

November 20, 2019

The Lincoln County Board of Commissioners met for a regular session on November 20, 2019, in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Bennett, Commissioner Peck, and Clerk and Recorder Robin Benson. Commissioner Letcher present via VisionNet.

Commissioner Peck opened the meeting with the **Pledge of Allegiance**.

10:15 AM **TOPS Club/Blanche Flanagan**: Present was Ray Stout. Also present were Lucile Hall, Kathaleen Ingram, Pat Mahler, Blanche Flanagan, Bobbie Stoken, Fern Sartori, Rosemary Pfaff, Andy McDonald, Jo Shuey and Nikki Meyer, Eureka via VisionNet.

Blanche talked about a county building meeting room that the TOPS Club has been using that was initiated with former Commissioner Cole with a verbal agreement the club would conduct cleanup. Blanche commented that there are multiple groups using the building. Commissioner Letcher talked about the history of the building uses, maintenance, and cost. Blanche said the problem is the lack of courtesy of putting stuff in the room without being notified. Commissioner Letcher talked about multiple people/clubs using the same building and the necessity for lease agreements, so the county is aware of who is using the building. Commissioner Letcher commented about times the heat is left on at 80 degrees. Commissioner Bennett talked about promises made over the years of buildings being used and there are no issues with that, but we need to know who the responsibilities are with and reestablish some form of countywide uniformed use agreements which should be easily worked out. Commissioner Bennett clarified that this is not just Commissioner Letcher making this decision, but a county effort. Commissioner Peck agreed that the county does run into too many problems on handshakes over time. Things change and people come and go, it's a lot better for everyone when agreements are in place. Agreements are not necessarily dollar amounts, it can be cleaning, in-kind services. Blanche will work with Commissioner Letcher to write an agreement for the TOPS Club.

10:30 AM **Administrative Issues/Inmate Excess Medical Insurance**: Present were Sheriff Short, Undersheriff Dodson, and Ray Stout. Also present was Nikki Meyer, Eureka via VisionNet.

- Brad Dodson talked about the annual Inmate Excess Insurance 2019-2020 Agreement that needs to be voted on by the county commission. Brad explained how the insurance works and what it covers. The insurance offers certain insurance for covered medical expenses for inmates that are a county responsibility, and as a separate option, offers claims administration for medical services provided to detention center/jail inmates. **Motion** by Commissioner Bennett to approve the 2019-2020 Inmate Excess Medical Insurance and/or Claims Administration Management Agreement. Second by Commissioner Letcher, motion carried unanimously.
- Commissioner Letcher read the bids received for repairing the floor of the Friends of the Library meeting room in Eureka. The bid was awarded to low bidder Ted Waldo at \$2,450.
- Robin presented the minutes for November 13, 2019 for Commissioner approval. **Motion** by Commissioner Bennett to approve minutes as presented. Second by Commissioner Letcher, motion carried unanimously.

10:45 AM **Public Comment Time**: There were no public comments.

11:00 AM **Management Agreements for the KBP TEDD/Tina Oliphant**: Present was Ray Stout. Also present was Nikki Meyer, Eureka via VisionNet.

Tina talked about the history and management of the Kootenai Business Park Targeted Economic Development District (TEDD). The TEDD was created in 2016 by County resolution. In order to implement the TEDD, Oliphant suggests the commission should consider and/or take action on a contract with an entity to manage the TEDD and appoint an advisory board. Tina submitted the following:

1. A Memorandum providing the legal context for decisions on management of the Kootenai Business Park Targeted Economic Development District (TEDD).
2. A draft agreement between the Board of County Commissioners and the Lincoln County Port Authority for the management of the Kootenai Business Park TEDD.
3. A draft resolution to create the Kootenai Business Park TEDD Advisory Board.
4. A copy of Resolution 2016-1 creating the Kootenai Business Park TEDD.

Tina will give the documents to the county attorney's office for review.

11:30 AM **Library Update/Library Director Alyssa Ramirez**: Present were Chuck Gerheim, and Ray Stout. Also present was Nikki Meyer, Eureka via VisionNet.

Alyssa discussed the library budget and submitted a FY 2019-2020 Expenditure Report showing a breakdown of what has been spent vs. remaining funds, employee costs, operational costs, restricted funds and unexpected expenses. Alyssa expressed concern that historically the library is overbudget at this time, but not to this degree. Alyssa explained that one reason for overbudget is unexpected expenses in personnel totaling \$26,444.78 that were not budgeted for including salary increase, increased contributions and insurance cost that cannot be absorbed. Commissioner Bennett explained the library budget will continue to absorb cost, but at the end of the fiscal year, those costs can be covered out of PILT since they were unexpected. Alyssa said the personnel costs are 76% of the budget and operational costs are 24% of the total budget.

Commissioner Bennett explained that budgets are a spending plan, and circumstances that arose specifically with wages, nobody had planned for. Commissioner Peck commented of other situations for unexpected expenses such as

equipment or maintenance costs that arise and not budgeted. Commissioner Bennett said the county allows for budget overages to be covered at end-of-year but wants departments to be frugal and absorb as much cost as possible. Commissioner Peck commented on the library budget reductions over the years, yet still functioning at a professional level.

Alyssa commented the Troy Library did close for a whole week for a remodel; new carpet and electrical improvements. The Troy Library project was grant based and library budget funds were not used.

Alyssa said Dusty was awarded a \$4,500 grant to start a coding club. The grant monies will be used to provide training and Alyssa said she is happy the library will be adding another community service. The coding club teaches kids computer coding basics.

Alyssa talked about the Brews for Benefits coordinated with Cabinet Mountain Brewery; \$1 from every beer purchased went to the library for a specific period of time.

Friends of the Library Room in Eureka is being updated and the sidewalk will be repaired in the spring/summer of 2020.

Chuck said the library board is very conscientious that the library will not exceed the budget that was planned prior to the personnel increases.

The commissioners commended Alyssa for paying attention to budget details and bringing her concerns to them.

12:00 PM **Meeting Adjourned**

**LINCOLN COUNTY BOARD OF COMMISSIONERS**

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Mark Peck, Chairman

**ATTEST:** \_\_\_\_\_  
Robin A. Benson, Clerk of the Board