TREASURER'S MONTHLY REPORT-BANK BALANCES, INVESTMENTS, REVENUES AND DISBURSEMENTS
April 30, 2020

BANK BALANCES:

	STATEMENTS
US BANK MASTER ACCOUNT	$ 5,732,778.47
TOTAL	$5,732,778.47

INVESTMENTS:

MT Board of Investments - Short Term Investment Pool (STIP)	$29,336,025.23
TOTAL	$29,336,025.23
GRAND TOTAL	$35,068,803.70

OTHER BANK BALANCES:	**STATEMENTS**
CLERK OF COURT RESTITUTION	$ 15,769.28
SHERIFF'S COMMISSARY	$ 54,808.92
SHERIFF'S CIVIL	$ 16,863.55
SHERIFF'S EVIDENCE	$ 346,382.18
JUSTICE COURT OLD TRUST	$ 1,328.70
JUSTICE COURT NEW TRUST	$ 72,935.82
TOTAL	$ 508,088.45

RECEIPTS:

MOTOR VEHICLE	$ 596,440.77
PROPERTY TAX	$ 1,412,036.55
REVENUE RECEIPTS	$ 2,620,026.51
TOTAL	$4,628,503.83

DISBURSEMENTS: Made in the current month.

MONTANA MOTOR VEHICLE DIVISION	$ 420,896.33
MONTANA DEPT. OF REVENUE	$ 250,293.43
CITY OF GREAT FALLS	$ 435,156.67
GREAT FALLS PUBLIC SCHOOLS	$ 442,185.27
MISC. REMITTANCES	$ 37,064.69
TOTAL	$ 1,585,596.39

AGENDA #_____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM **Approved checks issued since 4/18/20**

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 302956 through #303056 totaling $497,620.33 dated 4/20/2020 thru 4/24/2020.

A listing of all paid checks is available in the Cascade County Commissioners Office.

AGENDA #_____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 04/25/2020

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks #303057 through #303201 totaling $ 469,844.95 and EFT #9101516 through #9101518 totaling $ 323,452.79 for an A/P total of $ 793,297.74 dated 04/27/20 thru 05/01/2020.

A listing of all paid checks is available in the Cascade County Commissioners Office.

AGENDA #_____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM **Approved checks issued since 05/02/2020**

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 302202 through #303318 totaling $ 111,007.91 and EFT's #9101520 through 9101530 totaling $ 4,196.64 for an A/P total of $115,204.55 dated 05/05/2020 thru 05/08/2020.

In addition, payroll checks #95251 through #95285 were issued totaling $ 30,204.87 and EFT's 5240261 through 5241142 were made totaling $ 969,332.09 for a payroll total of $ 1,001,858.69 for the month of April 2020.

A listing of all paid warrants is available in the Cascade County Commissioners Office.

AGENDA #_____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM **Approved checks issued since 05/9/2020**

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks #303319 through #303449 totaling $ 292,691.96 and EFT #9101531 through #9101534 totaling $ 299,166.91 for an A/P total of $ 591,858.87 dated 05/11/20 thru 05/15/2020.

A listing of all paid checks is available in the Cascade County Commissioners Office.

CASCADE COUNTY COMMISSION MEETING
May 12, 2020
Via Zoom
9:30 A.M.

Commission
Journal #60

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. These are in draft form until officially approved on May 26, 2020.

Commission: Chairman James L. Larson, Commissioner Jane Weber and Commissioner Joe Briggs

Staff: Cory Reeves – Undersheriff, Kim Thiel-Schaaf – Aging Services Director, Mary Embleton – Budget Officer, Carey Ann Haight – Deputy County Attorney, Sean Higginbotham – IT Director, Trisha Gardner – Public Health Officer, Bonnie Fogerty – Commission Office and Kyler Baker – Deputy Clerk.

Public: Michael Wendland – Hill County Commissioner, and Karl Puckett – Great Falls Tribune

Call to Order: Chairman Larson called the meeting to order.

Reading of the Commissioners' calendar: Bonnie Fogerty read the calendar. **00:45**

Purchase orders and accounts payable checks: *See agenda for payment information.* Commissioner Briggs made a **MOTION** to approve purchase orders and accounts payable warrants. **Motion carries 3-0 04:53**

Consent agenda: Routine day-to-day items that require Commission action. Any Commissioner may pull items from the Consent Agenda for separate discussion/vote. **Approval of the Minutes and Consent Agenda Items:** Commissioner Briggs made a **MOTION** to (A) Approve minute entries (May 6, 2020) (B) Approval of Routine Contracts as Follows:

Consent Agenda

Resolution 20-21: A resolution rejecting and denying the TORT claim for damages of Scott Schaaf. **05:25**

Resolution 20-22: Prosecutorial assistance in the matter of *State of Montana v. Traci Nicole Michels, ADC-2018-032.* **05:36**

Resolution 20-23: Prosecutorial assistance in the matter of *State of Montana v. Benjamin Hallberg.* **05:51**

Contract 20-50: Amendment #3 to Contract #20027210050 between the Montana Department of Public Health and Human Services and Cascade County Area VIII Agency on Aging. This increases the reimbursement per client from $3.50 per client to $4.30 per

client effective October 1, 2019 to September 30, 2020 not to exceed $27,492. The case load for the remainder of the contract year will stay at 477 clients and no other changes have been made to the contract. *(Ref: 19-179, R0380193)* **6:00**

City-County Health Department

Contract 20-52: Task Order #20-331-74148-0 to the Master Agreement 07 Cascade 2019-2026 between the State of Montana, DPHHS and Cascade County. Purpose: Provide funding for community based behavioral health initiatives to meet the behavioral health needs cause or exacerbated by the COVID-19 pandemic. Effective: May 1, 2020 – June 30, 2021 Total Amount: $40,000.00 from the state general fund. **06:53**

Resolution 20-24: Budget Appropriation due to MT DPHHS Task Order 20-331-74148-0 funding to enhance behavioral health services in Cascade County that have arisen due to the COVID-19 pandemic. Total Amount: $40,000.00 *(Ref: Contract 20-52)* **07:37**
(ITEM PULLED NOT READY FOR OFFICIAL ACTION)

Contract 20-54: Orasure Technologies, Inc. pricing letter that sets forth fee structures for OraQuick ADVANCE Rapid HIV-12 test and controls, includes training on use of the kits. Effective: February 12, 2020 – February 11, 2021. **07:49**
Motion carries 3-0 **09:16**

AGENDA ITEM #1 **09:37**
Motion to Approve or Disapprove:
Contract 20-53: Agreement by and between Cascade County and Keefe Commissary Network, LLC to provide inmate commissary services at the Adult Detention Center. Effective: 3 years beginning on the date of the last signature. *(No Cost to the County)*
Cory Reeves, Undersheriff, elaborates. **10:01**
Commissioner Weber made a **MOTION** to approve Contract 20-53: Agreement by and between Cascade County and Keefe Commissary Network, LLC to provide inmate commissary services at the Adult Detention Center. Effective: 3 years beginning on the date of the last signature. *(No cost to the County)* **15:32**
Motion carries 3-0 **16:19**

AGENDA ITEM #2 **16:31**
Contract 20-55: Montana Department of Commerce Community Development Block Grant Contract #MT-CDBG-17PF-09 for the Simms County Sewer District Public Facilities Grant Lagoon Replacement. Total Amount: $450,000.00
Mary Embleton, Budget Officer, elaborates. **17:08**
Commissioner Briggs made a **MOTION** to approve Contract 20-55: Montana Department of Commerce Community Development Block Grant Contract #MT-CDBG-17PF-09 for the Simms County Sewer District Public Facilities Grant Lagoon Replacement. Total Amount: $450,000.00. **22:17**
Motion carries 3-0 **23:04**

Public Participation in decisions of the Board and allowance of public comment on matters the Commission has jurisdiction, on items not covered by today's agenda. (MCA 2-3-103)

Public Comment: Chairman Larson stated that the Commission received a letter from Representative Lola Sheldon Galloway concerning the roads in the Sun Prairie Village. All

Commissioners stated that the project for the Sun Prairie Village Overlay project was already underway. 23:41

Adjournment: Chairman Larson adjourned this Commission Meeting at **09:56 a.m.**

DRAFT

2020 SPECIAL DISTRICTS ELECTION CANVASS
May 15, 2020
COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM 111
8:30 a.m.

COMMISSION
MINUTES
JOURNAL #60

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. This written record is in draft form until officially approved on May 26, 2020.

PRESENT:
Chairman James Larson, Commissioner Jane Weber, Commissioner Joe Briggs, Rina Fontana Moore – Clerk and Recorder, Lynn DeRoche – Elections Supervisor, Kyler Baker – Deputy Clerk and Recorder

Public: None

CALL TO ORDER: The meeting was called to order at 8:30 a.m.

Sun Prairie Estates Water & Sewer Election: (See Exhibit "A")
Lynn Deroche presented the final tabulations of votes (see Certification of Election **R0387739**). She announced that this election had 92 total votes cast; which is **58%** of all voters. **00:33**

The Board of Canvassers certified the Sun Prairie Estates Water & Sewer Election. See document **R0387739.**

West Great Falls Flood District Election: (See Exhibit "B")
Lynn Deroche presented the final tabulations of votes (see Certification of Elections **R0387740**). She announced that this elections had 480 total votes cast; which is **58%** of all voters. **01:35**

The Board of Canvassers certified the West Great Falls Flood District Election. See document **R0387740**.

ADJOURNMENT: The meeting was adjourned at 8:35 a.m.

Black Eagle Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date 03/31/2020

NAME Debra J. Eve - not a FF on Department or related to one

TELEPHONE (Home)_____ (Work)_____ (Cell) 406-788-8868 (E-Mail) sheboss27@aol.com

CURRENT ADDRESS 2612 Rainbow Dam Road, Great Falls, MT 59404

Previous Public Experience (Elected or Appointed) Past member of GF Bus. Improv. District

Previous Volunteering or County Boards I

Current Volunteering or County Boards member of BEVFD board since 2008, Treasurer of Rural 2017.

Current Employer part time Construction Manager at AAniiih Nakoda College in Harlem, MT, adjunct faculty business ethics course Aaniih Nakoda College Contract accounting and consulting services self employed

Education BS in business U of MT, Certified Fraud Examiner license 8214

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd , 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

my accounting speciality is governmental and non-for-profit, having been in accounting business since 1981. I set up the department on Quickbooks and provide the monthly reports, am flexible with time so able to work on special projects as needed at BEVFD with other board assistance revised the fee service for Rural . My expertise in construction management will be utilized in our building of an new station

CASCADE COUNTY
BOARD APPLICATION

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Date April 6, 2020

(Please Print or Type)

NAME Rory F. Peck

TELEPHONE (Home) 761-4408 (Work) 761-1581 (Cell) 899-4408 (E-Mail) sarahahp@earthlink.net

CURRENT ADDRESS 1729 Colorado Ave Black Eagle, MT 59414

Previous Public Experience (Elected or Appointed) Black Eagle-Cascade County Water & Sewer District

Black Eagle Vol Fire Dept District, Black Eagle Vol Fire Dept Rural

Previous Volunteering or County Boards Black Eagle Vol Fire Dept District

Current Volunteering or County Boards Black Eagle Vol Fire Dept Rural

Black Eagle-Cascade County Water & Sewer District

Current Employer B&B Heating & Air Conditioning

Education High School and Apprenticeship School

Please indicate which of the following Boards/Trustee positions you are interested in.
Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards
(Additional information, comments or resume may be added to the back of this form.)

Retired BE Vol Fire Dept, BE Vol Fire District Board, BE Vol Rural Board

Black Eagle-Cascade County Water & Sewer District since 1983, Black Eagle Civic Club Board for about 10 years

Owner of B&B Heating & A/C for 23 years, Board Officer for the MT SMACNA, Volunteer with Boy Scouts

Cascade Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 20, 2020

NAME Tom Cummings

TELEPHONE (Home)_____ (Work)_____ (Cell) 509-370-1364 (E-Mail) tmcummings75@gmail.com

CURRENT ADDRESS PO Box 134 Cascade MT 59421

Previous Public Experience (Elected or Appointed) None

Previous Volunteering or County Boards None

Current Volunteering or County Boards None

Current Employer Self-Employed

Education BS Animal Science, Washington State

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd , 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting appointment to the Cascade Fire Fee Area Board.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 20, 2020

NAME Rowan Ogden

TELEPHONE (Home) 866-3539 (Work) 866-3539 (Cell) 799-3539 (E-Mail) buffodgen@gmail.com

CURRENT ADDRESS 2232 Millegan Road Cascade MT 59421

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Cascade Fire Fee Service Area Board Member

Current Volunteering or County Boards Cascade Fire Fee Service Area Board Member

Current Employer Self-Employed, Rancher

Education High School, College (2 years) ORU Training

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Smith River QRU Reponse Team Member (25+ years)

Requesting re-appointment to the Simms Fire Fee Area Board.

Fort Shaw Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date 05-15-2020

NAME Timothy J. Reifer

TELEPHONE (Home) 406-264-5686 (Work) _____ (Cell) 406-788-9812 (E-Mail) tjreifer@yahoo.com

CURRENT ADDRESS 204 Knapstad Rd, Sun River MT 59483

Previous Public Experience (Elected or Appointed) SHS elem & HS Board

2015 to present

Previous Volunteering or County Boards Fort Shaw Rural VFD

Current Volunteering or County Boards FSRural VFD Vice President

Current Employer USAF

Education Some College

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Please appoint to Dave Paquette open seat.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Rodney A Evans

TELEPHONE (Home) 264-5846 (Work) _____ (Cell) 868-6353 (E-Mail) _____

CURRENT ADDRESS 398 N. Fort Shaw, MT 59443

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Fort Shaw Fire - Volunteer

Current Volunteering or County Boards _____

Fort Shaw Fire Fee Service Area Board (Appointed: August 2, 2017, fill remainder of term)

Current Employer BNSF

Education High School

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Gore Hill Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Kathleen Hickman

TELEPHONE (Home) 406-727-1758 (Work)_____ (Cell) 899-5640 (E-Mail)_____

CURRENT ADDRESS 15 Gopher Drive Great Falls, MT 59404

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Gore Hill Fire Fee Service Area Board

Current Volunteering or County Boards Gore Hill Fire Fee Service Area Board

Current Employer Self-Employed

Education MSU, BS Mechanical Engineer

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting re-appointment to the Gore Hill Fire Fee Service Board.

Monarch Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Chris J. Croff

TELEPHONE (Home) 236-5549 (Work) _____ (Cell) 406-868-2339 (E-Mail) lbi@3rivers.net

CURRENT ADDRESS 99 Sun Mountain Drive Monarch Drive MT 59463

Previous Public Experience (Elected or Appointed) MVFD Trustee 2004 to present

Previous Volunteering or County Boards Monarch VFD Trustee

Current Volunteering or County Boards Monarch Fire Fee Service Area Board

Current Employer Greenfield Industries, Inc., President (Retired)

Education B.S. - Geological Engineering Montana Tech

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Currently a Monarch Fire Fee Service Area board member.

Extensive business experience and business owner.

Requesting re-appointment to the Monarch Fire Fee Service Board.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 18, 2020

NAME Doug J. Lobaugh

TELEPHONE (Home)_____ (Work)_____ (Cell) 750-6046 (E-Mail) lbi@3rivers.net

CURRENT ADDRESS PO Box 65 Monarch Drive MT 59463

Previous Public Experience (Elected or Appointed) See Attachment #1

Previous Volunteering or County Boards See Attachment #2

MT Fish, Wildlife & Parks Citizens Advisory Council, Region #4

Current Volunteering or County Boards Monarch Fire Fee Service Area Board

Current Employer MSU - Fire Services Training School, Operations Manager

Education High School, College (2 years)

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

See Attachment #3

Requesting re-appointment to the Monarch Fire Fee Service Board.

County Board Application
Attachment #1

Previous Public Experience

1. Firefighter, Captain, Training Officer, Fire Inspector, Assistant Chief Livingston Fire Rescue/ Livingston Montana, 1986-2009 Retired. Livingston FR was a 15 Career, 15 Volunteer member department.

2. Deputy Coroner Park County Montana, 2002-2005 Approximately

3. School Board Present, St Mary's Catholic School, Livingston, Montana

County Board Application
Attachment #2

Previous Boards/ Volunteering

1. City of Livingston, Historical Preservation Committee
2. Yellowstone Gateway Museum of Park County/ Board Member, Vice President
3. T Ball Coach
4. Red Cross Volunteer

County Board Application
Attachment #3

Special Experience

In conjunction with what I have previously listed, I would add the following.

1. I have been involved with Monarch Fire, Neihart FD, Gore Hill FD, Sand Coulee FD and GFFR regularly for 8 years. I am familiar with all other Cascade County Departments as well and have occasional involvement.

2. I am familiar with all aspects of Fire Rescue and EMS and have been since 1985.

3. I have attended all Monarch board meetings for the last 2 years to the best of my knowledge.

4. I have served on the audit Committee for Monarch Fire

5. I have been involved with lowering the ISO rating for Monarch Fire.

6. I am available to attend meetings for Monarch Fire

7. I am completely familiar with all aspects of Monarch Fire.

Simms Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 18, 2020

NAME Walter "Wally" Kolski

TELEPHONE (Home) 264-5921 (Work)_____ (Cell)_____ (E-Mail)_____

CURRENT ADDRESS PO Box 184 Simms, MT 59421

Previous Public Experience (Elected or Appointed) None

Previous Volunteering or County Boards Simms VFD (30 years)

Current Volunteering or County Boards Not at this time

Current Employer "Retired" Construction

Education High School - Firefighter Training

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting appointment to the Simms Fire Fee Service Area Board.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Brenda Klick

TELEPHONE (Home) 264-5987 (Work) 264-5110 (Cell) 590-5987 (E-Mail) bklick@srvs.k12.mt.us

CURRENT ADDRESS PO Box 94 Simms, MT 59477

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Secretary/Treasurer SVFD

Current Volunteering or County Boards Simms Fire Fee Service Area Board Member

Secretary/Treasurer SVFD

Current Employer Sun River Valley School District

Education High School, Airline School & Studies

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting re-appointment to the Simms Fire Fee Service Area Board.

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date May 15, 2020

NAME Curtis W. Patterson

TELEPHONE (Home) 899-2707 (Work)_____ (Cell)_____ (E-Mail) janetpatterson1960@yahoo.com

CURRENT ADDRESS PO Box 164, Simms, MT 59477 (270 Johnson's Street)

Previous Public Experience (Elected or Appointed) Sewer Board Member (Alternate

Previous Volunteering or County Boards _____

Current Volunteering or County Boards Simms Fire Fee Service Area Board Member

Current Employer Sun River Valley Schools (Bus Driver)

Education High School

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

USAF, Retired (23 years service)

Requesting re-appointment to the Simms Fire Fee Service Area Board.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Janet Lee Patterson

TELEPHONE (Home) 899-2707 (Work)_____ (Cell)_____ (E-Mail) janetpatterson1960@yahoo.com

CURRENT ADDRESS PO Box 164, Simms, MT 59477 (270 Johnson's Street)

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Girl Scout Leader - 8 years

Current Volunteering or County Boards Simms Fire Fee Service Area Board Member

Current Employer Retired - USAF Government Service

Education High School - CLM (AMHLA-EI)

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Managed USAF Lodging Operations - 30 years

Requesting re-appointment to the Simms Fire Fee Service Area Board.

Ulm Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date 5/19/2020

NAME THOMAS W. O'HARA

TELEPHONE (Home) 866-3267 (Work)_____ (Cell)_____ (E-Mail) TOMORE50@YAHOO.COM

CURRENT ADDRESS 166 WHITETAIL LANE P.O. BOX 215 ULM

Previous Public Experience (Elected or Appointed) CASCADE COUNTY RURAL FIRE COORDINATOR 1981 - 2001

Previous Volunteering or County Boards ULM FIRE FEE SERVICE AREA 2004 - PRESENT

Current Volunteering or County Boards ULM VOLUNTEER FIRE DEPT 1968 - PRESENT

Current Employer RETIRED

Education 12 YRS. -

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area Ulm	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

NATIONAL FIRE ACADEMY FIRE PREVENTION 1987, FIRE ARSON 1989
REGION 1 USFS - SEVERAL CLASSES (WILD LAND)

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date May 15, 2020

NAME Patrick "Boyd" Standley

TELEPHONE (Home) 468-2628 (Work) 868-1712 (Cell) 868-1712 (E-Mail) standley@3riversdbs.net

CURRENT ADDRESS 1134 River Road Cascade, MT 59421

Previous Public Experience (Elected or Appointed) Ulm Fire Board (Appointed)

MT Ag. Experiment Station, Conrad MT (Appointed)

Previous Volunteering or County Boards MT Ag. Experiment Station, Conrad MT

Current Volunteering or County Boards Ulm Fire Fee Service Area Board Member

Current Employer Farm & Ranch (Self-Employed

Education High School

MANG Motor Pool (6 years), Great Falls Fire Department (7 years)

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting re-appointment to the Ulm Fire Fee Service Area Board.

Vaughn Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date April 21, 2020

NAME Leonard Lundby

TELEPHONE (Home) 727-5968 (Work) 899-8873 (Cell) 899-8873 (E-Mail) llundby@aol.com

CURRENT ADDRESS 101 Manchester Lateral Great Falls, MT 59404

Previous Public Experience (Elected or Appointed) MT State Volunteer Firefighters Association - Director

Cascade County Planning Board, Cascade County Zoning Board

Previous Volunteering or County Boards Montana Fire Alliance

MT State Fire Chief's Association - Director

Current Volunteering or County Boards Manchester Volunteer Fire Dept. - Chief

Vaughn Fire Fee Service Area - Chairman

Current Employer Triangle Turf Farms (Self-Employed)

Education College (2 years+)

Trainings: Advanced Fire Investigation, ICS 400, Incident Command System 400

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Firefighter for 30 years (2020)

Requesting re-appointment to the Vaughn Fire Fee Service Area Board.

April 21, 2020

Cascade County Commissioners

325 2nd Avenue North

Great Falls, MT

Commissioners,

This letter is to confirm my interest in serving another term on the Vaughn Fire Service Area Board of Trustees. I currently serve as the Chair of the Board and am interested in ensuring continuity of operations within the Board. The current members of our FSA Board work well together and I think that a smooth functioning Board is critical to ensuring adequate community fire protection while maintaining fiscally conservative practices. Thank you for your consideration.

Sincerely,

Leonard Lundby

May 26, 2020 **Resolution #20-26**

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM:	**Budget Appropriation** **Increasing funds for the Victim Witness Program.**
INITIATED AND PRESENTED BY:	**Mary K. Embleton, Budget Officer**
ACTION REQUESTED:	**Approval of Resolution #20-26**

BACKGROUND:
The purpose of this resolution is to amend the budgets for the Victim Witness program. This is a long-standing program that provides funding for victim services through Court surcharges passed through the County to Victim Witness Assistance Services in Great Falls. These surcharge collections have increased over the last two fiscal years creating additional revenues that have been underestimated in both FY2019 and FY2020. Trends have been reviewed and an increase of $6,000 in both revenues and expenditures is recommended to provide adequate budget authority to allow for full disbursements of the surcharges for FY2020.

RECOMMENDATION: Approval of Resolution #20-26.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:
Mr. Chairman, I move that the Commission **APPROVE** Resolution #20-26 increasing the appropriation in Fund #2917 Victim Witness by $6,000 in both revenues and expenditures.

MOTION TO DISAPPROVE:
Mr. Chairman, I move that the Commission **DISAPPROVE** Resolution#20-26 increasing the appropriation in Fund #2917 Victim Witness by $6,000 in both revenues and expenditures.

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF CASCADE COUNTY, MONTANA

IN THE MATTER OF A BUDGET
APPROPRIATION WITHIN CASCADE COUNTY
VICTIM WITNESS FUND #2917

RESOLUTION 20-26

WHEREAS, Cascade County has an established fund #2917 Victim Witness to receive and disburse monies collected by the Court system in the form of surcharges to provide services for victim services programs; and

WHEREAS, there has been a steady increase in the amount of surcharges collected by the Courts to be disbursed to Victim Witness Assistance Services on a quarterly basis, which was unanticipated; and

WHEREAS, this trend was partially recognized at the end of Fiscal Year 2019 and partially corrected when the final FY2020 budget was adopted on September 3, 2019 but has now been found to be underestimated; and

WHEREAS, a budget amendment is necessary to increase revenue in the amount of $6,000 and expenditures in the amount of $6,000 in the Victim Witness Fund budgets to allow full disbursement of these funds for FY2020; and

WHEREAS, pursuant to Section 7-6-4006, M.C.A. 2017, the Board of County Commissioners has the power to appropriate funds within the budget; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of County Commissioners of Cascade County the appropriation adjustments are to be made as detailed in Attachment A;

Dated this 26th Day of May, 2020.

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

_____
JAMES L. LARSON, CHAIRMAN

_____
JANE WEBER, COMMISSIONER

_____
JOE BRIGGS, COMMISSIONER

ATTEST:

_____
CLERK & RECORDER/AUDITOR
mke

REQUEST FOR BUDGET AMENDMENT (APPROPRIATION) Attachment A

Date: 5/15/2020

To: Cascade County Board of Commissioners

Program Name: Victim Witness Program

CFDA #

Contract #

Responsible Department: Commissioners

Prepared by: Mary K. Embleton, Budget Officer/Grants Coordinator

Please approve the following budget changes:

	Fund		Dept		Function		Account	Budgeted Amount	Increase (Decrease)	Amended Budget
Expenses										
Acct #	2917	-	317	-	B0142	-	300.390	21,976	6,000	27,976
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
Acct #		-		-		-		0	0	0
								21,976	6,000	27,976
Revenues										
Acct #	2917	-	317	-		-	35.1020	17,000	6,000	23,000
Acct #		-		-		-		0	0	0
								17,000	6,000	23,000

Explanation of budget changes:
Increase revenues and expenditures by $6,000 to account for unanticipated increase in Court collections for FY2020 which are passed through to Victim Witness Assistance Services. Original budget for FY2020 allowed for "catch-up" of increased Court collections for FY2019; however, steady increases in Court collections dictate increasing this Fund's budget to allow for the continued increase in Court collections for Fy2020.

Changes authorized by:

James L. Larson 5/15/2020
Department Head Signature or Elected Official Signature — Date

Mary K. Embleton 5/15/2020
Budget Officer — Date

James L. Larson
Print Name
JAMES L. LARSON

Budget Performance Report

Fiscal Year to Date 05/14/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund	**2917 - Victim Witness Program**									
REVENUE										
Department	**317 - Victim Witness Program**									
35										
35.1020	Surcharge	17,000.00	.00	17,000.00	606.50	.00	18,784.93	(1,784.93)	110	20,855.24
	35 - Totals	$17,000.00	$0.00	$17,000.00	$606.50	$0.00	$18,784.93	($1,784.93)	110%	$20,855.24
	Department **317 - Victim Witness Program** Totals	$17,000.00	$0.00	$17,000.00	$606.50	$0.00	$18,784.93	($1,784.93)	110%	$20,855.24
	REVENUE TOTALS	$17,000.00	$0.00	$17,000.00	$606.50	$0.00	$18,784.93	($1,784.93)	110%	$20,855.24
EXPENSE										
Department	**317 - Victim Witness Program**									
Function	**B0142 - Drug Investigation**									
300										
300.390	Other Purchased Services	21,976.00	.00	21,976.00	.00	.00	10,988.00	10,988.00	50	17,000.00
	300 - Totals	$21,976.00	$0.00	$21,976.00	$0.00	$0.00	$10,988.00	$10,988.00	50%	$17,000.00
	Function **B0142 - Drug Investigation** Totals	$21,976.00	$0.00	$21,976.00	$0.00	$0.00	$10,988.00	$10,988.00	50%	$17,000.00
	Department **317 - Victim Witness Program** Totals	$21,976.00	$0.00	$21,976.00	$0.00	$0.00	$10,988.00	$10,988.00	50%	$17,000.00
	EXPENSE TOTALS	$21,976.00	$0.00	$21,976.00	$0.00	$0.00	$10,988.00	$10,988.00	50%	$17,000.00
	Fund **2917 - Victim Witness Program** Totals									
	REVENUE TOTALS	17,000.00	.00	17,000.00	606.50	.00	18,784.93	(1,784.93)	110%	20,855.24
	EXPENSE TOTALS	21,976.00	.00	21,976.00	.00	.00	10,988.00	10,988.00	50%	17,000.00
	Fund **2917 - Victim Witness Program** Totals	($4,976.00)	$0.00	($4,976.00)	$606.50	$0.00	$7,796.93	($12,772.93)		$3,855.24
	Grand Totals									
	REVENUE TOTALS	17,000.00	.00	17,000.00	606.50	.00	18,784.93	(1,784.93)	110%	20,855.24
	EXPENSE TOTALS	21,976.00	.00	21,976.00	.00	.00	10,988.00	10,988.00	50%	17,000.00
	Grand Totals	($4,976.00)	$0.00	($4,976.00)	$606.50	$0.00	$7,796.93	($12,772.93)		$3,855.24

Victim Witness

Detail General Ledger Report

G/L Date Range 05/01/16 - 05/31/20
Exclude Sub Ledger Detail
Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	**2917 101.000 Cash**							Balance To Date:	$1,624.01
09/05/2019	2020-00001087	JE	RA	Receipt Deposit Batch	Collections		881.00		8,309.44
09/30/2019	2020-00001497	JE	GL	Clerk of District Court Disbursement	MP		796.46		9,105.90
					Month	**September 2019** Totals	$1,677.46	$0.00	$9,105.90
10/02/2019	2020-00001569	JE	RA	Receipt Deposit Batch	Collections		1,800.50		10,906.40
10/28/2019	2020-00002047	JE	RA	Receipt deposit batches	Collections		98.00		11,004.40
10/31/2019	2020-00002222	JE	GL	Clerk of District Court Disbursement	MP		670.54		11,674.94
					Month	**October 2019** Totals	$2,569.04	$0.00	$11,674.94
11/04/2019	2020-00002186	JE	RA	Receipt Deposit Batch	Collections		1,012.50		12,687.44
11/30/2019	2020-00002750	JE	GL	Clerk of District Court November Disbursement	MP		1,629.57		14,317.01
					Month	**November 2019** Totals	$2,642.07	$0.00	$14,317.01
12/06/2019	2020-00002806	JE	RA	Receipt Deposit Batch	Collections		507.50		14,824.51
12/23/2019	2020-00003163	JE	AP	Invoice Payment Batch Post	Accounts Payable			10,988.00	3,836.51
12/31/2019	2020-00003275	JE	GL	Clerk of District Court Disbursement	MP		588.60		4,425.11
					Month	**December 2019** Totals	$1,096.10	$10,988.00	$4,425.11
01/02/2020	2020-00003349	JE	RA	Receipt Deposit Batch	Collections		496.00		4,921.11
01/31/2020	2020-00003875	JE	GL	Clerk of District Court Disbursement	MP		450.21		5,371.32
					Month	**January 2020** Totals	$946.21	$0.00	$5,371.32
02/04/2020	2020-00003920	JE	RA	Receipt Deposit Batch	Collections		969.50		6,340.82
02/29/2020	2020-00004378	JE	GL	Clerk of District Court Disbursement	MP		749.56		7,090.38
					Month	**February 2020** Totals	$1,719.06	$0.00	$7,090.38
03/02/2020	2020-00004342	JE	RA	Receipt Deposit Batch	Collections		1,843.50		8,933.88
03/31/2020	2020-00004814	JE	GL	Clerk of District Court Disbursement	MP		1,121.17		10,055.05
					Month	**March 2020** Totals	$2,964.67	$0.00	$10,055.05
04/03/2020	2020-00004787	JE	RA	Receipt Deposit Batch	Collections		1,398.50		11,453.55
04/30/2020	2020-00005205	JE	GL	Clerk of District Court Disbursments April	JN		713.38		12,166.93
					Month	**April 2020** Totals	$2,111.88	$0.00	$12,166.93
05/01/2020	2020-00005199	JE	RA	Receipt Deposit Batch	Collections		606.50		12,773.43
					Month	**May 2020** Totals	$606.50	$0.00	$12,773.43

Detail General Ledger Report

G/L Date Range 05/01/16 - 05/31/20
Exclude Sub Ledger Detail
Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
						Account **Cash** Totals	$87,103.23	$75,953.81	$12,773.43
					Fund	**Victim Witness Program** Totals	$87,103.23	$75,953.81	
						Grand Totals	$87,103.23	$75,953.81 thru 3/31	− 10,055.05
									2718.38

2718.38
1000.00 - May estimate
3000.00 - June estimate
6,718.38 estimated June payment
− 932.95 remaining budget
5,785.43 additional budget authority needed in expense
↓
round to $6,000 to ensure plenty of budget authority.

Trial Balance Listing

Through 05/14/20
Detail Balance Sheet Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund **2917 - Victim Witness Program**						
101.000	Cash	4,976.50	18,784.93	10,988.00	12,773.43	3,193.41
202.000	Accounts Payable	.00	10,988.00	10,988.00	.00	.00
260.200	Assigned Fund Balance	(4,976.50)	.00	.00	(4,976.50)	(1,121.26)
	Fund Revenues	.00	.00	18,784.93	(18,784.93)	(17,291.74)
	Fund Expenses	.00	10,988.00	.00	10,988.00	15,219.59
	Fund **2917 - Victim Witness Program** Totals	$0.00	$40,760.93	$40,760.93	$0.00	$0.00
	Grand Totals	$0.00	$40,760.93	$40,760.93	$0.00	$0.00

May 26, 2020 **Contract #20-56**

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: **Modification to DPHHS Contract 20-221-13009-0 Provision of Older Americans Act Programming to accept additional funding from Families First Coronavirus Recovery Act to assist with COVID19 response**

ACTION REQUESTED: **Approval Contract #20-56**

PRESENTED BY: **Kim Thiel-Schaaf, Aging Services Director**

SYNOPSIS:

The Area VIII Agency on Aging provides a variety of programs under a contract for service with the Montana Department of Public Health and Human Services (Mt DPHHS). The programs covered by the subject agreement are part of the federal Older Americans Act Programs administered in Montana by the Department of Health and Human Services (DPHHS). As part of the initial federal response to the coronavirus pandemic, Congress appropriated additional funding to the Older Americans Act meal programs to ensure that essential meal services were able to expand and handle the needs of the older vulnerable population during the crisis.

Cascade County Aging Services has seen an increase in demand for participation in the Senior Nutrition Programs during the COVID19 response due in part to Congregate group dining scaling back or closing altogether at the Senior Centers. The Centers continue to be closed to large group activities during Phase 1 Reopening and as part of the continued response to the pandemic will be asked to consider remaining closed to until Phase 3 as the population served is at the highest risk for serious complications and death from the coronavirus. To address this change, Aging Services has placed people onto Meals on Wheels until the Congregate dining option returns. Additionally, other area seniors who are unable to or afraid to make trips to the store for food supplies have been added to the program. Since mid-March, the program has added around 50 clients to services and now delivers 425 meals daily in Great Falls and is averaging 25 meals on the days that take out is offered in Cascade and Belt through the Senior Centers. These additional funds will help to meet this need during the continued response to ensure that the elderly in Cascade County are fed and safe.

This Contract will provide $23,706 additional funds for Congregate response and $53,232 for Meals on Wheels. Funds will be primarily used to cover the additional cost of take out supplies and food for Congregate programs, and the additional costs associated with increased client load in Meals on Wheels.

RECOMMENDATION:

Approval of Contract #20-56.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commissioners **APPROVE** Contract #20-56, Modification to DPHHS Contract 20-221-13009-0 to accept Families First Coronavirus Recover Act Funds in the total amount of $76,938 to provide COVID19 response within Senior Nutrition at Aging Services.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commissioners **DISAPPROVE** Contract #20-56 , DPHHS Contract 20-221-13009-0 to accept Families First Coronavirus Recover Act Funds in the total amount of $76,938 to provide COVID19 response within Senior Nutrition at Aging Services.

CONTRACT
20-56

CONTRACT AMENDMENT NUMBER # 2
CONTRACT FOR AREA VIII AGENCY ON AGING
CONTRACT NUMBER 20-221-13009-0

This CONTRACT AMENDMENT is to amend the above-referenced contract between the Montana Department of Public Health and Human Services, (the "Department"), whose contact information is as follows: PO Box 4210, Helena, MT, 59620, Phone Number (406) 444-4077, Fax Number (406) 444-7743, and Area VIII Agency on Aging, ("Contractor"), whose contact information is as follows: Federal Tax ID 81-6001343, 1801 Benefis Court, Great Falls, MT, 59404, Phone Number (406) 454-6990, kthiel-schaaf@cascadecountymt.gov (collectively, the "Parties")

Effective May 12, 2020, this Contract is amended as follows. Existing language has been struck; amended language underlined.

1. Section 3. **CONSIDERATION AND PAYMENTS**, will be amended as follows:

Subject to the terms and conditions contained in this Contract, the Department will pay the Contractor a one-time payment for new nutrition funds received from the Administration on Community Living (ACL) due to the COVID-19 pandemic under the Families First Coronavirus Response Act (FFCRA). Under this act there is no required match unless funding is used for administration where a 25% match is required. The terms of FFCRA does allow for 100% transfer authority between Titles IIIB, C1 and C2. This new funding is to be spent before the normal allotment of OAA funds.

This funding is available from March 18, 2020 and effective through FFY 2021.

A. For State Fiscal Year 2020 (July 1 – June 30) the Contractor will receive the following additional reimbursement:

6. Congregate meals Budget
A one-time payment of $23,706. This funding, due to COVID-19 may be transferred at 100% to C-2 Home Delivered Meals to meet the current need.

7. Home Delivered Meals Budget
A one-time payment of $53,232. "Home-bound" includes older individuals practicing social distancing.

AUTHORITY TO EXECUTE

Except as modified above, all other terms and conditions of Contract Number 20-221-13009-0 remain unchanged.

The parties through their authorized agents have executed this Contract Amendment on the dates set out below.

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

By: _____ Date: _____
Barbara Smith, Administrator
Senior and Long-Term Care Division

CONTRACTOR

BY: _____ Date: 5/18/2020
Kimberliegh Thiel-Schaaf, Area VIII Director

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

_____
James L. Larson, Chairman

_____
Jane Weber, Commissioner

_____
Joe Briggs, Commissioner

Passed and adopted at Commission Meeting held on this 12th day of May 2020.

Attest

On this 26th day of May 2020, I hereby attest the above-written signatures of James L. Larson, Jane Weber and Joe Briggs, Cascade County Commissioners.

_____
Rina Fontana Moore, Cascade County Clerk and Recorder

* APPROVED AS TO FORM:
Josh Racki, County Attorney

_____
Deputy County Attorney

* The County Attorney has provided advice and approval of the foregoing document language on behalf of the Board of Cascade County Commissioners, and not on behalf of other parties or entities. Review and approval of this document by the County Attorney was conducted solely from a legal perspective and for the exclusive benefit of Cascade County. Other parties should not rely on this approval and should seek review and approval by their own respective counsel.

May 26, 2020 **Resolution #20-25**

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: **Aging Services Master Contract Budget Increase Older Americans Contract 20-56 Modification for Families First Act Funding for COVID19 response**

ACTION REQUESTED: **Approval Resolution 20-25**

PRESENTED BY: **Kim Thiel-Schaaf, Aging Services Director**

SYNOPSIS:
Resolution #20-25 appropriates funds from the Families First Act for COVID19 response which was approved in Contract 20-56.

This fiscal increase provides funding that will assist with the increased demand for Home Delivered Meals/Meals on Wheels within Great Falls and with additional expenses related to that activity as part of the Congregate Meal Programs operated by the Senior Centers.

The appropriation provides for an additional $23,706 in C1-Congregate funding and $53,232.00 in C-2 Home Delivered Funding. The funding will be appropriated to increased personnel expenses and food/supply costs due to COVID19 response.

RECOMMENDATION:

Approval of Resolution 20-25

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commissioners **APPROVE** Resolution #20-25, Appropriation within Cascade County Aging Services Older Americans Act Programs to implement fiscal changes in Contract 20-56.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commissioners **DISAPPROVE** Resolution #20-25, Appropriation within Cascade County Aging Services Older Americans Act Programs to implement fiscal changes in Contract 20-56.

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF CASCADE COUNTY, MONTANA

IN THE MATTER OF A BUDGET
APPROPRIATION WITHIN CASCADE COUNTY
AGING SERVICES MASTER CONTRACT INCREASE FOR COVID-19 ISSUES

RESOLUTION 20-25

WHEREAS, the Area VIII Agency on Aging is partially funded through an agreement with the Montana DPHHS for the provision of services under the federal Families First Act for COVID-19 response approved on this day through Modification #2 of Contract #20-221-13009-0 via Contract 20-56; and

WHEREAS, the increases are in response to the Covid-19 pandemic to address increased demand for Home Delivered Meals/Meals on Wheels within Great Falls and additional expenses related to that activity as part of the Congregate Meal Programs operated by area Senior Centers as follows:

2983-268 Congregate Meals	Increase in Title C1 of $23,706
2983-386 Home delivered meals	Increase in Title C-2 of $52,232

and;

WHEREAS, a budget amendment is necessary to increase revenues and expenditures in the above funds in the amounts above totaling $76,938 as per the contract; and

WHEREAS, pursuant to Section 7-6-4006, M.C.A. 2017, the Board of County Commissioners has the power to appropriate funds within the budget; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of County Commissioners of Cascade County the appropriation adjustments are to be made as detailed in Attachment A;

Dated this 26th Day of May, 2020.

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

_____
JOE BRIGGS, CHAIRMAN

_____
JAMES L. LARSON, COMMISSIONER

_____
JANE WEBER, COMMISSIONER

ATTEST:

_____
CLERK & RECORDER/AUDITOR
mke

REQUEST FOR BUDGET APPROPRIATION Attachment A

Date: 5/18/2020

To: Cascade County Board of Commissioners

Program Name: Congregate Meal Program

CFDA #

Contract # 20-221-13009-0/20-56

Responsible Department: Aging Sevices

Prepared by: Kim Hulten

Please approve the following budget changes:

	Fund	Dept	Function	Account	Budgeted Amount	Increase (Decrease)	Amended Budget
Expenses							
Acct #	2983	268	E0300	100.145	$ -	$ 2,500	$ 2,500
Acct #	2983	268	E0300	100.150	$ -	$ 2,500	$ 2,500
Acct #	2983	268	E0300	200.205	$ -	$ 18,706	$ 18,706
Acct #	2983	386	E0300	100.145	$ -	$ 2,500	$ 2,500
Acct #	2983	386	E0300	100.150	$ -	$ 2,500	$ 2,500
Acct #	2983	386	E0300	200.205	$ -	$ 48,232	$ 48,232
Acct #					$ -	$ -	$ -
Acct #					$ -	$ -	$ -
Acct #					$ -	$ -	$ -
Acct #					$ -	$ -	$ -
Acct #					$ -	$ -	$ -
Acct #					$ -	$ -	$ -
					$ -	76,938	76,938
Revenues							
Acct #	2983	268		33.1010	$ -	$ 23,706	$ 23,706
Acct #	2983	386		33.1010	$ -	$ 53,232	$ 53,232
					$ -	$ 76,938	$ 76,938.00

Explanation of budget changes:

This appropriation will appropriate funds received from Montana DPHHS via the Families First Coronavirus Act Contract 20-56 into Congregate and Meals on Wheels as programs under Title IIIC of the Older American

Changes authorized by:

Kimberly Thiel-Schaaf 5/18/2020
Department Head Signature or Elected Official Signature — Date

Mary Klemblitor 5/19/2020
Budget Officer — Date

Kim Thiel-Schaaf
Print Name

2983 - 268 - Congregate Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund **2983 - Senior Nutrition -Aging**										
REVENUE										
Department **268 - Congregate Meals - Aging**										
33										
33.1010	COVID	.00	.00	.00	.00	.00	23,706.00	(23,706.00)	+++	.00
33.1163	Fed Title 3C Nutrition-Aging	127,367.00	5,731.00	133,098.00	.00	.00	114,805.37	18,292.63	86	122,680.00
33.4000	State Grants	8,346.00	.00	8,346.00	.00	.00	6,954.64	1,391.36	83	19,764.00
	33 - Totals	$135,713.00	$5,731.00	$141,444.00	$0.00	$0.00	$145,466.01	($4,022.01)	103%	$142,444.00
36										
36.5000	Donations	35,000.00	.00	35,000.00	513.00	.00	19,335.00	15,665.00	55	35,029.25
	36 - Totals	$35,000.00	$0.00	$35,000.00	$513.00	$0.00	$19,335.00	$15,665.00	55%	$35,029.25
38										
38.3070	Trfr fr Sr.Citizens Match	15,381.00	.00	15,381.00	.00	.00	7,690.50	7,690.50	50	7,881.00
	38 - Totals	$15,381.00	$0.00	$15,381.00	$0.00	$0.00	$7,690.50	$7,690.50	50%	$7,881.00
	Department **268 - Congregate Meals - Aging** Totals	$186,094.00	$5,731.00	$191,825.00	$513.00	$0.00	$172,491.51	$19,333.49	90%	$185,354.25
	REVENUE TOTALS	$186,094.00	$5,731.00	$191,825.00	$513.00	$0.00	$172,491.51	$19,333.49	90%	$185,354.25
EXPENSE										
Department **268 - Congregate Meals - Aging**										
Function **E0300 - Aging Services - Federal Funds**										
100										
100.110	Salaries & Wages	83,318.00	(6,400.00)	76,918.00	1,726.81	.00	42,235.23	34,682.77	55	45,743.46
100.130	Termination Pay	.00	.00	.00	.00	.00	491.74	(491.74)	+++	62.88
100.140	Employer Contributions	43,712.00	(3,800.00)	39,912.00	1,174.56	.00	25,663.18	14,248.82	64	25,385.26
	100 - Totals	$127,030.00	($10,200.00)	$116,830.00	$2,901.37	$0.00	$68,390.15	$48,439.85	59%	$71,191.60
200										
200.220	Operating Supplies	.00	.00	.00	.00	.00	.00	.00	+++	14.99
200.222	Food	337.00	5,731.00	6,068.00	.00	50.00	113.53	5,904.47	3	17,411.90
	200 - Totals	$337.00	$5,731.00	$6,068.00	$0.00	$50.00	$113.53	$5,904.47	3%	$17,426.89
300										
300.350	Professional Services	.00	10,200.00	10,200.00	.00	.00	3,400.00	6,800.00	33	.00
300.370	Travel	.00	.00	.00	.00	.00	.00	.00	+++	255.79
300.372	Volunteer Mileage	.00	.00	.00	.00	.00	.00	.00	+++	686.95
300.374	Mileage County Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	7,097.00
	300 - Totals	$0.00	$10,200.00	$10,200.00	$0.00	$0.00	$3,400.00	$6,800.00	33%	$8,039.74
	Function **E0300 - Aging Services - Federal Funds** Totals	$127,367.00	$5,731.00	$133,098.00	$2,901.37	$50.00	$71,903.68	$61,144.32	54%	$96,658.23
Function **E0303 - Aging Services - State Funds**										
200										
200.222	Food	8,346.00	.00	8,346.00	.00	.00	8,345.12	.88	100	19,760.79
	200 - Totals	$8,346.00	$0.00	$8,346.00	$0.00	$0.00	$8,345.12	$0.88	100%	$19,760.79
	Function **E0303 - Aging Services - State Funds** Totals	$8,346.00	$0.00	$8,346.00	$0.00	$0.00	$8,345.12	$0.88	100%	$19,760.79

2983 - 268 - Congregate Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund **2983 - Senior Nutrition -Aging**										
EXPENSE										
Department **268 - Congregate Meals - Aging**										
Function **E0398 - Required Match**										
100										
100.110	Salaries & Wages	2,588.00	.00	2,588.00	99.53	.00	2,191.86	396.14	85	2,527.08
100.140	Employer Contributions	1,018.00	.00	1,018.00	42.99	.00	830.41	187.59	82	999.23
	100 - Totals	$3,606.00	$0.00	$3,606.00	$142.52	$0.00	$3,022.27	$583.73	84%	$3,526.31
200										
200.220	Operating Supplies	5,000.00	.00	5,000.00	126.30	104.02	2,990.09	1,905.89	62	2,550.19
200.222	Food	31,547.00	.00	31,547.00	74.11	300.00	17,101.81	14,145.19	55	.00
	200 - Totals	$36,547.00	$0.00	$36,547.00	$200.41	$404.02	$20,091.90	$16,051.08	56%	$2,550.19
300										
300.370	Travel	1,500.00	.00	1,500.00	34.50	.00	346.80	1,153.20	23	.00
300.374	Mileage County Vehicles	7,500.00	.00	7,500.00	.00	.00	3,482.00	4,018.00	46	.00
	300 - Totals	$9,000.00	$0.00	$9,000.00	$34.50	$0.00	$3,828.80	$5,171.20	43%	$0.00
500										
500.510	Insurance	1,228.00	.00	1,228.00	.00	.00	1,228.00	.00	100	1,228.00
	500 - Totals	$1,228.00	$0.00	$1,228.00	$0.00	$0.00	$1,228.00	$0.00	100%	$1,228.00
800										
800.810	Losses	.00	.00	.00	.00	.00	.00	.00	+++	6.24
	800 - Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$6.24
	Function **E0398 - Required Match** Totals	$50,381.00	$0.00	$50,381.00	$377.43	$404.02	$28,170.97	$21,806.01	57%	$7,310.74
Function **E0399 - Excess Carryover**										
100										
100.130	Termination Pay	3,500.00	(3,500.00)	.00	.00	.00	.00	.00	+++	.00
100.145	Employer Contributions- Grants	2,500.00	(1,500.00)	1,000.00	.00	.00	.00	1,000.00	0	.00
100.150	Salaries & Wages, Grants	5,000.00	(5,000.00)	.00	.00	.00	.00	.00	+++	.00
	100 - Totals	$11,000.00	($10,000.00)	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	0%	$0.00
200										
200.220	Operating Supplies	25,000.00	.00	25,000.00	.00	.00	25,000.00	.00	100	11,646.84
200.222	Food	8,884.00	10,000.00	18,884.00	.00	2,704.53	.00	16,179.47	14	.00
	200 - Totals	$33,884.00	$10,000.00	$43,884.00	$0.00	$2,704.53	$25,000.00	$16,179.47	63%	$11,646.84
300										
300.360	Repair & Maint. Services	.00	.00	.00	.00	.00	.00	.00	+++	179.99
300.370	Travel	.00	.00	.00	.00	.00	.00	.00	+++	1,325.83
300.380	Training Services	.00	.00	.00	.00	.00	.00	.00	+++	374.00
	300 - Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$1,879.82
	Function **E0399 - Excess Carryover** Totals	$44,884.00	$0.00	$44,884.00	$0.00	$2,704.53	$25,000.00	$17,179.47	62%	$13,526.66
	Department **268 - Congregate Meals - Aging** Totals	$230,978.00	$5,731.00	$236,709.00	$3,278.80	$3,158.55	$133,419.77	$100,130.68	58%	$137,256.42
	EXPENSE TOTALS	$230,978.00	$5,731.00	$236,709.00	$3,278.80	$3,158.55	$133,419.77	$100,130.68	58%	$137,256.42

2983 - 268 - Congregate Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund	**2983 - Senior Nutrition -Aging** Totals									
	REVENUE TOTALS	186,094.00	5,731.00	191,825.00	513.00	.00	172,491.51	19,333.49	90%	185,354.25
	EXPENSE TOTALS	230,978.00	5,731.00	236,709.00	3,278.80	3,158.55	133,419.77	100,130.68	58%	137,256.42
Fund	**2983 - Senior Nutrition -Aging** Totals	($44,884.00)	$0.00	($44,884.00)	($2,765.80)	($3,158.55)	$39,071.74	($80,797.19)		$48,097.83
	Grand Totals									
	REVENUE TOTALS	186,094.00	5,731.00	191,825.00	513.00	.00	172,491.51	19,333.49	90%	185,354.25
	EXPENSE TOTALS	230,978.00	5,731.00	236,709.00	3,278.80	3,158.55	133,419.77	100,130.68	58%	137,256.42
	Grand Totals	($44,884.00)	$0.00	($44,884.00)	($2,765.80)	($3,158.55)	$39,071.74	($80,797.19)		$48,097.83

2983 - 386 - Delivered Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund **2983 - Senior Nutrition -Aging**										
REVENUE										
Department **386 - Delivered Meals**										
33										
33.1010	COVID	.00	.00	.00	.00	.00	53,232.00	(53,232.00)	+++	.00
33.1145	Medicaid Payment	25,000.00	.00	25,000.00	2,002.00	.00	22,376.20	2,623.80	90	20,974.68
33.1163	Fed Title 3C Nutrition-Aging	70,781.00	(11,318.00)	59,463.00	.00	.00	51,101.02	8,361.98	86	77,530.00
33.1166	NSIP-Aging	55,000.00	31,746.00	86,746.00	.00	.00	70,003.00	16,743.00	81	63,963.43
33.4000	State Grants	118,900.00	.00	118,900.00	.00	.00	99,082.92	19,817.08	83	132,086.00
	33 - Totals	$269,681.00	$20,428.00	$290,109.00	$2,002.00	$0.00	$295,795.14	($5,686.14)	102%	$294,554.11
36										
36.2000	Miscellaneous Revenues	21,341.00	.00	21,341.00	.00	.00	21,230.41	110.59	99	.00
36.5000	Donations	125,000.00	.00	125,000.00	4,651.87	.00	91,676.88	33,323.12	73	104,005.42
36.5020	Misc. Senior Programs	20,000.00	.00	20,000.00	1,755.09	.00	32,554.74	(12,554.74)	163	31,663.75
	36 - Totals	$166,341.00	$0.00	$166,341.00	$6,406.96	$0.00	$145,462.03	$20,878.97	87%	$135,669.17
38										
38.3070	Trfr fr Sr.Citizens Match	104,340.00	.00	104,340.00	.00	.00	52,170.00	52,170.00	50	107,812.00
	38 - Totals	$104,340.00	$0.00	$104,340.00	$0.00	$0.00	$52,170.00	$52,170.00	50%	$107,812.00
	Department **386 - Delivered Meals** Totals	$540,362.00	$20,428.00	$560,790.00	$8,408.96	$0.00	$493,427.17	$67,362.83	88%	$538,035.28
	REVENUE TOTALS	$540,362.00	$20,428.00	$560,790.00	$8,408.96	$0.00	$493,427.17	$67,362.83	88%	$538,035.28
EXPENSE										
Department **386 - Delivered Meals**										
Function **E0300 - Aging Services - Federal Funds**										
100										
100.110	Salaries & Wages	75,913.00	.00	75,913.00	2,812.15	.00	62,739.51	13,173.49	83	64,811.38
100.130	Termination Pay	.00	.00	.00	.00	.00	330.36	(330.36)	+++	.00
100.140	Employer Contributions	29,050.00	.00	29,050.00	1,137.09	.00	23,215.02	5,834.98	80	26,098.45
	100 - Totals	$104,963.00	$0.00	$104,963.00	$3,949.24	$0.00	$86,284.89	$18,678.11	82%	$90,909.83
200										
200.220	Operating Supplies	35,000.00	(11,318.00)	23,682.00	162.00	1,113.41	10,209.70	12,358.89	48	14,462.72
200.222	Food	10,818.00	31,746.00	42,564.00	.00	.00	.00	42,564.00	0	13,901.38
	200 - Totals	$45,818.00	$20,428.00	$66,246.00	$162.00	$1,113.41	$10,209.70	$54,922.89	17%	$28,364.10
	Function **E0300 - Aging Services - Federal Funds** Totals	$150,781.00	$20,428.00	$171,209.00	$4,111.24	$1,113.41	$96,494.59	$73,601.00	57%	$119,273.93
Function **E0303 - Aging Services - State Funds**										
200										
200.220	Operating Supplies	.00	.00	.00	.00	.00	.00	.00	+++	3,158.12
200.222	Food	118,900.00	.00	118,900.00	.00	350.00	117,092.83	1,457.17	99	128,721.87
	200 - Totals	$118,900.00	$0.00	$118,900.00	$0.00	$350.00	$117,092.83	$1,457.17	99%	$131,879.99
	Function **E0303 - Aging Services - State Funds** Totals	$118,900.00	$0.00	$118,900.00	$0.00	$350.00	$117,092.83	$1,457.17	99%	$131,879.99

2983 - 386 - Delivered Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund **2983 - Senior Nutrition -Aging**										
EXPENSE										
Department **386 - Delivered Meals**										
Function **E0398 - Required Match**										
100										
100.110	Salaries & Wages	94,926.00	.00	94,926.00	2,810.00	.00	65,224.12	29,701.88	69	80,714.00
100.130	Termination Pay	.00	.00	.00	.00	.00	1,152.16	(1,152.16)	+++	225.48
100.140	Employer Contributions	47,318.00	.00	47,318.00	1,551.67	.00	35,189.67	12,128.33	74	38,840.60
	100 - Totals	$142,244.00	$0.00	$142,244.00	$4,361.67	$0.00	$101,565.95	$40,678.05	71%	$119,780.08
200										
200.210	Office Supplies	500.00	.00	500.00	.00	.00	241.45	258.55	48	255.48
200.222	Food	35,382.00	.00	35,382.00	.00	14,033.36	12,519.98	8,828.66	75	11,684.92
	200 - Totals	$35,882.00	$0.00	$35,882.00	$0.00	$14,033.36	$12,761.43	$9,087.21	75%	$11,940.40
300										
300.311	Postage	100.00	.00	100.00	2.24	.00	24.08	75.92	24	4.94
300.320	Printing & Typing	1,000.00	.00	1,000.00	.00	.00	432.00	568.00	43	434.14
300.330	Publicity, Subscrip.&Dues	1,000.00	.00	1,000.00	.00	.00	540.00	460.00	54	540.00
300.341	Electric	5,270.00	.00	5,270.00	.00	.00	3,954.61	1,315.39	75	4,924.74
300.342	Water & Sewer	1,690.00	.00	1,690.00	.00	.00	1,100.26	589.74	65	1,217.65
300.343	Telephone	2,000.00	.00	2,000.00	.00	120.00	1,199.60	680.40	66	1,724.10
300.344	Heating Fuel	2,626.00	.00	2,626.00	.00	77.94	2,548.06	.00	100	2,624.51
300.345	Sanitation	1,000.00	.00	1,000.00	.00	85.00	772.94	142.06	86	887.88
300.360	Repair & Maint. Services	6,000.00	.00	6,000.00	.00	450.00	701.22	4,848.78	19	4,151.21
300.370	Travel	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	69.17
300.374	Mileage County Vehicles	32,000.00	.00	32,000.00	.00	.00	27,804.70	4,195.30	87	30,318.00
300.380	Training Services	500.00	.00	500.00	.00	.00	484.00	16.00	97	.00
	300 - Totals	$55,686.00	$0.00	$55,686.00	$2.24	$732.94	$39,561.47	$15,391.59	72%	$46,896.34
500										
500.510	Insurance	1,228.00	.00	1,228.00	.00	.00	1,228.00	.00	100	1,228.00
500.530	Rental	14,300.00	.00	14,300.00	.00	1,075.00	10,750.00	2,475.00	83	12,825.00
	500 - Totals	$15,528.00	$0.00	$15,528.00	$0.00	$1,075.00	$11,978.00	$2,475.00	84%	$14,053.00
900										
900.940	Machinery & Equipment	21,231.00	.00	21,231.00	.00	.00	20,972.78	258.22	99	.00
	900 - Totals	$21,231.00	$0.00	$21,231.00	$0.00	$0.00	$20,972.78	$258.22	99%	$0.00
	Function **E0398 - Required Match** Totals	$270,571.00	$0.00	$270,571.00	$4,363.91	$15,841.30	$186,839.63	$67,890.07	75%	$192,669.82
Function **E0399 - Excess Carryover**										
100										
100.130	Termination Pay	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
100.145	Employer Contributions- Grants	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
100.150	Salaries & Wages, Grants	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
	100 - Totals	$14,500.00	$0.00	$14,500.00	$0.00	$0.00	$0.00	$14,500.00	0%	$0.00

2983 - 386 - Delivered Meals Budget Performance Report

Fiscal Year to Date 05/18/20

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund **2983 - Senior Nutrition -Aging**										
EXPENSE										
Department **386 - Delivered Meals**										
Function **E0399 - Excess Carryover**										
200										
200.220	Operating Supplies	25,000.00	(2,500.00)	22,500.00	.00	.00	9,951.66	12,548.34	44	11,056.00
200.222	Food	1,919.00	.00	1,919.00	.00	.00	.00	1,919.00	0	30.00
	200 - Totals	$26,919.00	($2,500.00)	$24,419.00	$0.00	$0.00	$9,951.66	$14,467.34	41%	$11,086.00
300										
300.311	Postage	.00	1,000.00	1,000.00	.00	.00	440.00	560.00	44	.00
300.320	Printing & Typing	.00	1,500.00	1,500.00	.00	.00	168.25	1,331.75	11	.00
300.341	Electric	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
300.342	Water & Sewer	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
300.343	Telephone	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
300.360	Repair & Maint. Services	2,000.00	.00	2,000.00	.00	.00	885.00	1,115.00	44	.00
	300 - Totals	$3,500.00	$2,500.00	$6,000.00	$0.00	$0.00	$1,493.25	$4,506.75	25%	$0.00
900										
900.940	Machinery & Equipment	3,500.00	.00	3,500.00	.00	.00	3,404.50	95.50	97	.00
	900 - Totals	$3,500.00	$0.00	$3,500.00	$0.00	$0.00	$3,404.50	$95.50	97%	$0.00
	Function **E0399 - Excess Carryover** Totals	$48,419.00	$0.00	$48,419.00	$0.00	$0.00	$14,849.41	$33,569.59	31%	$11,086.00
	Department **386 - Delivered Meals** Totals	$588,671.00	$20,428.00	$609,099.00	$8,475.15	$17,304.71	$415,276.46	$176,517.83	71%	$454,909.74
	EXPENSE TOTALS	$588,671.00	$20,428.00	$609,099.00	$8,475.15	$17,304.71	$415,276.46	$176,517.83	71%	$454,909.74
	Fund **2983 - Senior Nutrition -Aging** Totals									
	REVENUE TOTALS	540,362.00	20,428.00	560,790.00	8,408.96	.00	493,427.17	67,362.83	88%	538,035.28
	EXPENSE TOTALS	588,671.00	20,428.00	609,099.00	8,475.15	17,304.71	415,276.46	176,517.83	71%	454,909.74
	Fund **2983 - Senior Nutrition -Aging** Totals	($48,309.00)	$0.00	($48,309.00)	($66.19)	($17,304.71)	$78,150.71	($109,155.00)		$83,125.54
	Grand Totals									
	REVENUE TOTALS	540,362.00	20,428.00	560,790.00	8,408.96	.00	493,427.17	67,362.83	88%	538,035.28
	EXPENSE TOTALS	588,671.00	20,428.00	609,099.00	8,475.15	17,304.71	415,276.46	176,517.83	71%	454,909.74
	Grand Totals	($48,309.00)	$0.00	($48,309.00)	($66.19)	($17,304.71)	$78,150.71	($109,155.00)		$83,125.54

May 26, 2020 **Contract 20-57**

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM:	**Contract with One Degree Solutions, LLC to prepare a joint grant application for the CCSO and the JDC's submission to the Montana Board of Crime Control for Coronavirus Supplemental Emergency Funding Program**
INITIATED AND PRESENTED BY:	**Undersheriff Cory Reeves** **Cascade County Sheriff's Office**
ACTION REQUESTED:	**Approval of Contract 20-57**

BACKGROUND:

The Montana Board of Crime Control (MBCC) has provided the opportunity for Cascade County to apply for supplemental FY 2020 funding to offset additional costs incurred in the Sheriff's Office and the JDC due to the recent Coronavirus pandemic. One Degree Solutions, LLC is registered with the Montana Secretary of State as a consulting business. Staff from One Degree Solutions, LLC has considerable experience in justice work and the ability to collaborate with the Sheriff's Office and JDC on the writing of this grant application for a fee not to exceed $4,500.00. If successful, funds from this grant will be used to offset the additional expenses incurred by the Sheriff's Office & the JDC in protective measures related to COVID.

TERM:	Effective upon signature
AMOUNT:	Not to exceed $4,500.00. ($2250.00 CCSO + $2250.00 JDC)
RECOMMENDATION:	Approval of Contract 20-57.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chairman, I move that the Commission **APPROVE** Contract 20-57, a contract with One Degree Solutions, LLC to prepare a grant application for the Montana Board of Crime Control FY 2020 Coronavirus Supplemental Funding Program at a cost not to exceed $4500.00.

MOTION TO DISAPPROVE:

Mr. Chairman, I move that the Commission **DISAPPROVE** Contract 20-57, a contract with One Degree Solutions, LLC to prepare a grant application for the Montana Board of Crime Control FY 2020 Coronavirus Supplemental Funding Program.

CONTRACT
20-57

GRANT WRITING SERVICES PROVIDED BY ONE DEGREE SOLUTIONS

THIS CONTRACT is entered into by and between One Degree Solutions, LLC, (One Degree Solutions) whose address and phone number are 2047 N. Last Chance Gulch, Helena, MT 59601 and 406-459-8613 and CLIENT whose address and phone number is Cascade County on behalf of the Cascade County Sheriff's Office located at 3800 Ulm North Frontage Road, Great Falls, MT 59404 (406) 454-6820 and the Cascade County Juvenile Detention Center located at 1600 26th Street South, Great Falls, MT 59405 (406) 454-6930

1. EFFECTIVE DATE, DURATION, AND RENEWAL

1.1 Contract Purpose. This contract is for the Montana Board of Crime Control (MBCC) Coronavirus Emergency Supplemental Funding (CESF) #20-07(CV) and shall commence upon the date of this contract execution and shall terminate upon the submittal of the grant application.

1.2 Contract Renewal. One Degree Solutions welcomes the opportunity to renew this contract with the CLIENT for future products.

2. ROLES AND RESPONSIBILITIES OF PARTIES

One Degree Solutions shall develop and write the following grant application components, including:

- Project Abstract according to the specifications outlined in MBCC CESF #20-07 CV;
- Program Narrative;
- Agreed-upon attachments;
- A draft for CLIENT review and respond to CLIENT edits; and
- A final copy for the CLIENT 96 hours prior to the due date or sooner.

CLIENT RESPONSIBILITIES

The CLIENT shall be responsible for the following items related to the grant application submission:

- Budget;
- Budget Narrative;
- Ensure that the agency is registered in grants.gov;
- Ensure current DUNS and SAM registration;
- Completion of the SF-424;
- Provision of data and information related to the grant application within the time frame specified by One Degree Solutions; and
- Completion of forms and provision of supporting documents (e.g., Federal indirect cost rate, if applicable) in grants.gov as required by the application.

3. CONSIDERATION/PAYMENT

3.1 Rate of Service. In consideration of the grant writing services to be provided, the CLIENT shall pay One Degree Solutions at a rate of $100/hour, not to exceed Four Thousand Five Hundred Dollars ($4,500) including conference calls agreed upon by both parties. Should the projected number of hours appear insufficient for completion of the project, One Degree Solutions will contact the CLIENT immediately and the parties will discuss roles and responsibilities and make adjustments as necessary in order to stay within the budget.

3.2 Payment Terms. The CLIENT has 30 days to pay invoices. One Degree Solutions shall provide banking information at the time of contract execution in order to facilitate the electronic funds transfer payments. Payment must be made by electronic transfer of funds.

4. REGISTRATION

The Employer Identification Number (EIN) for One Degree Solutions is 81-3153505.

One Degree Solutions is registered with the Montana Secretary of State.

5. COMPLIANCE WITH WORKERS' COMPENSATION ACT

One Degree Solutions shall comply with the provisions of the Montana Workers' Compensation Act while performing work for THE CLIENT in accordance with 39-71-401, 39-71-405, and 39-71-417, MCA. Proof of compliance must be in the form of workers' compensation insurance, an independent contractor's exemption, or documentation of corporate officer status. One Degree Solutions is not an employee of the CLIENT. This insurance/exemption must be valid for the entire Contract term and any renewal. Upon expiration, a renewal document must be sent to State Procurement Bureau, P.O. Box 200135, Helena, MT 59620-0135.

6. COMPLIANCE WITH LAWS

One Degree Solutions shall, in performance of work under this Contract, fully comply with all applicable federal, state, or local laws, rules, regulations, and executive orders including but not limited to, the Montana Human Rights Act, the Equal Pay Act of 1963, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. One Degree Solutions is the employer for the purpose of providing healthcare benefits and paying any applicable penalties, fees and taxes under the Patient Protection and Affordable Care Act [P.I. 111-148, 124 Stat. 119]. Any subletting or subcontracting by One Degree Solutions subjects subcontractors to the same provisions. In accordance with 49-3-207, MCA, and Executive Order No. 04-2016. One Degree Solutions agrees that the hiring of persons to perform this Contract will be made on the basis of merit and qualifications and there will be no discrimination based on race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, political or religious affiliation or ideas, culture, creed, social origin or condition, genetic information, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, military service or veteran status, or marital status by the persons performing this Contract.

7. FORCE MAJEURE

Neither party is responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts, or any other causes, directly or indirectly beyond the reasonable control of the nonperforming party, so long as such party uses its best efforts to remedy such failure or delays. A party affected by a force majeure condition shall provide written notice to the other party within a reasonable time of the onset of the condition. In no event, however, shall the notice be provided later than five working days after the onset. If the notice is not provided within the five day period, then a party may not claim a force majeure event. A force majeure condition suspends a party's obligations under this contract, unless the parties mutually agree that the obligation is excused because of the condition.

8. CONTRACT AMENDMENTS OR CHANGES

The terms, conditions, delivery, price, quality, quantities, or specifications of the contract may only be amended in writing and upon mutual agreement of the parties.

9. LIAISONS AND SERVICE OF NOTICES

9.1 Contract Liaisons. All work performed under this contract must be coordinated between One Degree Solutions and the CLIENT'S liaison.

CLIENT'S liaisons:	Julie Patterson is One Degree Solution's liaison.
Cory Reeves, Cascade County Undersheriff	Owner, One Degree Solutions
3800 Ulm North Frontage Road	2047 N. Last Chance Gulch #242
Great Falls, MT 59404	Helena, MT 59601
406-454-7683	406-459-8613
creeves@cascadecountymt.gov	Julie@OneDegreeSolutions.org
Shanna Bulik-Chism, Administrator	
Cascade County Juvenile Detention Center	
1600 26th Street South	
Great Falls, MT 59405	
(406) 454-6930	
schism@cascadecountymt.gov	

10. CHOICE OF LAW AND VENUE

Montana law governs this contract. The parties agree that any litigation concerning this bid, proposal, or this contract must be brought in the Eighth Judicial District in and for Cascade County, State of Montana, and each party shall pay its own costs and attorney fees (18-1-401, MCA).

11. SCOPE, ENTIRE AGREEMENT, AND AMENDMENT

11.1 Contract. This contract consists of 4 numbered pages, a W-9 for One Degree Solutions, and the BJA Coronavirus Emergency Supplemental Funding Program Solicitation FY 2020 Formula Grant Solicitation, CFDA #16.034.

11.2 Entire Agreement. These documents are the entire agreement of the parties. They supersede all prior agreements, representations, and understandings. Any amendment or modification must be in a written agreement signed by the parties.

12. EXECUTION

The parties through their authorized agents have executed this contract on the dates set out below.

ONE DEGREE SOLUTIONS
Julie Patterson
2047 N. Last Chance Gulch, #242
Helena, MT 59601

EIN: 81-3153505

BY: Julie Anne Patterson, Owner
(Name/Title)

Julie Anne Patterson
(Signature)

DATE: May 12, 2020

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

_____
James L. Larson, Chairman

_____
Jane Weber, Commissioner

_____
Joe Briggs, Commissioner

Attest

_____
Rina Fontana Moore,
Cascade County Clerk and Recorder

* APPROVED AS TO FORM:

Josh Racki, County Attorney

_____
DEPUTY COUNTY ATTORNEY

* THE COUNTY ATTORNEY HAS PROVIDED ADVICE AND APPROVAL OF THE FOREGOING DOCUMENT LANGUAGE ON BEHALF OF THE BOARD OF CASCADE COUNTY COMMISSIONERS, AND NOT ON BEHALF OF OTHER PARTIES OR ENTITIES. REVIEW AND APPROVAL OF THIS DOCUMENT BY THE COUNTY ATTORNEY WAS CONDUCTED SOLELY FROM A LEGAL PERSPECTIVE AND FOR THE EXCLUSIVE BENEFIT OF CASCADE COUNTY. OTHER PARTIES SHOULD NOT RELY ON THIS APPROVAL AND SHOULD SEEK REVIEW AND APPROVAL BY THEIR OWN RESPECTIVE COUNSEL.

May 26, 2020 **Resolution #20-24**

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM:	**Budget Appropriation** **Task Order Number 20-331-741480-0** **DPHHS COVID-19** **Community Behavioral Health**
INITIATED AND PRESENTED BY:	**Trisha Gardner,** **Public Health Officer**
ACTION REQUESTED:	**Approval of Resolution 20-24**

BACKGROUND:

The purpose of this Budget Appropriation is to adjust the budget due to receipt of Task Order #20-331-741480-0 DPHHS COVID-19 Community Behavorial Health contract that provides funding for community based behavioral health initiatives to meet the behavioral health needs caused or exacerbated by the COVID-19 pandemic.

TERM: May 1, 2020 - June 30, 2021

AMOUNT: $40,000.00

RECOMMENDATION: Approval of Resolution 20-24

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chairman, I move that the Commission **APPROVE** Resolution 20-24, Budget Appropriation for Task Order Number 20-331-74148-0, DPHHS COVOID-19 - Community Behavioral Health

MOTION TO DISAPPROVE:

Mr. Chairman, I move that the Commission **DISAPPROVE** Resolution 20-24, Budget Appropriation for Task Order Number 20-331-74148-0, DPHHS COVID-19 - Community Behavioral Health

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF CASCADE COUNTY, MONTANA

IN THE MATTER OF A BUDGET
APPROPRIATION WITHIN CASCADE COUNTY
CITY-COUNTY HEALTH DEPARTMENT PHEP BEHAVIORAL HEALTH GRANT

RESOLUTION 20-24

WHEREAS, the State of Montana Department of Health and Human Services recently awarded a grant to the City-County Health Department which was accepted by the Commission via Contract #20-52 on May 12, 2020 in the amount of $40,000; and

WHEREAS, the purpose of the grant is to provide funding for community based behavioral health initiatives to meet the behavioral health needs caused or exacerbated by the CoVid-19 pandemic; and

WHEREAS, there was no budget established for this program when the final FY2020 budget was adopted on September 3, 2019 as this is a new program; and

WHEREAS, a budget amendment is necessary to increase grant revenue in the amount of $40,000 and expenditures in the amount of $40,000 in the Public Health Emergency Preparedness (PHEP) budgets; and

WHEREAS, pursuant to Section 7-6-4006, M.C.A. 2017, the Board of County Commissioners has the power to appropriate funds within the budget; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of County Commissioners of Cascade County the appropriation adjustments are to be made as detailed in Attachment A;

Dated this 26th Day of May, 2020.

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

_____
JAMES L. LARSON, CHAIRMAN

_____
JANE WEBER, COMMISSIONER

_____
JOE BRIGGS, COMMISSIONER

ATTEST:

_____
CLERK & RECORDER/AUDITOR
mke

Attachment A.

REQUEST FOR BUDGET APPROPRIATION

Date: 5/11/2020

To: Cascade County Board of Commissioners

Program Name: PHEP Community Behavioral Health

CFDA #

Contract # 20-52

Responsible Department: CCHD

Prepared by: Joey McDermand

Please approve the following budget changes:

	Fund		Dept		Function		Account	Budgeted Amount	Increase (Decrease)	Amended Budget
Expenses										
Acct #	2963	-	375	-	D0100	-	~~350.000~~ 300.350	0	40,000	40,000
								0	40,000	40,000
Revenues										
Acct #	2963	-	375	-		-	33.1000	0	40,000	40,000
Acct #		-		-		-		0	0	0
								0	40,000	40,000

Explanation of budget changes:
Community Behavioral Health

Changes authorized by:

Department Head Signature or Elected Official Signature — Date 05/12/2020

Budget Officer — Date 5/15/2020

TRISHA GARDNER
Print Name

Contract #20-52

TASK ORDER NUMBER 20-331-74148-0

TO THE MASTER AGREEMENT 07Cascade2019-2026
EFFECTIVE July 1, 2019
BETWEEN THE STATE OF MONTANA,
DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
AND Cascade County

Addictive and Mental Disorders Division County and Tribal Matching Grant Funds requires the Contractor to coordinate planning, implementation, and provision of services with community stakeholders such as: behavioral health organizations, Local Advisory Councils, Service Area Authorities, health care systems, healthcare providers, human service agencies that support social determinants of health such as housing, employment, and food security, law enforcement officials, judicial systems, and community members.

SECTION 1. PARTIES

This Task Order is entered into between the Montana Department of Public Health and Human Services, ("Department"), P.O. Box 4210, Helena, Montana, 59620, Phone Number (406) 444-5623, Fax Number (406) 444-1970, and Cascade County ("Contractor"), Federal ID Number 82-6001343, and 325 2nd Avenue North Great Falls, MT 59401.

THE DEPARTMENT AND CONTRACTOR AGREE AS FOLLOWS:

SECTION 2. PURPOSE

The purpose of this Task Order is to provide funding for community based behavioral health initiatives to meet the behavioral health needs caused or exacerbated by the CoVid-19 pandemic.

SECTION 3. TERM OF TASK ORDER

A. The term of this Task Order for the purpose of delivery of services is from May 1, 2020 through June 30, 2021.

B. Each Party, after expiration or termination of this Task Order, remain subject to and obligated to comply with all legal and continuing contractual obligations arising in relation to its duties and responsibilities that may arise under the Task Order including, but not limited to, record retention, audits, indemnification, insurance, the protection of confidential information, and property ownership and use.

SECTION 4. SERVICES TO BE PROVIDED AND SCOPE OF WORK

A. The Contractor agrees to provide the following services:
   1. Provide reports in a specified timeframe, for agreed upon reporting requirements
      a. Monthly program level data that includes the names of funded recipients, item(s) purchased, service(s) provided, and number of individuals served.

May 26, 2020 Agenda #1

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: **Dearborn Fire Fee Service Area Board Appointments**

PRESENTED BY: **Commission**

Dearborn Fire Fee Service Area Board

Applicant	Vacancy (3)	(3 Yr. Term)	Term Expiration: May 31, 2023
Nicole Park	_____		
Ralph Sorenson	_____		
Dave Wallace	_____		
Howard "Ellis" Misner	_____	(Requesting Re-Appointment) (Served 1 ½ terms)	

Dearborn Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date march 19, 2020

NAME Nicole Lynn Parks

TELEPHONE (Home) 4064373718 (Work)_____ (Cell)_____ (E-Mail)_____

CURRENT ADDRESS 1205 east clark street trlr 21, East Helena, Mt 59635

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards i volunteered at my scchools school to read with the childern.
i taught a Mops group of kids twice a month for homeschool moms to have a meeting.

Current Volunteering or County Boards _____

Current Employer self employed as book keeping for trucking company

Education high school deplomia , some college

Please indicate which of the following Boards/Trustee positions you are interested in.
Mark 1st, 2nd , 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area (DEARBORN)	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☑ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards
(Additional information, comments or resume may be added to the back of this form.)

I can type , i worked as a preschool teacher fro six years, as a waitress for six years before having my two children. i know how to be professional , i know how to deal with isssues and problem solve on the go.

i learn quick, i grate with books and math, i ve organized when it come to business. i detail orianted and take lots of notes to be efficant.

NICOLE PARKS

phone: 406 -437-3718

address : P.O. Box 4233 Helena MT, 59604

email: Nicoleparks7890@gmail.com

Professional Summary

Creative in curriculum planning, enthusiastic with accomplishments and growth, energetic with children as they learn. love to learn along beside them and watch them grow. enjoy showing them new things and helping them discover the world around them.

Skills

- Customer and Personal Service
- Active Listening
- Speaking
- Coordination
- Time Management
- Critical Thinking
- Monitoring
- Instructing
- Active Learning
- Judgment and Decision Making
- Education and Training
- Food Production
- Learning Strategies
- organization

Experience

Book keeping

Newsom Transport and Rigging – cascade ,mt **07/1/2019- current**

I do the books for a trucking company , I take load info and recites and keep track of expenses, travel, hours, and pay in and out for the company.

Toddler Teacher

Just Like Home – east Helena , mt 04/2016 to 08/2018

Toddler teacher

Fundamentals preschool- Helena MT 9/2015 to 3/2016

Toddler Teacher / Teacher assistant 12/2014 to 8/2015

Discovery Kids zone – Montana city , MT

assistant teacher/ daycare 10/2014 to 11/2014

Rocky mountain Preschool – Helena, MT

Teacher Assistant 09/2013 to 10/2014

Lil explorers daycare – Helena, MT

Establish and enforce rules for behavior, and procedures for maintaining order.

Organize and lead activities designed to promote physical, mental and social development, such as games, arts and crafts, music, storytelling, and field trips.

Teach basic skills such as color, shape, number and letter recognition, personal hygiene, and social skills.

Observe and evaluate children's performance, behavior, social development, and physical health.

Read books to entire classes or to small groups.

Attend to children's basic needs by feeding them, dressing them, and changing their diapers.

Provide a variety of materials and resources for children to explore, manipulate and use, both in learning activities and in imaginative play.

Provide disabled students with assistive devices, supportive technology, and assistance accessing facilities such as restrooms.

Assimilate arriving children to the school environment by greeting them, helping them remove outerwear, and selecting activities of interest to them.

Serve meals and snacks in accordance with nutritional guidelines.

Teach proper eating habits and personal hygiene.

Prepare materials and classrooms for class activities.

Enforce all administration policies and rules governing students.

Enforce all administration policies and rules governing students.
Identify children showing signs of emotional, developmental, or health-related problems, and discuss them with supervisors, parents or guardians, and child development specialists.
Establish clear objectives for all lessons, units, and projects, and communicate those objectives to children.
Meet with parents and guardians to discuss their children's progress and needs, determine their priorities for their children, and suggest ways that they can promote learning and development.
Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
Adapt teaching methods and instructional materials to meet students' varying needs and interests.
Arrange indoor and outdoor space to facilitate creative play, motor-skill activities, and safety.
Maintain accurate and complete student records as required by laws, district policies, and administrative regulations.
Administer tests to help determine children's developmental levels, needs, and potential.
Demonstrate activities to children.
Meet with other professionals to discuss individual students' needs and progress.
Prepare and implement remedial programs for students requiring extra help.
Confer with other staff members to plan and schedule lessons promoting learning, following approved curricula.

Waitress 08/2012 to 05/2013

Quarry Bar & grill – Helena, MT

Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
Collect payments from customers.
Write patrons' food orders on order slips, memorize orders, or enter orders into computers for transmittal to kitchen staff.
Prepare checks that itemize and total meal costs and sales taxes.
Take orders from patrons for food or beverages.
Check patrons' identification to ensure that they meet minimum age requirements for consumption of alcoholic beverages.

Serve food or beverages to patrons, and prepare or serve specialty dishes at tables as required.

Present menus to patrons and answer questions about menu items, making recommendations upon request.

Clean tables or counters after patrons have finished dining.

Prepare hot, cold, and mixed drinks for patrons, and chill bottles of wine.

Roll silverware, set up food stations or set up dining areas to prepare for the next shift or for large parties.

Inform customers of daily specials.

Explain how various menu items are prepared, describing ingredients and cooking methods.

Prepare tables for meals, including setting up items such as linens, silverware, and glassware.

Stock service areas with supplies such as coffee, food, tableware, and linens.

Remove dishes and glasses from tables or counters, take them to kitchen for cleaning.

Assist host or hostess by answering phones to take reservations or to-go orders, and by greeting, seating, and thanking guests.

Perform cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.

Bring wine selections to tables with appropriate glasses, and pour the wines for customers.

Perform food preparation duties such as preparing salads, appetizers, and cold dishes, portioning desserts, and brewing coffee.

Escort customers to their tables.

Fill salt, pepper, sugar, cream, condiment, and napkin containers.

Describe and recommend wines to customers.

Provide guests with information about local areas, including giving directions.

Cashier 08/2011 to 07/2012

sodexo – Helena, MT

Receive payment by cash, check, credit cards, vouchers, or automatic debits.

Issue receipts, refunds, credits, or change due to customers.

Assist customers by providing information and resolving their complaints.

Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change.

Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.

Greet customers entering establishments.

Answer customers' questions, and provide information on procedures or policies.

Sell tickets and other items to customers.

Calculate total payments received during a time period, and reconcile this with total sales.

Process merchandise returns and exchanges.

Monitor checkout stations to ensure that they have adequate cash available and that they are staffed appropriately.

Assist with duties in other areas of the store, such as monitoring fitting rooms or bagging and carrying out customers' items.

Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans.

Sort, count, and wrap currency and coins.

Stock shelves, and mark prices on shelves and items.
Request information or assistance using paging systems.

Bag, box, wrap, or gift-wrap merchandise, and prepare packages for shipment.

Compute and record totals of transactions.

Compile and maintain non-monetary reports and records.

Post charges against guests' or patients' accounts.

waitress 01/2011 to 07/2011

Corner Cafe – East Helena, MT

waitress 03/2009 to 05/2009

smiths – East Helena, MT

Waitress 05/2006 to 08/2008

Jorgenson's Restraunt and lounge – Helena, MT

Hostess 05/2005 to 05/2006

Jorgenson's restraunt and lounge – Helena, MT

Assign patrons to tables suitable for their needs and according to rotation so that
Maintain contact with kitchen staff, management, serving staff, and customers to

ensure that dining details are handled properly and customers' concerns are addressed.

Greet guests and seat them at tables or in waiting areas.

Provide guests with menus.

servers receive an appropriate number of seatings.

Speak with patrons to ensure satisfaction with food and service, to respond to complaints, or to make conversation.

Take and prepare to-go orders.

Answer telephone calls and respond to inquiries or transfer calls.

Operate cash registers to accept payments for food and beverages.

Inspect dining and serving areas to ensure cleanliness and proper setup.

Inform patrons of establishment specialties and features.

Receive and record patrons' dining reservations.

Assist with preparing and serving food and beverages.

Direct patrons to coatrooms and waiting areas such as lounges.

Prepare cash receipts after establishments close and make bank deposits.

Education

High School Diploma: high education

Access to success - Helena, MT**- graduated with high school diploma DEC. 2011**

some college – through Helena college
currently attending UM Western for my P-3 teaching degree

Certifications

CPR certified- needs renewing as of Dec 2019

Stars requirements

Pyramid module trainings

Food safety

Alcohol serving certified

Practitioner registry

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date April 29, 2020

NAME Ralph Sorenson

TELEPHONE (Home) 468-9392 (Work)_____ (Cell)_____ (E-Mail) ralphsorenson1@gmail.com

CURRENT ADDRESS 91 Big Pine Lane Cascade MT 59421

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards _____

Current Volunteering or County Boards Cooper Roads Maintenance Improvement - Board Member (Dearborn Area)

Current Employer Contractor (Self-Employed)

Education Army Jump Master, Special Forces

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd , 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

30 years, Contracting Experience

Landsurveying/Contracting in the Helena Area (30 years)

Developed the Skyview Subdivison in Helena

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date 3/4/2020

NAME David Wallace

TELEPHONE (Home) 468-5100 (Work) _____ (Cell) 468-5100 (E-Mail) dgwallace33@yahoo.com

CURRENT ADDRESS 33 Freedom Ln, Cascade, MT 59421

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Board Member: Rocky Mountain Christian Institute

Current Volunteering or County Boards _____

Current Employer Self; D. Gerard Consulting, LLC

Education BS Business Administration, University of Redlands

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Experience since 2006 in the project management field, focusing on managing cost and schedule while executing project scope.

Area resident familiar with the issues and sensitivities of the district residents.

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date 5/5/2020

NAME H. Ellis Misner

TELEPHONE (Home) 406-468-9245 (Work) _____ (Cell) 406-590-2503 (E-Mail) birddogrun@centurylink.net

CURRENT ADDRESS 4810 Craig Frontage Road, Cascade, MT 59421

Previous Public Experience (Elected or Appointed) DFSA Chair, DFSA Board Member, Alderman for Town of Fairfield

Previous Volunteering or County Boards DFSA, Alderman for Town of Fairfield, Ski Patrol/First Aid

Current Volunteering or County Boards DFSA

Current Employer Self Employed

Education Master's Degree English

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd , 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Property Development and Mangagement, High School English Teacher, Master's Degree English, Retail Business Owner/Operator

May 26, 2020 Agenda #2

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: **Sand Coulee Fire Fee Service Area Board Appointments**

PRESENTED BY: **Commission**

Sand Coulee Fire Fee Service Area Board

Applicant	**Vacancy (1)**	**(3 Yr. Term)**	**Term Expiration: May 31, 2022**
Melanie Paul	_____		
Sarah VanVoast	_____		

Applicant	**Vacancy (2)**	**(3 Yr. Term)**	**Term Expiration: May 31, 2023**
Luke Holzheimer	_____	(Requesting Re-Appointment, Served 1 term)	
Sarah Opheim	_____	(Requesting Re-Appointment, Served 1 term)	

Sand Coulee Fire Fee

Service Area Board

CASCADE COUNTY
BOARD APPLICATION

Please complete this form and return it to the County Commission Office, Room 111 Courthouse Annex, 325 2nd Avenue North, Great Falls, MT. 59401. If you have any questions, please contact the Commission Office @ (406) 454-6810. This application is designed to obtain information as to your interest and qualifications for serving on a County Government Board.

(Please Print or Type) Date 1-10-2020

NAME Melanie Paul

TELEPHONE (Home)_____ (Work)_____ (Cell) 590-5788 (E-Mail) jmpaul33@yahoo.com

CURRENT ADDRESS 1120 Spring Creek Rd Stockett MT

Previous Public Experience (Elected or Appointed) N/A

Previous Volunteering or County Boards Cascade County 4-H livestock Booster Club-Centerville, Cascade County 4H Leader Council

Current Volunteering or County Boards N/A

Current Employer Centene

Education Associates Degree - Business Admin Mang

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

__ Board of Health	__ Fire Fee Service Area Sand Coulee	__ Planning
__ Compensation	__ Great Falls Airport Authority	__ Tax Appeal
__ DUI Task Force	__ Great Falls Transit	__ Weed Board
__ ExpoPark Advisory	__ Historic Preservation Advisory	__ Zoning Board of Adjustment
X Fire District Area	__ Library Trustee	__ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Knowledge of parliamentary procedure, minute taking

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date 1-10-2026

NAME Sarah VanVoast

TELEPHONE (Home)_____ (Work)_____ (Cell) 217-1631 (E-Mail)_____

CURRENT ADDRESS 38 Crane Ave, Stockett, MT 59480

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards _____

Current Volunteering or County Boards _____

Current Employer _____

Education _____

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

__ Board of Health	__ Fire Fee Service Area Sand Coulee	__ Planning
__ Compensation	__ Great Falls Airport Authority	__ Tax Appeal
__ DUI Task Force	__ Great Falls Transit	__ Weed Board
__ ExpoPark Advisory	__ Historic Preservation Advisory	__ Zoning Board of Adjustment
X Fire District Area	__ Library Trustee	__ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Sarah C Van Voast

sarah.c.vanvoast.mil@mail.mil
sarclark25@gmail.com
38 Crane Ave
Stockett, MT 59480
(406) 217-1631

Objective

To obtain a responsible and stimulating position within the Sand Coulee Fire Department as a Board member where my education, work experience and guidance will be appropriately challenged to serve the Fire Department to achieve goals and objectives.

Key Attributes and Skills

- Ability to communicate clearly and effectively, listen, and to follow directions to provide feedback
- Disciplined and self-motivated to keep moving forward when encountering obstacles
- Motivated to take on challenges with minimal direction
- Work effectively and get along with others in different circumstances
- Positive attitude and willingness to aid others
- Strong critical thinking and analytical ability in fast paced crisis action planning situations
- Skilled in the use of multiple computer programs and automated data systems including Microsoft word, Excel, Power point and Share point

Employment History

Montana Air National Guard (Feb 2017-Present)
Duty Position: Aircrew Flight Equipment Journeyman

Executes the daily operations and training for squadron AFE work center. Ensure all aircrew worn and aircraft installed life-saving devices and flight equipment meet strict airworthiness criteria and able to sustain local and combat operations.

- Trained, experienced and certified on 127 aviation life support and survival equipment tasks
- Responsible for ensuring flight equipment is inspected in a timely manner and meets strict airworthiness criteria in accordance with multiple military manuals, technical orders and regulations
- Responsible for daily planning and execution of the flight line shop maintenance program to ensure serviceable aircraft installed aircrew flight equipment is uploaded/downloaded in an efficient manner which is essential to timely sortie generations
- Responsible for utilizing the allowance standard retrieval system (ASRS) to assist shop equipment custodians with determining proper equipment authorizations and accurate accountability of mobility support equipment
- Assists fellow members of the shop with equipment and inspection forecasting for current and future missions to include providing status for readiness reporting (ART, DRRS and AF-IT)
- Experienced with military supply procedures. Directly responsible for performing daily equipment and supply inventories to ensure proper accountability and adequate bench/shop stock levels
- Propose AFE shop orientation and local shop procedures to numerous officer and enlisted aircrew
- Primary coordinator for multiple programs to include supply and TMDE/PMEL

- Trained and certified on the upload and download of aircraft as well as inspections on aircraft of any Mission Termination Inspections (MTI) after aircraft has returned from flying
- Primary individual responsible for our AFERMS program in helping aid others learn and understand the key concepts of it
- Trained on LOGDET and UTC functions for Aircrew Flight Equipment UTCs
- Responsible for identifying, locating, assembling, all equipment and components required for UTCs

Greenup Lawn and Sprinklers (May 2013-Aug 2016)
Position: Landscape/General Laborer

Highly seasoned and reliable landscape worker with an excellent customer satisfaction record and stellar work ethic. Exceptional physical stamina to handle all kinds of landscaping and grounds keeping work in both hot and cold weather as needed. Able to work well independently with little to no supervision or as a member of a professional outdoor maintenance team.

- Responsible for mixing and applying compounds to ground covers and plants to enhance plant nutrition
- Trained and proficient on operating powered equipment effectively such as mowers, tractors, twin axle vehicles, skid steers, chain saws, wet saws, hedge trimmers, and sod cutters
- Learned to comprehend blue prints of landscape designs and set forth the design with guidance
- Assist in installation of rock gardens, ponds, and irrigation systems in accordance with client specifications
- Landscaped and maintained private residences and commercial building grounds

Civilian Education

- Great Falls College MSU (September 2015 – May 2016) 21 semester hours
- Montana State University (January - May 2015) 17 semester hours
- Highwood High School (May 2013)

Military Education

United States Air Force Formal Courses and Professional Military Education

- Train the Trainer
- AFERMS (DPAS) course
- Forklift Certified
- Aircrew Flight Equipment Apprentice Course (Nov 2016- Feb 2017)

Special Achievements

- Flight Chiefs Award, Aircrew Flight Equipment Apprentice Course, Sheppard AFB, TX, 2017

Awards and Decorations

- Air Reserve Forces Meritorious Service Medal
- National Defense Service Medal
- Global War on Terrorism Service Medal
- Air Force Training Ribbon
- Montana Air National Guard Noble Eagle Ribbon

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Luke Holzeheimer

TELEPHONE (Home) 736-5447 (Work) _____ (Cell) 799-1004 (E-Mail) lholzheimer@hotmail.com

CURRENT ADDRESS 40 Goon Hill Road Sand Coulee, MT 59472

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Sand Coulee Volunteer Fire Department

Current Volunteering or County Boards Sand Coulee Fire Fee Service Area Board Member

Current Employer Self-Employed

Education High School

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting Re-Appointment: Sand Coulee Fire Fee Service Area

CASCADE COUNTY
BOARD APPLICATION

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(Please Print or Type) Date May 15, 2020

NAME Christy Opheim

TELEPHONE (Home)_____ (Work) 761-5613 (Cell) 781-5613 (E-Mail) christyopie@gmail.com

CURRENT ADDRESS 16 Meyer Avenue Sand Coulee, MT 59472

Previous Public Experience (Elected or Appointed) _____

Previous Volunteering or County Boards Tracy Water Users Board Member

Current Volunteering or County Boards Tracy Water Users Board Member (2006- Present)

Current Employer North 40 Outfitters

Education High School

Please indicate which of the following Boards/Trustee positions you are interested in. Mark 1st, 2nd, 3rd choices below.

☐ Board of Health	☑ Fire Fee Service Area	☐ Planning
☐ Compensation	☐ Great Falls Airport Authority	☐ Tax Appeal
☐ DUI Task Force	☐ Great Falls Transit	☐ Weed Board
☐ ExpoPark Advisory	☐ Historic Preservation Advisory	☐ Zoning Board of Adjustment
☐ Fire District Area	☐ Library Trustee	☐ Other

Please list special experience or education you may have for serving on any of the boards (Additional information, comments or resume may be added to the back of this form.)

Requesting Re-Appointment: Sand Coulee Fire Fee Service Area

May 26, 2020 Agenda #3

Agenda Action Report

prepared for the

Cascade County Commission

ITEM: **Public Hearing**
Armington Bridge Improvement Project

PRESENTED BY: **Brady Lassila, TD&H Engineering**

Armington Bridge Improvement Project Public Hearing

May 26, 2020, 9:30 a.m.

Cascade County Commission Meeting

The purpose of today's hearing is to:

- Present Final Drafts
  - Preliminary Engineering Report (PER)
  - Environmental Review
- Present Draft TSEP Application
  - Draft Uniform Application
  - Draft Statutory Priorities
- Receive public input

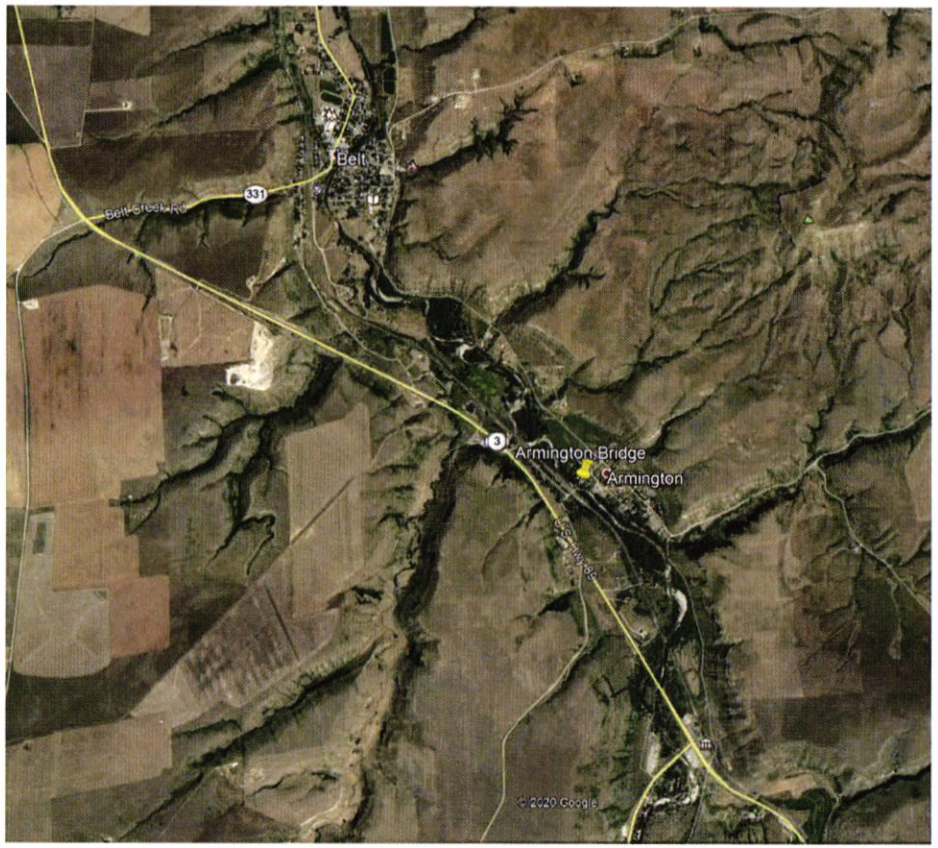
Preliminary Engineering Report (PER)

- Problem Definition
- Alternative Screening Process
- Alternative Analysis
- Preferred Alternative
- Implementation

Problem Definition

- Issue #1 – Flooding
  - Five piers in Belt Creek cause or magnify flooding
  - Debris and trees lodge against the bridge structure
  - Health and safety hazards

- Issue #2 – Functional deficiencies
  - Deck
  - Girders
  - Railing
  - Roadway

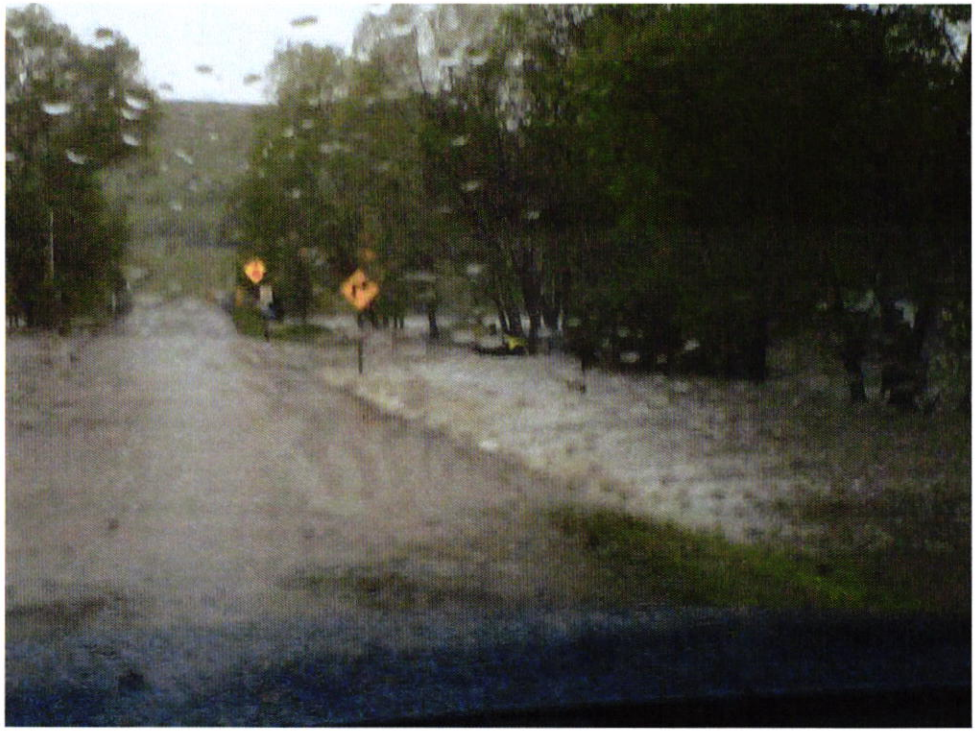


Photos

Issue #1 – Debris buildup

Issue #2 – Roadway

Photos – 2011 Flood



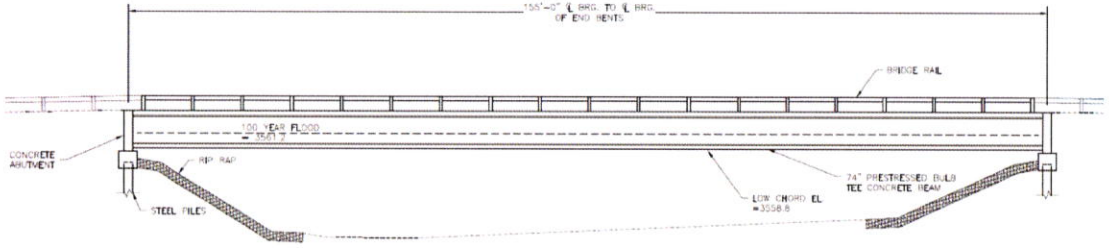
Issue #1 – Debris buildup and flooding

Alternative Screening Process

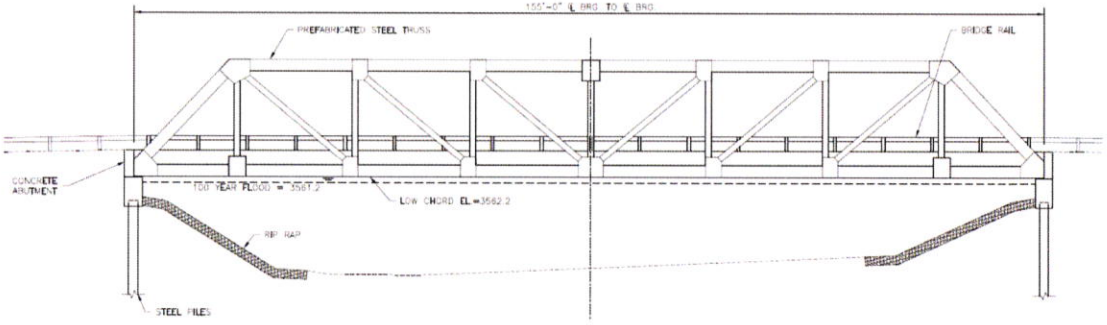
- ✗ No action
- ✗ Rehabilitation
- ✓ Replacement

Alternative Analysis

- Single Span Girder
  - Cost effective, no piers in creek
  - 20% approach grade for 1' of freeboard

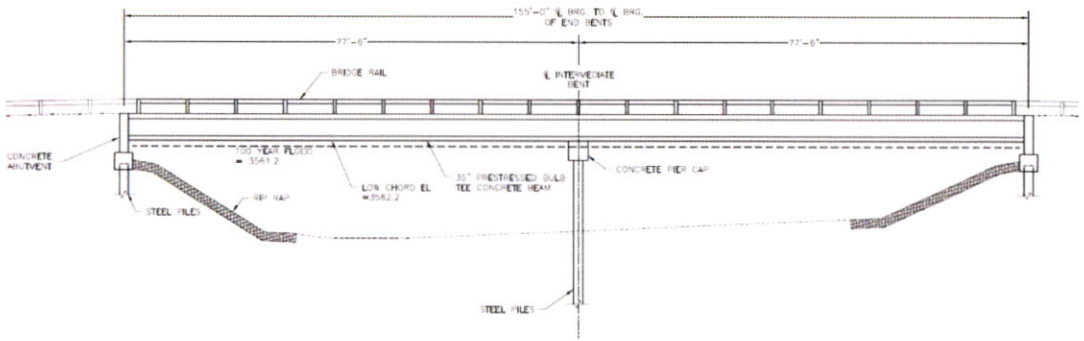


- Single Span Truss
  - No piers in creek
  - 13% approach grade for 1' of freeboard, expensive, tall sides

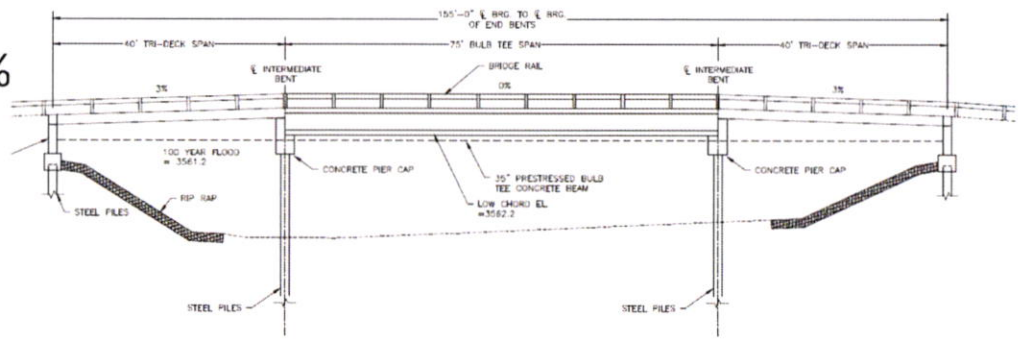


Alternative Analysis

- Two-Span Girder
  - Cost effective, one pier in creek
  - 5% approach grade for 1' of freeboard

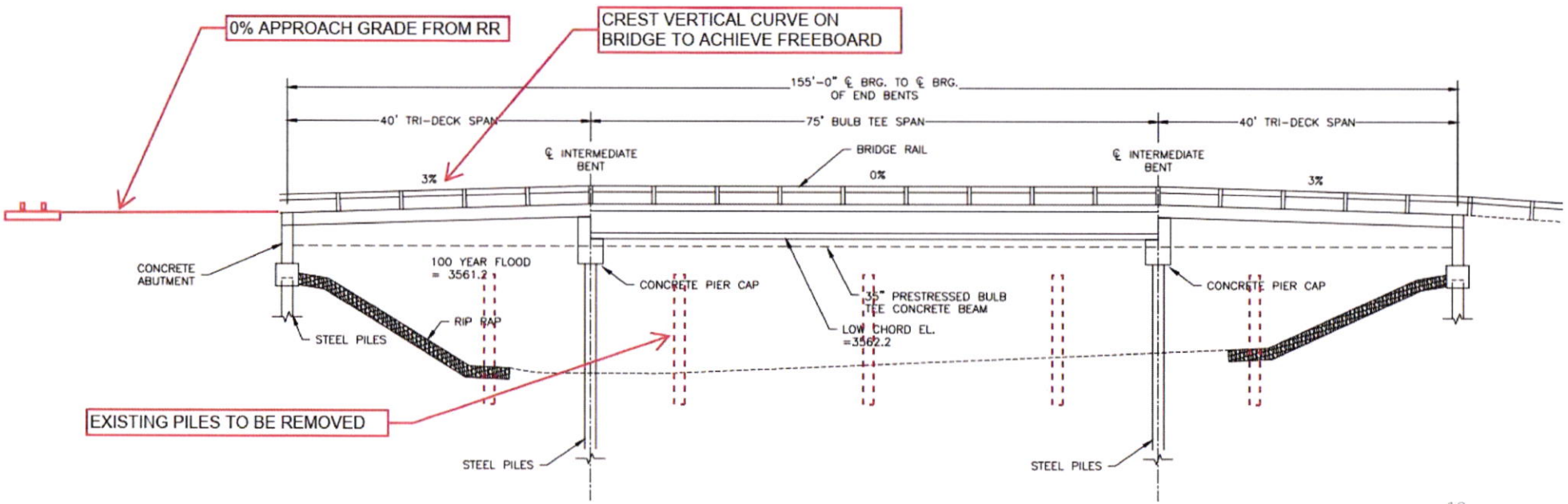


- Three-Span Girder
  - Cost effective, two piers in creek, 0% approach grade for 1' of freeboard, expensive, tall sides
  - Two piers in creek



Preferred Alternative

- Three-Span Girder



Preferred Alternative

- Three-Span Girder

Project Budget	
Administration	$80,130
Engineering – Design Services	$240,388
Engineering – Construction Services	$160,259
Construction	$1,335,490
Contingency	$267,098
TOTAL	$2,083,365

Implementation

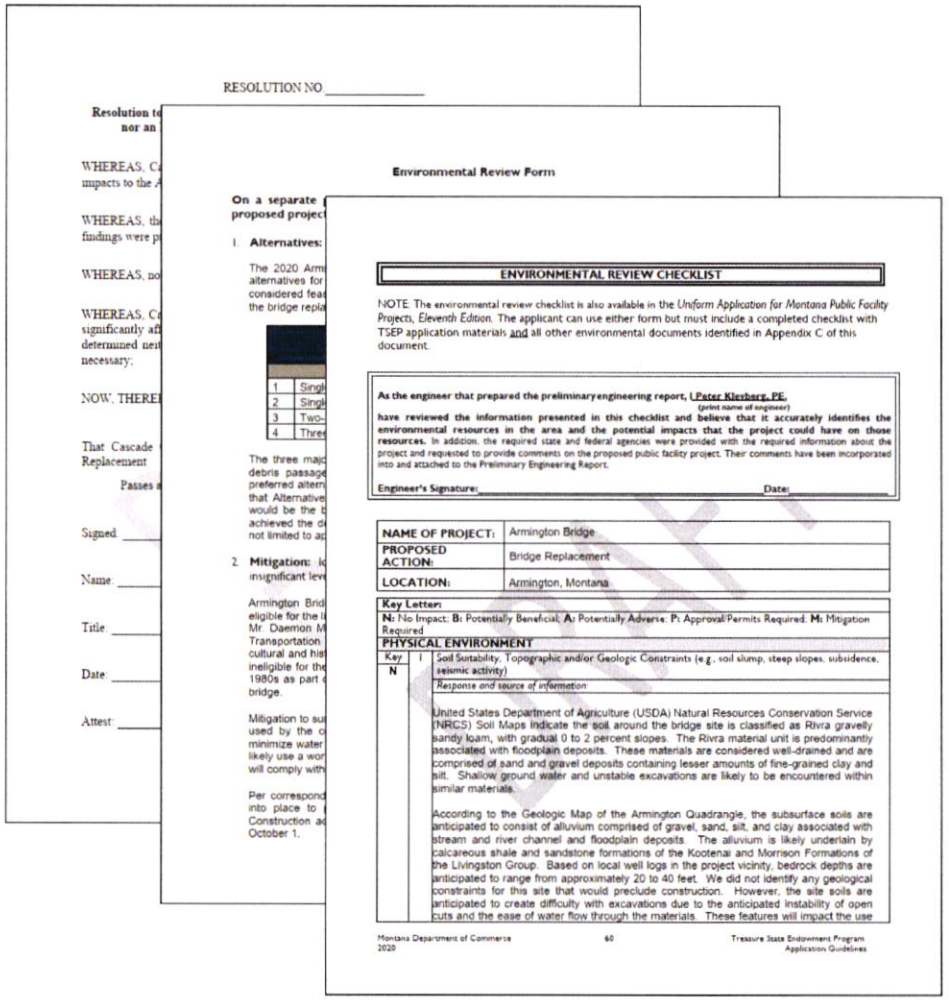
TASK	QUARTERS, 2021				QUARTERS, 2022			
	1st JFM	2nd AMJ	3rd JAS	4th OND	1st JFM	2nd AMJ	3rd JAS	4th OND
PROJECT DESIGN								
Commence Final Design			X					
Complete Project Design				X	X			
Submit Plans to DEQ					X			
Prepare Bid Documents					X			
Finalize Acquisition					X			
ADVERTISEMENT FOR CONST. BID								
Review Contract Requirements						X		
Public Bid Advertisement						X		
Open Bids & Examine Proposals						X		
Request Contr. Debarment Review						X		
Select Contractor & Award Bid						X		
Conduct Pre-Const. Conference						X		
Issue Notice to Proceed to Contractor						X		
PROJECT CONSTRUCTION								
Begin Construction							X	
Monitor Engineer & Contractor							X	
Conduct Labor Compliance Reviews							X	
Hold Const. Progress Meetings							X	
Final Inspection								X
PROJECT CLOSE OUT								
Submit Final Drawdown								X
Project Completion Report/Final Certification								X
Contract End Date								X

Implementation

- Funding Strategy
  - TSEP Grant - $500,000
  - Cascade County - $1,583,365
    - Road and Bridge Funds
    - Levying mills
    - INTERCAP loan

Environmental Review

- Environmental Review Form
- Environmental Review Checklist
- Resolution to Accept Determination that Neither an EA or EIS is Appropriate



RESOLUTION NO. _____

Environmental Review Form

ENVIRONMENTAL REVIEW CHECKLIST

NOTE: The environmental review checklist is also available in the *Uniform Application for Montana Public Facility Projects, Eleventh Edition*. The applicant can use either form but must include a completed checklist with TSEP application materials and all other environmental documents identified in Appendix C of this document.

As the engineer that prepared the preliminary engineering report, I Peter Kleyberg, PE, (print name of engineer) **have reviewed the information presented in this checklist and believe that it accurately identifies the environmental resources in the area and the potential impacts that the project could have on those resources.** In addition, the required state and federal agencies were provided with the required information about the project and requested to provide comments on the proposed public facility project. Their comments have been incorporated into and attached to the Preliminary Engineering Report.

Engineer's Signature:_____ **Date:**_____

NAME OF PROJECT:	Armington Bridge
PROPOSED ACTION:	Bridge Replacement
LOCATION:	Armington, Montana

Key Letter:
N: No Impact; **B:** Potentially Beneficial; **A:** Potentially Adverse; **P:** Approval/Permits Required; **M:** Mitigation Required

PHYSICAL ENVIRONMENT

Key		
N	1	Soil Suitability, Topographic and/or Geologic Constraints (e.g., soil slump, steep slopes, subsidence, seismic activity)
		Response and source of information
		United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) Soil Maps indicate the soil around the bridge site is classified as Rivra gravelly sandy loam, with gradual 0 to 2 percent slopes. The Rivra material unit is predominantly associated with floodplain deposits. These materials are considered well-drained and are comprised of sand and gravel deposits containing lesser amounts of fine-grained clay and silt. Shallow ground water and unstable excavations are likely to be encountered within similar materials. According to the Geologic Map of the Armington Quadrangle, the subsurface soils are anticipated to consist of alluvium comprised of gravel, sand, silt, and clay associated with stream and river channel and floodplain deposits. The alluvium is likely underlain by calcareous shale and sandstone formations of the Kootenai and Morrison Formations of the Livingston Group. Based on local well logs in the project vicinity, bedrock depths are anticipated to range from approximately 20 to 40 feet. We did not identify any geological constraints for this site that would preclude construction. However, the site soils are anticipated to create difficulty with excavations due to the anticipated instability of open cuts and the ease of water flow through the materials. These features will impact the use

Montana Department of Commerce 2020 — 60 — Treasure State Endowment Program Application Guidelines

Environmental Impacts

Beneficial Impacts

- Less flood risk, especially at high occurrence flood events
- Cleaner surface water and aquifers
- Minimize road closures (housing, recreation, emergency)
- Public health and safety

Adverse Impacts

- Temporary water quality and erosion during construction
- Temporary wildlife habitat
- Increased stormwater runoff
- Mitigation and permits required

Draft TSEP Application

- Treasure State Endowment Program
- Montana Department of Commerce grant program
- Provides funding assistance for eligible infrastructure projects
- Applicants provide 1:1 matching funds
- Bridge grants generally limited to $500,000
- Applications due June 12, 2020

Draft TSEP Application Documents

- Uniform Application

UNIFORM APPLICATION FORM
FOR MONTANA PUBLIC FACILITY PROJECTS

(Please type or print legibly)

SECTION A - CERTIFICATION

To the best of my knowledge and belief, the information provided in this application and in the attached documents is true and correct.

Name (printed): James L. Larson

Title (printed): County Commission Chairman
Chief Elected Official or Authorized Representative

Signature: _____

Date: _____

SECTION B - SUMMARY INFORMATION

1. **NAME OF APPLICANT(S):** Cascade County
2. **TYPE OF ENTITY:** County
3. **FEDERAL TAX ID NUMBER:** _____
4. **TYPE OF PROJECT:** Bridge
5. **SENATE AND HOUSE DISTRICTS:** Senate District 015, House District 030

5.a **NAMES OF SENATOR(S) AND REPRESENTATIVE(S):** Senator Osmundson and Representative Galt

6. **POPULATION SERVED BY PROJECT:** _____

6.a **NUMBER OF HOUSEHOLDS SERVED BY PROJECT:** 80 within a 1-mile radius of bridge

7. **DUNS Number:** _____

33

- Statutory Priorities

STATUTORY PRIORITY #1 **1250 Possible Points**

Projects that solve urgent and serious public health or safety problems, or that enable local governments to meet state or federal health or safety standards.

The following criteria are considered by TSEP in scoring priority #1 as it pertains to bridges; and information used to score this priority is derived from reviewing the PER. For statutory priorities #1 and #3, applicants are not required to provide a narrative response unless there is additional information beyond the PER that they believe would impact how the priority will be scored.

Responses to Statutory Priorities #1 and #3 have been provided for the convenience of the reviewers, and some new information may be presented in these responses. Most of the information in these responses will also be provided in the 2020 PER.

The following criteria are used by TSEP to score priority #1 as it pertains to bridges.

a. ***Does a serious deficiency exist in the bridge system and will the deficiencies be corrected by the proposed project? (Is there a description for all deficiencies for each bridge proposed for TSEP funding, including the NBI sufficiency rating, appraisal ratings, and element condition ratings? Is there a description for any related public safety problems not reflected in the NBI sufficiency rating? If a new bridge is being proposed where none currently exists, is there a description for why there is a need for a bridge at this new location and why the public safety problems necessitate the new bridge?)***

Refer to the 2020 Armington Bridge Preliminary Engineering Report (2020 PER).

The primary problem to be solved is the flooding that occurs at the bridge. The existing six-span bridge has five bents spaced relatively closely in the creek channel that collect debris. On a yearly basis, the debris accumulation intensifies and creates a logjam at the bridge, causing health and safety hazards. The logjam dams the creek upstream of the bridge, causing the floodwaters to overflow to the low-lying land north of the creek, across Central Avenue, and back to the creek channel downstream of the bridge. Flooding can make the bridge unsafe to cross. During major flood events, the County closes Central Avenue over the bridge when water overtops the road to the north of the bridge. The last major flooding event occurred in 2011, and minor flooding has occurred multiple times since that major flooding event. The logjams in the creek increased the magnitude of the 2011 flooding event. In 2011, the County had to perform special maintenance to remove the logs from the creek, and FEMA payed for part of the County's emergency response actions. The County indicated that they remove debris from the bridge approximately every 3 years.

The secondary problem to be solved is the functional deficiencies of the bridge. Inadequate safety features include standards for roadway width, bridge railing, and approach guardrail. The timber deck shows areas of rot and has numerous holes through the entire thickness. Many of the timber girders show deep and twisting checks, and two girders have a steel

Montana Department of Commerce
2020

Treasure State Endowment Program
Application Guidelines

We value your input

Ways to participate:

- Attend public meetings (3/16, 5/26, 6/9)
- Review the Draft Reports
- Ask Questions
- Fill out a comment form, mail, email, phone – until 6/1/20 @ 10am
- Contact info

Brady Lassila, PE
TD&H Engineering Project Manager
(406) 760-1314
Brady.Lassila@tdhengineering.com

Les Payne
Cascade County Interim Public Works Director
(406) 454-6920
LPayne@cascadecountymt.gov

Thank you for attending

- The floor will be open for questions
- Accepting comments until 6/1/2020 @ 10am
- Final public hearing:
  - Cascade County Commission Meeting
  - Tuesday, June 9, 2020, 9:30 a.m.
  - Final PER, Environmental Review, and TSEP Application to be adopted

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Contract 20-58
Buildings for Lease or Rent, 25-Unit Mini Storage Building
1201 36th Avenue Northeast, Great Falls, MT 59404

PRESENTED BY: Charity Yonker, Planning Director

GENERAL INFORMATION

APPLICANT:	Donny Volk, 1105 40th Avenue Northeast, Great Falls, MT 59404
PROPERTY LOCATION:	This proposed mini-storage facility is located at 1201 36th Avenue Northeast, Great Falls, MT 59404
EXISTING ZONING:	Commercial
REQUESTED ACTION:	Review of Buildings for Lease or Rent
EXISTING LAND USE:	Currently Mr. Volk operates a mini-storage business. This application will expand the existing business.
SURROUNDING USE:	West/Northwest – Commercial and City of Great Falls (residential) North/Northeast – Suburban Residential 1 and Water Tower East – Heavy Industrial South – Commercial and City of Great Falls (residential)

BACKGROUND INFORMATION

The 2013 Montana Legislative Session passed Senate Bill 324 to regulate buildings for lease or rent (or BLR). Some of Montana's counties felt developers and land owners were attempting to skirt subdivision regulations when they developed projects meant for leasing or renting buildings. BLR Regulations are an attempt to ensure all of Montana's counties regulate these buildings appropriately.

Section 5E of the Cascade County Buildings for Lease or Rent (BLR) states one of the exemptions of this process. If a building has 30 or fewer buildings or units not served with water or wastewater they would be permitted through a location conformance permit. The impacts to the property and its surroundings with regard to vehicular access, public health, safety, and general welfare, the provision of public services and utilities as well as the physical environment are considerable less than for larger projects.

Section 5F states, "all other buildings for lease or rent on a single tract of record require review and approval by the governing body, pursuant to the provisions in Section 6." With this application we will address those requirements.

FACTS

1. There are four (4) existing, dry, mini-storage buildings owned and operated by Mr. Volk on this parcel: (1) 30' x 250' building with fifty (50) units approved by the Board of Commissioners on April 8, 2014 ; (2) 30' x 220' building was permitted on February 22, 2013 (pre-BLR Regulations); (3) 40' x 250' building was permitted on February 10, 2012 (pre-BLR Regulations); and (4) 30' x 250' building was permitted on February 15, 2011 (pre-BLR Regulations).
2. The lots will be accessed with an existing approach to 36th Avenue Northeast. There is twenty (20) feet of paved driveway in front of all units with gravel in between every building.
3. The proposed mini-storage units will receive law enforcement services from the Cascade County Sheriff's Office and fire protection services from the Black Eagle Volunteer Fire Department.
4. The mini-storage building will be constructed at a minimum setback of fifty (50) feet from the 12th St. NE road easement.
5. It will meet the Commercial District's setbacks from property lines: fifteen (15) feet from the front, ten (10) feet from the rear, and six (6) feet from the sides.
6. The building will have 25-units with no water or wastewater needs. The Montana Department of Environmental Quality stated this parcel will not be subject to review under the Sanitation Act on May 8, 2020.
7. The building is not located in the Regulated Flood Hazard Area.

FINDINGS

1. The proposed building for lease or rent, as submitted or conditioned, complies with the BLR Regulations and other regulations applicable to the property, and avoid or minimize potential significant impacts on the physical environment and human population in the are affected by the buildings for lease or rent.
2. No water, wastewater, and solid waste facilities are needed or will be utilized to serve the building for lease or rent.
3. There is adequate access to the site to serve the building for lease or rent.
4. There is adequate emergency medical, fire protection, and law enforcement services available to serve the building for lease or rent.
5. The building for lease or rent complies with any applicable Floodplain Regulations.

CONCLUSION

This proposed mini-storage structure meets the requirements of the Cascade County Zoning and BLR Regulations.

RECOMMENDATIONS

Two motions have been provided for the Board's consideration:

"I move the Cascade County Board of Commission, after consideration of the Staff Report, that the proposed mini-storage structure with twenty-five (25) units be **denied**;

or

"I move the Cascade County Board of Commission **adopt** the Staff Report and **approve** the proposed mini-storage building with twenty-five (25) units subject to the following conditions:

1. The applicant shall obtain any necessary addresses from the 911 addressing office.
2. The applicant shall obtain any necessary final approach permits from the Road and Bridge Division.
3. The applicant must obtain any other required Federal, State or County permits and comply with the regulations associated with any other permits.

Attachments: Location Conformance Permit and Buildings for Lease or Rent Applications
Vicinity & Zoning Map
National Flood Hazard Layer FIRMette
COS# 4706

cc: Donny Volk
Cascade County Attorney's Office

Buildings for Lease or Rent Application

Cascade County Public Works Department
Planning Division
121 4th St No, STE 2H/I, Great Falls MT 59401
Phone: 406-454-6905 Fax: 406-454-6919

$400.00 Non Refundable Application Fee Required **Payment:** Check (#) 2038 Cash____

OFFICE USE ONLY

Date Application Received: 05/13/2020

Type of Development: Mini Storage Units

Name of Owner/Applicant: Donny Volk Phone: 899 7063

Mailing Address: 1105 40TH AVE NE City: GT FALLS State: MT Zip: 59404

Proposed Development: 25 MINI STORAGE UNITS (20 X 250)

Legal Description: N ~~1/2~~ NE ¼ of Section 36 Township 21N Range 3E
Mark 14EI

1. **Application Requirements:**

   A. A copy of the deed or other legal description of the real property.

   B. Evidence of the landowner's title and interest in the land for which the application is being made.

   C. A site plan showing:

      i. North arrow and scale bar (minimum scale of 1:20);

      ii. Property boundaries;

      iii. Existing and proposed onsite and adjacent offsite streets, roads, and easements that will serve the proposal;

      iv. Existing and proposed access to the subject property;

      v. Pertinent geographic features of the subject property, including any significant topographical features and designated floodplain;

      vi. Location of existing and proposed water, wastewater and solid waste facilities serving the subject property;

      vii. The location of existing and proposed buildings or structures on the subject property.

D. A detailed narrative of existing and proposed buildings and their location on the subject property, including the uses proposed for each and the approximate floor area and ground coverage of each building.

E. A detailed narrative of the proposed water, wastewater, and solid waste disposal facilities intended to serve the buildings for lease or rent.

F. A detailed narrative of the emergency medical, fire, and law enforcement services proposed to serve the buildings for lease or rent.

G. A detailed narrative describing the existing and proposed access to and from the site, as well as the onsite circulation providing access to the existing and proposed buildings for lease or rent.

H. A detailed narrative assessing the potential significant impacts on the surrounding physical environment or human population as a result of the proposed building for lease or rent, including a description of any proposed mitigation measures to avoid or minimize impacts anticipated.

2. Review Process

A. Upon receipt of an application along with all applicable fees, the administrator shall, within ten (10) working days, determine whether the application is complete and notify the applicant in writing.

B. If the application is incomplete, the administrator shall identify, in writing, any missing materials or insufficient information necessary to conduct the required review.

C. If the application is complete, the administrator shall complete review of the application and the governing body shall approve, conditionally approve, or deny the application within sixty (60) working days. The timeframe may be extended upon mutual agreement, in writing, by the applicant and the governing body. Review and approval, conditional approval, or denial of an application for the creation of buildings for lease or rent pursuant to this section must be based upon the regulations in effect at the time an application is determined to be complete.

D. The governing body shall provide written notification to the landowner of the approval, conditional approval, or denial of the application within 60 working days after determining the application was complete.

ATTEST: I hereby certify that the information given herein is true and correct to the best of my knowledge. There are no restrictions placed upon my property which would prohibit the issuance of this permit. If there are any restrictions, then this permit shall become null and void. I hereby grant permission to any Cascade County Official to enter my property to inspect for compliance with the County Zoning Regulations in relation to this application.

Applicant Signature: D Voll **Date:** 5/12/20

Donny Voll 5/12/20

Signature of Owner / Printed Name **Date**

The application must be signed by the owner of the land proposed for lease or rent.

Cascade County Location/Conformance Permit Application

Cascade County Planning Department
121 4th St N, Suite 2H-2I
Great Falls, MT 59401
Phone: 406-454-6905 Fax: 406-454-6919

Permit No: _____
App. No.: 618-2020
Applied Date: 02/19/20

General Information

A Location/Conformance (L/C) permit is required: (1) for all changes of land use and commercial activities within Cascade County jurisdiction and (2) prior to the construction of all buildings and structures two-hundred (200) square feet or larger on all lands within Cascade County jurisdiction. L/C permits are not required for "site preparation," as defined in the Cascade County Zoning Regulations (CCZR). L/C permits are to be issued for one use and are required for each tract of land. Legally issued L/C permits shall expire one year after the date of approval if construction or the use permitted has not started. A one-time only twelve (12) month extension may be granted by the Zoning Administrator upon request. L/C permit applications require a non-refundable application fee of fifty dollars ($50.00) unless non-site preparation work started prior to the issuance of an L/C Permit; post-work projects require a non-refundable application fee of two-hundred dollars ($200.00).

Project Information

Project Address	1201 36TH AVE NE GREAT FALLS, MT 59404							
Estimated Project Value ($)	90,000							
Property Description	Legal Description	Section	36	Township	21N	Range	03E	COS No. 4706
		Subdivision						
		Part, Tract, Block, Lot Descriptors	TR 1					
	Parcel No.	0002607055	Geocode	02-3138-36-1-08-10-0000				
	Total parcel area	4.8	Unit: ☑ Acres ☐ Square Feet					
Property Owner	Name	DONALD L VOLK						
	Address	1105 40TH AVE NE GREAT FALLS, MT 59404						
	Phone Number	406 899 7063						
Applicant *(Contractor, Engineer, etc.)*	Name							
	Address	SAME						
	Phone Number							
	Email							
Application Type	☐ Change of use	☑ New build	☐ Alteration					
	Previous use:							
Use Type	☐ Single-family Residential	☐ Multi-family Residential	☐ Public/NGO					
	☐ Duplex	☐ Mobile Home	☐ Sign					
	☑ Commercial	☐ Industrial	☐ Registered Premise					
	☐ Garage/Shop/Barn	☐ Home Occupation	☐ Other:					
Structures	Number of existing structures	4	Total existing structure area (sq. ft.)					
	Number of proposed structures	1	Total proposed structure area (sq. ft.)	5000				
	Total area of alteration (sq. ft.)							
Water/Waste	Type of sewage disposal	NA	Source of water supply	NA				

Continued on back, Page 1 of 3

Project Description:
20 x 250 MINI STORAGE BUILDING

Submission Checklist

Location/Conformance Permit applications shall be submitted to the Cascade County Planning Office for review. The following checklist must be completed and signed by the applicant before the application can be reviewed. Where applicable, all required permits/forms must be attached to the application.

- ☑ A site plan prepared at a scale not less than one-inch equals one-hundred feet (1" = 100') containing, where applicable, the following minimum information (a site plan is not applicable if it is a change of use):
  - ☑ Name and address of applicant.
  - ☑ Legal description and boundary lines of property being considered for review.
  - ☐ Existing and proposed land use upon the site.
  - ☐ Names of owners and existing land use on adjacent property.
  - ☑ Location, size, dimensions and uses of existing and proposed buildings and improvements.
  - ☑ Location and description of existing and proposed utilities.
  - ☐ Location and dimensions of curb cuts and access points.
  - ☐ Location, size, dimensions, and number of off-street parking spaces, including on-site vehicular driveways and type of surface improvements.
  - ☐ Location and type of existing and proposed landscaping or buffering.
  - ☑ Location, type, and height of existing and proposed fencing and screening.
  - ☐ Location, type, and height of sight-obscuring improvement surrounding areas of storage for raw materials, finished products, machinery, and equipment.
- ☐ Floodplain permit (attached). This is required if the project is in a regulated floodplain.
- ☐ Approach permit (attached). This is required if the proposed approach is from a county or state road.
- ☐ Addressing application (attached). This is required if the subject property needs a structure addressed.
- ☐ Septic permit (attached). This is required for projects installing a septic system, re-utilizing a pre-existing septic system, or increasing the capacity of a pre-existing septic system on the subject property.
- ☐ General Permit for Storm Water Discharge Associated with Construction Activity (attached). This is required for projects that will disturb an acre or more of land.

Attestation Statement and Signature

I hereby certify that the information given herein is true and correct to the best of my knowledge. There are no restrictions placed upon my property which would prohibit the issuance of this permit. If there are any restrictions, then this permit shall become null and void. I hereby grant permission to any Cascade County Zoning Official to enter my property to inspect for compliance with the County Zoning Regulations in relation to this application.

Signature of Applicant: Donald Zeller **Date:** 2-19-2020

Signature of Property Owner: Donald Zeller **Date:** 2-19-2020

Office Use Only

Fee(s): ☑ Pre-work ($50.00) ☐ Post-work ($200.00) ☐ Addressing ($25.00)

Payment Type: ☐ Check No.: _____ ☑ Cash

Date Application Received: 02/19/2020 Application Number: 018-2020

Date Application Approved: _____ Approved by (staff): _____

Approved Permit Number: _____ Associated SUP Number: _____

Review Items

Zoning District: Commercial

MS4 - No DEQ review for stormwater runoff per COSA exemption

Restrictions/Covenants: ☐ Yes ☒ No Type: _____

Physical/Legal Access: ☒ Yes ☐ No

Setback Requirements (ft): Front: 15 Rear: 10 Side: 6

Parking Requirements: Existing: _____ Required: _____ Proposed: _____

Landscaping Requirements: Frontage Option: _____ Buffer Option: _____

Administrative Relief Requested: ☐ Yes ☐ No

Administrative Relief Granted: ☐ Yes ☐ No

Height Requirements: ☐ Airport Zone: _____ ☐ Military Overlay District: _____

Floodplain: ☐ Yes ☒ No

Permit Attached: ☐ Yes ☐ No

Variance Request: ☐ Yes ☒ No

Variance Approval Attached: ☐ Yes ☐ No

Approach Permit: ☐ Yes ☒ No

Approach Permit Attached: ☐ Yes ☐ No

City-County Health Department Approval: ☒ Yes ☐ No

Permit Attached: ☐ Yes ☐ No

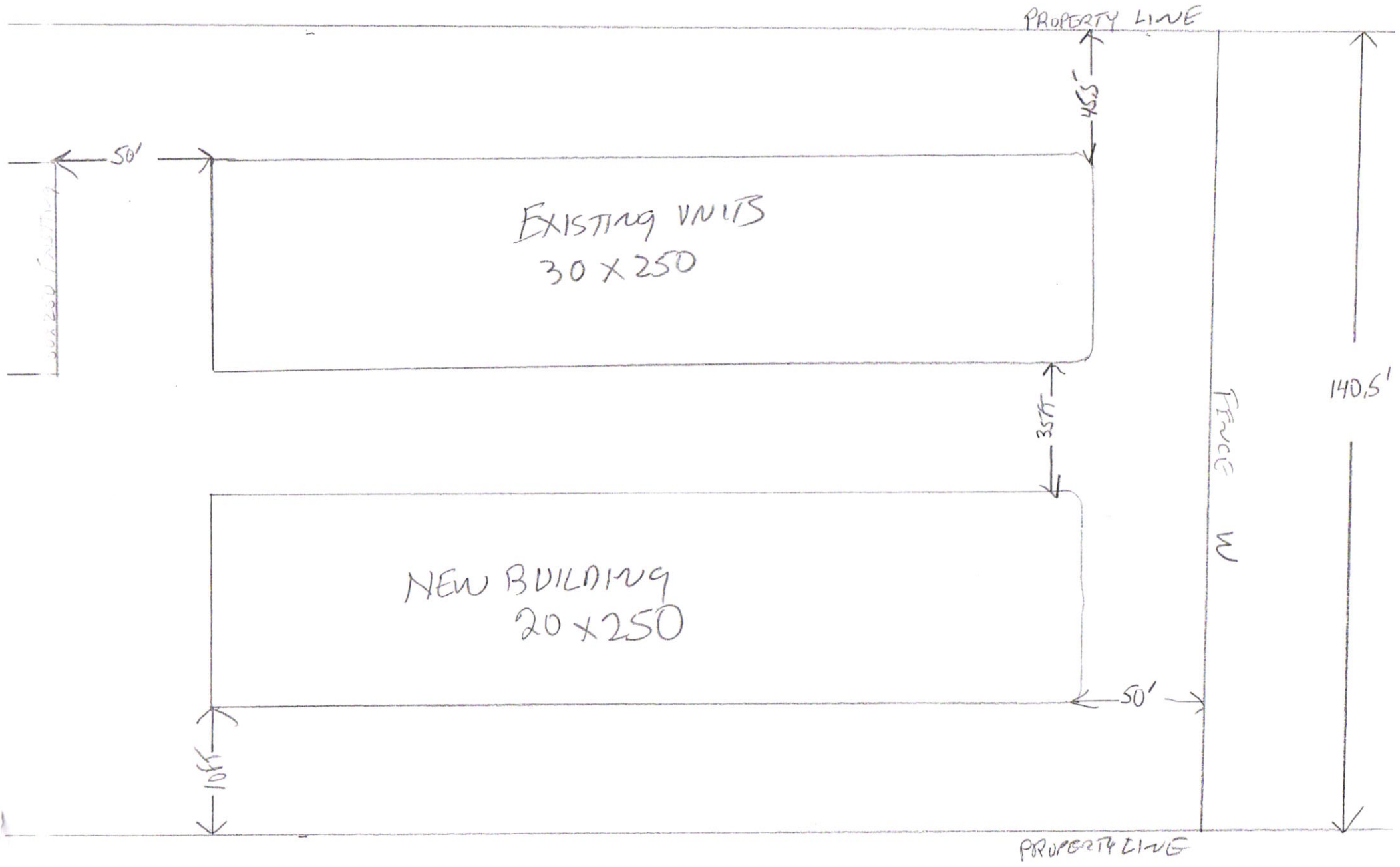
Addressing Approval N/A ☐ Yes ☐ No

Addressing Approval Attached: ☐ Yes ☐ No

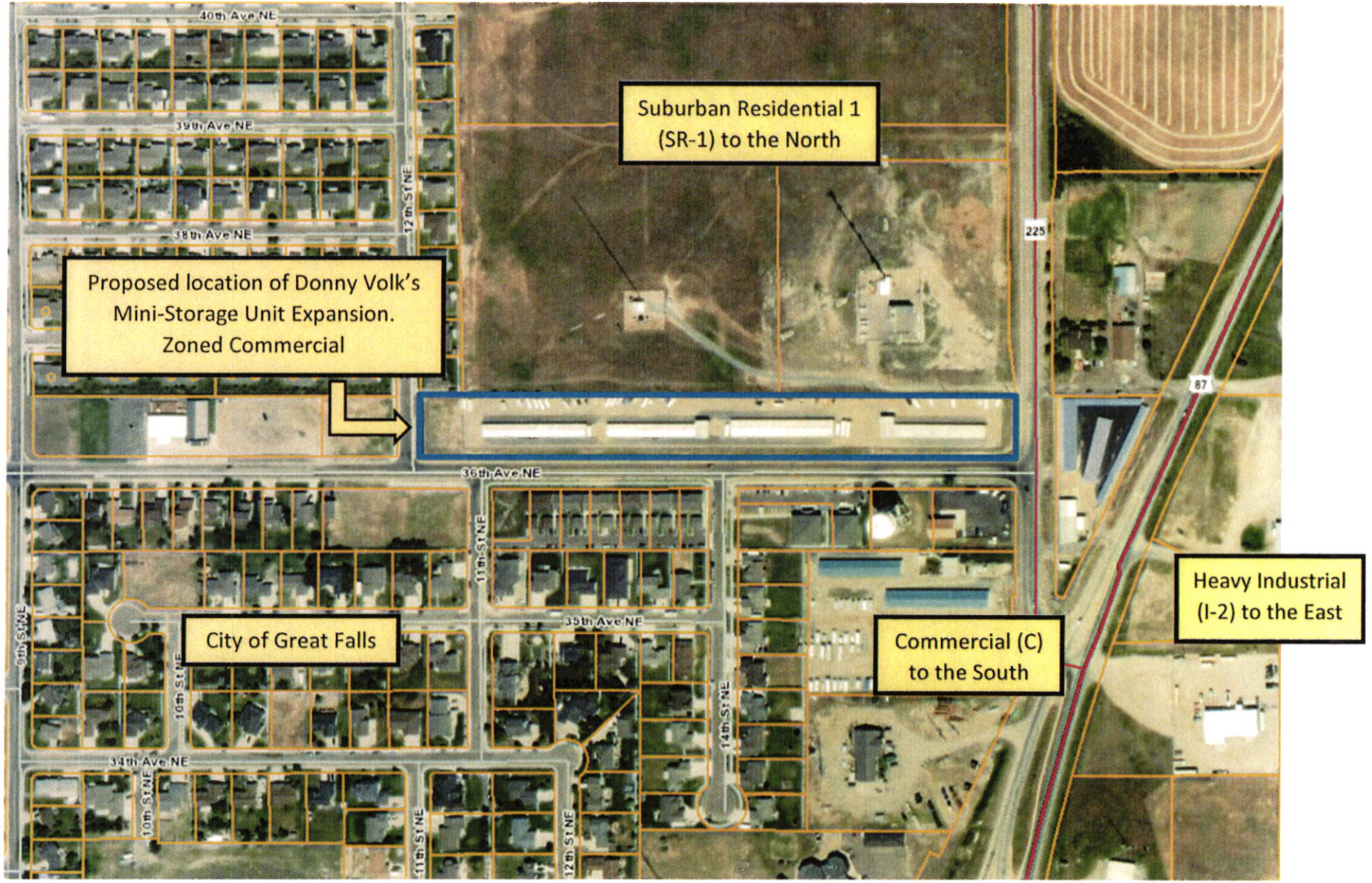
Data Collection

Permit Category	☐ Residential	☐ Public/NGO	☒ Commercial	☐ Industrial
Permit Type mini storage "Storage facility"	☐ Dwelling Unit(s)	☐ Administrative, Waste Management and Remediation Services		☐ Agriculture, Forestry, Hunting or Fishing
	☐ Utilities			
	☐ Manufacturing	☐ Transportation and Warehousing		☐ Arts, Entertainment, Recreation
	☐ Construction	☐ Mining, Quarrying, O & G		
	☐ Information	☐ Finance and Insurance		☐ Accommodation and Food Services
	☐ Retail Trade	☐ Real Estate and Rental/Leasing		
	☐ Public Admin.	☐ Prof., Scientific, Tech. Services		☐ Educational Services
	☒ Other Services	☐ Health Care and Social Assistance		☐ Wholesale Trade

201 36TH AVE NE

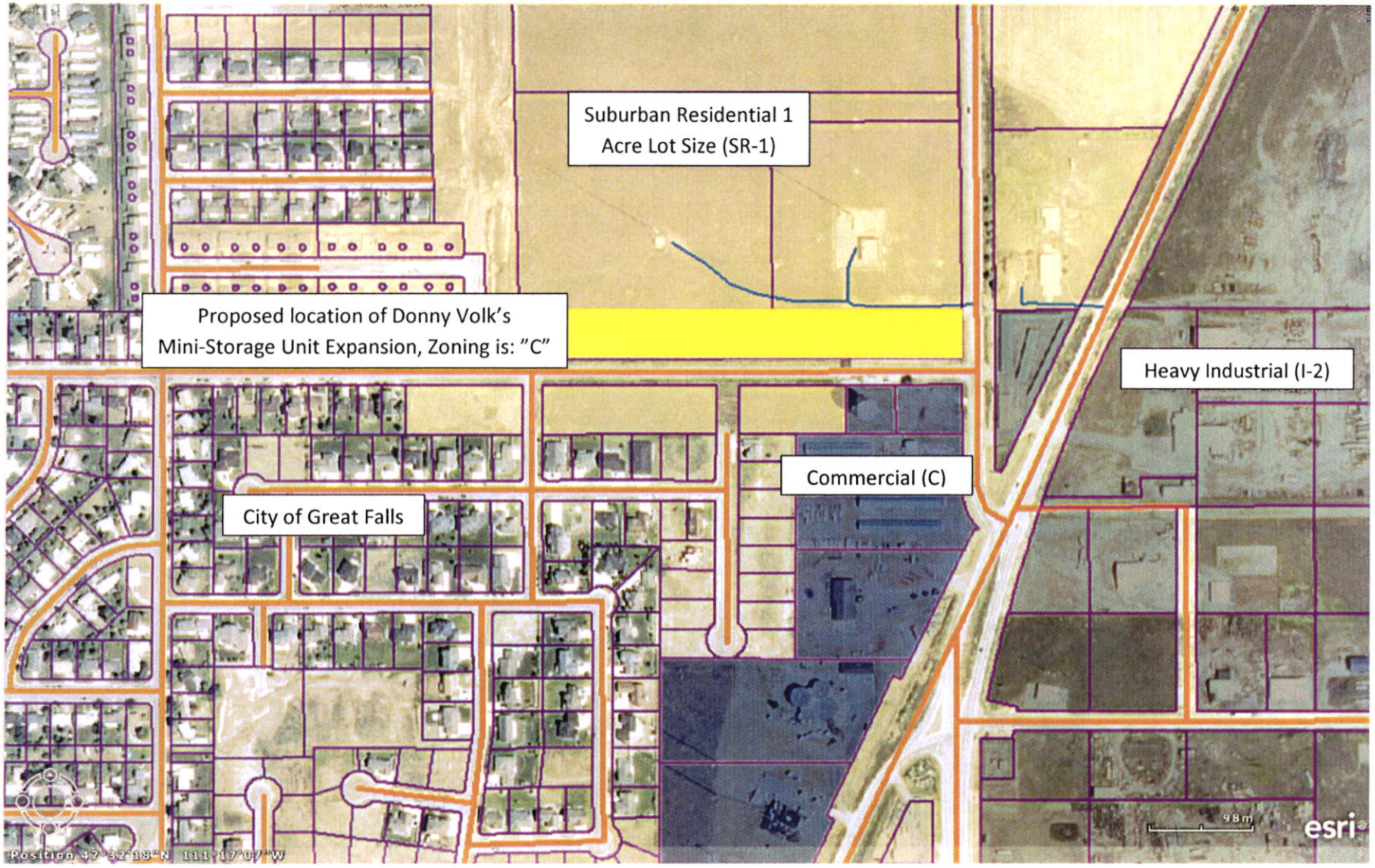


N


Suburban Residential 1
(SR-1) to the North
Proposed location of Donny Volk's
Mini-Storage Unit Expansion.
Zoned Commercial
City of Great Falls
Commercial (C)
to the South
Heavy Industrial
(I-2) to the East
40th Ave NE
39th Ave NE
38th Ave NE
36th Ave NE
35th Ave NE
34th Ave NE
12th St NE
11th St NE
10th St NE
9th St NE
14th St NE
225
87

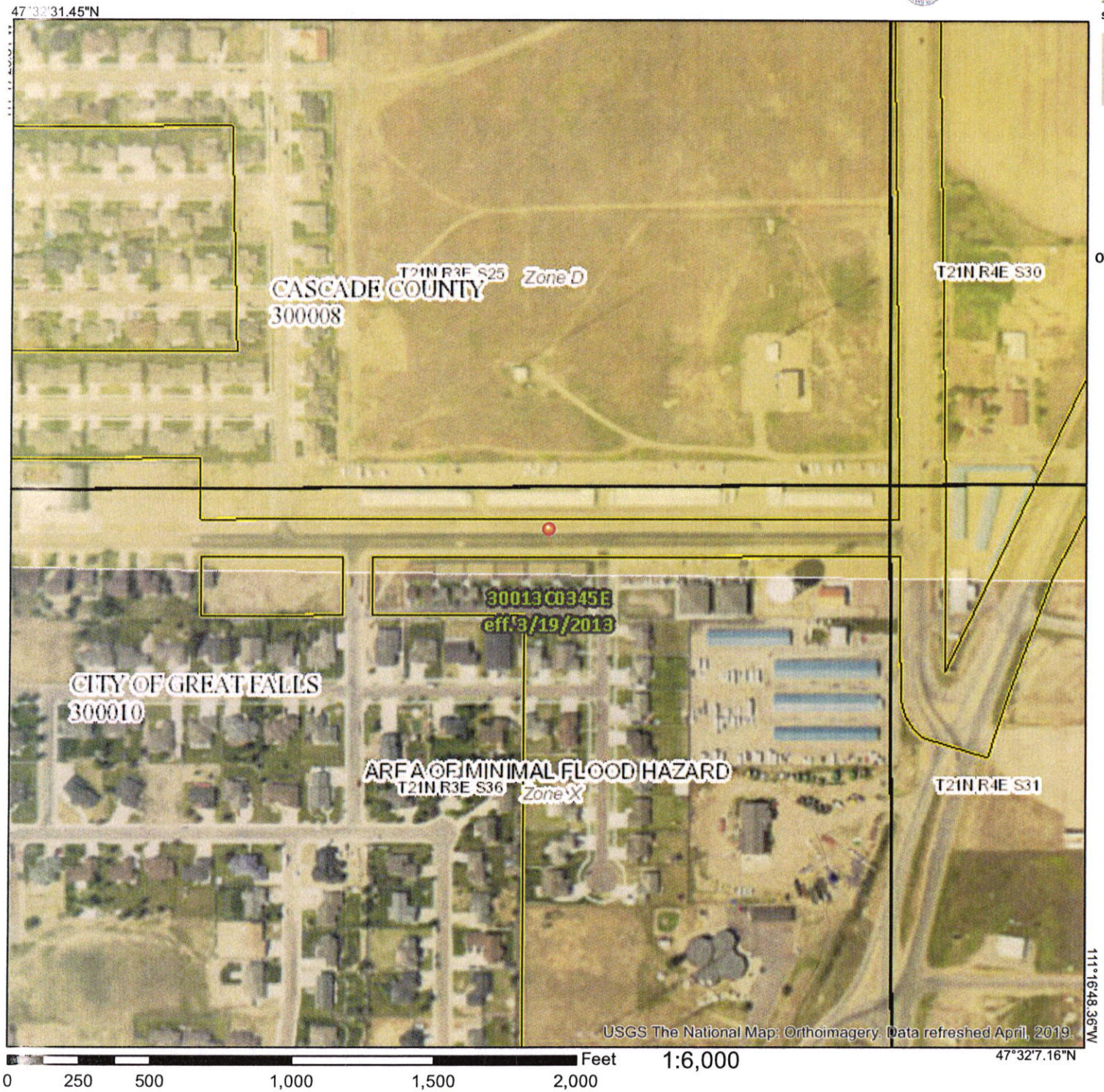
Zoning Map:

Donny Volk's Proposed Mini-Storage Business at 1201 36th Ave NE, Great Falls, MT 59404



National Flood Hazard Layer FIRMette

FEMA



0 250 500 1,000 1,500 2,000 Feet

1:6,000

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainag areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 20.2 / 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS
- Digital Data Available
- No Digital Data Available
- Unmapped

N

The pin displayed on the map is an approximate point selected by the user and does not represe an authoritative property location.

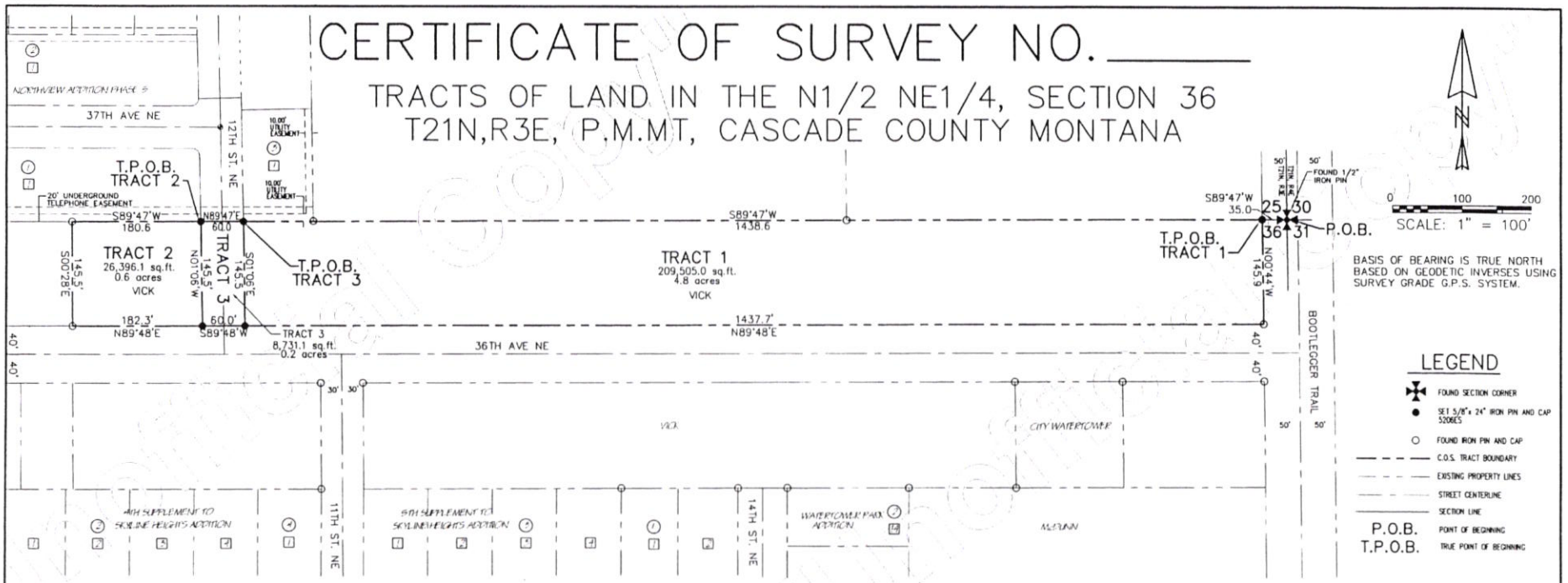
This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 5/14/2020 at 12:15:05 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

CERTIFICATE OF SURVEY NO._____

TRACTS OF LAND IN THE N1/2 NE1/4, SECTION 36 T21N,R3E, P.M.MT, CASCADE COUNTY MONTANA



PURPOSE

The purpose of this Certificate of Survey is to divide a tract of land from an existing tract in N1/2 NE1/4, Section 36, T21N, R3E, P.M.MT, Cascade County, Montana, for transfer to the City of Great Falls, Montana as a public right of way.

CERTIFICATE OF DEDICATION

I, the undersigned property owner, do hereby certify that I have caused to be surveyed as shown by this Certificate of Survey, the tracts of land in the N1/2 NE1/4, Section 36, T21N, R3E, P.M. MT, Cascade County, Montana, more fully described as follows:

TRACT 1: Beginning at the Northeast Corner of Sections 36, T21N, R3E, P.M.MT, Cascade County, Montana; thence S89°47'W, 35.0 feet along the north line of said Section 36 to the **TRUE POINT OF BEGINNING OF TRACT 1**; thence S89°47'W, 1438.6 feet along the north line of said Section 36; thence S01°06'E, 145.5 feet; thence N89°48'E, 1437.7 feet along the north right of way of 36th Avenue NE; thence N00°44'W, 145.9 feet along the west right of way of Bootlegger Trail to the **TRUE POINT OF BEGINNING OF TRACT 1**, containing 4.8 acres.

TRACT 2: Beginning at the Northeast Corner of Sections 36, T21N, R3E, P.M.MT, Cascade County, Montana; thence S89°47'W, 1533.6 feet along the north line of said Section 36 to the **TRUE POINT OF BEGINNING OF TRACT 2**; thence S89°47'W, 180.6 feet along the north line of said Section 36; thence S00°28'E, 145.5 feet, thence N89°48'E, 182.3 feet, along the north right of way of 36th Avenue NE; thence N01°06'W, 145.5 feet to the **TRUE POINT OF BEGINNING OF TRACT 2**, containing 0.6 acres.

TRACT 3: Beginning at the Northeast Corner of Sections 36, T21N, R3E, P.M.MT, Cascade County, Montana; thence S89°47'W, 1473.6 feet along the north line of said Section 36 to the **TRUE POINT OF BEGINNING OF TRACT 3**; thence S01°06'E, 145.5 feet; thence S89°48'W, 60.0 feet along the north right of way of 36th Avenue NE; thence N01°06'W, 145.5 feet; thence N 89°47' E, 60.0 feet along the north line of said Section 36 to the **TRUE POINT OF BEGINNING OF TRACT 3**, containing 0.2 acres.

The above described TRACT 3 is here by granted and donated as public right of way to the City of Great Falls per this C.O.S. and shall be available for public use forever.

GREGORY T. DOYON, City Manager, City of Great Falls

Dated the 13 day of DECEMBER, 2010

I hereby certify that the purpose of this Certificate of Survey is to create a tract of land as public right of way, transferring ownership of said right of way, Tract 3, to the City of Great Falls while retaining ownership of Tracts 1 and 2. This division of land is therefore exempt from review pursuant to Section 76-3-201(1)(h), M.C.A.: "(1) Unless the method of disposition is adopted for the purpose of evading this chapter, the requirements of this chapter may not apply to any division of land that: (h) is created for right of way or utility sites. A subsequent change in the use of the land to a residential, commercial, or industrial use is subject to the requirements of this chapter."

DARREN J. VICK

Dated the 17 day of DECEMBER, 2010

STATE OF MONTANA)
:SS
County of Cascade)

On this 17 day of DEC., 2010, before me, a Notary public, in and for the State of Montana, personally appeared DARREN J. VICK, known to me to be the persons who executed the foregoing Certificate of Dedication and acknowledged to me that he executed the same.

NOTARY PUBLIC, State of Montana
Residing at GREAT FALLS
My Commission Expires 4/28/2014
TERRY L. KILCHWARF
Print Notary Public Name

CERTIFICATE OF SURVEYOR

I, DALE E. SCHAEFFER, Professional Engineer and Land Surveyor, Montana Reg. No. 5206ES, do hereby certify that in August, 2010, I supervised the survey of the tract of land in the N1/2 NE1/4, Section 36, T21N, R3E, P.M., MT, Cascade County, Montana, as shown on the accompanying map, and that this certificate of survey conforms to the UNIFORM STANDARDS FOR CERTIFICATES OF SURVEY; ARM 24.183.1104.

DALE E. SCHAEFFER, PE&LS
Montana Reg. No. 5206ES

MONTANA DALE E. SCHAEFFER 5206 ES REGISTERED PROFESSIONAL ENGINEER & LAND SURVEYOR

CERTIFICATE OF COUNTY TREASURER

I, JESS ANDERSON, County Treasurer of Cascade County, Montana, do hereby certify that I have examined the records covering the areas included in the accompanying Certificate of Survey and find that the taxes on the same have been paid for the last five years. Dated this 13 day of Dec, 2010.

JESS ANDERSON, Cascade County Treasurer

COUNTY TREASURER OFFICIAL SEAL CASCADE COUNTY, MONTANA

EXAMINED FOR COMPLIANCE WITH
SUBDIVISION & PLATTING ACT
TREASURER'S STAMP YES X NO ____
DATE December 15, 2010
BY Susan A. Cowell
CASCADE COUNTY PLANNING BOARD

CITY COUNTY HEALTH DEPT.
Great Falls, Montana
Environmental Health
Date 12-15-10

NOTE:
IT IS NOT THE INTENT OF THIS C.O.S. TO IDENTIFY ALL EASEMENTS OF RECORD. THERE MAY BE EXISTING EASEMENTS WHICH ARE NOT SHOWN ON THIS C.O.S.

S-0004706 CS
Total Pages: 1 R E 60 By: (deaget) 12/15/2010 11:14:48 AM
Cascade County, Rina Fl Moore - Clerk & Recorder

REVISED: 9-2-10

1/4	SEC	TSP	RGE
	36	T21P	R3E

WOITH ENGINEERING, INC.
ENGINEERS & SURVEYORS
P.O. BOX 7326, GREAT FALLS, MONTANA 59406

JOB NO: 1034
F.B.: GPS
FILE: 1034-36NECOS-N
DATE: 08-10

1

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Contract 20-59
Buildings for Lease or Rent, 38-Unit Mini Storage Building
6209 2nd Ave North, Great Falls, MT 59405

PRESENTED BY: Charity Yonker, Planning Director

GENERAL INFORMATION

APPLICANT:	RLT LLC, 417 Central Ave. 4th Fl., Great Falls, MT 59405
PROPERTY LOCATION:	This proposed mini-storage facility is located at 6209 2nd Ave North, Great Falls, MT 59405
EXISTING ZONING:	Commercial
REQUESTED ACTION:	Review of Buildings for Lease or Rent
EXISTING LAND USE:	Currently RLT LLC operates a mini-storage business. This application will expand the existing business.
SURROUNDING USE:	West – Commercial North – Malmstrom AFB East – Malmstrom AFB South – Commercial

BACKGROUND INFORMATION

The 2013 Montana Legislative Session passed Senate Bill 324 to regulate buildings for lease or rent (or BLR). Some of Montana's counties felt developers and land owners were attempting to skirt subdivision regulations when they developed projects meant for leasing or renting buildings. BLR Regulations are an attempt to ensure all of Montana's counties regulate these buildings appropriately.

Section 5E of the Cascade County Buildings for Lease or Rent (BLR) states one of the exemptions of this process. If a building has 30 or fewer buildings or units not served with water or wastewater they would be permitted through a location conformance permit. The impacts to the property and its surroundings with regard to vehicular access, public health, safety, and general welfare, the provision of public services and utilities as well as the physical environment are considerable less than for larger projects.

Section 5F states, "all other buildings for lease or rent on a single tract of record require review and approval by the governing body, pursuant to the provisions in Section 6." With this application we will address those requirements.

FACTS

1. There are four (4) existing, dry, mini-storage buildings owned and operated by RLT LLC located on the south end of Parcel # 0002047200 described as follows: (1) 40' x 80' (3200 ft²) building; (2) 20' x 80' (1600 ft²) building; (3) 25' x 80' (2000 ft²) building; and (4) 35' x 80' (2800 ft²) building.

2. The proposed building is a 38-unit mini storage building that will be 40' x 170' (6800 ft²) with design loads, based on the International Building Code (2012), for grounds snow load of 30 pounds per square feet (psf), and basic wind speed of 105 mph.

3. The existing road access to and from the site is the entrance on 2nd Ave. North.

4. A gravel roadway is currently utilized around the existing buildings and will also be used around the proposed building.

5. The proposed mini-storage units will receive law enforcement services from the Cascade County Sheriff's Office and will be served by the City of Great Falls and Cascade County for emergency medical and fire.

6. It will meet the Commercial District's setbacks from property lines: fifteen (15) feet from the front, ten (10) feet from the rear, and six (6) feet from the sides.

7. The building will have 38-units with no water or wastewater needs.

8. The building is not located in the Regulated Flood Hazard Area.

FINDINGS

1. The proposed building for lease or rent, as submitted or conditioned, complies with the BLR Regulations and other regulations applicable to the property, and avoid or minimize potential significant impacts on the physical environment and human population in the are affected by the buildings for lease or rent.

2. No water, wastewater, and solid waste facilities are needed or will be utilized to serve the building for lease or rent.

3. There is adequate access to the site to serve the building for lease or rent.

4. There is adequate emergency medical, fire protection, and law enforcement services available to serve the building for lease or rent.

5. The building for lease or rent complies with any applicable Floodplain Regulations.

CONCLUSION

This proposed mini-storage structure meets the requirements of the Cascade County Zoning and BLR Regulations.

RECOMMENDATIONS

Two motions have been provided for the Board's consideration:

"I move the Cascade County Board of Commission, after consideration of the Staff Report, that the proposed mini-storage structure with thirty-eight (38) units be **denied**;

or

"I move the Cascade County Board of Commission **adopt** the Staff Report and **approve** the proposed mini-storage building with thirty-eight (38) units subject to the following conditions:

1. The applicant shall obtain any necessary addresses from the 911 addressing office.
2. The applicant shall obtain any necessary final approach permits from the Road and Bridge Division.
3. The applicant must obtain any other required Federal, State or County permits and comply with the regulations associated with any other permits.

Attachments: Location Conformance Permit and Buildings for Lease or Rent Applications
Vicinity & Zoning Map
National Flood Hazard Layer FIRMette
COS# 2173

cc: Randy Tarum, RLT LLC
Cascade County Attorney's Office

Buildings for Lease or Rent Application

Cascade County Public Works Department
Planning Division
121 4th St No, STE 2H/I, Great Falls MT 59401
Phone: 406-454-6905 Fax: 406-454-6919

$400.00 Non Refundable Application Fee Required **Payment: Check (#)** **Cash** ✓

OFFICE USE ONLY

Date Application Received: 05/11/20

Type of Development: mini Storage Units

Name of Owner/Applicant: RLT LLC (RANDY TARUM) Phone: 868-9714

Mailing Address: 417 CENTRAL AVE 4th FL City: GREAT FALLS State: MT Zip: 59405

Proposed Development: ADD A BUILDING TO THE FOUR EXISTING BUILDINGS.

Legal Description: _____ ¼ _____ ¼ of Section 10 Township 20 Range 4E

TRACT 3A GREER TRACTS PARCEL NO. 2047200
GEO CODE 3016 10 2 04 25

1. **Application Requirements:**

   A. A copy of the deed or other legal description of the real property.

   B. Evidence of the landowner's title and interest in the land for which the application is being made.

   C. A site plan showing:

      i. North arrow and scale bar (minimum scale of 1:20);

      ii. Property boundaries;

      iii. Existing and proposed onsite and adjacent offsite streets, roads, and easements that will serve the proposal;

      iv. Existing and proposed access to the subject property;

      v. Pertinent geographic features of the subject property, including any significant topographical features and designated floodplain;

      vi. Location of existing and proposed water, wastewater and solid waste facilities serving the subject property;

      vii. The location of existing and proposed buildings or structures on the subject property.

D. A detailed narrative of existing and proposed buildings and their location on the subject property, including the uses proposed for each and the approximate floor area and ground coverage of each building.

E. A detailed narrative of the proposed water, wastewater, and solid waste disposal facilities intended to serve the buildings for lease or rent.

F. A detailed narrative of the emergency medical, fire, and law enforcement services proposed to serve the buildings for lease or rent.

G. A detailed narrative describing the existing and proposed access to and from the site, as well as the onsite circulation providing access to the existing and proposed buildings for lease or rent.

H. A detailed narrative assessing the potential significant impacts on the surrounding physical environment or human population as a result of the proposed building for lease or rent, including a description of any proposed mitigation measures to avoid or minimize impacts anticipated.

2. Review Process

A. Upon receipt of an application along with all applicable fees, the administrator shall, within ten (10) working days, determine whether the application is complete and notify the applicant in writing.

B. If the application is incomplete, the administrator shall identify, in writing, any missing materials or insufficient information necessary to conduct the required review.

C. If the application is complete, the administrator shall complete review of the application and the governing body shall approve, conditionally approve, or deny the application within sixty (60) working days. The timeframe may be extended upon mutual agreement, in writing, by the applicant and the governing body. Review and approval, conditional approval, or denial of an application for the creation of buildings for lease or rent pursuant to this section must be based upon the regulations in effect at the time an application is determined to be complete.

D. The governing body shall provide written notification to the landowner of the approval, conditional approval, or denial of the application within 60 working days after determining the application was complete.

ATTEST: I hereby certify that the information given herein is true and correct to the best of my knowledge. There are no restrictions placed upon my property which would prohibit the issuance of this permit. If there are any restrictions, then this permit shall become null and void. I hereby grant permission to any Cascade County Official to enter my property to inspect for compliance with the County Zoning Regulations in relation to this application.

Applicant Signature: _____ Date: 3/10/20

Signature of Owner / Printed Name _____ Date 3/10/20

The application must be signed by the owner of the land proposed for lease or rent.

ARTICLES OF ORGANIZATION
OF RLT, LLC

Executed by the undersigned person for the purpose of forming a Montana limited liability company under Montana Limited Liability Company Act.

ARTICLE I

Name. The name of the Limited Liability Company is **RLT, L.L.C.**

ARTICLE II

Duration. The Limited Liability Company shall exist perpetually.

ARTICLE III

Principal Office, Registered Office, and Resident Agent. (a) The street address of the principal place of business in Montana is 417 CENTRAL AVENUE, 4TH FLOOR, GREAT FALLS MT 59401.

(b) The street address of the registered office is 417 CENTRAL AVENUE, 4TH FLOOR, GREAT FALLS MT 59401.

(c) The name of the resident agent at the registered office is **RANDY L. TARUM.**

ARTICLE IV

Management. The Limited Liability Company is to be managed by Members. The names and street addresses of the initial Members are:

Name	Street Address
RANDY L. TARUM	417 CENTRAL AVENUE, 4TH FLOOR GREAT FALLS, MT 59401

ARTICLE V

The name of the person organizing this Limited Liability Company is **RANDY L. TARUM.** The street address of the person organizing this Limited Liability Company is 417 CENTRAL AVENUE, 4TH FLOOR, GREAT FALLS MT 59401.

These Articles of Organization were signed on December 19, 2006.

RANDY L. TARUM

STATE OF MONTANA)
:ss.
County of Cascade)

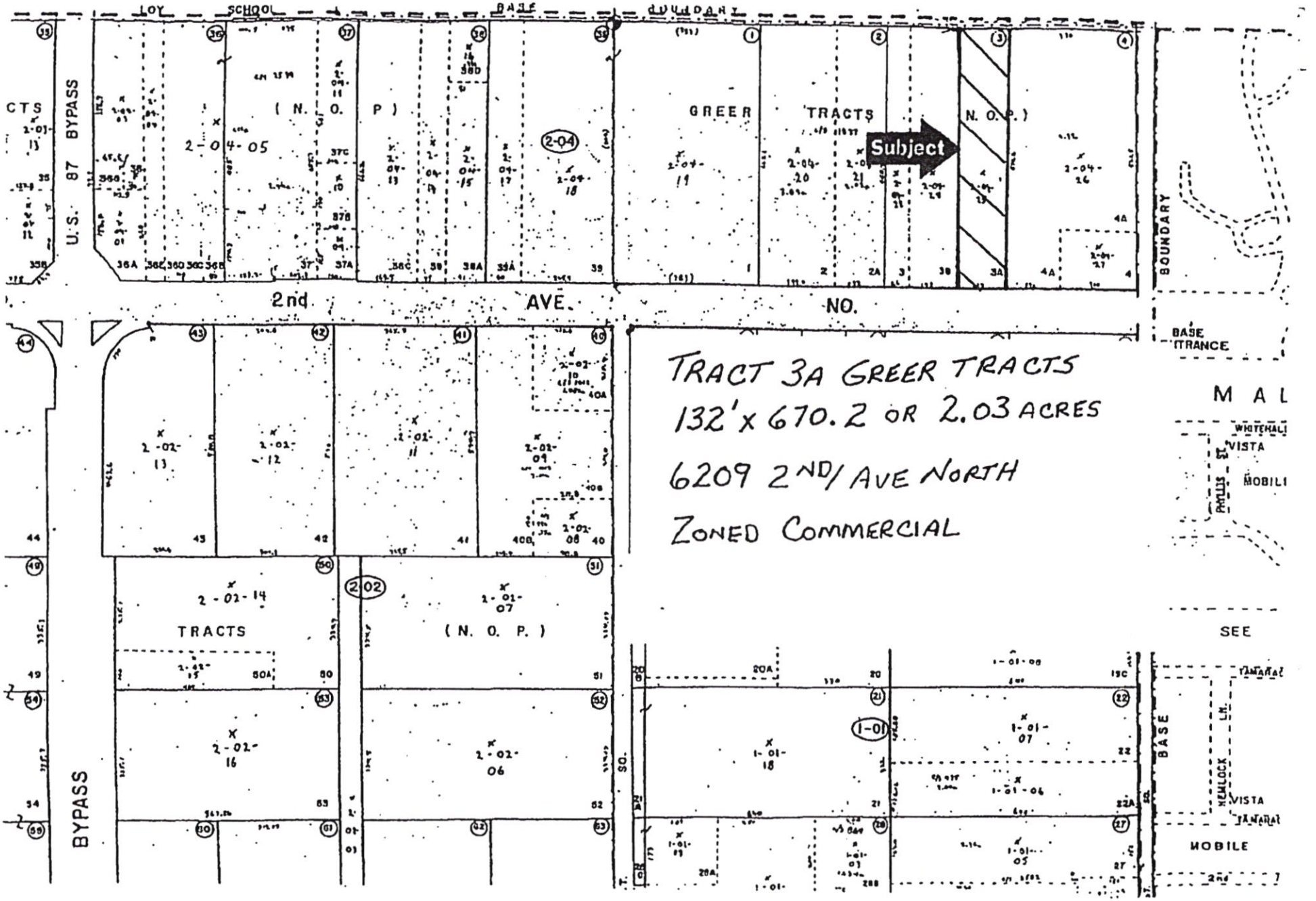
On this 19th day of December, 2006, before me, the undersigned, a Notary Public for the State of Montana, personally appeared RANDY L. TARUM, known to me to be the person whose name is subscribed to the within and foregoing instrument, and acknowledged to me that she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first hereinabove written.

(NOTARIAL SEAL)

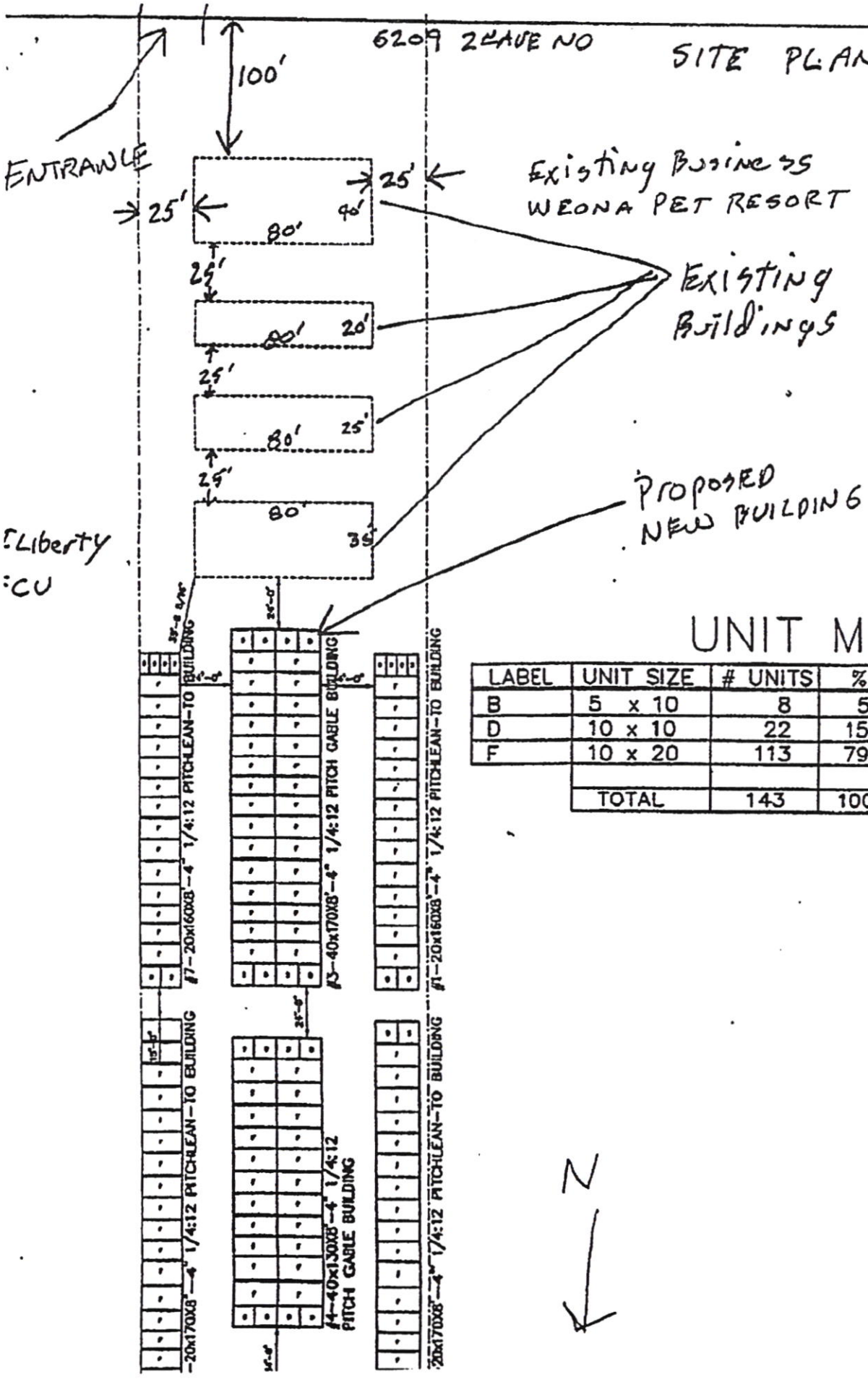
Notary Public for the State of Montana
Residing at Great Falls, Montana
My commission expires: 2010

Building Location and Site Plan


TRACT 3A GREER TRACTS
132' x 670.2 OR 2.03 ACRES
6209 2ND/ AVE NORTH
ZONED COMMERCIAL
Subject
GREER TRACTS
(N. O. P.)
2nd AVE. NO.
U.S. 87 BYPASS
BYPASS
TRACTS
(N. O. P.)
BASE BOUNDARY
BASE ITRANCE
SEE
MOBILE
VISTA
HEMLOCK LN.
PHILLIS ST.

6209 2 AVE NO

SITE PLAN



UNIT MIX

LABEL	UNIT SIZE	# UNITS	%	SQ. FEET
B	5 x 10	8	5.6	400
D	10 x 10	22	15.4	2200
F	10 x 20	113	79.0	22600
	TOTAL	143	100	25200

Project Details

Project Details

Existing buildings

The four existing mini storage buildings consist of three stick frames metal clad buildings of 40' by 80' (3200 sq ft), 20' by 80' (1600 sq ft) and 25' by 80' (2000 Sq Ft) and one metal 35' x 80' (2800 sq ft) x 8'4" Trachte 1/4":12" pitch post and purlin gable building system. These building are located on the south end of the property as indicated on the attached Site Plan.

Proposed Building

The proposed building is a 38 unit mini storage building that will be added to the four existing mini storage buildings. See attached Site Plan for location of new building.

Foundation: The proposed building will require a 40' x 170' perimeter notched slab on grade (see detail).

Building: The proposed building is a 40' x 170' (6800 sq. ft) x 8'4" Trachte 1/4":12" pitch post and purlin gable building system. (See Typical building components, roof wall trim components, fastening details) Based upon Design loads of: IBC 2012(or current), Ground Snow Load - 30 psf; Basic Wind Speed - 105 mph, Exposure C.

Units: The proposed building will contain 8 - 10' x 10' units and 32 - 10' x 20' units each with 9' x 7' Trac-Rite roll up door, 944.

Building purpose: Rental storage units for storage of personal property only. No Flammable or Hazardous materials.

Materials: The proposed building is an all steel building secured to a concrete slab by wedge bolts. (see detail) All interior partition walls are steel panels.

Water Issues

The existing buildings and the proposed building are dry/without plumbing. There is no need for water, waste water or solid waste disposal facilities.

Emergency

The City of Great Falls and Cascade County emergency medical, fire and law enforcement services will serve the buildings for lease and rent.

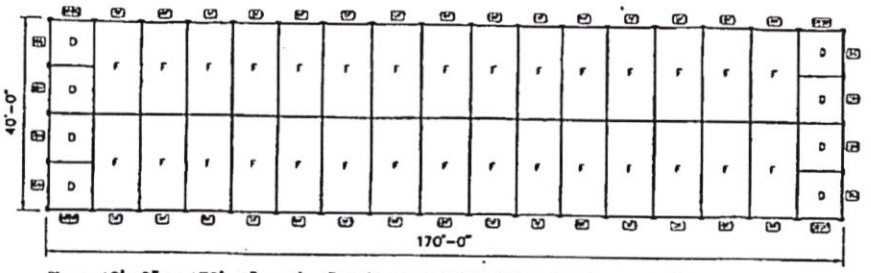
Access

The existing access to and from the site is the entrance off of 2nd Ave No. Each building is surrounded by gravel driveways that provide the means of ingress and egress to and from the rental units.

Impact

The existing storage unit facility has been operating in this location for about 15 years the addition of 38 units at the location will not significantly increase the traffic or disrupt the existing adjacent business. The business to the West is Weona Pet resort and the business to the East is First Liberty Federal Credit union. Neither business will be impacted by the addition of the new building.

Dimensional Floor Plan
Side elevation



#1 – 40'-0" x 170'-0" x 8'-4" 1/4:12 PITCH GABLE BUILDING SYSTEM

UNIT MIX

LABEL	UNIT SIZE	# UNITS	%	SQ. FEET
D	10 x 10	8	21.1	800
F	10 x 20	30	78.9	6000
	TOTAL	38	100	6800

DOOR SCHEDULE

QTY	CODE	TYPE	SIZE	ROUGH OPENING (NET)	MANUF.	DESCRIPTION	COLOR
4	NOD	ROLL-UP	8'-0" x 7'-0"	8'-8" x 7'-0"	TRAC-RITE/eq	NON-OPERATIONAL DOOR	
30	DF	ROLL-UP	9'-0" x 7'-0"	9'-0" x 7'-0"	TRAC-RITE/eq	ROLL-UP DOOR	COLORED
4	DG	ROLL-UP	8'-0" x 6'-6"	8'-0" x 6'-6"	TRAC-RITE/eq	ROLL-UP DOOR	COLORED
4	DH	ROLL-UP	9'-0" x 6'-6"	9'-0" x 6'-6"	TRAC-RITE/eq	ROLL-UP DOOR	COLORED

ROLL-UP DOORS MEET ASTM E330

DOOR SIZES MAY VARY DUE TO ENGINEERING ISSUES

"NOTICE"

NO FABRICATION CAN BE SCHEDULED OR BEGIN UNTIL "APPROVED" OR "APPROVED AS NOTED" DOCUMENTS ARE RECEIVED BY TRACHTE BUILDING SYSTEMS. COMPLETE THE FOLLOWING:

___ APPROVED – RELEASE FOR FABRICATION

___ APPROVED AS NOTED – RELEASE FOR FABRICATION

___ NOT APPROVED – REVISE AND RESUBMIT

SIGNATURE _____

COMPANY _____

DATE ___/___/___

** THE ABOVE PLAN MAY NOT REFLECT THE IMPLICATIONS OF SECTION 903.2.9 OF THE 2012 OR 2015 IBC CODE WHICH MAY REQUIRE 3 HOUR FIREWALLS EVERY 2,500 SQFT OR MAY REQUIRE YOU TO SPRINKLE THE BUILDING.

*** TRACHTE RECOMMENDS (IN USA ONLY) THAT ALL PROJECTS REQUIRE A NUMBER OF UNITS BE ADA ACCESSIBLE. IF A CUSTOMER CHOOSES TO NOT CONFORM TRACHTE WILL NOT BE HELD ACCOUNTABLE.

TRACHTE BUILDING SYSTEMS, Inc.

This drawing and all parts thereof is the exclusive property of Trachte Building Systems, Inc. 314 Wilburn Road, Sun Prairie, Wisconsin (800/350-3624) (Local 608/837-7009) and may not be reproduced in whole or part without written permission.

TBS

Revisions:	By
6/13/19 Revised building #1 and removed Bldg. #2	MCU

Name: MCU | Scale: 1 = 30' | Date: 11/21/18

Job Description:

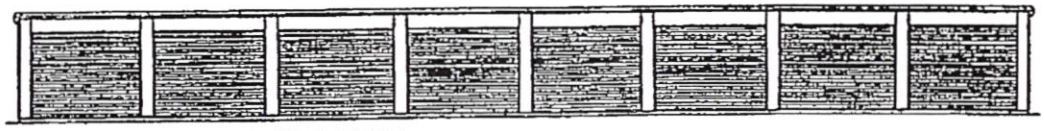
PROPOSED STORAGE SYSTEM FOR:
Minuteman Mini Storage
Randy Tarum
Great Falls, MT 59405

PAGE 1 of 1

Sheet Title: FLOOR PLAN

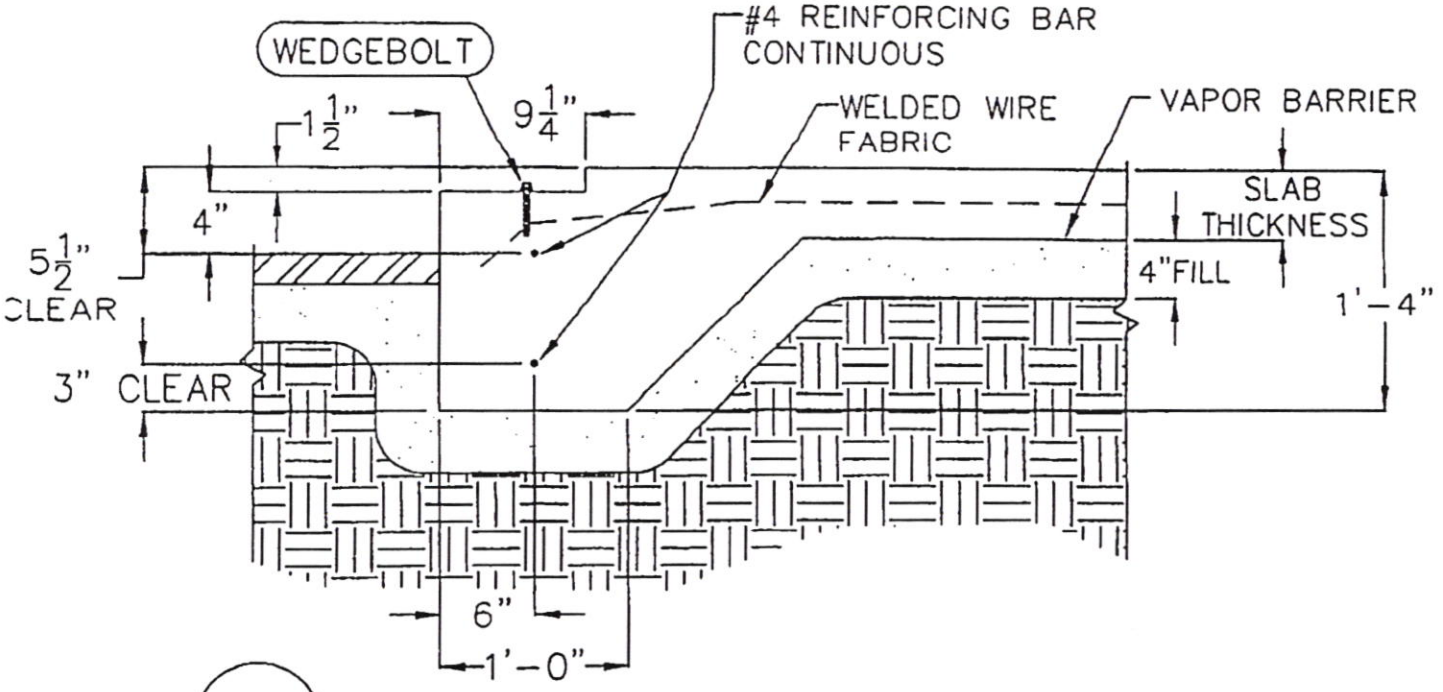
Plan #: P-46843 B

SALES ONLY

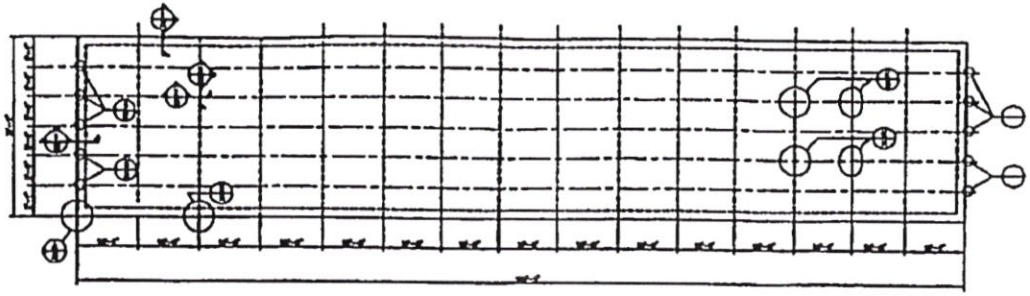


SIDE WALL ELEVATION

Floating Slab Detail
Typical Foundation Plan

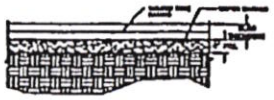


1 FLOATING SLAB DETAIL, NOTCHED



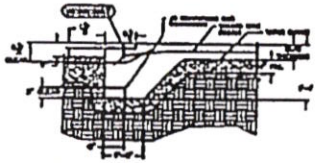
30'-2" x 150'-2" FOUNDATION PLAN for 30'-0" x 150'-0" MINI STORAGE BUILDING 1/8" = 1'-0"

GENERAL FOUNDATION NOTES



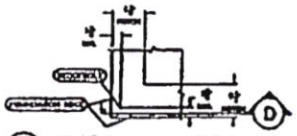
2 SLAB, INTERIOR SECTION

ELRSEC



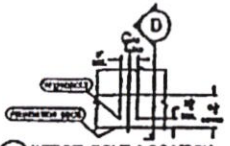
1 FLOATING SLAB DETAIL, NOTCHED

ELTN



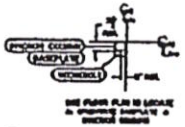
A WEDGE BOLT LOCATION, NOTCHED CORNER

DETAN



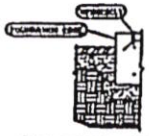
B WEDGE BOLT LOCATION, NOTCHED EXTERIOR

DETBN



C WEDGE BOLT LOCATION, INTERIOR BASEPLATE

DETC



D WEDGE BOLT, SECTION, FOUNDATION EDGE

DETD

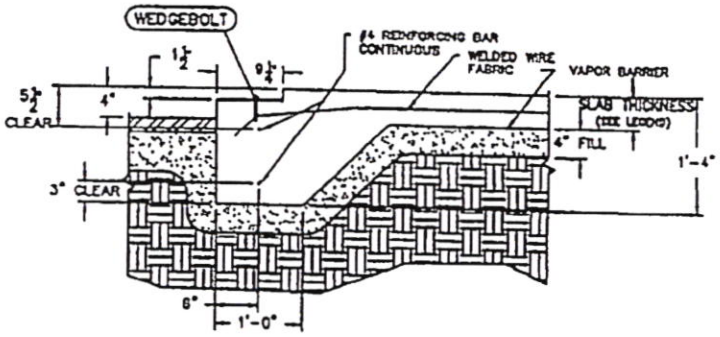
FOUNDATION LEGEND

LEGEND

B1

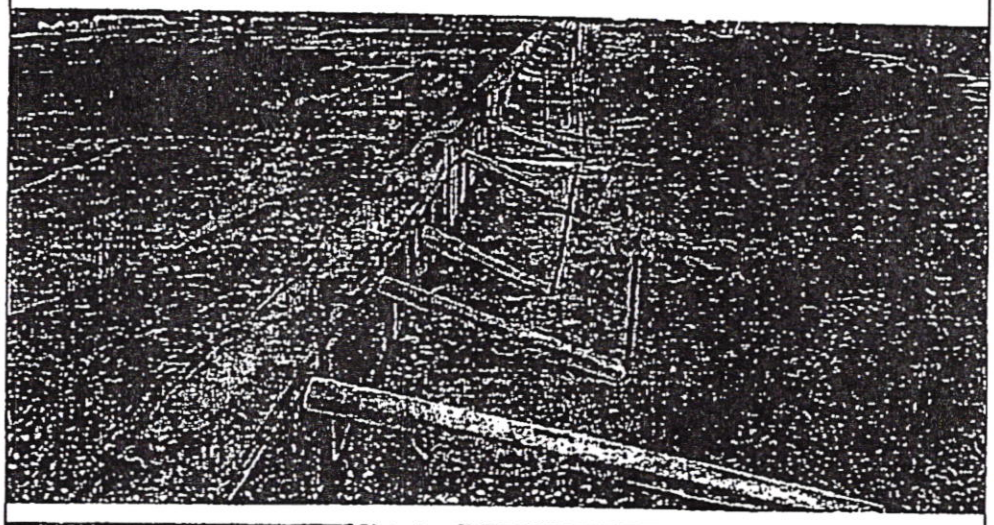
Trachte Foundation Details

Floating Slab Detail
This detail is used in all non-frost areas and may also be used in some frost areas (call your regional manager to see if this design is accepted in your state). There is no footing with the foundation. The concept is that the whole foundation moves up and down with the frost. The thickness of slab changes due to the snow and wind loads. Trachte can only assume a 1,500 lb soil bearing capacity. If you have a soil report that states a higher capacity, this will impact the thickness of the foundation.

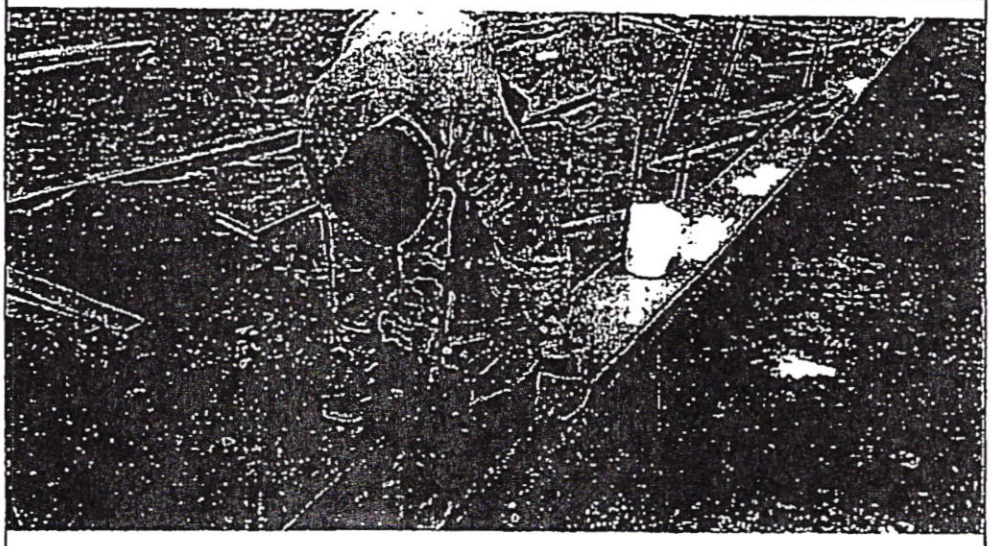


1 FLOATING SLAB DETAIL, NOTCHED

ELTN.



Forms must be straight, level, and have adequate bracing. A 2" x 10" is used to form the required notch in the concrete. Note: Photos only suggest how to pour the floating slab foundation.



A 2" x 10" form is attached with screws so it can be dismantled during the finishing stage.

For more information and details on Trachte self-storage systems, please contact your regional manager at 800-356-5824.

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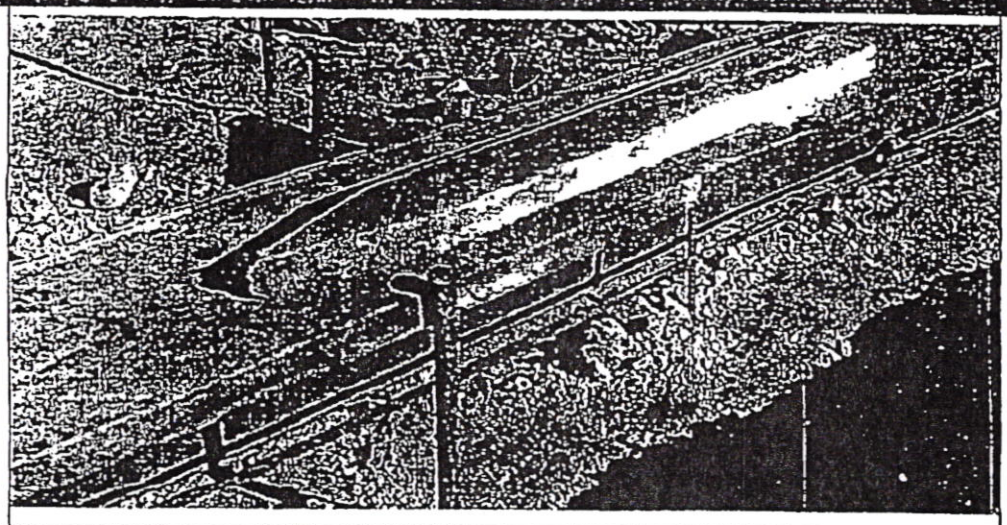
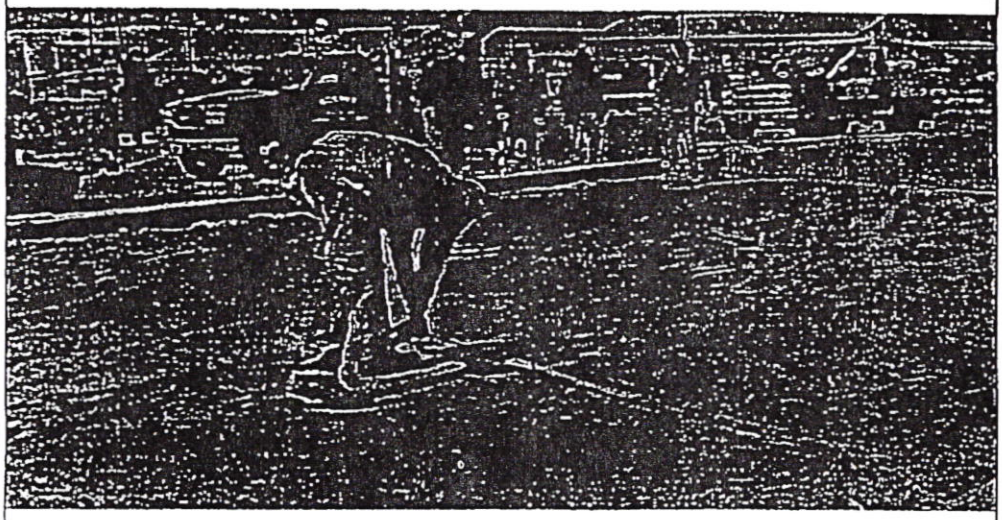
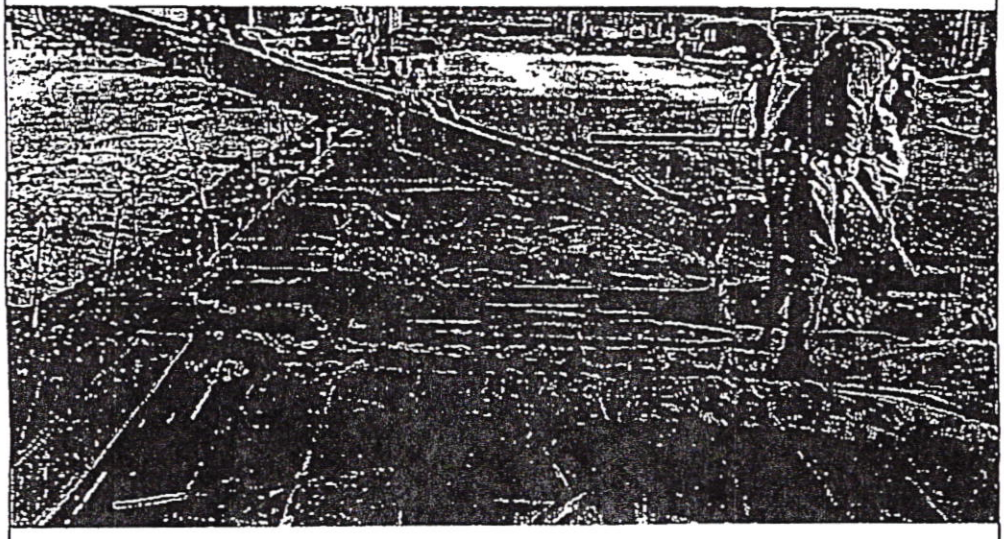
Trachte Foundation Details



The inside of the 2" x 10" form is staked to keep the form level during the pour. The stake is removed while the concrete is still workable. The required steel reinforcement bases are installed prior to the 2" x 10" form installation.



If the building requires interior column footings, locations are specified on the foundation plan. Mark the locations and shovel out to the depth denoted on the foundation plan.



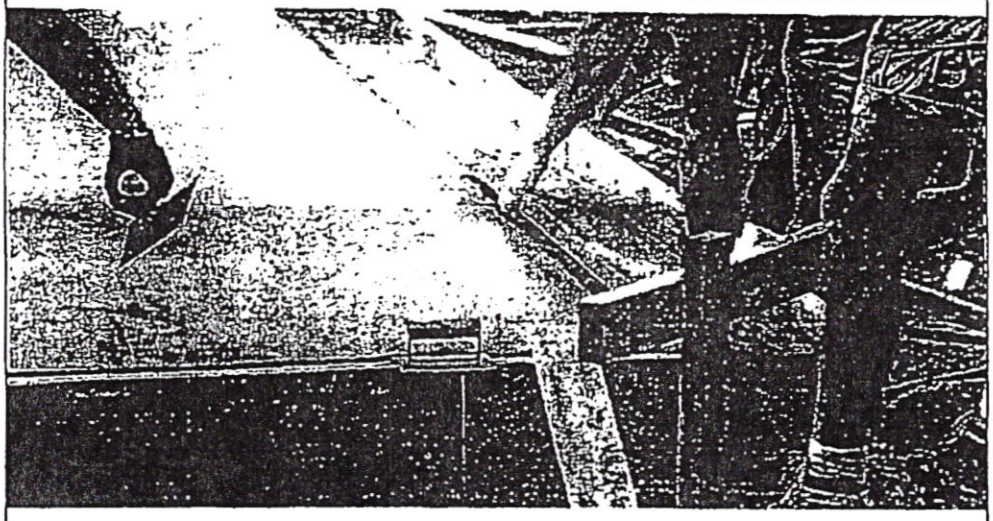
A vapor barrier is placed under the concrete. 2.5 PSI concrete is specified for all applications. 6" x 6" W1.4 x W1.4 welded wire fabric is specified on the plan. If you would prefer fiber mesh, Trachte will have to re-design the foundation because fiber mesh requires a thicker foundation.

For more information and details on Trachte self-storage systems, please contact your regional manager at 800•356•5824.

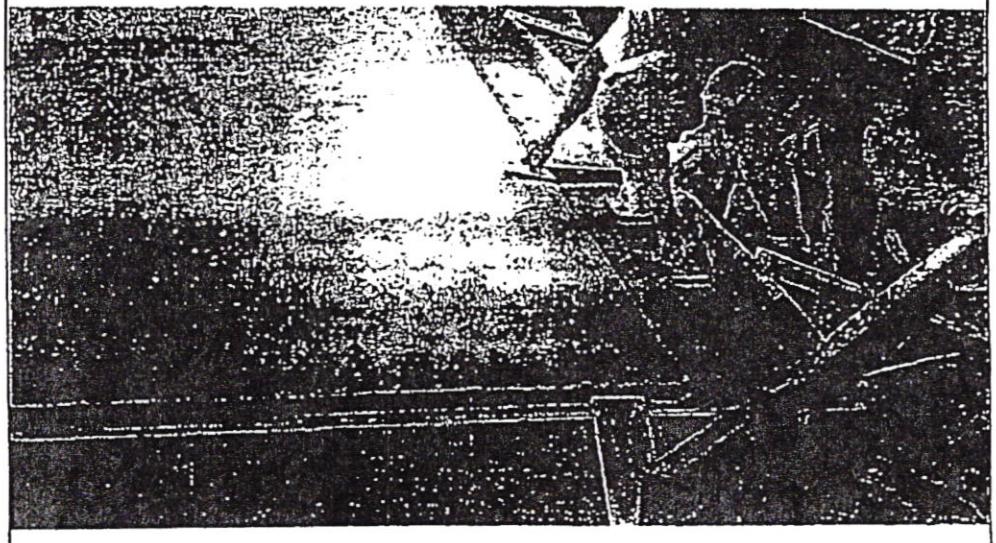
800.356.5824

Trachte Foundation Details

A hand-held vibrator is used to work the concrete under the 2" x 10" form to help reduce the amount of air pockets.



The 2" x 10" form that shapes the notch is removed while the concrete is still workable.

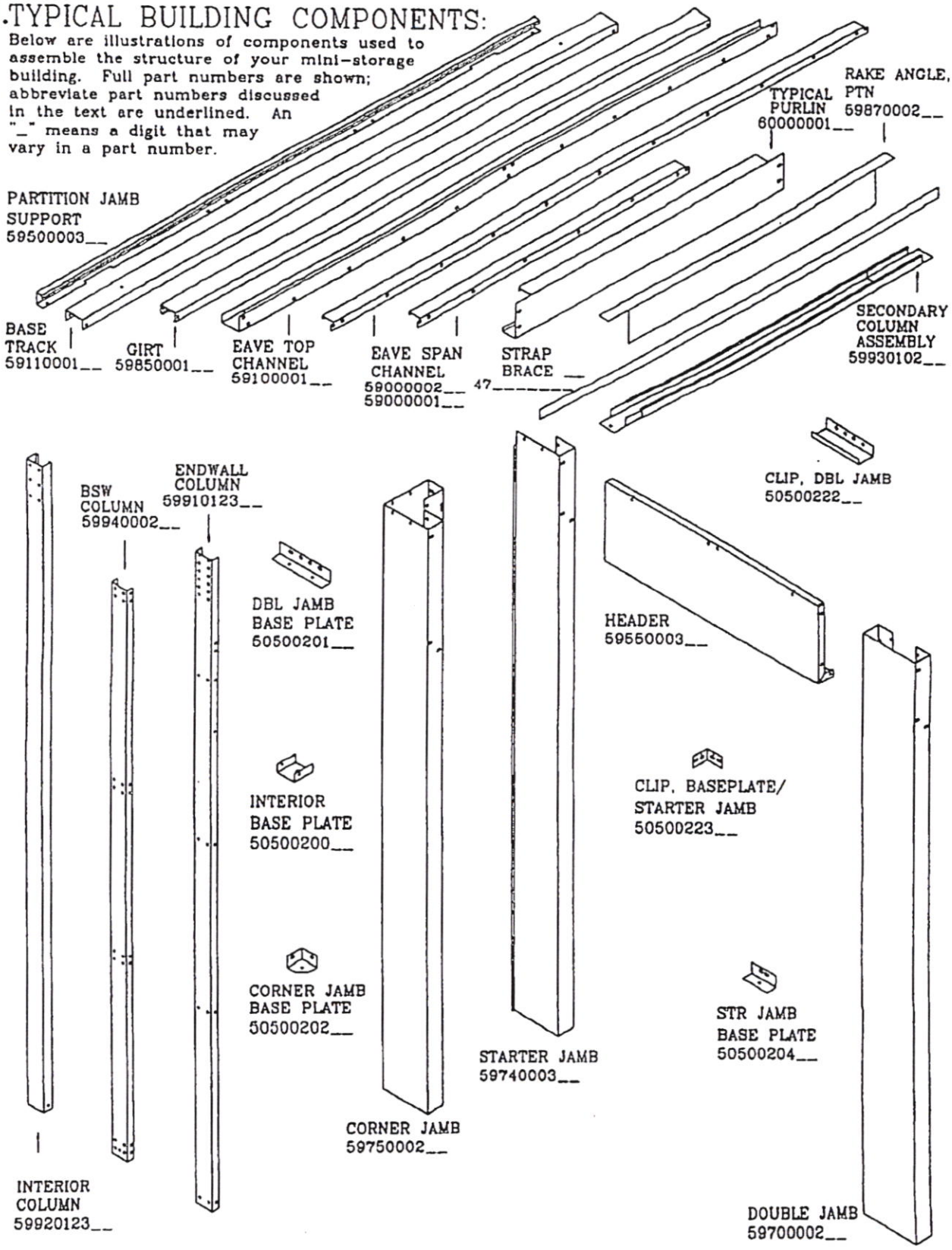


Curb edge the concrete to reduce chipping and hand trowel the notch to remove air pockets. Brush finishing the notch is also an option.

For more information and details on Trachte self-storage systems, please contact your regional manager at 800-356-5824.

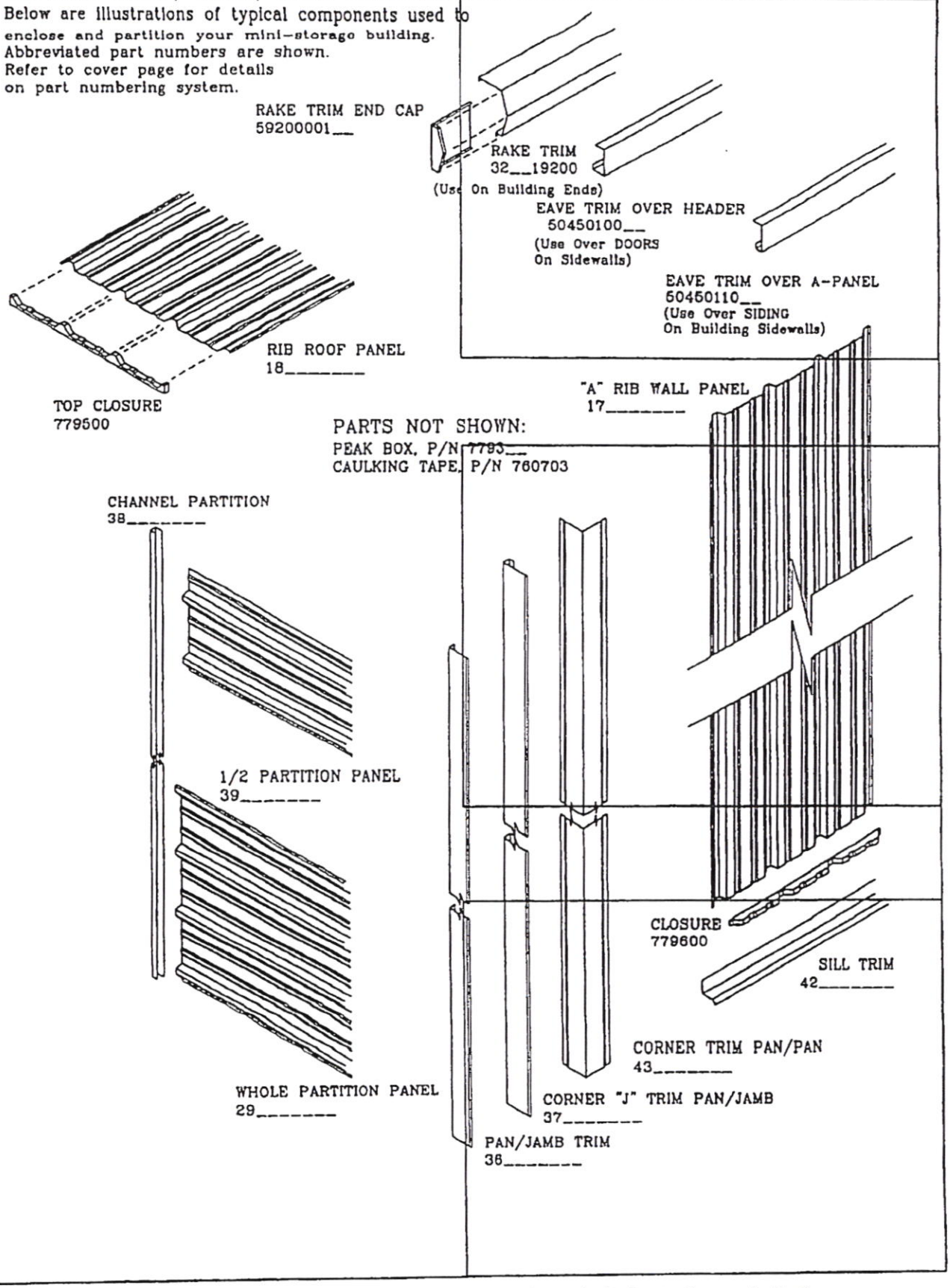
11. TYPICAL BUILDING COMPONENTS:

Below are illustrations of components used to assemble the structure of your mini-storage building. Full part numbers are shown; abbreviate part numbers discussed in the text are underlined. An "_" means a digit that may vary in a part number.



12. TYPICAL ROOF, WALL, TRIM COMPONENTS:

Below are illustrations of typical components used to enclose and partition your mini-storage building. Abbreviated part numbers are shown. Refer to cover page for details on part numbering system.



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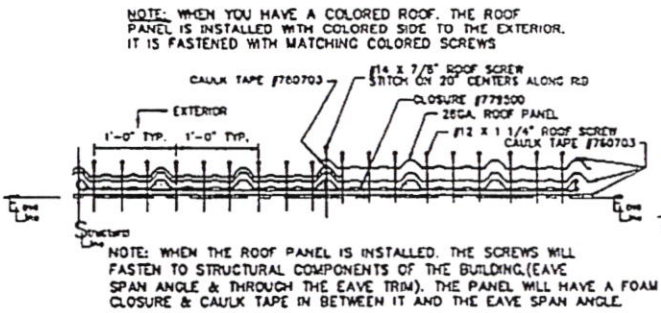
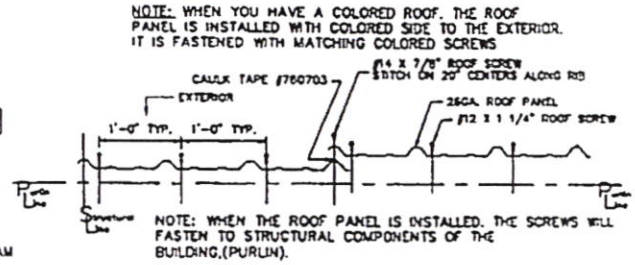
13. FASTENING DETAILS

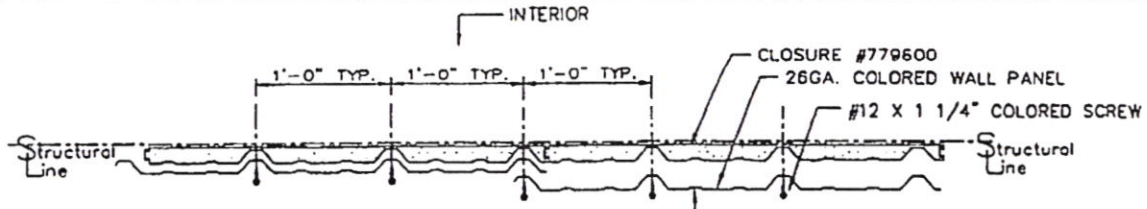


ROOF PANEL FASTENING DETAIL (AT EAVE)



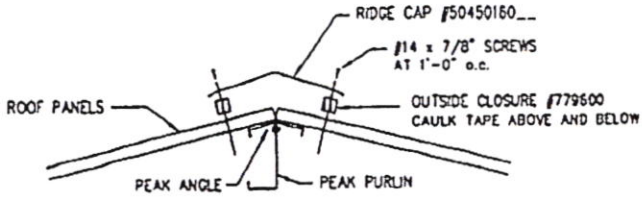
ROOF PANEL FASTENING DETAIL (AT PURLIN)

FOR R-PANEL ROOF FASTENING ONLY



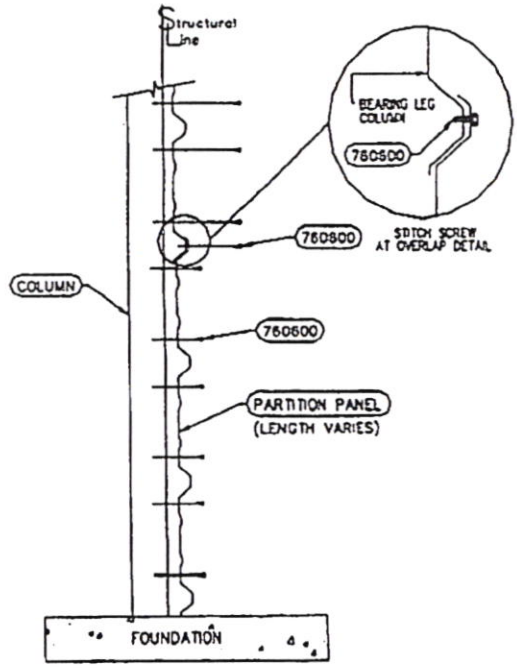
WALL PANEL IS INSTALLED WITH COLORED SIDE TO THE EXTERIOR. IT IS FASTENED WITH MATCHING COLORED SCREWS AND THE SCREWS WILL FASTEN TO STRUCTURAL COMPONENTS OF THE BUILDING, USUALLY GIRTS OR EAVE/BASE ANGLE AND CHANNELS. THE PANEL WILL HAVE A FOAM CLOSURE INBETWEEN IT AND THE STRUCTURAL COMPONENTS AT THE TOP & BOTTOM OF THE PANEL ONLY.

EXTERIOR WALL PANEL FASTENING DETAIL



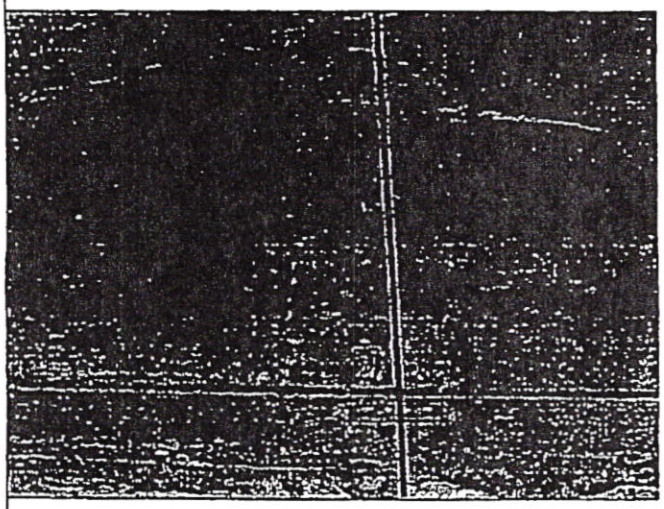
RIDGE CAP DETAIL 1:12 PITCH OR GREATER

NOTE: 1/4 & 1/2:12 PITCHED BUILDINGS USUALLY DO NOT HAVE RIDGE CAPS SEE DETAILS ON ERECTION DRAWING FOR SPECIFICS

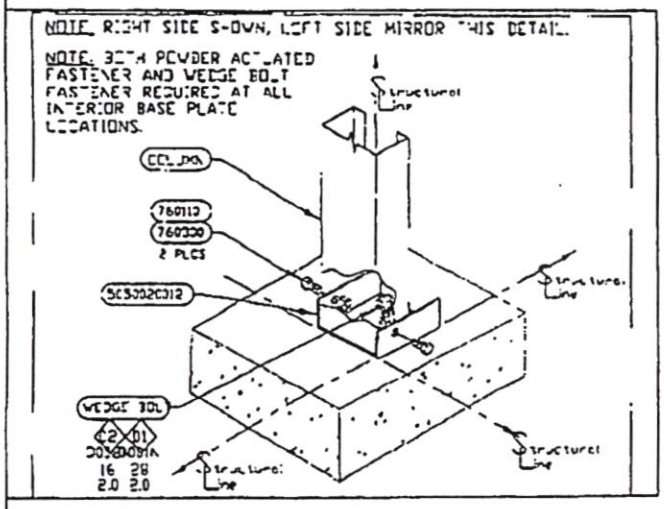


PARTITION PANEL FASTENING DETAIL

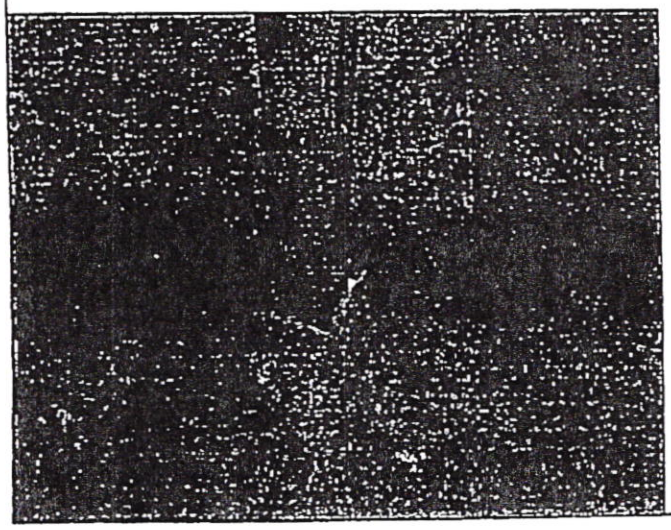
ATTENTION: Partition wall panel lengths were determined with the panel starting at least 3½" in from the sidewall. All buildings 25' or more will have 2-panels that lap at a interior column line. The panels should overlap at least by 1".



4. Install the interior column base plates on the same side of the structural line. Center the door jamb base plate on the structural line as shown. The door jamb base plate will not be installed until after the first wall is built. This photo shows you its location.



5. This detail shows how to install an interior column to the base plate. Note the web of the column is oriented on the structural line. The base plate needs both a wedge bolt and a powder actuated fastener.

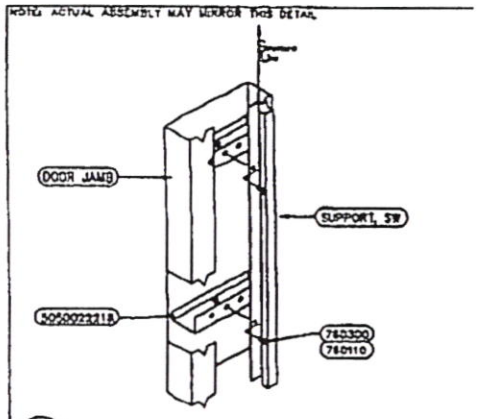


6. This is a photo of an installed column. The column will stand on its own if the wedge bolt is installed.

800.356.5824

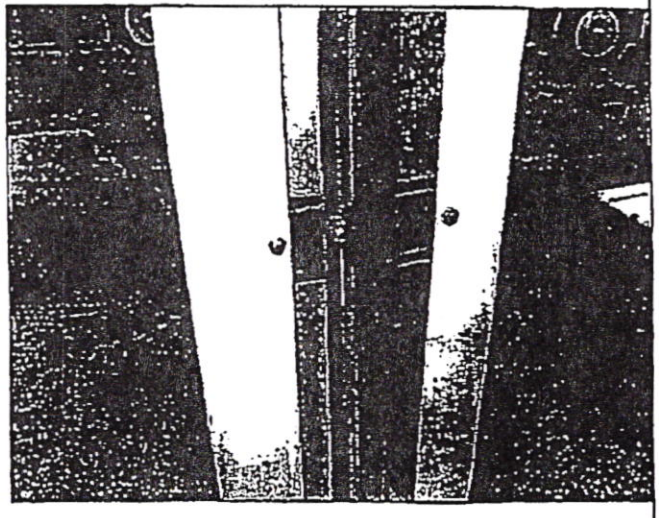
STEPS 31-51 INSTALL THE DOOR JAMBS AND HEADERS ON A SIDEWALL.

31. Pre-assemble the door jambs before installing. Bolt jamb clips #5050022218 to the jamb and then bolt the jamb support into place. Refer to the erection drawing sheet "E" for part numbers for each of the pieces.

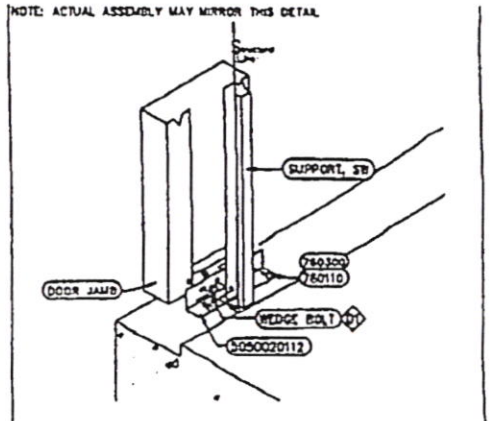


11 DOOR JAMB CLIP DETAIL

32. Bolt the two jamb clips to the jamb and jamb support. The web of the jamb support should fall on the center line of the jamb assembly. The supports should be installed to create left and right hand jamb assemblies. You'll need one hand for the near sidewall and the opposite for the other sidewall.



33. Bolt the base plate to the bottom of the door jamb. Then bolt the support to the base plate. The support is universal so it can be bolted on either side of the girt clips to make left or right hand assemblies. The web of the support must be lined up on the structural line so that the partition panel can be fastened to it. The flange of the support should be on the same side of the structural line as your column line.



10 BOTTOM OF DOOR JAMB CONNECTION DETAIL

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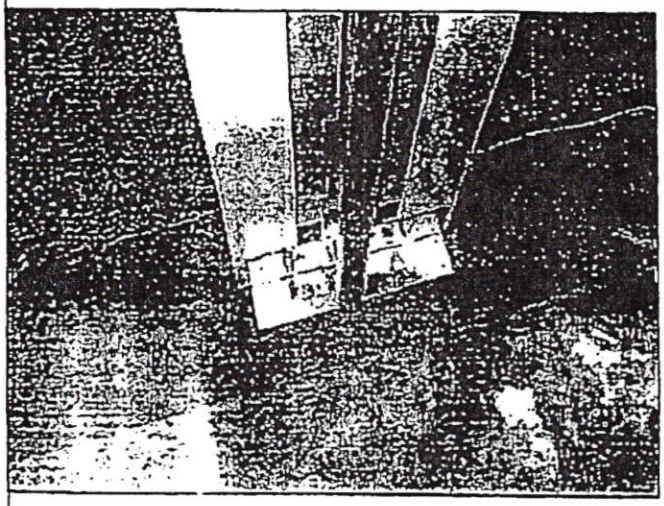
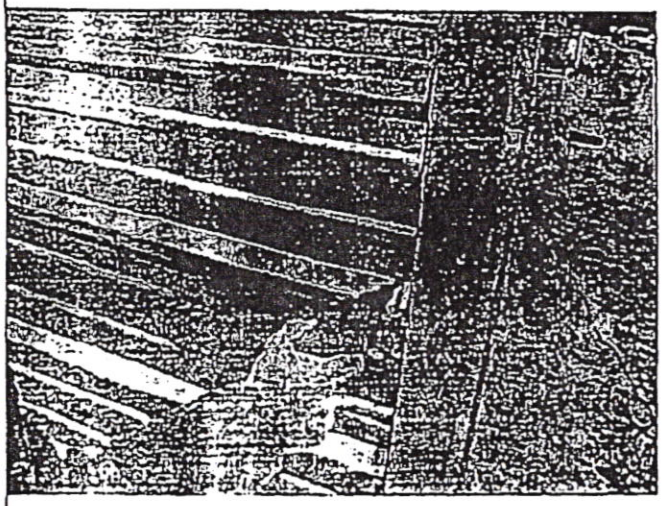
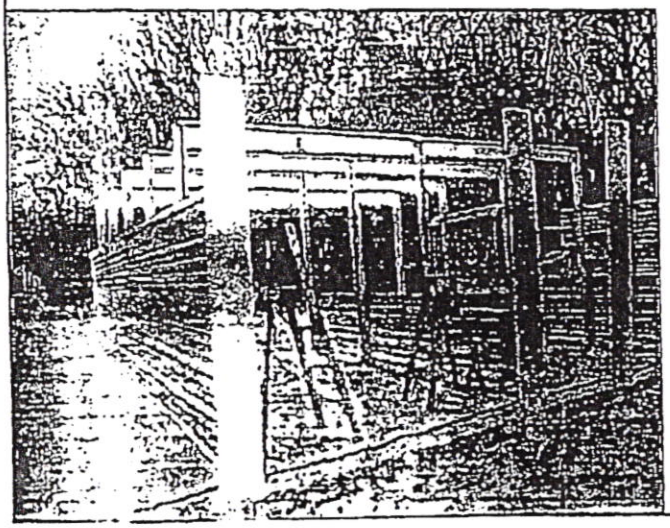


34. Bolt the support to the base plate. The web of the jamb support must line up on the structural line. This photo illustrates how the door jamb is installed utilizing two wedge bolts. Typically the partition wall is already in place before you would install the jamb (refer to photo below).



35. Plumb the first and last door jamb at the opposite ends of the building. Then attach the partition panel to the jamb support to hold the jamb assembly plumb. Refer to the "F" sheets in your plans.



36. Install the remaining door jambs on the sidewalls of the building at this time. Do not attach them to the partition. They will not be attached to the partition until the headers are installed and a string line is set up (refer to photo 45).

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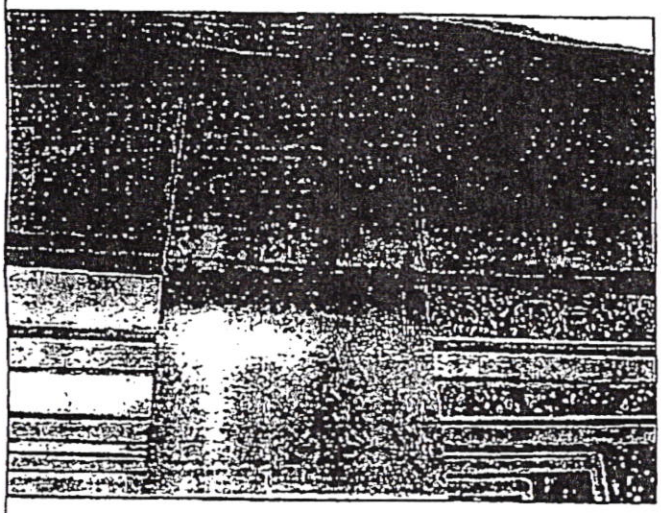
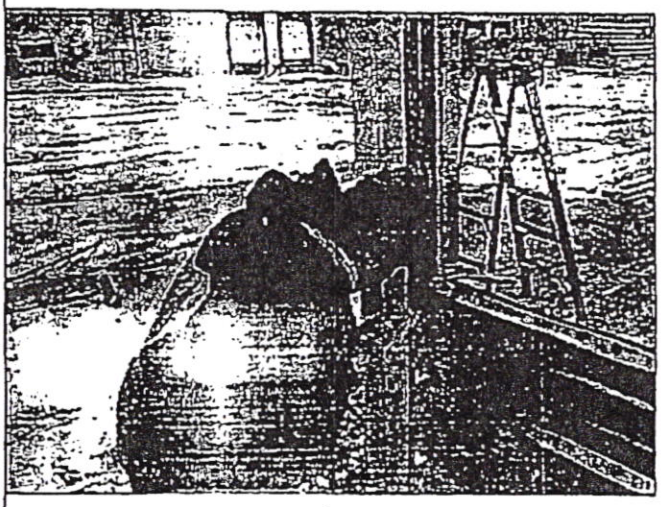
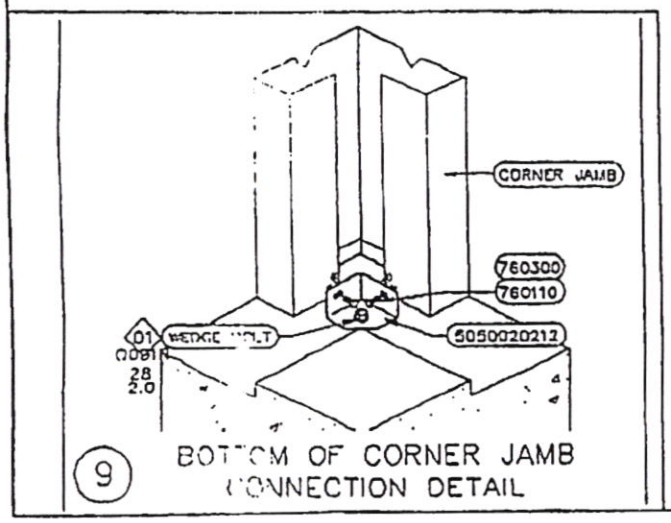


46. Plumb the jamb to the string line you have attached to both ends of the building. Clamp and fasten the partition to the support column.



47. Fasten the partition sheet to the support panel. Use two tek screws between every rib of the partition (2 per liner foot). See page 15 or details on sheet "F" of your plans.



48. The corner of the building will have a corner jamb or a starter jamb, which is a jamb 10" wide. Refer to your erection drawing sheet "C" to get the part numbers.

800.356.5824

Cascade County Location/Conformance Permit Application

Cascade County Planning Department
121 4th St N, Suite 2H-2I
Great Falls, MT 59401
Phone: 406-454-6905 Fax: 406-454-6919

Permit No: _____
App. No.: 30-2020
Applied Date: 3/10/20

General Information

A Location/Conformance (L/C) permit is required: (1) for all changes of land use and commercial activities within Cascade County jurisdiction and (2) prior to the construction of all buildings and structures two-hundred (200) square feet or larger on all lands within Cascade County jurisdiction. L/C permits are not required for "site preparation," as defined in the Cascade County Zoning Regulations (CCZR). L/C permits are to be issued for one use and are required for each tract of land. Legally issued L/C permits shall expire one year after the date of approval if construction or the use permitted has not started. A one-time only twelve (12) month extension may be granted by the Zoning Administrator upon request. L/C permit applications require a non-refundable application fee of fifty dollars ($50.00) unless non-site preparation work started prior to the issuance of an L/C Permit; post-work projects require a non-refundable application fee of two-hundred dollars ($200.00).

Project Information

Project Address	6209 2nd Ave. No., Great Falls MT 50405							
Estimated Project Value ($)	$90,000							
Property Description	Legal Description	Section	10	Township	20	Range	4E	COS No.
		Subdivision	Greer Tracts					
		Part, Tract, Block, Lot Descriptors	Lot 3A					
	Parcel No.	2047200		Geocode	3016 10 2 04 25			
	Total parcel area	1.94		Unit: ☒ Acres ☐ Square Feet				
Property Owner	Name	RLT LLC						
	Address	3525 15th Ave. So, Great Falls Mt 59405						
	Phone Number	406-868-9714						
Applicant ***(Contractor, Engineer, etc.)***	Name	Randy Tarum						
	Address	3525 15th Ave. So, Great Falls Mt 59405						
	Phone Number	406-868-9714						
	Email	randy@tarumlaw.com						
Application Type	☐ Change of use	☒ New build	☐ Alteration					
	Previous use:	additional warehouse						
Use Type	☐ Single-family Residential	☐ Multi-family Residential	☐ Public/NGO					
	☐ Duplex	☐ Mobile Home	☐ Sign					
	☒ Commercial	☐ Industrial	☐ Registered Premise					
	☐ Garage/Shop/Barn	☐ Home Occupation	☐ Other:					
Structures	Number of existing structures	4	Total existing structure area (sq. ft.)	9600				
	Number of proposed structures	1	Total proposed structure area (sq. ft.)	6800				
	Total area of alteration (sq. ft.)	6800						
Water/Waste	Type of sewage disposal	n/a	Source of water supply	n/a				

Continued on back, Page 1 of 3

Project Description:
Add one Storage unit building to the existing business

Submission Checklist

Location/Conformance Permit applications shall be submitted to the Cascade County Planning Office for review. The following checklist must be completed and signed by the applicant before the application can be reviewed. Where applicable, all required permits/forms must be attached to the application.

☒ A site plan prepared at a scale not less than one-inch equals one-hundred feet (1" = 100') containing, where applicable, the following minimum information (a site plan is not applicable if it is a change of use):

- ☒ Name and address of applicant.
- ☒ Legal description and boundary lines of property being considered for review.
- ☒ Existing and proposed land use upon the site.
- ☒ Names of owners and existing land use on adjacent property.
- ☐ Location, size, dimensions and uses of existing and proposed buildings and improvements.
- ☐ Location and description of existing and proposed utilities.
- ☐ Location and dimensions of curb cuts and access points.
- ☐ Location, size, dimensions, and number of off-street parking spaces, including on-site vehicular driveways and type of surface improvements.
- ☐ Location and type of existing and proposed landscaping or buffering.
- ☐ Location, type, and height of existing and proposed fencing and screening.
- ☐ Location, type, and height of sight-obscuring improvement surrounding areas of storage for raw materials, finished products, machinery, and equipment.

☐ Floodplain permit (attached). This is required if the project is in a regulated floodplain.

☐ Approach permit (attached). This is required if the proposed approach is from a county or state road.

☐ Addressing application (attached). This is required if the subject property needs a structure addressed.

☐ Septic permit (attached). This is required for projects installing a septic system, re-utilizing a pre-existing septic system, or increasing the capacity of a pre-existing septic system on the subject property.

☐ General Permit for Storm Water Discharge Associated with Construction Activity (attached). This is required for projects that will disturb an acre or more of land.

Attestation Statement and Signature

I hereby certify that the information given herein is true and correct to the best of my knowledge. There are no restrictions placed upon my property which would prohibit the issuance of this permit. If there are any restrictions, then this permit shall become null and void. I hereby grant permission to any Cascade County Zoning Official to enter my property to inspect for compliance with the County Zoning Regulations in relation to this application.

Signature of Applicant: _____ **Date:** 3/10/20

Signature of Property Owner: _____ **Date:** 3/10/20

Office Use Only

Fee(s): ☒ Pre-work ($50.00) ☐ Post-work ($200.00) ☐ Addressing ($25.00)

Payment Type: ☐ Check No.: _____ ☒ Cash

Date Application Received: 03/10/2020 Application Number: 030-2020

Date Application Approved: _____ Approved by (staff): AE

Approved Permit Number: _____ Associated SUP Number: _____

Review Items

Zoning District: C

Restrictions/Covenants: ☐ Yes ☐ No Type: _____

Physical/Legal Access: ☐ Yes ☐ No

Setback Requirements (ft): Front: _____ Rear: _____ Side: _____

Parking Requirements: Existing: _____ Required: _____ Proposed: _____

Landscaping Requirements: Frontage Option: _____ Buffer Option: _____

Administrative Relief Requested: ☐ Yes ☐ No

Administrative Relief Granted: ☐ Yes ☐ No

Height Requirements: ☐ Airport Zone: _____ ☐ Military Overlay District: _____

Floodplain: ☐ Yes ☐ No

Permit Attached: ☐ Yes ☐ No

Variance Request: ☐ Yes ☐ No

Variance Approval Attached: ☐ Yes ☐ No

Approach Permit: ☐ Yes ☐ No

Approach Permit Attached: ☐ Yes ☐ No

City-County Health Department Approval: ☐ Yes ☐ No

Permit Attached: ☐ Yes ☐ No

Addressing Approval: ☐ Yes ☐ No

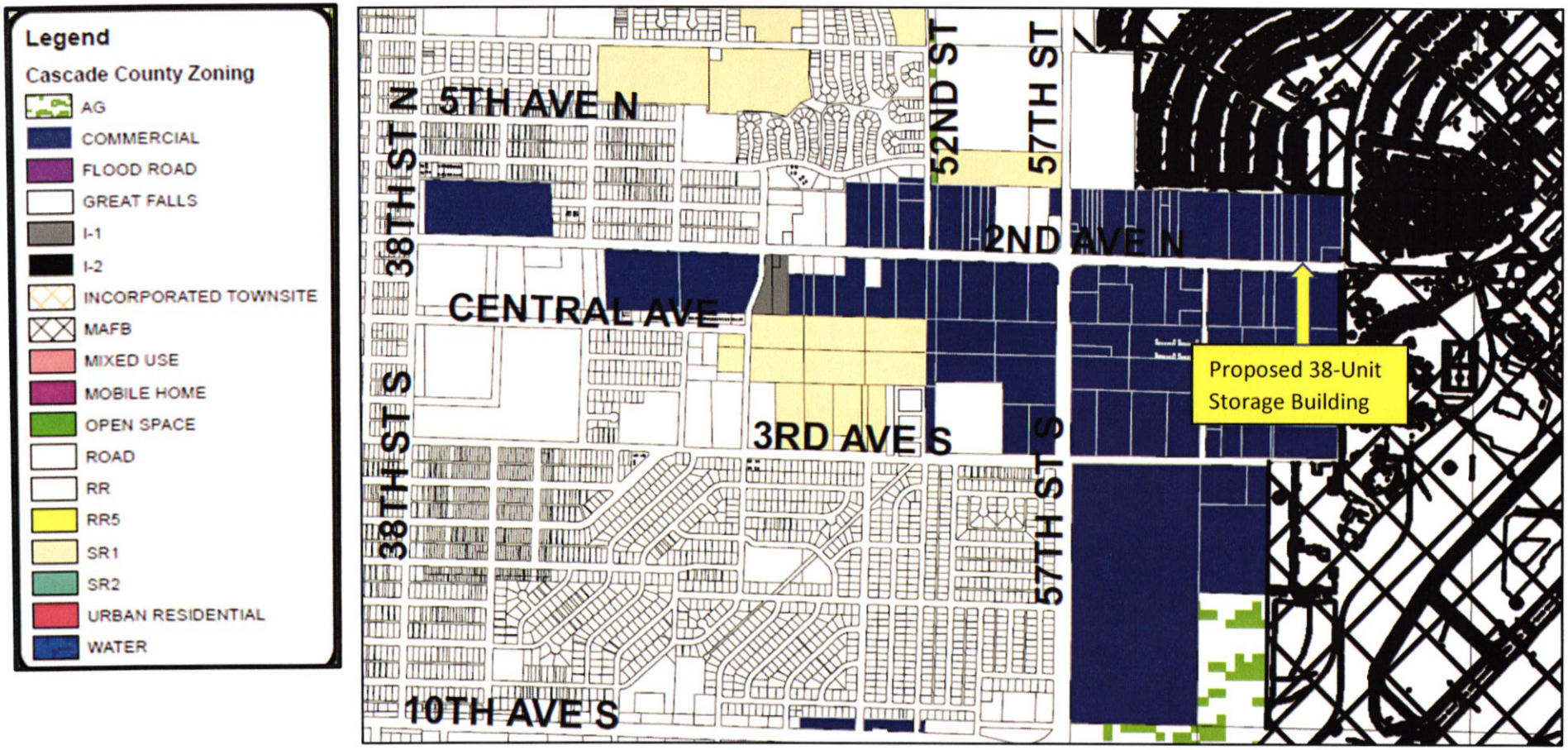
Addressing Approval Attached: ☐ Yes ☐ No

Data Collection

Permit Category	☐ Residential	☐ Public/NGO	☐ Commercial	☐ Industrial
Permit Type	☐ Dwelling Unit(s)	☐ Administrative, Waste Management and Remediation Services		☐ Agriculture, Forestry, Hunting or Fishing
	☐ Utilities			
	☐ Manufacturing	☐ Transportation and Warehousing		☐ Arts, Entertainment, Recreation
	☐ Construction	☐ Mining, Quarrying, O & G		
	☐ Information	☐ Finance and Insurance		☐ Accommodation and Food Services
	☐ Retail Trade	☐ Real Estate and Rental/Leasing		
	☐ Public Admin.	☐ Prof., Scientific, Tech. Services		☐ Educational Services
	☐ Other Services	☐ Health Care and Social Assistance		☐ Wholesale Trade

VICINITY MAP

ZONING MAP


Legend
Cascade County Zoning
AG
COMMERCIAL
FLOOD ROAD
GREAT FALLS
I-1
I-2
INCORPORATED TOWNSITE
MAFB
MIXED USE
MOBILE HOME
OPEN SPACE
ROAD
RR
RR5
SR1
SR2
URBAN RESIDENTIAL
WATER
5TH AVE N
38TH ST N
52ND ST
57TH ST
2ND AVE N
CENTRAL AVE
38TH ST S
3RD AVE S
57TH ST S
10TH AVE S
Proposed 38-Unit
Storage Building

National Flood Hazard Layer FIRMette

FEMA

47°3[illegible]37.49"N

111°12'2.83"W

47°30'13.19"N

0 250 500 1,000 1,500 2,000 Feet 1:6,000

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainag areas of less than one square mile *Zone*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- B 20.2 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- 8 Coastal Transect
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS
- Digital Data Available
- No Digital Data Available
- Unmapped

N

The pin displayed on the map is an approximate point selected by the user and does not represe an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 5/12/2020 at 12:50:56 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

May 26, 2020 **Agenda # 7**

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM:	**Contract Award to Hazardous Technologies, Inc. for Remediation of Lead-based Paint and Asbestos in the Old Jail**
INITIATED AND PRESENTED BY:	**Board of Cascade County Commissioners**
ACTION REQUESTED:	**Approval of Contract 20-60**

BACKGROUND:

In March 2020, Cascade County contacted Great Falls Development Authority (GFDA) regarding the possibility of receiving Brownfield funding for remediation of hazardous materials within the former county jail, located on the NE corner of block of 326 3rd Avenue North. This two-story (plus a basement) building was designed by George H. Shanley and constructed in 1913 by the Olson and Johnson Company. The former jail served as the County Jail from 1914 until January 11, 1998 when detention operations relocated to the new Adult Detention Center on Gore Hill. The original sandstone building was designed to complement the Cascade County Courthouse across the street and is notable for its Romanesque Revival stylistic architectural features. The former jail and Cascade County Courthouse are prominent architectural monuments to local government within the Great Falls Northside Residential Historic District; both are listed on the National Register.

In early 2016, Cascade County requested and received Brownfield funding to conduct a Phase I assessment of the facility to determine whether hazardous materials existed. That report indicated lead-based paint, asbestos and minor amounts of mercury within old thermostats may be present. No additional funding was available at that time to pursue additional Phase II materials testing.

The Board of Cascade County Commissioners submitted a letter to GFDA on March 17, 2020 requesting consideration of Brownfield funding for hazardous material abatement in the former jail. Upon receiving the request, GFDA advised the Cascade County Commission to seek three bids for the work. In the interim, GFDA engaged the services of TD&H to conduct material testing of the paint, flooring materials, ceiling tiles, HVAC venting and more to confirm the extent of the hazardous materials within the building. That report was made available to GFDA on April 27, 2020 and confirmed the presence of asbestos and lead-based paint in various surfaces, materials, and construction products within the building.

Meanwhile, the Commission contacted three reputable Montana businesses experienced in hazardous material abatement:

- Hazardous Technologies, Inc. PO Box 7483, Great Falls MT
- SafeTech, Inc. 5735 Interstate Avenue, Billings MT
- ACM Specialty Construction 517 Minnesota Avenue, Missoula MT

Only *Hazardous Technologies, Inc*. submitted a bid for the cleanup of the facilities. Their bid was based on the findings from TD&H's materials testing report. They bid $24,882.00 for asbestos abatement and $97,140.00 for lead abatement.

Because the Brownfield program is federally funded through the Environmental Protection Agency (EPA) AND because the former jail is listed on the National Register of Historic Places, Cascade County was required to comply with the US Department of Interior, Section 106 process. The State Historic Preservation Office (SHPO) in Helena was contacted, as was EPA. The SHPO office advised that the County enlist the services of a professional photographer to document the interior and exterior architectural elements, construction, and materials of the building. The Board of Cascade County Commissioners solicited bids from three local photographers to complete the work. Since the project was less than $2000, the work could and was awarded to the lowest bidder, *Slingshot Creative Group* of Great Falls on May 1, 2020. The city-county Historic Preservation Officer, Kate McCourt, accompanied the photographer to ensure noteworthy items were photographed. The work was completed in early May 2020.

A letter dated May 8, 2020 sent by Stephanie Shen of EPA to Pete Brown at the State Historic Preservation Office described the abatement to be completed and determined the proposed cleanup would not adversely modify, alter, destroy or otherwise change historic elements of the building. The SHPO office concurred with this determination, confirming the lead and asbestos abatement project would have "no adverse effect" on the old jail's National Register qualities.

On May 13, 2020, the Board of Cascade County Commissioners was informed that the GFDA Executive Board had approved the project and the bid from *Hazardous Technologies, Inc*. for lead and asbestos abatement of the former jail. As is the process, the County Commissioners were advised to award the contract to *Hazardous Technologies, Inc*. and submit invoices to GFDA for approval and payment.

This project is ready to proceed.

AMOUNT:	Asbestos Abatement:	$ 24,882.00
	Lead Abatement:	$ 97,140.00
	Total:	**$122,022.00**

RECOMMENDATION: Approval of Contract 20-60

TWO MOTIONS PROVIDED FOR CONSIDERATION:
MOTION TO APPROVE:
Mr. Chairman, I move that the Commission **APPROVE** Contact 20-60 and award a contract to *Hazardous Technologies, Inc*. of Great Falls, MT for $122,022.00 for asbestos and lead abatement in the former county jail and instruct staff to proceed with the contract administration.

MOTION TO DISAPPROVE:
Mr. Chairman, I move that the Commission **DISAPPROVE** Contact 20-60, a contract to *Hazardous Technologies, Inc*. of Great Falls, MT for $122,022.00 for asbestos and lead abatement in the former county jail.

CONTRACT
20-60

Hazardous Technologies, Inc.
Great Falls, MT 59406

Proposal

Proposal Date: 5/1/2020
Proposal #: 2170

Project: Cascade County Old Jail Asbestos Abatement

Bill To:

Cascade County c/o Jane Weber
325 2nd Avenue North
Great Falls, MT 59401

Description	Est. Hours/Qty.	Rate	Total
Basement pipe joints & mudded elbows, & pipe fittings abatement		700.00	700.00
Basement ceiling tile abatement. Removal done in a regulated fashion with a $300 permit. Estimated 1368 SF.		10,944.00	10,944.00
Basement asbestos tile, SVF, and mastic removal. Estimated 816 SF.		4,263.00	4,263.00
1st Floor Interrogation room asbestos tile only		700.00	700.00
1st Floor Lobby SVF, Mastic, and cove base		1,429.00	1,429.00
1st Floor Jailers office SVF, mastic, and mastic under wood paneling in bathroom		1,948.00	1,948.00
Kitchen asbestos mastic under plastic wall panels		1,800.00	1,800.00
Jail admin ceiling tile abatement. Removal done in a regulated fashion.		2,200.00	2,200.00
North Entry SVF & mastic removal		498.00	498.00
2nd Floor cove base removal		400.00	400.00
		Total	$24,882.00

Phone:
406-399-0062

E-mail
aaron@haztechinc.com

Hazardous Technologies, Inc.
Great Falls, MT 59406

Proposal

Proposal Date: 4/30/2020
Proposal #: 2169
Project: Old Cascade County Jail Lead Renovation

Bill To:

Cascade County c/o Jane Weber
325 2nd Avenue North
Great Falls, MT 59401

Description	Est. Hours/Qty.	Rate	Total
Basement Lead based and lead containing paint stabilization. We would HEPA vacuum paint dust and clean up loose paint and apply Lead Shield on those surfaces		5,000.00	5,000.00
1st floor the main cell block would have any fixtures demolished, and all the paint removed by dustless water and glass blasting. There is 6054 SF of surface to blast in that room. The rest of the first floor we could HEPA vacuum loose paint and dust and apply Lead Shield on those surfaces.		26,981.00	26,981.00
2nd Floor Demolition of Maximum security cells and cell fixtures in rooms 202,203,204,206,207,208,& 209		42,900.00	42,900.00
2nd Floor removal of LBP in all remaining cells and 2180 SF of the South floor. South floor has 2180 SF, and the remaining cells have 3600 SF of surface.		21,559.00	21,559.00
Lead Paint removal for a metal card table		300.00	300.00
Lead Paint removal for a metal bunk bed		400.00	400.00
		Total	$97,140.00

Phone:
406-399-0062

E-mail
aaron@haztechinc.com

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 8
1595 Wynkoop Street
Denver, CO 80202-1129
Phone 800-227-8917
www.epa.gov/region08

Ref: LCRD-BRB

Peter Brown
State Historic Preservation Office
1301 E. Lockey Street
P.O. Box 201201
Helena, Montana 59620

CONCUR
MONTANA SHPO
DATE 5/8/20 SIGNED

RE: NHPA Section 106 Consultation- No Adverse Effects Consultation– Old Cascade County Jail, 26 3rd Ave N, Great Falls, MT (NR reference number #91000355)

Dear Mr. Brown:

The Environmental Protection Agency has provided federal funds to Great Falls Development Authority, Inc., that will be sub-granted to Cascade County to clean up building materials containing hazardous substances in the Old Cascade County Jail located on 26 3rd Ave N., Great Falls, MT.

Section 106 of the National Historic Preservation Act (NHPA), 16 U.S.C. § 470f, requires that federal agencies consider the effects of federal undertakings on historic properties and afford the State Historic Preservation Office (SHPO) a reasonable opportunity to comment with regard to such undertakings. To this end, I am writing to seek your concurrence that this undertaking, the proposed federally funded cleanup at the Old Cascade County Jail, will not have an adverse effect on a property listed as a contributing property to the Great Falls Northside Residential Historic District listed on the National Registry of Historic Places (National Register reference number #91000355).

The building contains asbestos and lead based paint. The proposed EPA funded cleanup will include removal of asbestos containing material and removal of materials with lead based paint prior to the building renovation. The EPA funded cleanup will allow for the renovation of the building so that Cascade County can facilitate redevelopment of the site when a reuse is identified by the County.

You have received information about the planned asbestos abatement and lead renovation in an email from Lillian Sunwall with Great Falls Development Authority, Inc., dated May 5, 2020 and have discussed the building plans with Great Falls Development Authority and Cascade County. The lead cleanup will include blasting and Lead Shield encapsulating paint. However, there is some brick that was partly painted. Cascade County, per correspondence with you, will scrape, vacuum, and repaint the brick with Lead Shield.

Additionally, a photographer will be accompanied by the City of Great Falls' Historic Preservation Officer, Kate McCourt, to document the interior and exterior of the building. My understanding is that the jail cells are part of the building's history but consistent with other analogous projects, the cells would be considered fixtures within the building, not architectural features. The inmate artwork being photo documented is not eligible for National Register listing or adding historic significance to the building.

EPA believes the cleanup of the contaminated material to facilitate the future reuse of the building will not adversely affect the Old Cascade County Jail's National Register qualities. The proposed cleanup work will not adversely modify, alter, destroy, or otherwise change historic elements of the building. This action will also not remove any historic elements from the property, nor introduce elements that will diminish the property's historical significance.

Please respond within 30 days if you have any concerns regarding this letter of determination. If you have any questions, please feel free to contact me at 303-312-6184 or shen.stephanie@epa.gov.

Sincerely,

Stephanie Shen

Stephanie Shen
Brownfields Project Manager

cc: Lillian Sunwall (Great Falls Development Authority, Inc.)
Jane Weber (Cascade County Commissioner)
Kate McCourt (The City of Great Falls Historic Preservation)
Barbara Benoy (EPA)