

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 PARK AVENUE, HELENA, MONTANA 59624
Room 330
October 22, 2015**

Members Present

Anne Weber, chair
Dr. Maria Braman, vice-chair
Mayor Jim Smith
Commissioner Susan Good Geise
James Benish
Kammy Johnson

Staff Present

Melanie Reynolds Gayle Shirley
Jolene Helgersen
Norman Rostocki
Drenda Niemann
Kathy Moore
Beth Norberg
Jay Plant

Members Absent

Kent Kultgen
Scott St. Clair

Guests Present

Becky Lawson, SMA Architects
Tim Meldrum, SMA Architects
Eric Bryson, Chief Administrator
Eric Griffin, Public Works
Michele Peterson, Deputy County Attorney

Anne Weber, chair, called the meeting to order at 1:30 p.m. A quorum was established.

REVIEW OF AGENDA

No changes were made.

MINUTES

Ms. Weber asked if there were any corrections or additions to the September 24, 2015, minutes. The Board approved the minutes as written.

BOARD MEMBER DISCUSSION

Health Officer Report: Melanie Reynolds, Health Officer, stated that Public Health is in the final stages of hiring for the Disease Control and Prevention Division Administrator position.

Public Health has contracted with Joan Miles to provide training for staff in public health law and to assist with a mock accreditation site visit.

Ms. Reynolds will email a copy of the FY2015 Performance Measures and Workload Indicators to the board for review.

Ms. Reynolds announced that the 2015 Community Health Report is completed and will be available to the Board in the next couple of weeks. The report will be on the December board agenda.

Commissioner Good Geise stated that, during a meeting in Lincoln, community members brought up concerns they had regarding community decay, animal control, and inspections of eating establishments. Ms. Reynolds stated that she would discuss those concerns with the division administrators to see that they are resolved.

PRESENTATION

Becky Lawson and Tim Meldrum with Schlenker & McKittrick Architects (SMA) gave a presentation on the final Lewis and Clark Public Health Preliminary Architectural Report (PAR) (pages 7-87 of the board packet). In their report, they defined problems the Public Health facility was facing prior to the renovation of the Murray Building, such as growth, location, and condition of the facility. They provided alternative solutions, such as renovation of the lower level of the Murray Building, renovation of the Armory Building, renovation of a warehouse setting and construction of a new facility. They also provided recommendations related to each solution based on site characteristics, operation requirements, and projected cost summaries. Ms. Lawson stated that the PAR was done in a format appropriate to accompany an application for Montana Department of Commerce Community Development Block Grant funding of up to \$450,000. Eric Bryson, Chief Administrator for Lewis and Clark County, stated that the purpose of the PAR was to provide a long-term master plan for the continuing growth of Public Health. Currently the county cannot provide additional funding to assist Public Health with a new facility. A short-term solution would be to apply for a CDBG grant to modify the open space in the lower level of the Murray Building for offices. In answer to a question from Jim Benish, Ms. Reynolds stated that she would ask Ms. Miles if Public Health would be penalized during an accreditation audit for staff not being located in one building. Ms. Reynolds stated that the next step for Public Health will be to develop a subcommittee to continue discussion of the CDBG grant process.

BOARD MEMBER DISCUSSION continued

Finance Report: Norman Rostocki, Finance Coordinator, referenced the FY16 comparison to budget and cash flow for July 2015 through June 2016 (pages 90-91 of the board packet) along with a revised page 92 (see Attachment "A"). Mr. Rostocki noted that the department is 25% of the way through its fiscal year. Total revenue to date is \$225,307, or 11.5% of the amount budgeted; actual expenditures are \$522,935, or 26% of the amount budgeted. Revenues are under expenditures by \$297,627; total ending cash is \$587,511. Ms. Reynolds reminded board members of the upcoming November Finance Committee meeting.

PUBLIC HEARING

At 2:30 p.m. on October 22, 2015, Anne Weber, Board of Health Chair, called to order the public hearing on proposed amendments to the 2015 Lewis and Clark On-site Wastewater Regulations. Ms. Weber described the hearing process and opened the hearing for public comment and Board comment. In answer to questions from Commissioner Good Giese, Ms. Moore stated that on page 104 of the Summary of Proposed Changes for the Draft 2015 Lewis and Clark On-site Wastewater Regulations found in the board packet the word "shall" was stricken from the document and replaced by the word "means." In answer to a question from Commissioner Good Giese, Deputy County Attorney Michele Peterson read the definitions of "subdivision" in the Subdivision and Platting Act and the Sanitation in Subdivisions Act. Ms. Moore stated that the County Planning Department and public health sanitarians work closely to clearly represent the definition of subdivisions as written in the the Sanitation in Subdivisions Act to the public. In answer to a question from Mayor Smith, Ms. Moore stated that, in the wastewater regulations, a property owner can have 4 accessory buildings on the property that may share a wastewater line with a home, but the size of the drainfield is ultimately limited by the size of the parcel and soil type. In answer to a question from Ms. Weber, Ms. Peterson stated that the Board could continue with the rest of its regular meeting agenda until a member of the public arrives to address the Board regarding the Lewis and Clark On-site Wastewater Regulations.

BOARD MEMBER DISCUSSION continued

Update on the East Valley Controlled Groundwater Area: Kathy Moore, Environmental Services Division Administrator, gave an update on the East Valley Controlled Groundwater Area (EVCGA) (pages 96-98 of the board packet) that included background information, information about the site, discussion of what is in the proposed petition, and a breakdown of the EVCGA timeline.

PUBLIC HEARING continued

There being no public comment on the proposed revisions to the 2015 Lewis and Clark On-site Wastewater Regulations, Ms. Weber closed the hearing at 3:30 p.m. on October 22, 2015.

There being no public comment related to other matters on the Board agenda, the meeting adjourned at 3:30 p.m.

Anne Weber, Chair

Melanie Reynolds, Secretary