

Anaconda-Deer Lodge County
Commission Work Session Minutes
6:00 p.m. Tuesday, October 25, 2016
Courthouse Courtroom

Present: Commission Chair Hart, Commissioner Mulvey, Commissioner Lux-Burt, Commissioner Vice- Chair Vermeire, Commissioner Smith, CEO Connie Ternes Daniels, and County Attorney Krakowka

Others Present: Julie K. Pooley, Clerk of Commission

Members of the Press: Kathie Miller, Anaconda Leader

Members of the Public: per sign-in sheet

Commission Chair Hart called the meeting to order at 6:00 p.m. and explained the Commission Rules of Procedure. He announced that a Special Commission Meeting will take place immediately following the Work Session.

Water and Environmental Technologies (WET) IT Update

Jay Slocum with WET presented information regarding the IT services that WET provides to the County. He explained that the County experienced severe server issues in 2014/2015. In addition, a single person was providing IT service to the entire County and things were not being done in a timely manner. According to Mr. Slocum, sometimes things were not done for days, weeks or months. In 2014, the County advertised for an IT position and did not receive any qualified applicants. In March 2015, Jay Slocum stated that the County entered into agreements with WET. WET provided two proposals – one for an IT initial inventory and system assessment and one for a 911 GIS transition plan. Mr. Slocum explained that the 911 GIS Tracking system is used by first responders and law enforcement when trying to get to a scene. WET coordinated with MAPS to move the system over to the County. WET created simulated training modules for Planning Department staff, converted the database, collaborated with third parties, and created new address forms for new residents to fill out. Mr. Slocum noted that due to staffing issues in the Planning Department, this system is still in the process of being converted. With regard to IT inventory and assessment, WET developed a weekly IT service schedule/on-call schedule, inventoried and documented every IT asset within the County and used Office 365 to develop a database to track the assets, finalized the IT inventory and entered the information into Black Mountain (a software program), and evaluated the state-based domain (anacondadeerlodgecounty.mt.gov) in order to transition to adlc.us. Mr. Slocum informed the Commission this assessment came in under the proposed cost at \$14,700. He also noted that for FY 2015-2016, WET invoiced \$52,693.50 in billable hours. He explained this is for on-call services and does not equate to a full-time person, and reiterated that with WET the County has a team of professionals providing IT services. In addition, WET worked with the state to increase internet speeds, unblock access to social media, upgraded operating systems, and built connectivity to increase productivity. Further, WET developed an IT Support Request form which requires department head and CEO office approval prior to notification being sent to IT support personnel. This provides accountability for every monthly invoice that WET sends the County for IT services. WET also updated the Health Department server and firewall and all of their hardware and software, updated the Parks and Recreation office computer, and updated law enforcement's computers.

CEO Ternes Daniels believes that IT services are just as important as fire protection, noting that if IT goes down the County is down. The CEO stated that Mr. Slocum did a very good job pointing out the value that the County has gotten from WET taking on its IT needs, noting that the County would not have been able to pay a staff

person and gotten the quality of work that WET has provided. She believes it was a great decision for the County to hire WET to provide IT services, as they are as critical as any government service.

County Attorney Krakowka indicated that having access to the internet and functional computers is synonymous with being able to practice law. He stated that the days of shelves of dusty law books are long gone and legal research is done online. Before WET provided IT services, it cost about \$2,000 for a new computer. County Attorney Krakowka appreciates having access to Facebook and YouTube as they are great tools to assist in preparing for trial.

Katherine Basirico, Public Health Director, informed the Commission that prior to WET providing IT services every computer at Public Health had Windows XP, and no more than two employees could access the internet at the same time. In a short time, WET managed to provide Public Health with new computers and interface them with the state computers. It has increased productivity in the office and revolutionized the way they do business.

Commission Chair Hart stated computers are an absolute must in this day and age, and computer security is a must as well. It could have been a nightmare if IT needs were not taken care of, and he believes the County gets a good value from WET.

Request by the Chairman of the Anaconda-Deer Lodge County Board of County Commission to the Montana Department of Revenue to Recertify Anaconda-Deer Lodge County's Taxable Values

CEO Ternes Daniels informed the Commission that 42 counties and all other jurisdictions were impacted by the Department of Revenue's settlement with NorthWestern Energy. The Department of Revenue will release the certified values tomorrow, and the CEO will have a better understanding of the impact this will have on the budget. She indicated this will require an amendment to the budget. Commission Chair Hart explained the original deadline for requesting recertification was last Friday; however the Department of Revenue extended the deadline to 5 p.m. tomorrow.

Michael O'Rourke, County Superintendent of Schools, informed the Commission this is a big hit for the district because it is on a tight budget.

Kathie Miller with the Anaconda Leader asked if the value of the mill will go down, and the CEO informed her this is what is anticipated.

Commissioner Lux-Burt indicated it was imperative the County move quickly on this issue, and she is glad it did.

Item is on the Special Meeting Agenda.

Consultant Services Agreement between Anaconda-Deer Lodge County and WWC Engineering for Project Development and Design for Federal Aid Project Number MT299(19), Uniform Project Number 9219, Anaconda, MT

This agreement is for the West Valley Park project. Funds for the project are coming from the leftover appropriations from the Milltown tailings. The CEO explained the County went out for a RFP and WWC was the only respondent. The Montana Department of Transportation has reviewed the agreement, and the County Attorney will review the agreement prior to next week's meeting.

Commissioner Lux-Burt is excited to see the project moving forward and noted that the sewer project is complete and residents are in the process of hooking up to the sewer. Several residents are using grants funds to pay for the hook-ups, some are using County loan funds and some are paying out of pocket. She informed the Commission streets that were torn up by the construction were paved this week.

Commission Chair Hart has been approached by several residents of West Valley, and they are excited about the prospect of the park being redone. He believes there will be a lot of community input with regard to the park.

Item placed on the agenda.

Head Start Non-Competing Continuation Grant Application

Gail Mickey informed the Commission some figures on page 34 of the grant were incorrect - Building and Child Liability Insurance is \$6040; Parent Services is \$2,500; and Publications/Advertising/Printing is \$4,000. Although these amounts were incorrect, the total *is* correct. Anaconda-Deer Lodge County Head Start is asking for a ten percent reduction. Gail Mickey informed the Commission that nationally, Head Start's goal by 2018 is for half of all programs to have half of its classrooms at six hours per day, and by 2021, to have all the classrooms at six hours per day. This grant goes through June 30, 2020 and based on monitoring, Anaconda-Deer Lodge County will be invited to apply for the competitive grant at that time.

CEO Ternes Daniels reminded the Commission that Ms. Mickey submitted her letter stating her intention to retire at the end of the year. Although Ms. Mickey wanted to inform the Policy Council first, the CEO informed the Commission she had a conversation with Ms. Mickey and the CEO requested the Commission place her letter on next week's agenda in order to formally accept her resignation. Both she and Ms. Mickey will be meeting with Mark Heinart to discuss the transition process. CEO Ternes Daniels thanked Ms. Mickey for her years of service and the tremendous job she has done as the director of Head Start. Commissioner Lux-Burt also thanked Ms. Mickey for her service. Commissioner Lux-Burt asked if the Commission accepts the resignation if they should also give approval to advertise the position. CEO Ternes Daniels indicated that once the meeting with Mark Heinart takes place and a transition plan is developed, advertising for the position will take place.

Item placed on the agenda.

2017 Urban Forestry Grant Application

CEO Ternes Daniels informed the Commission that Lydia Janosko completed an extensive narrative for the grant. One of the proposed projects for the grant includes removing six trees of critical concern. The CEO stated that trees have benefited and beautified the community. She hopes the Commission will move forward and approve submission of the grant.

Item placed on the agenda.

Lower Hill Cemetery Proposed Scope of Work and Fee Proposal from Steiner Thuesen, PLLC

CEO Ternes Daniels indicated Gerald Forkan and his crew have done a great job on the cemeteries. Combined with the permanent mill levy which was approved by the voters, funding has been available to modernize the water systems at the cemeteries. New Hill Cemetery was completed this summer, and Lower Hill Cemetery will be completed next summer. This proposed scope of work and fee proposal is for design work and construction oversight for Lower Hill Cemetery and is in the amount of \$62,239.79. CEO Ternes Daniels informed the

Commission the project will go out for bid next year, and the cost will be in line with the other water system projects (approximately \$200,000).

Commissioner Lux-Burt expressed her appreciation for all of the work done on the cemeteries.

Item placed on the agenda.

2016-2017 MACO/CRS Inmate Excess Medical Insurance Program Renewal

CEO Ternes Daniels informed the Commission there is no rate increase for the upcoming policy year. She stressed the importance of this coverage as inmates can incur extraordinary medical expenses, and this policy helps cover those expenses.

County Attorney Krakowka acknowledged that some inmates incur extraordinary medical expenses; however, some inmates are extremely dangerous and they must be treated and put back in jail. This insurance allows the County to do this when necessary.

Commissioner Lux-Burt thinks this is money well spent.

Commission Chair Hart cited statistics from the documents provided by MACO as follows:

- Policy Year 2012-2013 MACO paid \$1,242.01
- Policy Year 2013-2014 MACO paid \$6,341.00
- Policy Year 2014-2015 MACO paid \$4,169.00

Item placed on the agenda.

2016 Marine Corps Day Proclamation

CEO Ternes Daniels believes this is an admirable proclamation and hopes the Commission will place it on the agenda. Marine Corps Day is November 2nd, and the Marine Corps is celebrating its 241st year.

Item placed on the agenda.

Appointment/Reappointment of an Anaconda School District No. 10 Representative to the TIFID No. 2 (Mill Creek) Board for a four-year term

CEO Ternes Daniels informed the Commission Dr. Nolan is requesting reappointment.

Item placed on the agenda.

Appointment/Reappointment of a Financial Industry Representative to the TIFID No. 2 (Mill Creek) Board for a four-year term

CEO Ternes Daniels informed the Commission that Rich Rivers has been on the TIFID Board for some time and is requesting reappointment.

Item placed on the agenda.

Miscellaneous

Development of Mill Creek Property

Commissioner Vermeire informed the Commission that several months ago a business was interested in acquiring property in the Mill Creek area. The business has since gotten financing together and would like to move forward as quickly as possible. Commissioner Vermeire asked Jim Davison to provide additional information to the Commission. Mr. Davison indicated that Local Development Corporation, the TIFID Board and the County have been working with this firm for about two years. The firm wants to process slag. It has been putting its financing together and the County has been doing its due diligence. Mr. Davison asked the Commission to bring the Land Use Committee together to move forward with the next steps. The firm would like to purchase land within the next month. Mr. Davison realizes this is a quick timeline and the proper steps need to be followed, but the firm is looking at early spring construction. Commission Chair Hart believes this sounds promising and would like to figure out what the County needs to do to facilitate moving forward.

Beaver Issue

Commissioner Hart noticed the water level is down over by Cedar Park where the beavers are and speculated the work to rid the area of them is complete. Jay Slocum informed him that the first phase of the project is complete, and phase two is the installation of the beaver deceiver which will prevent the beavers from building dams.

November Meeting Schedule

Commission Chair Hart announced a Work Session will be held on Wednesday, November 9th since the Courthouse is closed for Election Day on Tuesday, November 8th.

Gail Mickey's Retirement

CEO Ternes Daniels requested Ms. Mickey's retirement letter be placed on next week's agenda.

Item placed on the agenda.

County Attorney Vacation

County Attorney Krakowka will be on vacation November 18th through November 28th.

Game Check Station

Joe Kambic from Fish, Wildlife and Parks (FWP) contacted County Attorney Krakowka about the possibility of utilizing County property for game check stations. The County Attorney believes the County benefits from hunting, and many people come to our area from other states and other areas of Montana to hunt. These people spend money in the community, and the County Attorney feels the only way to continue to protect this is to protect the resource. Protecting the resource involves cooperating with FWP. He proposed doing a resolution allowing FWP to come to the CEO with advanced notice (i.e. 48 hours) and ask to utilize County property for a game check station. The resolution would authorize the CEO or a department head to sign off on the request. Commission Chair Hart believes this is a worthwhile resolution and that it serves the County to partner with FWP to ensure that people are hunting here legally. Commissioner Lux-Burt state she is willing to

go along with the resolution as well. County Attorney Krakowka will draft a resolution for the upcoming Commission Meeting.

Item placed on the agenda.

Public Comment

No public comment.

ADLC Public Meeting Dates

Commission Chair Hart read the ADLC Public Meeting dates.

Adjournment

Commissioner Lux-Burt moved to adjoin the meeting. The meeting adjourned at 7:14 p.m.


Julie K. Pooley
Clerk of the Commission


Kevin A. Hart
Commission Chair