

May 13, 2020

The Lincoln County Board of Commissioners met for a regular session on May 6, 2020 in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Bennett, Commissioner Peck, County Administrator Patrick McFadden, and Clerk and Recorder Robin Benson. Commissioner Letcher was present, Eureka via VisionNet.

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

10:00 AM **Health Department Update:** Present were Kathi Hooper, Jennifer McCully, Jake Mertes and Derrick Perkins. Also present was Nikki Meyer, Eureka via VisionNet.

- Jennifer said there are currently 462 covid cases in Montana, 7 cases in Lincoln County. There is a total of 16 covid deaths in Montana, 1 in Lincoln County. Total 1,100 people tested in Lincoln County. Jennifer said she is looking at funding to continue testing and briefed the commissioners on current and potential grants.
- Kathi said Phase 1 Restrictions are opening for retail food, gyms, and movie theaters. Currently educating businesses on Covid-19 requirements and guidelines. Resuming inspections on retail food establishments. Kathi said business establishments have been fantastic complying with guidelines.
- Jake said open burn season is closed. There were 836 residential permits, 8 management permits and 2 landfill permits issued.
- Kathi said Panoramic View Drive is on the Board of Health meeting agenda tonight for discussion regarding the easement and dust issue to residents on Taylor Road.
- West Kootenai green box site has been approved.
- Kathi informed the commission that she has submitted budgets for FY 20/21 and a roll-off truck is budgeted in the equipment replacement fund.
- Kathi said refuse assessments for RV's is still ongoing and she is working with the Department of Revenue.
- It was noted that Kathi received her master's degree in Public Health and Jennifer McCully received her master's degree in Public Administration. The commissioners expressed their congratulations.

10:30 AM **Administrative Issues:** Present were Derrick Perkins. Also present was Nikki Meyer, Eureka via VisionNet.

- Robin presented the minutes for May 6, 2020 for approval. **Motion** by Commissioner Bennett to approve minutes as submitted. Second by Commissioner Letcher, motion carried unanimously.
- Patrick submitted a life insurance analysis from Mutual of Omaha with significantly reduced rates and higher coverage than current provider for FY 20/21.
- Patrick said 3 bids were requested for the well and pump project approved for the weed department. Only 1 bid was received, and the bid award came to approximately \$7,000 to be paid from PILT.
- Patrick submitted a quiet title for commissioner signature. Patrick said the document was approved by the county attorney. The title is for properties in an estate that were advertised but have gone unclaimed. **Motion** by Commissioner Bennett to approve signing the Quiet Title for the unclaimed properties. Second by Commissioner Letcher, motion carried unanimously.
- Commissioner Letcher commented the Eureka Road Department has a new sweeper on lease and the cost is within budget.

10:45 AM **Public Comment Time:** Present were Derrick Perkins and Robin Carley-Williamson. Also present was Nikki Meyer, Eureka via VisionNet.

- Robin Carley-Williamson said she paid for a car renewal on April 7, but the car was already sold. Robin said the MV Department claims they cannot refund it and her request for refund from the state was denied. Robin explained the vehicle belongs to her son in Kansas. Commissioner Peck questioned why the Department of Revenue denied the refund since they received the money and offered to call the state for clarification.

11:00 AM **Library Board:** Present were Library Director Alyssa Ramirez, Derrick Perkins, and Library Board Members Chuck Gerheim and Barb Hvizdak. Also present was Nikki Meyer, Eureka via VisionNet.

Alyssa presented a draft resolution for the Lincoln County Board of Commissioners to Confirm the Existence and Operation of a Free Public Library and to Establish a Memorandum of Understanding Agreement Between Lincoln County and Lincoln County Library. Alyssa explained the resolution to the commissioners and clarified its purpose. Alyssa said the county attorney has reviewed and approved the resolution. Commissioner Peck said he does not mind a resolution but questioned its necessity since the MCA already outlines roles and responsibilities. Alyssa clarified the resolution is to affirm the elected officials (commissioners) established the library which then allows the memorandum to exist. The commissioners will review the draft resolution and place it on next week's agenda.

All county resolutions can be viewed on the Lincoln County Website and are available in their entirety from the Clerk and Recorder's Office.

Alyssa commented the library is reopening and submitted a summary of four phases as follows:



COVID-19 LIBRARY BUILDING RE-OPENING

INTRODUCTION

COVID-19 has pushed our library buildings to close temporarily. As we move towards our “new normal,” we are thinking carefully about how to return to full services in a safe and healthy manner for staff and patrons. However, there are many elements of our environment that we cannot predict. Therefore, this document will continue to be developed as we learn more and is subject to change.

This document outlines proposed stages to re-open our facilities and to reintroduce people to our physical spaces, our materials, and building-bound services with new health and safety protocols in place. Additional assumptions include the potential for reversion to earlier phases if new infections occur and government mandates to shelter in place are reinstated.

PHASE ONE: MAY 5, 2020

- No public access to buildings.
- Curbside pick-up available to patrons Tuesday- Friday 10am-4pm. Gloves and masks to staff provided. Verify identification with Photo ID.
- Enable holds for items within Lincoln County Library system.
- Three-day quarantine on incoming materials. Materials will be checked in after being quarantined.

PHASE TWO: MAY 19, 2020

- Limited public access to building with no more than 10 patrons in the building at a time. Appointments are preferred.
- Special hours: 10-11am reserved for high-risk patrons.
- Patrons are encouraged to wear masks, and some will be made available. Hand sanitizing or gloves are required.
- Curbside services suspended at all branches.
- Frequent cleaning of high touch areas.
- No services that promote lingering or gathering.
- Computer services and programming suspended.

PHASE THREE

- Reinstate public access to building with masks and hand sanitizing required by all patrons.
- Curbside and/or appointment services suspended.
- Enable statewide sharing and holds.
- Enable ILL
- No services that promote lingering or gathering.
- Computer services are limited to “quick print” activities.
- Consider shortened hours of operations to ensure safe handling of materials.

PHASE FOUR

- Resume full operation levels as recommended by CDC, MACo, Governor, Public Health, etc.

11:15 AM Planning / Miller Family Transfer: Present were County Planner Jake Mertes, Mike Bradeen, and Derrick Perkins. Also present was Nikki Meyer, Eureka via VisionNet. Rhoda Miller was

- Jake said the Miller Family Transfer was tabled last week upon commissioner request for more information regarding the property history. There are some line items in the application that are not answered correctly regarding if the property has ever been up for sale. Commissioner Letcher commented that at a minimum, the application needs to be amended for accuracy. Jake will send the application back to the Millers for those amendments and place the Miller Family Transfer on the commissioner agenda for approval.

11:30 AM Border Lane Estates Public Hearing: Present were Jake Mertes, Mike Bradeen, and Derrick Perkins. Also present was Nikki Meyer, Eureka via VisionNet.

The proposed Border Lane Estates Subdivision is located approximately 27 miles west of Eureka at the intersection of West Kootenai Road and Border Lane. Jake said the developers intend to create 2 lots from the 14.710 acre parcel and this is a minor subdivision and does not require planning board review. The planning staff recommends approval of the Border Lane Subdivision subject to 8 conditions. **Motion** by Commissioner Bennett to grant preliminary approval to Border Lane Subdivision subject to planning staff conditions and recommendations. Second by Commissioner Letcher, motion carried unanimously. There were no public comments.

11:45 AM Weed Program Plan: Present were County Weed Director Mike Bradeen, and Derrick Perkins. Also present was Nikki Meyer, Eureka via VisionNet.

Mike said he is requesting approval of the Lincoln County Cooperative Weed Management Strategic Plan. The plan needs to be updated and approved every 3 years. Mike said once the commission approves the plan, it is sent to the state for approval. Mike said there are no significant changes. **Motion** by Commissioner Bennett to approve the Lincoln County Cooperative Weed Management Strategic Plan as submitted for 2020. Second by Commissioner Letcher, motion carried unanimously.

12:00 PM Meeting Adjourned

LINCOLN COUNTY BOARD OF COMMISSIONERS

Mark Peck, Chairman

ATTEST: _____
Robin A. Benson, Clerk of the Board