

April 10, 2024

The Lincoln County Board of Commissioners met for a regular session on April 10, 2024 in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Letcher, Commissioner Hammons, Administrative Assistant Jennifer Brown and Clerk and Recorder Corrina Brown. Commissioner Teske was absent.

Meeting allows for zoom participation: Commencement delayed by IT issue. Present online were Alyssa Ramirez, Bryan Alkire, Chanel Geer, Jesse Haag, Mary Handy, Melanie Howell, Ray Stout, Rebecca Nelson, Sharee Miller, Shawn Smith and Sierra Gustin.

Commissioner Letcher opened the meeting with the **Pledge of Allegiance and Prayer**.

09:15 AM Jet A Fuel Tank Project Discussion: Present were Dallas Bowe, Melanie Howell, Scott Matheis (Annex), Scott Shindledecker and Veronica Bovee-Anderson.

Scott Matheis advised of a Jet A fuel tank installation starting this spring. He stated the contract specifies a 1,000-gallon tank; however, they want a 3,000-gallon. The extra 2,000-gallon cost will be made up once they start selling fuel. Scott advised Bob Jacobs, airport maintenance, passed away and Pat, his wife, is currently airport manager and intends to resign her volunteer position. Scott advised the board is interested in consolidating airport maintenance and management. He sought approval to proceed in this direction and mentioned that Mark Jacobs, Bob and Pat's son, has agreed to fill in temporarily and may be a potential candidate for the consolidated position. Regarding funding, it was noted that there are separate funds for the maintenance positions at Libby and Eureka airports. Discussion of Rob Fox currently serving as the Libby Airport maintenance/manager, working 20 hours per week. Scott suggested the Eureka maintenance position is budgeted for five hours per week and may not be sufficient, especially considering the combined duties. Scott proposed aligning the Eureka position more closely with that of Libby. Scott emphasized the airport manager should possess a background in both management and aviation. Commissioner Letcher highlighted the importance of staying within the current budget, prompting discussion about the possibility of contracted services. This option was acknowledged, Scott expressed that structuring the position similarly to that of Libby Airport is preferred. Commissioner Hammons raised the topic of potential increases in hangar fees, which are currently on a five-year interval review cycle. Future revenues from Jet A fuel sales were also discussed. Commissioner Letcher inquired about the estimated weekly hours required for the maintenance/manager position, to which Scott indicated that seasonal tasks like mowing and snow removal would balance out the workload over the year and it was noted that timecards should accurately reflect the hours worked. Scott provided an overview of the tank installation process, aiming for completion by mid-summer. Commissioner Hammons agreed to explore HR options and continue the discussion at next week's commissioner meeting in Eureka.

09:44 AM Clerk & Recorder/Elections Budget Meeting: Present were Dallas Bowe, Melanie Howell, Scott Shindledecker and Veronica Bovee-Anderson.

Melanie Howell, Election Administrator, presented the election funds. Commissioner Hammons requested a follow up regarding election judge pay being moved from salary to professional services along with payroll and benefits totals. Corrina Brown, Clerk and Recorder, will meet with HR regarding payroll and benefits, adding these preliminary totals. Budget increases include: 1.5% salary, 3% contributions, 7.3% insurance.

10:05 AM Health Department: Present were Dorey Rowland, Jennifer McCully, Kathi Hooper, Scott Shindledecker and Veronica Bovee-Anderson.

Public Health: **Credible Mind:** Jennifer McCully stated the self-help resources website had 365 users January-March with most popular topics: depression, anxiety, flourishing, languishing and attachment styles.

Teen Mental Health First Aid: 71 Eureka high school students participated this year.

Zero to Five: Dorey advised of outreach efforts; 12 kid's corners are scheduled, launched movement kits using Lincoln County van, fentanyl presentation in Troy, playgroup, Eureka child minds. 2025 Grant funding is committed.

Environmental Health; **Air Quality:** Kathi Hooper stated April is residential burning month in the Libby area; online permitting is going well. Eight management burn permits have been issued and four burns have been completed.

Animal Shelter: Kathi advised of 13 dogs for over 2.5 months as part of cruelty cases seized by the Sheriff's office as evidence. Tobacco Valley Animal Shelter provides this contract services and has concerns of being unable to put any public dogs in the Libby Shelter and the cost associated with this long-term care. Kathi advised legislation requiring bonds has not passed. Veterinary care for these animals exceeds any monthly restitution payment.

Litter/Community Decay Violation: 3 new complaints this month. Currently have 8 properties with compliance plans. 4 properties have completed cleaning. 13 properties are non-compliant including 3 property owners we are unable to locate.

Solid Waste & Recycling: **Camera upgrades:** still working to upgrade cameras at green box sites; Libby Creek and Troy.

Green box Sites: Glen Lake and Upper Yaak sites are open with set hours, closed at night. Most sites have bear mats. Kathi advised Yaak Hill is still seeing a lot of out of state traffic. Commissioner Hammons agreed to posting signage.

Eureka landfill: Bryan Alkire is meeting with contractor on the wall in the transfer building. No timeline on the EZ wall.

Libby Landfill Expansion: Kathi will meet with the state solid waste folks to see if there is anything to move forward on as ARPA funds have to be allocated this year and it's looking like the state response will push bids into September.

10:30 AM Administrative Issues/Old Business: Approve Minutes / Western Montana Area VI Agency on Aging Contract: Present were Scott Shindledecker and Veronica Bovee-Anderson.

- Review of April 3, 2024, meeting minutes for approval: **Motion** to approve the April 3, 2024, minutes by Commissioner Hammons. Second by Commissioner Letcher. No comments. Motion carried.
- Commissioner Letcher discussed the annual renewal of the Western Montana Area VI Agency on Agency Contract. **Motion** by Commissioner Hammons to approve the Western Montana Area VI on Agency on Aging Contract. Second by Commissioner Letcher. No comments. Motion carried.
- Commissioner Letcher received the final contract for the Trego Community Hall CDBG planning grant for the Trego Community Hall renovations from the state. **Motion** by Commissioner Hammons to approve the Trego Community Hall CDBG planning grant. Second by Commissioner Letcher. No comments. Motion carried.
- Commissioner Hammons advised grant funding was received for bathrooms, benches, picnic tables and signage making this the primary parking lot at the Kootenai Falls.

10:45 AM **Public Comment Time - Non-Agenda Items:** Present were R Dwight Collins, Scott Shindledecker and Thomas Millett.

Dwight Collins, residing in the western part of the county near the state line, expressed concern about the possibility of someone erecting a cell tower in his backyard. He consulted Jesse Haag in the planning department, who informed him there is no county ordinance in place to prohibit such construction. Dwight requested a moratorium on the construction of cell towers until this is addressed. Dwight emphasized his desire for regulations, citing the intrusive nature of cell towers, potential health hazards and the threat they pose to his enjoyment of his property. Commissioner Hammons inquired and Jesse indicated he typically receives inquiries about zoning restrictions that might prohibit cell tower construction before any building occurs and in the absence of zoning regulations, he is unaware of any county restrictions. Jesse was uncertain of any city restrictions. Commissioner Letcher advised they will look into this concern.

Tom Millet introduced himself as the constitutional conservative candidate for house district 2. He resides in Marion of Flathead County which is now in house district 2. Tom believes in working together and offers his services as needed.

11:00 AM **National Crime Victims' Rights Week Proclamation:** Present were Deb Burrell, Jay Sheffield, Kathleen Sheffield, Lisa Goodman and Scott Shindledecker.

Commissioner Letcher read the National Crime Victim's Right Week, April 21st – April 27th, 2024, proclamation. **Motion** by Commissioner Hammons to support the National Crime Victim's right week proclamation. Second by Commissioner Letcher. Kathleen Sheffield, Victim Witness Advocate, provided a flyer regarding a grant funded candlelight vigil scheduled for Thursday April 25th at 7 pm in front of the county courthouse, 512 California Avenue in Libby. Kathleen advised this year's theme is *How would you help?* with a goal of everyone in the community knowing where to go for help. Kathleen noted crime victims' rights are found in MCA title 46 chapter 24. No further comments. Motion carried.

11:15 AM **Planning Department Budget Meeting:** Present were Dallas Bowe, Jesse Haag and Scott Shindledecker.

Jesse Haag provided preliminary Planning Department budget. He stated the expenditure report was updated to reflect the 1.5% salary increase and the new assistant planner position at grade 10. Jesse noted he anticipates a future GIS position occupying his office. Jesse advised planning fee revenue is estimated at \$28,000 based on a four-year average. He feels the rate of county wide growth combined with subdivision fee increase will result in substantially more. The assistant planner position is being advertised. Jesse stated Lincoln County is third in the state for growth at 4.6% change.

11:45 AM **Floodplain Mapping Update-Planning Department:** Present were Jesse Haag and Scott Shindledecker.

Jesse advised most of the county's floodplain was mapped in 1980. He is seeking a letter of support from the commission as he reapplies for a two-phase floodplain grant. Phase one alone amounts to a \$6 million grant, with the majority of the funding provided by FEMA and DNRC. Jesse explained that the only county cost involved is the recertification of any previously certified levees, with Callahan Creek being the only county-owned levee. He mentioned that the National Flood Insurance Program, in which Lincoln County participates, consists of three components: identification, mitigation, and insurance. Jesse emphasized that floods are the leading hazard nationwide for loss of life and property. The study is intended to aid in establishing standards for flood protection. Jesse highlighted that Lincoln County is the 12th largest area county, with only 13% being privately owned, and development is concentrated in and around the floodplain. He added that updated maps will digitize the entire county, enhancing and safeguarding public safety. Phase one will establish base flood elevation across the county, while phase two will finalize levee plans and mapping. Jesse mentioned that the recertification of the Callahan levy is estimated to be about five years away. Responding to Commissioner Letcher's query, Jesse confirmed that the Montana State Library is currently conducting a 100% linear survey of Montana, which is available online. **Motion** by Commissioner Hammons to approve the support letter to the DNRC for an updated flood study. Second by Commissioner Letcher. No comments. Motion carried.

12:10 PM **Adjourned**

LINCOLN COUNTY BOARD OF COMMISSIONERS

Josh Letcher, Chairman

ATTEST: _____

Corrina Brown, Clerk of the Board