

**GLACIER COUNTY COMMISSIONERS
REGULAR MEETING
Monday, November 9, 2009**

The Board of Glacier County Commissioners met at a regular meeting at 8:00 a.m. on Monday, November 9, 2009. Commissioners Michael DesRosier, Ron Rides At The Door and Tony Sitzmann were present. Commissioner Ron Rides At The Door called the meeting to order. Glenda Hall, Clerk & Recorder was present.

Present throughout the day: Bill Bandel, GC Road Supervisor; LeAnne Kavanaugh, Press; James Laidlaw, EMT; Charles Farmer, GC DES; Glacier County Attorney Larry Epstein, Sheriff Wayne Dusterhoff, Payroll Clerk Diane Proefrock, Darryl Omsberg, GC Supt of Schools; Carol McDivitt, Public Health; Damon Bunting GC Extension; Della Dubbe, GC Library; Merle Cowell, GC Maintenance; JD Emmert, Stahly Engineering; Virginia Sloan & Amy Croover, John Tester Representative's; Maunay Kelley, Angela Eppinger, Tamera Kelley, GC EMS; Nikki Lako, Minutes

8:30 a.m. Discussion – Glacier County Road Department

Commissioner Ron Rides At The Door discussed Glacier County road issues with Bill Bandel, GC Road Supervisor.

9:05 a.m. Department Supervisor Meeting -

Commissioner Ron Rides At The Door introduced the new Commissioners Administrative Assistant Nikki Lako. She will be taking the minutes for the Commissioners meetings, along with handling other office duties assigned by the Commissioners to her.

Commissioner Ron Rides At The Door asked the Department Supervisors to bring forward issues, whether good or bad, to be added to future department head meeting agendas.

Commissioner Ron Rides At The Door discussed the tax rule regarding Per Diem and the State law on reimbursement for meals.

Commissioner Ron Rides At The Door approached all County Supervisors about the new Glacier County website. The Commissioners would like to see email addresses, website links, and pictures for each County Division. The goal for the Glacier County website is to be a top notch, interactive, easy to use website with good information and content about the county, the local communities within, and Glacier National Park. Allison & Nicholas with Morris-Maierle Systems Corporation are the web designers and they are more than willing to help the supervisors get the information they want to add onto the website. Commissioner Ron Rides At The Door also stressed that he is willing to help any of the supervisors get the one-on-one help to get the website up and going before Thanksgiving. The Commissioners invited the Pioneer Press to add pictures and/or information to the website. The county is in the process of getting the domain name of GlacierCountyMT.gov secured. At this time the website is still GlacierCountygov.com.

Commissioner Tony Sitzmann opened the floor for the County Department Heads for any updates.

Damon Bunting, Glacier County

Extension Office was concerned about the claim process for special purchases. He tries to shop locally, but there are mission critical items like his battery for his laptop that are near to impossible to get locally. Claims of this nature will be accepted.

Discussion of the Glacier County Car was brought to the table. If any of the county departments use the county car, the car needs to be returned with a full tank of gas and cleaned.

9:30 a.m. Commissioner Michael DesRosier arrived. Commissioner Michael DesRosier had a meeting in Browning prior to the commissioner meeting.

10:00 a.m. Bid Opening – RFP: Engineering Services Contract

The Board of Commissioners, Glacier County, Montana, is soliciting proposals for engineering services related to the County's CTEP Program, Road and Bridge System, Water and Wastewater System, Surveying Services, and any additional Civil Engineering and Land Survey services as deemed appropriate by the County. Proposals for only grant writing and/or grant administration services will be accepted. The County may utilize the firm for a period of five years for all engineering related activities listed above that are the responsibility of the County and when requested by the County. The agreement and payment terms will be negotiated with the selected offer.

The services to be provided may include, but are not limited to:

1. Assisting the County with upcoming CTEP projects.
2. Assisting the County with grant funding and administrative services.
3. Assisting the County with Road and Bridge projects.
4. Assisting the County with Water and Waste Water Systems.
5. Providing surveying services.
6. Design and construction engineering for selected projects.
7. Preparing construction bid packages in conformance with County requirements and supervising the bid advertising, tabulation, and award process, including preparing the advertisement for bid solicitation, conducting the bid opening, and issuing the notice to proceed.
8. Conducting public meetings as requested regarding these projects.
9. Providing full project management and grant administration services during selected projects.
10. Providing construction management services.
11. Assisting the County staff with day to day engineering questions.
12. Any other items that the County deems necessary for day to day operation or for selected projects.

There is no guarantee that Glacier County will require any number of the above, and the County will reserve the right to seek additional assistance from other firms for some of the above if the County finds this to be in the County's best interest.

Responses to the RFP should include:

1. The firm's legal name, address and telephone number.

2. The principal(s) of the firm and their experience and qualifications.
3. The experience and qualifications of the staff to be assigned to the project.
4. A description of the firm's prior experience, including any similar projects, location, total construction cost, and name of a local official knowledgeable regarding the firm's performance.
5. A description of the firm's current work activities and how these would be coordinated with the project, as well as the firm's anticipated availability during the term of the project.
6. List, including contact names, of the past five projects done for Counties or Cities/Towns.

Respondents will be evaluated according to the following factors:

- The qualifications of the professional personnel to be assigned to the project (25%)
- Related experience on similar projects (25%)
- The consultant's capability to meet time and project budget requirements (20%)
- Present and projected workloads (10%)
- Overall quality of the proposal (10%)
- Location (5%)
- Recent and current work for the entity issuing the RFP (5%)

The selection of the firm will be based on an evaluation of the written responses and an interview in the County deems this necessary. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to the County, all factors considered. Unsuccessful offerors will be notified as soon as possible.

Questions from interested parties should be directed to Glenda Hall, Clerk and Recorder at Glacier County Court House, 512 East Main Street, Cut Bank, MT 59427 (406) 873-3609. Responses must be directed to the Board of Commissioners, Glacier County Court House, 512 East Main Street, Cut Bank, MT 59427 and received no later than 5:00 p.m. on Friday, November 6th, 2009. Proposals will be opened by the Glacier County Commissioners at on Monday, November 9th, 2009. Please state "GLACIER COUNTY ENGINEERING CONSULTANT" on the outside of the response package. Include 4 copies of the response. Responses may not exceed 20 one-sided pages, excluding a cover letter and personnel resumes.

This solicitation is being offered in accordance with state statutes governing procurement of professional services. Accordingly, Glacier County reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate, and to waive any irregularities.

- The Commissioners received 4 bids for the RFP Engineering Services Contract:
 APEC Engineering
 2593 Hwy. 2 East, Suite 3
 Kalispell, MT 59901
 (406)755-APEC
 www.APEC-MT.com

RPA – Robert, Peccia & Associates

PO Box 5100
102 Cooperative Way, Suite 300
Kalispell, MT 59903
(406)752-5025
www.rpa-hln.com

Great West Engineering
PO Box 4817
2501 Belt View Drive
Helena, MT 59604
(406)449-8627

Stahly Engineering & Associates, Inc.
7585 Shedhorn Drive
Bozeman, MT 59718
(406)522-9526

Commissioner Michael DesRosier thanked all four Engineering firms for their proposals. The commissioners are going to review and discuss all four proposals. On Monday November 16, 2009, the commissioners will make a formal decision on which proposal best fits Glacier County's needs.

JD Emmert, Stahly Engineering updated the commissioners on the progress for the current CTEP project for the community signs for Browning and East Glacier Park.

11:00 a.m. J Tester Representatives – Virginia Sloan & Amy Croover
Sloan would like to keep posted on the Sweetgrass Development Corporation.

The commissioners and the Tester Representatives discussed the long term goal for Cut Bank's International Airport to eventually be a statewide air service location.

Appropriations for Meriwether Road will be at the end of the year, in early 2010. We need to watch for the deadline. Ideally, the commissioners would like to get the state to get the design work done and the county would do the work. At this point, the overpass has priority and it is in the funding stage.

The commissioners approached Ms. Sloan & Ms. Croover regarding funding for the Browning Fire Department. The current location of the fire department is in the middle of a busy downtown location. The commissioners would like to see the fire department be moved out to East Boundary Street onto county property. The county has several ideas of ways that the community might use the old building. A couple of examples would be a remote satellite office for both the Clerk & Recorder and Sheriff's Office, and the city could utilize it too.

12:00 pm Lunch

1:30 p.m. Discussion – Glacier County Jail – Merle Cowell
Oswood Construction will need four days to finish the floor. The architect, painter and the contractor all visited with Merle Cowell about this dilemma. The commissioners need a price

from Wayne Dusterhoff, Sheriff for the price of moving prisoners and dispatch to get this floor done.

Cowell talked to Pierce, the floor representative about the flooring in the dispatch office. He gave Cowell two options:

- Get rubber based wheels for the chairs
- Change out the floor to a vinyl composition

Oswood Construction is requesting the retainage of \$132,215.00. The commissioners asked Cowell if Oswood Construction would be attending the Commissioners meeting on November 12, 2009. Cowell will be sending a fax requesting their attendance to the meeting to discuss their wants and our needs.

1:45 p.m. MACo Notices

Commissioner Michael DesRosier and Commissioner Tony Sitzmann both received a notice for the MACo (Montana Association of Counties) conference for the week of November 30th – December 3rd. The conference is for elected county officials training and commissioner certification.

2:00 p.m. Discussion – Glacier Care Center

Merle Cowell reported the maintenance department has been cleaning out the traps and checking the room temperatures for each room. It was estimated by the end of the week that all the screens would be cleaned and all rooms would be checked.

2:05 p.m. Discussion – Stand by Generator for NRMC

A life critical hospital is required to have 2 generators. Should you choose to have a natural gas generator the backup is required to be propane. However, if the unit is a diesel unit, both the main generator and the backup generator can be diesel. In 2003, new rules and regulations were set for these criteria.

Cowell spoke to Jimmy Littrell from Liberty Electric about bringing in the power for both the hospital and clinic. This would be extremely costly.

The clinic portion of NRMC is not a Critical Care unit. With this, the project for getting a backup generator would be only for the hospital.

Cowell is going to get the commissioners prices and more details. In the meantime, he is going to set up a meeting in the future with TW Enterprises to give the commissioners information regarding the backup generators for a life critical hospital.

2:25 p.m. Advertisement EMS Captain Position – James Laidlaw

Brian Williams, current EMS Captain is leaving, the internal issues are irresolvable.

Laidlaw will be posting a job description and posting internally for 5 days. If no qualified applicants apply after 5 days, the position will be posted to the public.

The position will be posted Tuesday November 10, 2009.

For the interview process, Diane Proefrock and a representative from Job Service will be involved.

2:35 p.m. EMS Education Class

Tamera Kelley asked the commissioners to help her with the education costs for her Paramedic license. The total cost of the classes is \$4490.04. At this time all the classes she would like to register for are open. Classes start January 13, 2010. Registration closes November 23, 2009.

All 3 commissioners agreed to use the EMS training funds to help Ms. Kelley attend college in the spring. The only stipulation for Ms. Kelley is that she has to sign a 2 year educational contract with Glacier County.

2:45 p.m. Glacier County Road Supervisor – Bill Bandel

Bandel had a meeting in Browning earlier today so he stopped back to update the commissioners once he was back in town.

Dale Bird resided the old office building out at the airport.

Bandel presented the commissioners with a brochure and disk regarding an asphalt zipper. Bandel has worked with a machine like he presented and he thinks it would benefit his department.

Bandel received a letter from Doug Sheble, a citizen of Glacier County. Mr. Sheble voiced his concerns about the road issues on the west end of Glacier County. The specific road project was a joint effort between the Blackfeet Tribe, Glacier County and MDOT. Bandel is going to get Commissioner Ron Rides At The Door a copy of the letter from Mr. Sheble. Commissioner Ron Rides At The Door is going to send Mr. Sheble a letter explaining that if he has concerns about the road work that is taking place he is more than welcome to call our office to schedule a time to be added to the agenda so this issue can be resolved.

3:00 p.m. Holiday Schedule

Commissioner Ron Rides At The Door moved to close the offices Thursday November 26th for Thanksgiving and designating 1 person from each office “on call” for Friday November 27th. Any employee who would like to work on Friday November 27th may do so, however if you take the day off it must be taken as a vacation day. Commissioner Tony Sitzmann second the motion. The commissioners voted unanimously for favor of the motion.

3:10 p.m. Approval of September 2009 Cash Report

The commissioners reviewed the September 2009 Cash Report as presented by Kate Salois, Treasurer with a cash total of \$22,790,788.48 for all county funds.

Revolving	\$4,312.50
A101	\$1,797,944.27
A2	\$0.00
Motor Vehicle	\$84,256.19

Taxes	\$72,981.99
Co Tax Sale	\$0.00
Warrant Correction	\$0.00
MSR	\$0.00
Warrants Paid	(\$3,938,629.17)
Treasurers Disbursements	(\$187,141.50)
County Payroll ACH	(\$111,425.26)
Warrant No GL County	\$0.00
Misc.	\$0.00

Total Cash was derived with the beginning balance of \$25,068,489.46 plus receipts and charges of \$1,959,494.95 less payments and credits of \$4,237,195.93 to equal the ending balance of \$22,790,788.48. Bank balances were as follows:

Native American Bank	\$69,029.32
NH Bond- Bank of Gl Cty	\$0.00
Bank of Glacier County	\$74,188.15
Stockman bank	\$4,685,923.88
SMITHBARNEY	\$0.00
RBC	\$9,463,255.46
WACHOVIA	\$3,497,041.67
DAD	\$5,000,000.00
Cash in Safe	\$1,350.00
TOTAL	\$22,790,788.48

Commissioner Ron Rides At The Door motioned to approve September 2009 cash report as presented by Kate Salois. Commissioner Sitzmann second the motion. Motion carried.

3:20 p.m. Discussion – Window/Justice Court – M. Cowell/B. Martin

Merle Cowell, Bonnie Martin and the commissioners discussed the best plan of action to get a window in the new Justice Court office. After deciding where and how they would like it, Merle is going to get prices to have a window installed.

3:30 p.m. Approval – Final Budget

2% increase for elected official’s compensation for the cost of living (COLA). This will be on the agenda on Monday November 16, 2009 for approval.

4:00 p.m. Discussion – BNSF Pardue Road Signal Project-MDOT

Tabled until Thursday November 12, 2009. Conference call scheduled for 9:30 a.m.

There being no further business for the day, the meeting adjourned at 4:15 p.m. with a motion by Commissioner Ron Rides At The Door and a second by Commissioner Tony Sitzmann. The motion passed by Board vote.

BOARD OF GLACIER COUNTY COMMISSIONERS

Michael J. DesRosier, Chairman

ATTEST:

Glacier County Clerk and Recorder