales started to become present at approximately 60". Plenty of soils within the shales.
9. DEPTH TO GROUNDWATER >4'	Pass	No groundwater or signs of groundwater in the test holes
10. MOTTILING OR SIGNS OF GROUNDWATER IN TEST HOLE	Pass	No mottling in the test holes.
11. TEST HOLE LOCATION AND OTHER DATA LOGGED IN GPS UNIT	Pass	
12. PREVIOUS GROUNDWATER MONITORING COMPLETED AT THE SITE	N/A	
13. GROUNDWATER MONITORING ON SURROUNDING PROPERTY	N/A	
14. NON-DEGRADATION REVIEW COMPLETED AND APPROVED	Fail	Waiting for water sample to run non-degradation calculations Cannot pass non-degradation. Background nitrate is 6.68 mg/L

15. SITE MEETS REQUIREMENTS OF MOST CURRENT WASTEWATER TREATMENT REGULATIONS	Fail	Pending Non-deg Cannot pass non-deg.
--	------	---

NO CONSTRUCTION shall take place until a numbered septic system permit has been issued by Lewis and Clark public health. If any construction occurs prior to a permit being issued, the permit fee will be doubled and an additional administrative penalty will be charged.

CONSTRUCTION is defined as the building or renovation of any structure intended for human occupancy, including excavation for foundations or footings, that would result in an increase in wastewater flow; the drilling of a well or the provision of water to a site intended for human occupancy; or work on or the installation of any part of an on-site wastewater treatment system.



316 North Park Ave., Room 230
Helena, MT 59623
406-447-8351
Fax: 406-447-8398
publichealth@lccountymt.gov
www.LewisAndClarkHealth.org

Exhibit F

ON-SITE WASTEWATER TREATMENT SYSTEM PERMIT

PERMIT NUMBER: SEPN2022-209

STATUS: APPROVED

PARCEL/PERMIT INFORMATION

OWNER: SITE ADDRESS: GEOCODE:	KNUTSON WINDY E & KNUTSON AARON L 5697 BIRDSEYE RD 05199324402030000		
APPLICATION DATE: ISSUED DATE: APPROVAL DATE:	08/23/22 08/24/22 09/01/22	APPLICANT: SANITARIAN: APPROVED BY:	KNUTSON WINDY E & KNUTSON AARON L BETH NORBERG BN
CERTIFIED INSTALLER: CELL: PHONE:	RICHARD HALL (406) 443-2245 (406) 431-2197	NON CERT. INSTALLER: CELL: PHONE:	

SYSTEM INFORMATION

SYSTEM TYPE: SYS. SUB TYPE: SOIL TYPE: NO. BEDROOMS	SEPTIC NEW HOLDING TANK N/A N/A	TYPE: SYSTEM: APP RATE: NO. PEOPLE SERVED:	COMMERCIAL INDIVIDUAL 2	GAL/DAY: N/A
NOTES:	Holding tank for a meat processing operation. No more than 2 employees per day.			

MINIMUM CONSTRUCTION REQUIREMENTS

TANKS:	Unless specified, all tanks shall be equipped with an effluent filter and risers to grade.			
	SEPTIC TANK 1 SIZE (Gal.)	0	SEPTIC TANK 1 MATERIAL	
	SEPTIC TANK 2 SIZE (Gal.)	0	SEPTIC TANK 2 MATERIAL	
	DOSE TANK 1 SIZE (Gal.)	0	DOSE TANK 1 MATERIAL	
	DOSE TANK 2 SIZE (Gal.)	0	DOSE TANK 2 MATERIAL	
	HOLDING TANK SIZE (Gal.)	1500	HOLDING TANK MATERIAL	Concrete or other approved material
NOTES:	Holding tank to have an audible or visible alarm. If using concrete, must be water tight tested.			
PUMP:	No	PUMP TYPE:	N/A	
NOTES:				
MEDIA FILTER:	MEDIA 1 TYPE:	N/A	MEDIA 2 TYPE:	N/A
NOTES:				
DRAINFIELD:	TYPE:	N/A	SIZE: 0 -	
	TRENCH WIDTH:		TRENCH DEPTH:	
NOTES:				
DISTRIB. BOX:	NO	OTHER DISTRIBUTION:		
NOTES:				

CONDITIONS AND SPECIAL REQUIREMENTS

Place holding tank to maintain all required setbacks. Holding tank to be used no more than 120 days per calendar year.

This system shall be installed in accordance with current Lewis & Clark Public Health Department's rules governing the on-site treatment of wastewater, and the minimum construction requirements and special requirements provided for in this permit. This permit is issued, based on the information provided on the permit application. If any of this information is found to be incorrect, or if the system is not installed as provided for, this permit shall be rendered null and void.

The system may not be backfilled without prior approval of the Department or as provided for Certified Installers. A copy of this permit shall be posted in a conspicuous spot at the construction site until permission is given to backfill the system.

This permit will expire one (1) year after the date of issuance. If your system has not been installed prior to the expiration of this permit you will have to reapply and meet the current standards at that time.

Haron KWATSON
Permit # Sepu 2022-209

7-1-2022

HALL EARTH MOVING

6262 HWY. 12 WEST • HELENA, MT 59601 • 406-443-2245

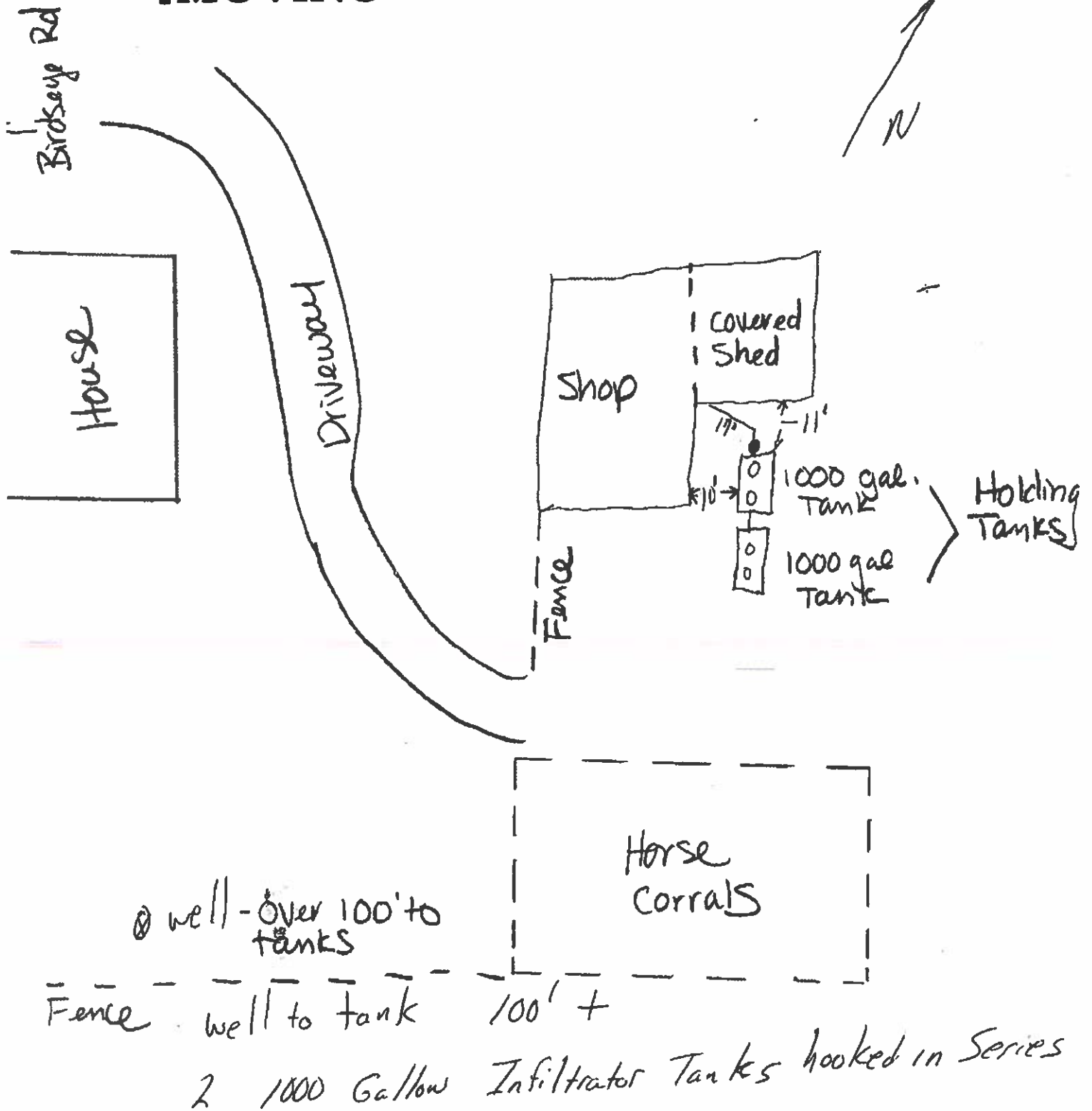


Exhibit G



1315 Cherry, Helena, MT 59601
(406)449-6282

Client: Aaron Knutson

Date Reported: 22-Jul-22

Sample ID: Kitchen

Project ID: 5697 Birdseye

Site ID: None Given

Chain of Custody #: 3901

Laboratory ID: 04H315

Sample Matrix: Water

Date / Time Sampled: 21-Jul-22 @ 09:00

Date / Time Received: 21-Jul-22 @ 09:45

Parameter	AR	MCL	SCL	Date/Time	Analyzed By	Method Reference
Nitrate + Nitrite as N, mg/L	6.68	10	NR	21-Jul-22 @ 14:35	CE	EPA 300.0
Specific Conductivity, umho/cm	606	NR	NR	21-Jul-22 @ 13:35	CE	EPA 120.1

Comments:

AR - Analytical Result

NR - Not Regulated

MCL - Maximum Contaminant Limit for Drinking Water Standards

SCL - Secondary Contaminant Limit for Drinking Water Standards

References:

Methods for Chemical Analysis of Water and Wastes, US EPA, 600/4-79-020

Method 9223 B - QT, Colilert 18, *Standard Methods for the Examination of Water and Wastewater*.

Reviewed by: CE

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

6

☐ Minutes ☒ Board Member Discussion ☐ Staff & Other Reports ☐ Action ☐ Hearing of Delegation

AGENDA ITEMS: Board Member Discussion

PERSONNEL INVOLVED: Board Members/Staff

BACKGROUND Finance Report- 2nd Quarter; Air Quality Update; and Customer Satisfaction Survey Results.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

☒ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

HEALTH DEPARTMENT MILL DOLLARS Thru December 2022

		REVENUE RECEIVED YTD					50% of the year elapsed 50% % of payroll		
REVENUE	FY 2023 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention	TOTAL RECEIVED YTD	Budget Remaining	% of Budget Collected	Prior Year to Date
Taxes	\$ 1,472,777	\$ 811,533	\$ -	\$ -	\$ -	\$ 811,533	\$ 661,244	55.10%	\$ 776,609.20
Cost Allocation Recovery	\$ 139,407	\$ 73,317	\$ -	\$ -	\$ -	\$ 73,317	\$ 66,090	52.59%	\$ 54,561
Health Insurance Credits	\$ 205,848	\$ 94,410	\$ -	\$ -	\$ -	\$ 94,410	\$ 111,438	45.86%	\$ 87,047
Environmental Health Charges	\$ 235,889	\$ -	\$ -	\$ 70,317	\$ -	\$ 70,317	\$ 165,572	29.81%	\$ 125,115.00
Community Health Charges	\$ 264,742	\$ -	\$ -	\$ -	\$ 97,204	\$ 97,204	\$ 167,538	36.72%	\$ 55,211.71
Contracts/Grants	\$ 287,237	\$ 25,482	\$ 113,545	\$ -	\$ 13,790	\$ 152,817	\$ 134,420	53.20%	\$ 134,941.28
Miscellaneous	\$ 270,550	\$ 250,416	\$ 410	\$ 17,671	\$ 2,386	\$ 270,883	\$ (333)	100.12%	\$ 321,773.39
TOTAL REVENUE	\$ 2,876,450	\$ 1,255,158	\$ 113,956	\$ 87,988	\$ 113,380	\$ 1,570,481	\$1,305,969	54.60%	\$ 1,555,259

FTE	4.870	2.750	3.250	6.985	17.855
	27.28%	15.40%	18.20%	39.12%	

YEAR TO DATE ACTUAL EXPENDITURES						FY 2023 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention	TOTAL YTD SPENT	Budget Remaining	% of Budget Spent	Prior Year to Date
PERSONNEL														
Regular Salary	\$ 1,130,781	\$ 155,261	\$ 108,106	\$ 101,306	\$ 249,759	\$ 614,433	\$ 516,348	54.34%	\$ 579,078					
Temporary /Seasonal Salary	\$ 1,200	\$ -	\$ -	\$ -	\$ 751	\$ 751	\$ 449	62.62%	\$ -					
Overtime	\$ -	\$ 179	\$ 130	\$ -	\$ 660	\$ 969	\$ (969)	--	\$ 653					
Term Pay/ Uncomp Absences		\$ -	\$ -	\$ -	\$ 5,620	\$ 5,620	\$ (5,620)	--	\$ 18,029					
Benefits	\$ 393,792	\$ 48,645	\$ 34,813	\$ 33,727	\$ 79,344	\$ 196,530	\$ 197,262	49.91%	\$ 183,572					
Extra Pay period Savings	\$ 15,901	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,901	0.00%						
TOTAL PERSONNEL	\$ 1,541,674	\$ 204,086	\$ 143,049	\$ 135,034	\$ 336,134	\$ 818,303	\$ 723,371	53.63%	\$ 781,333					

YEAR TO DATE ACTUAL EXPENDITURES								% of		
	FY 2023 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention	TOTAL YTD SPENT	Budget Remaining	Budget Spent	Prior Year to Date	
OPERATIONS										
21.10 Office Supplies	\$ 5,150	\$ 486	\$ 443	\$ 548	\$ 1,250	\$ 2,728	\$ 2,422	52.97%	\$ 4,550	
21.20 Minor Equipment	\$ 1,650	-	-	\$ 449	\$ 556	\$ 1,005	\$ 645	60.92%	\$ 1,738	
21.50 Computer Equipment	\$ -	-	-	-	-	\$ -	\$ -	-	-	
22.10 Operating Supplies	\$ 8,800	\$ 2,354	\$ 15,714	\$ 75	\$ 11,160	\$ 29,302	\$ (20,502)	332.98%	\$ 20,897	
22.21 Hep B Vaccine	\$ -	-	-	-	-	\$ -	\$ -	-	-	
22.23 Non Travel Vaccinations	\$ 83,720	\$ -	-	-	\$ 70,728	\$ 70,728	\$ 12,992	84.48%	\$ 36,371	
22.24 Flu Vaccine	\$ 58,576	\$ -	-	-	\$ 58,593	\$ 58,593	\$ (17)	100.03%	\$ 81,507	
22.26 Travel Vaccines	\$ 33,152	\$ -	-	-	\$ 11,856	\$ 11,856	\$ 21,296	35.76%	\$ 7,638	
22.27 Lab Expenses	\$ 4,100	\$ -	-	-	\$ 658	\$ 658	\$ 3,442	16.05%	\$ 624	
22.61 Titers/tests	\$ 2,390	\$ -	-	-	\$ 668	\$ 668	\$ 1,722	27.94%	\$ 3,541	
23.10 Repair & Maintenance	\$ -	-	-	-	-	\$ -	\$ -	-	\$ 43	
23.20 Gas & Oil	\$ 2,650	-	\$ 378	\$ 1,254	-	\$ 1,632	\$ 1,018	61.59%	\$ 1,719	
31.20 Postage	\$ 5,985	\$ 110	\$ 412	\$ 670	\$ 803	\$ 1,995	\$ 3,990	33.33%	\$ 1,145	
31.40 Vehicle Parking	\$ 1,632	-	-	\$ 840	-	\$ 840	\$ 792	51.47%	\$ 1,632	
31.45 Vehicle Registration	\$ -	-	-	-	-	\$ -	\$ -	-	-	
31.60 Credit Card Fees	\$ 3,888	\$ -	-	\$ 1,273	\$ 1,711	\$ 2,983	\$ 905	76.73%	\$ 1,794	
31.65 Credit Card Fees	\$ 2,000	\$ -	-	\$ 1,052	\$ -	\$ 1,052	\$ 948	52.58%	\$ 875	
32.10 Printing	\$ 2,228	\$ 501	\$ 3,454	\$ 11	\$ 1,230	\$ 5,195	\$ (2,967)	233.18%	\$ 4,213	
33.10 Subscriptions	\$ 400	\$ 150	-	\$ 555	-	\$ 705	\$ (305)	176.24%	\$ 120	
33.20 Advertising	\$ 5,200	\$ 1,934	\$ 16,236	\$ 750	\$ -	\$ 18,920	\$ (13,720)	363.85%	\$ 19,266	
33.50 Membership	\$ 11,750	\$ 4,100	-	-	\$ -	\$ 4,100	\$ 7,650	34.89%	\$ 4,660	
33.60 Licenses	\$ 2,325	-	-	\$ 810	-	\$ 810	\$ 1,515	34.84%	\$ 200	
33.70 Education Awareness	\$ -	-	\$ 2,777	-	-	\$ 2,777	\$ (2,777)	-	-	
33.80 Health Club Dues	\$ 100	\$ 150	-	-	-	\$ 150	\$ (50)	150.00%	-	
34.10 Utilities (Augusta)	\$ 1,200	-	-	-	-	\$ -	\$ 1,200	0.00%	-	
34.50 Telephone	\$ 18,406	\$ 2,987	\$ 1,367	\$ 1,740	\$ 3,662	\$ 9,755	\$ 8,651	53.00%	\$ 8,379	
35.10 Professional Services	\$ 5,925	\$ 2,780	\$ 570	-	\$ 799	\$ 4,149	\$ 1,776	70.03%	\$ 4,170	
35.65 Patient Services (BCH)	\$ -	-	\$ 1,084	-	-	\$ 1,084	\$ (1,084)	-	\$ 3,133	
35.70 Community Projects	\$ -	-	\$ 7,100	-	-	\$ 7,100	\$ (7,100)	-	-	
36.10 Repair & Maintenance	\$ 300	-	\$ 682	-	\$ 305	\$ 987	\$ (687)	328.98%	\$ 192	
36.20 Office Repair/Maint	\$ 8,400	\$ 3,844	\$ 925	-	-	\$ 4,769	\$ 3,631	56.78%	\$ 4,019	
36.30 Vehicle Repair	\$ 500	-	-	-	\$ 552	\$ 552	\$ (52)	110.33%	-	
37.10 Travel	\$ 9,450	\$ 92	\$ 2,202	\$ 21	\$ 300	\$ 2,614	\$ 6,836	27.67%	\$ 1,633	
37.50 Board Expenses	\$ 200	\$ 450	-	-	-	\$ 450	\$ (250)	225.00%	\$ 717	
38.10 Training	\$ 23,290	\$ 249	\$ 11,454	\$ 550	\$ 78	\$ 12,331	\$ 10,959	52.95%	\$ 6,290	
39.10 Contracted Services	\$ 52,856	\$ 10,350	\$ 14,882	\$ 39,135	\$ 6,877	\$ 71,244	\$ (18,388)	134.79%	\$ 25,194	
39.20 Recruitment Services	\$ -	-	-	-	\$ 200	\$ 200	\$ (200)	-	-	
39.61 Software Maint	\$ 12,500	-	-	-	-	\$ -	\$ 12,500	0.00%	\$ 11,564	
50.10 Admin	\$ 65,883	\$ 32,942	-	-	-	\$ 32,942	\$ 32,942	50.00%	\$ 31,258	
50.11 HD Admin (applied to grants)	\$ 750	-	\$ 9,376	-	-	\$ 9,376	\$ (8,626)	1250.07%	\$ 5,283	
50.20 Insurance	\$ 38,221	\$ 17,310	-	-	\$ 1,848	\$ 19,158	\$ 19,063	50.12%	\$ 16,524	
50.25 Deductibles	\$ -	-	-	-	-	\$ -	\$ -	-	-	
50.30 Rent	\$ 206,933	\$ 72,652	\$ 6,171	\$ 7,744	\$ 9,157	\$ 95,723	\$ 111,210	46.26%	\$ 74,891	
50.40 Technology	\$ 140,074	\$ 66,578	-	-	-	\$ 66,578	\$ 73,496	47.53%	\$ 63,398	
50.41 Tech Agreements	\$ 21,668	-	\$ 1,071	\$ 12,142	\$ 1,071	\$ 14,284	\$ 7,384	65.92%	-	
80.10 Transfers Out match	\$ 421,017	-	\$ 23,195	\$ 11,957	\$ 147,193	\$ 182,345	\$ 238,672	43.31%	\$ 108,504	
80.10 Transfers Out septic	\$ -	-	-	-	-	\$ -	\$ -	-	\$ 2,227	
80.10 Transfer out to Consent Refer	\$ 5,000	-	-	-	-	\$ -	\$ 5,000	0.00%	-	
80.20 Transfer to Outside Source	\$ -	-	-	-	-	\$ -	\$ -	-	-	
TOTAL OPERATIONS	\$ 1,268,269	\$ 220,018	\$ 119,493	\$ 81,576	\$ 331,253	\$ 752,340	\$ 515,929	59.32%	\$ 559,906	
\$ CIP TRANSFERS	\$ -	\$ 0				\$ -	\$ -		\$ 20,181	
GRAND TOTAL EXPENDITURES	\$ 2,809,943	\$ 424,104.07	\$ 262,541.77	\$ 216,609.77	\$ 667,387.55	\$ 1,570,643	\$ 1,239,300	55.90%	\$ 1,361,420	
Revenue Over (Under) Expenditure	\$ 666,507	\$ 831,054	\$ (148,586)	\$ (128,622)	\$ (554,008)	\$ (162)			\$ 193,839	

FY 2023 BUDGET		
CASH FLOW		
BEGINNING CASH	\$ 709,000	\$ (109,632)
REVENUES	\$ 2,876,450	
EXPENDITURES	\$ 3,031,631	
Restricted Cash (BCH)	\$ -	
ENDING CASH	\$ 553,819	\$ 444,187

Year to Date Actual	
CASH FLOW	
BEGINNING CASH (non res)	\$ 599,368
REVENUES	\$ 1,570,481
EXPENDITURES	\$ 1,570,643
restricted to unrestricted transfer	\$ -
ENDING CASH (non res)	\$ 599,206

Fund Bal last FY thru
December

\$ 830,199

90 Day Reserve= \$ 692,863
Current Cash Reserve (In Days) 72

Restricted Cash (BCH) \$ 15,315



Lewis & Clark
**Public
Health**

Environmental Services Division

316 North Park Ave., Room 230
Helena, MT 59623
406-447-8351
Fax: 406-447-8398
publichealth@lccountymt.gov
www.LewisAndClarkHealth.org

February 16, 2023

RE: 2022-2023 Winter Air Quality Monitoring Season Technical Report

During the 2022/23 winter air quality monitoring season, Lewis and Clark County conducted PM-2.5 sampling at one site in Helena, Montana. The station at Rossiter School contained one PM-2.5 BGI sampler that operates on a six-day basis. The Rossiter station also contains two F.E.M. PM-2.5 B.A.M. samplers that run on an hourly basis.

Filters for the PM-2.5 samplers are changed by staff on a weekly basis.

There were two (2) Poor air quality days during the season. One “Poor” episode occurred in November and one in January. There were twelve (12) days in which a “Watch” stage was called. Seven occurred in November, three in December and two in January. The air quality hotline and website were updated as necessary.

During the 2022/23 winter air quality monitoring season, Lewis and Clark Public Health did not send any warning or violation letters to residents for burning during a “Poor” air quality episode. The “Poor” episodes were short lived, and enforcement was not necessary.

We received one (1) complaint regarding excessive smoke emissions from a residential wood stove. The complaint stated that the smoke had been causing respiratory issues. The complaint was investigated by Jay Plant and Joel Ebert. Smoke emissions in excess of 40% opacity and a violation has not yet been observed. A warning letter was sent to the property owner. The complaint is still active.

We received zero (0) complaints of open burning during the season. Wildfire activity was nonexistent, and our office received zero (0) complaints regarding wildfire smoke.

The Board of Health heard zero (0) variance requests during the 2022-23 winter air quality monitoring season.

There was one (1) application for an exemption to the Lewis and Clark City-County Air Quality Regulations. This request was approved due to the low-income exemption.

Our mission is to improve and protect the health of all Lewis and Clark County residents.

Environmental Health staff conducted interviews and released articles regarding air quality regulations and tips for cleaner burning with local news stations and pamphlets with burning tips were distributed to local businesses that sell wood stoves. These are for distribution to customers.

The radio station KGR FM 93.1 and AM 680, began broadcasting 30 second public service announcements for Lewis and Clark Public Health in November. The announcements began airing in mid-November and ran 3-4 times per day throughout the air monitoring season. These announcements focused on clean burning and utilizing the county resources and the state DEQ's Today's air site.

KXLH TV also broadcast public service announcements for three weeks in November. The announcements ran twice daily for a three-week period.

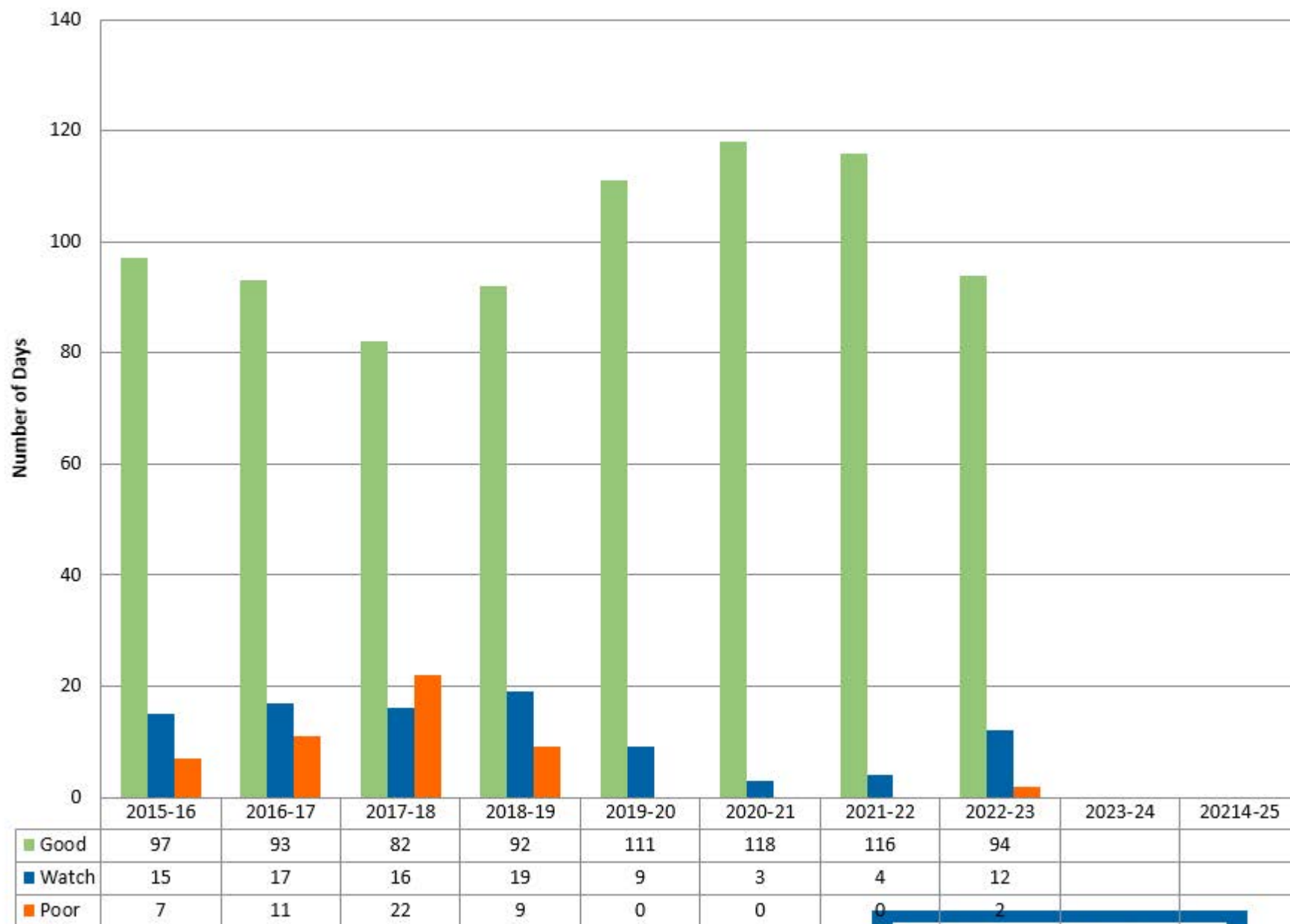
For the 2022/23 season, Valerie Stacey created a mobile and desktop application for real time air quality PM-2.5 updates. The applications show hourly PM-2.5 readings, 8-hour PM-2.5 averages and 24-hour PM-2.5 averages.

The website and the 24-hour hotline for the Lewis and Clark City-County Health Department report air quality conditions and are updated as necessary. The 24-hour air quality forecast email notifications are sent to the media and interested persons daily and updated as necessary.

Jay Plant, R.S.
Lewis and Clark County
jplant@lccountymt.gov
Environmental Health Specialist
406-447-8358

Our mission is to improve and protect the health of all Lewis and Clark County residents.

Winter AQ Season



Lewis and Clark Public Health

Customer Satisfaction Survey Summary Report

June-December, 2022

Lewis and Clark County, Montana
2-1-2023

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Purpose

The purpose of the Customer Satisfaction Survey is for Lewis and Clark Public Health (LCPH) to collect and analyze feedback, share, and measure progress [this can be done by on-going survey collection, did we get better or worse over time] on customer satisfaction to ensure services are meeting customer expectation.

Methods

Survey Development, Response Options, and Distribution

The Customer Satisfaction Survey was developed in an online format using ArcGIS Survey123 application. The survey was distributed electronically or in-person at community events such as the COVID-19 vaccine clinics. Opportunities to ask for feedback may occur after meetings, trainings, discussions, other customer interaction or service delivery virtually or in-person.

The information was collected through an online form with the survey link included in LCPH employees' email signature block, survey link or QR code which was shared in the email content via direct outreach with the public, or phone call. Paper surveys or QR code flyers were also posted at in-person community events.

The survey response collection period opened in June 2022 and is ongoing. The survey questionnaire is structured into single or multiple-choice answers, or open-ended qualitative questions. The survey has a total of ten questions with six of them requiring a response [Appendix A]. The average time to fill out the survey is approximately five minutes. All survey responses are anonymous and do not collect Protected Health Information (PHI).

Analytics Techniques

Quantitative data were analyzed in SAS 9.4 (Statistical Analysis System) and Microsoft Excel was used to group qualitative data. Most questions were tabulated separately by question and some analyses were stratified by Program or Division where sample size was sufficient and reliable. Qualitative data from the open-ended questions were coded and grouped thematically during analysis.

Limitations and Assumptions

Multi cross-sectional comparisons stratified by Program or Divisions were not possible for most of the questions due to inadequate response sample size (<10). The survey response data used for this analysis does not include a full year of data (7 months) as the survey collection period is still on-going.

Results

Overview

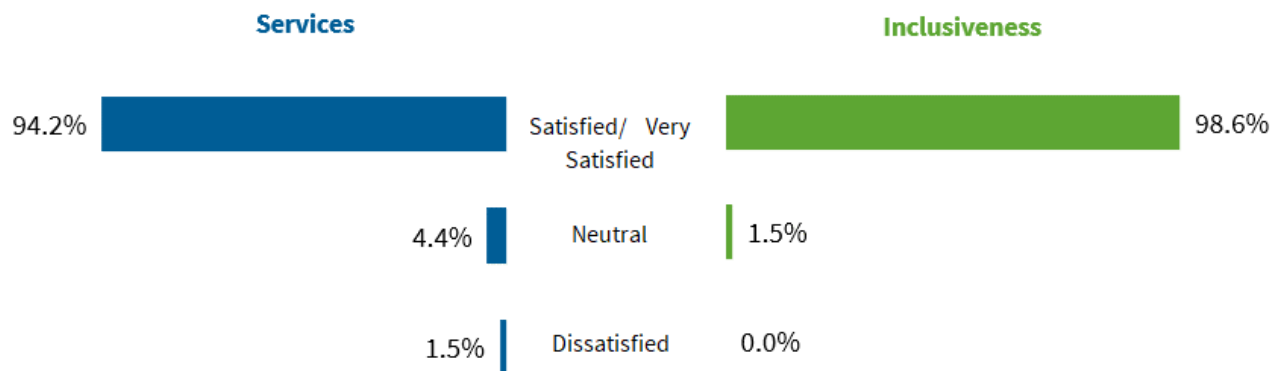
Beginning in June 2022, Lewis and Clark Public Health (LCPH) employees were asked to share the customer satisfaction survey either electronically or on paper before or after interaction with their customers. From June throughout December 2022, 69 individuals provided feedback on their experience interacting with LCPH.

Overall Customer Satisfaction

Customers were asked to rate how satisfied they were with services they received from LCPH or rate their experience with LCPH staff based on inclusiveness. Inclusiveness was defined in the survey as "*Includes skin color, culture, age, language, literacy, religious beliefs, gender, gender identity, sexual orientation, employment, position or income level, marital status, military experience, parental status, physical and/or mental abilities, and group affiliations*".

- Most of the survey respondents (94.2%; n=65) stated they were *satisfied* or *very satisfied* with the services they received and only one person expressed their dissatisfaction [Fig.1].
- Similarly, based on their interaction with LCPH staff pertaining to inclusiveness, almost all of the customers said they were *satisfied* or *very satisfied* (98.6%; n=68) [Fig. 2].

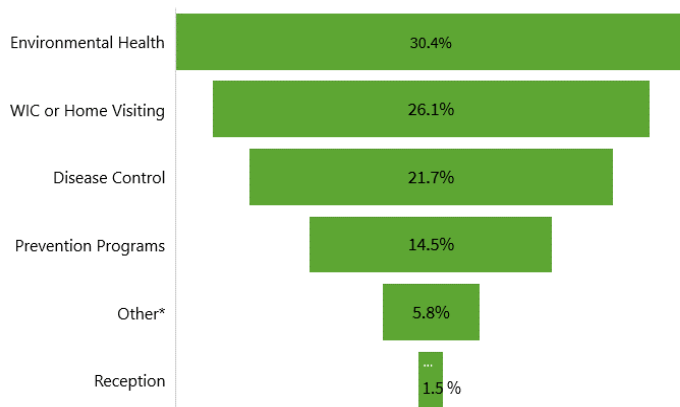
Figure 1. Majority of the customers interacting with LCPH staff were satisfied or very satisfied with the overall **services** they received, or their experience based on **inclusiveness**, June-December, 2022



Data Source: Customer Satisfaction Survey, Lewis and Clark Public Health, Lewis and Clark County, Montana, June-December, 2022.

Program or Division Customer Interaction

Figure 2. Frequency of customer feedback geared towards specific LCPH Program or Division, June-December, 2022



Data Source: Customer Satisfaction Survey, Lewis and Clark Public Health, Lewis and Clark County, Montana, June-December, 2022.
*Other: coalition, partner meeting, community event.

Out of the total customer satisfaction surveys received (n=69) many were shared across different Programs or Divisions [Fig.2].

- The most frequent feedback was geared towards Environmental Health Division (30.4%; n=21).
- Just little over a quarter of responses (26.1%; n=18) accounted for WIC and Home Visiting services.
- 21.7% (n=15) of the customers who provided feedback were served by the Disease Control Division which included disease reporting, immunization, or emergency management.
- 14.5% interacted with Prevention Programs such as Cancer Screening, Tobacco Prevention, CONNECT, Referral System, Behavioral Health Systems, Suicide Prevention, Worksite Wellness.

Customers were asked to provide additional comments or feedback they would like LCPH to know. Some of the comments were (see Appendix B for all comments submitted):

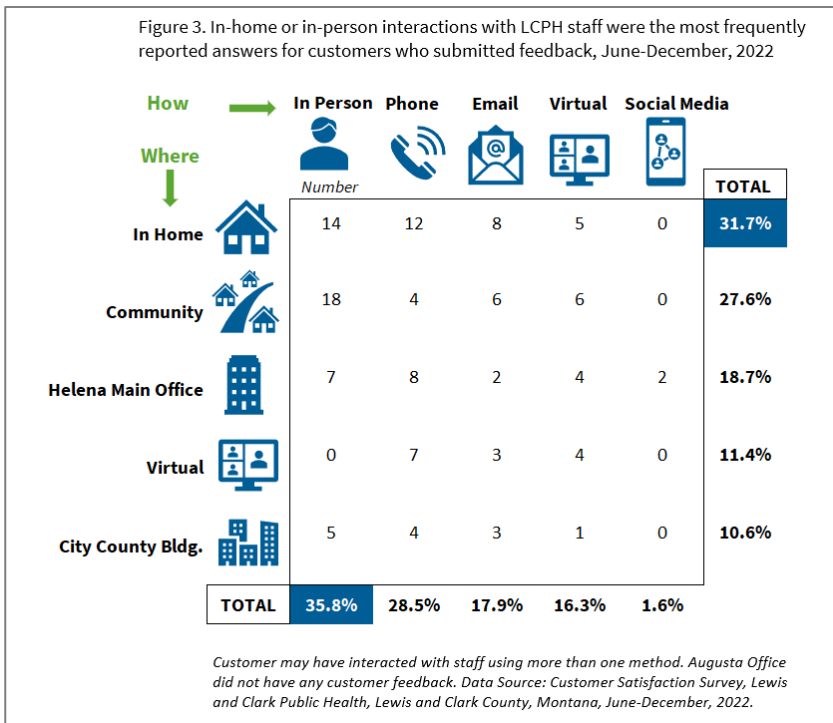
“Excellent response time and professional service!”

“LCPH is a valuable stakeholder to our organization!”

“Loved my Nurse!!! The program was awesome and supported my family so much”

“Nurse was very inexperienced with kids and scared my son when she kept talking about him getting shots”

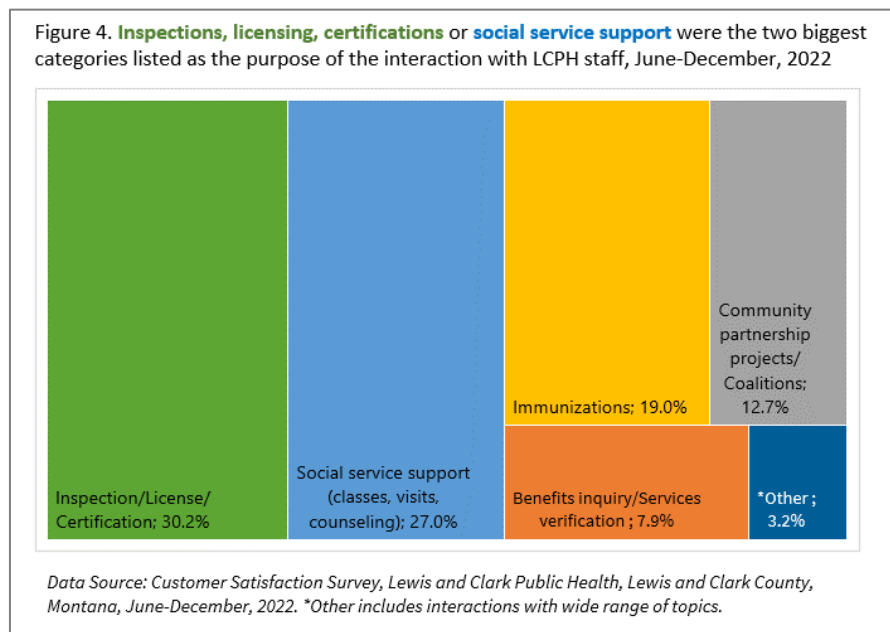
How and Where the Customer Interaction Occurred



Customers were asked where or how the interaction with LCPH staff occurred [Fig. 3].

- **How:** In-person (35.8%) was the most common customer interaction which often occurred outside the office in a community (n=18) (i.e., COVID-19 vaccine clinic).
- **Where:** At home (31.7%) was the most frequent interaction during face-to-face conversations (n=14) (i.e., Home Visiting).

Purpose of the Interaction with the Customer

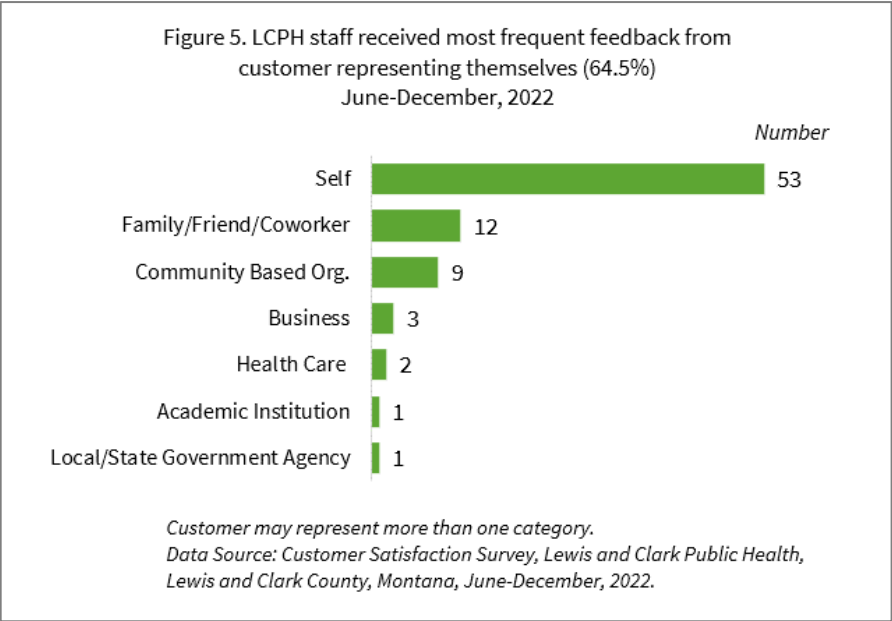


Survey respondents were asked to describe the purpose of their communication with LCPH staff [Fig.4].

Through analysis of qualitative data, the two most often mentioned reasons were:

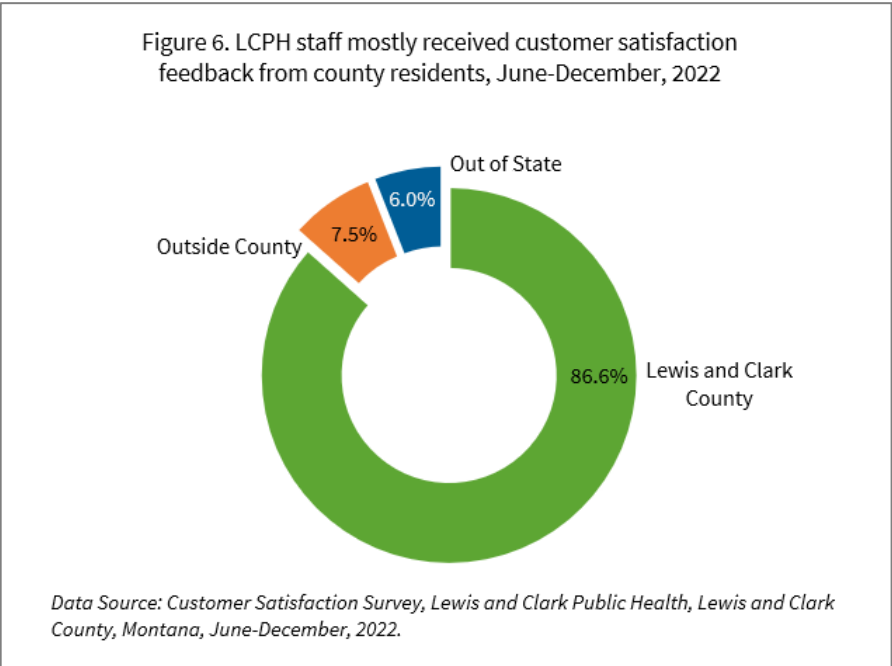
- 30.2% (n=19) inspection, license, or certification for example septic permit, recertification interview, etc.
- 27.0% (n=17) social services such as WIC visits, Home Visiting, Family Support Services, etc.

Feedback Represented by and From



When asked the customers to describe who they represented, most often the interaction was for personal reasons [Fig. 5].

- 64.5% (n=53) said they represented themselves.
- Only few a customers (n=7) who interacted with LCPH staff did on behalf of business, health care entity, academic institution, or local/state government agency.



Survey respondents were asked to share their zip code to help LCPH identify reach based on the customers served [Fig. 6].

- Approximately 86.6% (n=58) of customers were Lewis and Clark County residents.
- Nine customers (13.5%) were either from a neighboring county or lived outside Montana.

Lessons Learned

While designing and measuring customer satisfaction can be tricky, asking effective and well-structured questions can reveal highly valuable customer insight. During the survey data analysis, we learned from the customer’s written feedback or the pattern of responses, that question four had limiting answer options and question nine didn’t provide definite answer if the client truly requested follow-up conversation with LCPH staff.

Recommendations

Taking into consideration lessons learned, we found room for improvement to the current survey structure recommending the following changes:

1. Add 'Virtually' as an answer option to *Question 4. Where did you interact with us?* This answer option will provide information how many customers are helped through electronic or phone means.
2. Provide 'Yes' and 'No' to *Question 9. Would you like a follow-up conversation?* then add a follow-up question if the answer to Q.9 is 'Yes', then *Question 10. What is your email or phone number we can reach you at?* By providing these answer options we will be able to get the customer's attestation before we reach back out to them.
3. Change the survey platform from Survey123 to JotForm. The JotForm survey platform will trigger automatic email to designated person within LCPH when new customer satisfaction survey response is submitted. The response can be reviewed in real time and help to trigger timely follow up with the customer if requested.

Lewis and Clark Public Health shares the customer satisfaction analysis report internally, with the Lewis and Clark County Board of Health, and submits to PHAB for reaccreditation.

Based on the analysis of data, programs determine if a change in process or procedure is needed. If an opportunity for improvement is identified, the program determines if it is within their scope to make the change. The program annotates the changes and may ask the QI Council for assistance with the implementation of the Plan Study Do Act (PSDA) Cycle.

Appendix A

Survey Instrument



Lewis and Clark Public Health Customer Satisfaction Survey, 2022

Lewis and Clark Public Health (LCPH) is committed to providing excellent customer service and we want your feedback on how we are doing.

Our mission is to improve and protect the health of all residents of Lewis and Clark County.

**indicates required answer*

1. Overall, how satisfied are you with the services you received from LCPH?*

Please add comments below at end of survey.

☐ Very Dissatisfied ☐ Dissatisfied ☐ Neutral ☐ Satisfied ☐ Very Satisfied

2. How would you rate your customer service experience based on inclusiveness?*

(This includes skin color, culture, age, language, literacy, religious beliefs, gender, gender identity, sexual orientation, employment, position or income level, marital status, military experience, parental status, physical and/or mental abilities, and group affiliations.)

Please add comments below at end of survey.

☐ Very Dissatisfied ☐ Dissatisfied ☐ Neutral ☐ Satisfied ☐ Very Satisfied

3. With whom did you interact?*

Please tell us which program you communicated with. Check all that apply.

- ☐ WIC or Home Visiting
- ☐ Prevention Programs (Cancer Screening, Tobacco Prevention, CONNECT, Referral System, Behavioral Health Systems, Suicide Prevention, Worksite Wellness)
- ☐ Disease Control (Disease Reporting, Immunization, Emergency Management)
- ☐ Environmental Health (Air quality, Junk vehicles, Septic systems, Water quality, Lead)
- ☐ Licensing and Inspection (Food facilities, daycares, group homes, pools and spas, trailer courts/campgrounds, public accommodations: hotels/motels, B&B, Airbnb, temporary events, cottage foods, farmer's market)
- ☐ Reception
- ☐ Other

4. Where did you interact with us?*

Please tell us at which location this interaction occurred at.

- ☐ 1930 9th Ave, Helena, (Main Office)
- ☐ 316 N Park Ave, City-County Building, Helena, (Environmental Office)
- ☐ Augusta office

- ☐ In my home
- ☐ In the community
- ☐ Other _____

5. How did you interact with us?*

Please tell us how you communicated with us. Check all that apply.

- ☐ In Person (one-one, training, community event)
- ☐ Phone call
- ☐ Email
- ☐ Virtual meeting (Zoom, Teams, GoToMeeting, etc.)
- ☐ Social media
- ☐ Other _____

6. Which of the following are you representing?*

Check all that apply

- ☐ Self
- ☐ Family/friend/coworker
- ☐ Local/state government agency
- ☐ Business
- ☐ Academic institution
- ☐ Community based organization
- ☐ Other _____

7. What was the purpose of the interaction?

Briefly, please tell us what the communication was about. Do not provide any personal identifying information.

8. Please tell us where you are from?

We want to improve our services and are curious where our customers are from. Please list your 5 digit ZIP-code.

9. Would you like a follow-up conversation?

Please provide name and a phone number, or an email address where you can be reached.

Your contact information will not be shared outside of LCPH.

Please share additional comments:

Appendix B

Customer Satisfaction Comments

Customer Comments:	Program or Division
Outstanding service	Disease Control
Wonderful clinic! Thank you all	
Nurse was very inexperienced with kids and scared my son when she kept talking about him getting shots	
Very organized COVID event. Especially on a Saturday	
Well organized. Thx.	
Thanks for setting this opportunity up! ♥	
Very professional and knowledgeable	Environmental Health
Maddie seemed to know about water quality	
great job!	
I really like the direction wqpd is heading. the data being gathered is crucial if we ever plan to understand the impact of us , and floodwater, on the valley water table.	
Staff member has been very helpful and responsive	
Jay Plant was amazing to work with! made me feel like my project mattered and worked to help me optimize my property. could say enough to express my appreciation. everyone else in the office was wonderful too!	
Excellent response time and professional service!	
Beth and Zachary were very professional and really helpful. I worked for local government for over 30 years and I would be proud to have either one of them on my team. Lewis and Clark is lucky to have employees like Beth and Zack.	
I really appreciated their help!	
Valerie and Beth have been so great to work with. There have been scheduling and staffing challenges on our end. They both are excellent at explaining information. All the client surveys we received are excellent. Thank you ladies!!	
Madeline is a great representative for the L&C County. Thank you!	
Great to meet you and your Board members, enjoying working with you	
LCPH is a valuable stakeholder to our organization!	Prevention Programs
Thank you for the work that you do in the community! I have enjoyed working with many individuals from LCPH	
very informative and the presentation from Jess Hegstrom was great!	
Sarah Sandau is an absolute treasure. She is engaging, inclusive, organized and follows through on wonderful projects. I have enjoyed working with her!	
Sarah Sandau and Julie Bir have been great! They are kind, compassionate, great listeners and collaborators. Our work together has been very fruitful and I look forward to continuing the partnership.	
Greg Daly is awesome and has gone above and beyond repeatedly to support myself and my children!	WIC Home Visiting
Greg is an amazing asset to the community	
Circle of Security is a course that all Parents should attend and Greg presents it very well.	
It is such an insightful program I highly suggest it to anyone in need	

Loved working with Rae and Katie and love working with Greg daly	
Loved my Nurse !!! The program was awesome and supported my family so much	
We love Marisa so freaking much and where so happy to have her apart of our lives she's like family	
The WIC off is run exceptionally, you feel involvement from staff in all areas and they make you feel like your only person their worried about they don't rush or skip you they work with you and make you feel important and	
Greg Daly has been a tremendous help to us while trying to navigate the challenges of raising three children in the midst of our unique struggles that we have faced. He has helped us in many ways that we wouldn't have been able to get through on our own.	

Data Source: Customer Satisfaction Survey, Lewis and Clark Public Health, Lewis and Clark County, Montana, June-December 2022

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

7

☐ Minutes ☐ Board Member Discussion ☒ Staff & Other Reports ☐ Action ☐ Hearing of Delegation

AGENDA ITEMS: Health Officer's Report

PERSONNEL INVOLVED: Public Health Staff

BACKGROUND: Legislative Update; CDC Infrastructure Grant Application; Local Governing Body By-Laws Update

HEALTH DIRECTOR'S RECOMMENDATION: N/A

☐ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 23, 2023

Agenda Item No.

8

☐ Minutes ☒ Board Member Discussion ☐ Staff & Other Reports ☐ Action ☐ Hearing of Delegation

AGENDA ITEMS: Public Comment

PERSONNEL INVOLVED: Public and Board Members

BACKGROUND: Time is allowed for public comment on matters not mentioned in the agenda within the Board of Health's jurisdiction.

HEALTH DIRECTOR'S RECOMMENDATION: n/a

☐ ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

Attendance Record for the Lewis & Clark City-County Board of Health

FY 2023

	Jul	Aug	Sept	Oct	Nov/ Dec	Jan	Feb	Mar	Apr	May	Jun
Bedell	X	O	X	X	X	X					
Collins	O	O	X	X	O	O					
Harris	X	X	X	X	X	O					
Kaufman	X	X	X	X	O	O					
MacLaurin	X	O	X	X	X	X					
McCormick	X	X	X	X	X	---	---	---	---	---	---
Murgel	X	X	X	O	X	X					
Rolfe	---	---	---	---	---	X					
Weber	X	X	X	O	X	O					
Weltz	O	O	X	O	X	O					

Legend:

X = Present

X_p = Present by phone

--- = Not a member of the board at that time.

O = Absent

* = No meeting held

P = Strategic Planning Session

T = Training



Lewis & Clark Public Health

1930 Ninth Avenue
Helena, MT 59601
PH: 457-8900
Fax: 406.457.8990

Tom Rolfe
County Commissioner
316 N. Park
Helena, Montana 59623
447-8304 (W) 447-8370 (Fax)
E-mail: trolfe@lccountymt.gov

(1)
Pleasure of L & C County Commission

Mayor Wilmot Collins
City Commissioner
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Helena, Montana 59623
447-8410 (W)
E-mail: wcollins@helenamt.gov

(2)
Pleasure of City of Helena Commission

Rex Weltz
Superintendent, Helena School Dist. No. 1
55 S. Rodney
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324-2001 (W)
E-mail: rweltz@helenaschools.org

(3,a)
Superintendent of Schools

Dr. Mikael Bedell -vice chair
710 Madison Ave
Helena, MT 59601
208-630-3848 (C)
E-mail: mbedell@sphealth.org

(3,b)
Term expires - June 30, 2025

Lisa Kaufman
4322 Paso Fino Lane
Helena, MT 59602
438-1194(H) 444-5313 (W)
E-mail: lkaufman@mt.gov

(3,c)
Term expires - June 30, 2024

Mayor Kelly Harris
P.O. Box 1170
East Helena, MT 59635
438-1031(C)
E-mail: kharris@easthelenamt.us

(3,d)
Pleasure of East Helena City Council

Brie MacLaurin
710 N. Davis St.
Helena, MT 59601
461-0784 (C)
E-mail: brie@hmbh-mt.org

(3,e)
Term expires - June 30, 2025

Katherine Weber
3135 Bannack Drive
Helena, MT 59602
215-499-0050 (C)
E-mail: Katherine.weber@hotmail.com

(3,f)
Term expires - June 30, 2024

Justin Murgel- chair
2502 Gold Rush Ave.
Helena, MT 59601
422-9928 (H)
E-mail: Justin.Murgel@PacificSource.com

(3,g)
Term expires - June 30, 2024

Updated January 2023

"To Improve and Protect the Health of all Lewis and Clark County Residents."



LEWIS AND CLARK CITY-COUNTY BOARD OF HEALTH

1930 Ninth Avenue
Helena, MT 59601
PH 406.457.8900
Fax: 406.457.8990

MEMBERS

Katherine Weber	Term expires - June 30, 2024	First Term
Justin Murgel	Term expires - June 30, 2024	Second Term
Mikael Bedell	Term expires - June 30, 2025	Second Term
Brie MacLaurin	Term expires - June 30, 2025	Second Term
Lisa Kaufman	Term expires - June 30, 2024	First Term
Rex Weltz	Superintendent of Schools	
Tom Rolfe	Pleasure of Lewis & Clark County Commission	
Mayor Wilmot Collins	Pleasure of Helena City Commission	
Mayor Kelly Harris	Pleasure of East Helena City Council	

MEETING DATES FOR FISCAL YEAR 2023

Scheduled for 1:00 p.m. in Room 330 of the City-County Building.

July 28, 2022

August 18, 2022

September 22, 2022

October 27, 2022

December 1, 2022

January 26, 2023 Strategic Planning Session

February 23, 2023

March 23, 2023

April 27, 2023

May 25, 2023

June 22, 2023

January 2023