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**SPECIAL AND REGULAR MEETINGS
OF THE
RAVALLI COUNTY BOARD OF COUNTY COMMISSIONERS**

REGULAR MEETING 9:00 AM

Tuesday, July 10, 2018

**Commissioners' Meeting Room
County Administration Building,
215 S. 4th St, Hamilton, MT 59840.**

1. Roll Call

Commissioner Greg Chilcott, Commissioner Doug Schallenberger and Commissioner Chris Hoffman.

Commissioner Jeff Burrows is absent (vacation).
Commissioner Ray Hawk is absent (vacation).

STAFF PRESENT:

Chris Taggart, minutes

2. Pledge of Allegiance

3. Public comment

None.

4. Award Bid for Electrical Update for the Ravalli County Fairgrounds

Present:

Melissa Saville, Fairgrounds Manager
Wes Young, Maintenance Director

Commissioner Chilcott moved to award the Ravalli County Fairgrounds Electrical work contract to DJ's Electric in the amount \$19,624.00, to be funded from Building CRF account #4002-70-460220-877, cash code 102025. Seconded by Commissioner Schallenberger. Public comment on motion: none. Discussion: Commissioner Chilcott, Wes Young, Commissioner Schallenberger and Commissioner Hoffman. All voted "aye" (3-0).

5. Administrative - Review with Approval:

- a) Contract for Services and Insurance Requirements for Fair

None.

- b) Commissioner Reports

Commissioner Chilcott
Commissioner Hoffman

- c) Award of Pavement Marking Contract for Road Department

Present:
John Horat, RCRBD
Andrew Merkle, RCRBD

Commissioner Chilcott moved to award the pavement marking contract to High Mark Traffic Solutions at the submitted unit price, contingent upon County Attorney contract review. Seconded by Commissioner Schallenberger. Public comment on motion: none. Discussion: none. All voted "aye" (3-0).

6. Update with Human Resource Director Robert Jenni

Present:
Robert Jenni, HR Director

7. Review with possible decision: BR Aquatic Center open Board position (S Bergeron)

Attachment - Request Letter

BCC consensus: continue this meeting until a date and time when a Park District #2 representative, along with Board member leaving and County Attorney, can attend to further discuss member replacement with the Commissioners.

8. Review with possible approval:

Present:
Julie Foster, RCEDA

- a) Draw down #1 for Rocky Mountain Homes (Big Sky Trust Fund)

Attachment - Request form

Commissioner Chilcott moved to approve draw down # 1 for Rocky Mountain Homes in the amount of \$52,500.00 from the Big Sky Trust Fund, account #2805-50-470170-782, as requested. Seconded by Commissioner Schallenberger. Public comment on motion: none. Discussion: Commissioner Chilcott and Julie Foster. All voted "aye" (3-0).

- b) Close out letter and certificate form for Ever Stone

Attachment - Close out Certificate form

Attachment - DRAFT Close out letter

Commissioner Chilcott moved to approve and complete the close out certificate and the close out letter for Ever Stone, as amended here today (Chairman Burrows changed to Vice Chairman Hoffman) for signature. Seconded by Commissioner Schallenberger. Public comment on motion: none. Discussion: none. All voted "aye" (3-0).

9. Public comment on items not otherwise on the agenda

None.

10. Adjournment

Commissioner Schallenberger moved to adjourn the meeting. Seconded by Commissioner Chilcott. All voted "aye" (3-0).

Glenda Wiles, Administrative Assistant

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**Commissioner Jeff Burrows
Commissioner Greg Chilcott
Commissioner Chris Hoffman
Commissioner Ray Hawk
Commissioner Doug Schallenberger**

COMMENTS FROM THE PUBLIC

Members of the audience will be provided an opportunity to address the Board concerning each item on the agenda, and will be afforded the opportunity to comment on items not on the agenda at the end of the meeting or as solicited by the Chairperson. (See protocol for addressing the Board or submitting written comments below.) If you have a petition or other information pertaining to your subject, please present it to the clerk. Please sign the sign-in sheet to document your attendance. Meetings of the Board of County Commissioners are open to the public except when closed under §2-3-203, MCA. Minutes of public meetings will be made available for inspection by the public.

AMERICANS WITH DISABILITIES ACT

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Commissioners' Office (at 406-375-6500) at least 48 hours in advance so that appropriate arrangements can be made. (28 CFR 34.102.104 ADA TITLE II)

NON-DISCRIMINATION POLICY

The Board does not discriminate on the basis of race, color, sex, culture, social origin or condition, or political or religious ideas. Statements, gestures and behaviors that threaten the health, welfare or safety of others are prohibited. Violators of this policy may be removed from the meeting

PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IN PROGRESS.

PLEASE NOTE: A recording is made of Board meetings. When addressing the Board, please speak into the microphone. State your name and address (spell your name if the spelling is unusual). If you have a petition or other information pertaining to your subject, please present it to the clerk.

To allow all an equal opportunity to participate and to preserve decorum, please:

1. Address the chairperson, not the members of the audience or others.
2. Limit your comments to the allotted time.
3. Confine your comments to the item on the agenda unless the Board is taking comment on items not on the agenda.

The purpose of allowing public comment is to afford all interested persons the opportunity to participate. Comments can be verbal or written. Verbal and written comments carry equal weight. Respect the time of others: please do not simply read a written comment. Instead, present written comments to the clerk. The Board will allow all those who wish to address the Board an equal time and thus may not be able to respond to questions. In order that all can hear and participate, members of the audience are asked to refrain from commenting out of turn or attempting to engage those addressing the Board or Board members unless recognized by the Board.

9:00 A.M. REGULAR BOARD OF COMMISSIONERS MEETING

PRELIMINARY BUSINESS

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Public comment**
- 4. Award Bid for Electrical Update for the Ravalli County Fairgrounds**
- 5. Administrative - Review with Approval:**
 - a) Contract for Services and Insurance Requirements for Fair
 - b) Commissioner Reports
 - c) Award of Pavement Marking Contract for Road Department
- 6. Update with Human Resource Director Robert Jenni**
- 7. Review with possible decision: BR Aquatic Center open Board position (S Bergeron)**

Attachment - Request Letter 

8. Review with possible approval:

- a) Draw down #1 for Rocky Mountain Homes (Big Sky Trust Fund)

Attachment - Request form 

- b) Close out letter and certificate form for Ever Stone

Attachment - Close out Certificate form 

Attachment - DRAFT Close out letter 

9. Public comment on items not otherwise on the agenda

10. Adjournment

Tuesday July 10, 2018

Anchor Electric Contracting Corp.
7600 Pontrelli Pl
Missoula Mt 59808
www.anchorelectricmt.com
406-251-3166

PROJECT ESTIMATE

July 6, 2018

Quote: #6628

Submitted to: Ravalli County Commissioners
Project: Electrical Upgrades at Ravalli County Fairgrounds

Hamilton, MT

Anchor Electrical Contracting, a Woman Owned Business (WOB), is proposing the following:

Included: Material and Labor to perform work to National Electrical Code standard.

1. Install power and lighting according to specifications given and descriptions below.

Base estimate: \$42,156

Excluded:

1. Quoted price does not include additional costs associated with dry wall patching or trim work other than electrical.
2. **Quoted price does not include bonding.**

Change order:

Any deviation, alteration or changes from this proposal and/or drawings/addendums provided at walk-through will be executed only upon receipt of written work orders. Said charges shall in no way affect or make void the original proposal. Charges for changes or modifications to this proposal will be based on a labor rate of Eighty Dollars (\$80.00) per hour. This labor rate reflects work being conducted during normal business hours 7am-5pm Monday through Friday. Work performed outside of those hours may incur additional charges.

Materials will be charged at contractor's list price.

Payment Schedule: Progress billing. Upon final Electrical Inspection payment is due within **30** days.

Quotation prepared by: Tim Netzley

Due to the current volatility in material prices, this quotation for the above described work is valid for fifteen (**15**) business days and may be subject to change thereafter.

To accept this quotation, it must be signed and returned: _____

We appreciate the opportunity to work with you!

ESTIMATE

Ravalli County Fairgrounds Electrical Bid

215 S. 4th Street
Hamilton, Montana 59840

Tri-Phase, Inc.

134 Ponce De Leon
Hamilton, Montana 59840

Phone: (406) 370-5346

Email: gregsangster@yahoo.com

Estimate # 005244
Date 07/05/2018

Description	Total
Concession Stand East	\$1,678.00
Material	
Concession Stand East	\$3,360.00
Labor	
Subtotal	\$5,038.00
Total	\$5,038.00

Notes:

Increase the capacity for food vendors at East Stand.

Ravalli County Fairgrounds Electrical Bid

Back Country Horse Office	\$3,920.00
Labor	
Hornung Area	\$2,820.00
Material	
Hornung Area	\$1,120.00
Labor	
Cafe Bronc	\$125.00
Material	
Cafe Bronc	\$2,240.00
Labor	
Concession Stand West	\$1,750.00
Material	
Concession Stand West	\$5,600.00
Labor	

Subtotal	\$27,710.00
Total	\$27,710.00
	32,748

Notes:

Electrical upgrades at Ravalli County Fairgrounds as per scope of services.

Ravalli County Fairgrounds Electrical Bid

ESTIMATE

**Ravalli County Fairgrounds Electrical
Bid**

215 S. 4th Street
Hamilton, Montana 59840

Tri-Phase, Inc.

134 Ponce De Leon
Hamilton, Montana 59840

Phone: (406) 370-5346

Email: gregsangster@yahoo.com

Estimate # 005243

Date 07/05/2018

Description	Total
First Aid Shed	\$75.00
Material	
First Aid Shed	\$1,120.00
Labor	
Beef Barn	\$500.00
Material	
Beef Barn	\$2,240.00
Labor	
Poultry Barn	\$170.00
Material	
Poultry Barn	\$1,120.00
Labor	
Rabbit Barn	\$670.00
Material	
Rabbit Barn	\$1,680.00
Labor	
Women's Restroom	\$540.00
Material	
Women's Restroom	\$1,120.00
Back Country Horse Office	\$900.00
Material	

7/10 @ 11



RECEIVED

JUL 05 2018

Ravalli County Commissioners

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May 14, 2018

To: County Commissioners

From: Deidra Markette
President, Ravalli County Park District #2 Board

RE: New Board Member

The board has had an opening since Tiffany Jette's dismissal at our April board meeting after withdrawing from any participation with our board or the aquatic center for over three months. We have found another individual who has expressed interest in serving on the board and we would like to appoint him to the position.

He is Steve Bergeron who has recently retired to the valley. He is a retired teacher and swim coach with vast experience in aquatics. He currently substitutes teaches in both the Hamilton and Corvallis school districts and has taught a few swim lessons and classes here at the aquatic center. He has been consistently attending our board meetings with valuable input. He has a passion to support swimmers of all ages. He is looking to participate more in the community and feels serving on the Ravalli County Park District Board is a good fit.

We ask that you accept our recommendation and approve Steve Bergeron to serve on the Ravalli County Park District #2 Board.

Thank you for your consideration.

Deidra Markette
President, Ravalli County Park District #2

**BSTF GRANT
CLOSEOUT CERTIFICATION**

Are there any unpaid costs and unsettled third-party claims against the BSTF grant?
 Yes No If yes, describe circumstances and amount:

GRANTEE CERTIFICATION

It is hereby certified that all activities undertaken by the _____ County of Ravalli
 (Grantee) and Everstone Sustainable Products, LLC (Assisted Business) with BSTF
 funds provided under contract MT-BSTF-01- 17 - 10 have been carried out in accordance with said Contract
 and that:

- A. Proper provision has been made by the Grantee for payment of any and all unpaid costs and unsettled third party claims identified above, all provisions of this contract have been complied with, and there are, to the Grantee's knowledge, no outstanding issues;
- B. The statements and information contained in this Project Completion Report are true and correct;
- C. All records related to grant activities are available on request and will be retained for three years after the date of final closeout approval by the Montana Department of Commerce (MDOC) consistent with the requirements outlined in the Contract and its Assurances. These records will be stored at the following location: 215 South 4th Street, Hamilton, MT 59840
- D. The information listed below represents the correct BSTF expenditures and jobs created during the contract period.

Assisted Business	Everstone Sustainable Products, LLC
BSTF Grant Funds Expended	\$ 22,500
BSTF Eligible Net New Jobs Created	3
Matching Funds Expended	\$ 11,250

- E. All eligible net new positions employ an individual, at a minimum, an average of thirty-five (35) working hours per week on an annual basis that was hired on or after March 11, 2017 and pay wages that meet or exceed \$15.82 _____ per hour, excluding benefits] *OR* including employee benefits that meet the requirements of the Employee Retirement Income Security Act of 1974, 29 U.S.C. 1001, et seq.].

 (Typed Name and Title of Authorized
 Local Government Representative)

 (Signature of Local Government
 Representative)

 (Date)

To assist the Department with program performance reporting, the BSTF award recipient may be required to provide annual project updates for 3 years after the close of the contract.

REQUEST FOR PAYMENT FORM

**MONTANA DEPARTMENT OF COMMERCE
BIG SKY ECONOMIC DEVELOPMENT TRUST FUND (BSTF)**

SECTION I: APPLICANT INFORMATION

CONTRACT # White River Contracting LLC dba Rocky Mtn Homes MT-BSTF-1-18-06	DATE 7/6/18	TOTAL AMT REQUESTED 52,500
GRANTEE NAME Ravalli County—215 S. 4 th St, Hamilton, MT ADDRESS		

SECTION II: FINANCIAL INFORMATION

Budget Line Item	Approved Budget	Current Amount Requested	Drawn	Balance	Match
1. Administrative Expenses	\$9,000	\$ 2,625	0	\$ 6,375	
2. Use of BSTF Funds:					
a) Purchase of equipment	\$171,000	\$49,875	0	\$121,125	26,778.77
b) Purchase of construction supplies					
3. TOTAL GRANT BUDGET	\$180,000	\$ 52,500	\$0	\$127,500	\$26,778.77

SECTION III: GRANTEE CERTIFICATION

CERTIFICATION OF AUTHORIZED GOVERNMENT REPRESENTATIVE: I certify that the above information and any attachments thereto are complete and accurate to the best of my knowledge and belief and that all fiscal obligations detailed above are solely for the purposes set forth in the awarded project.

X

SIGNATURE	NAME AND TITLE	DATE
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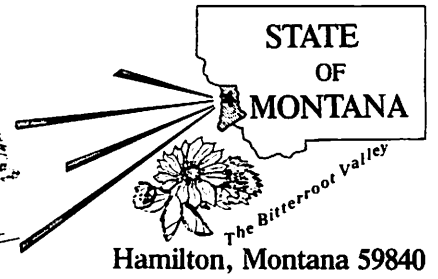
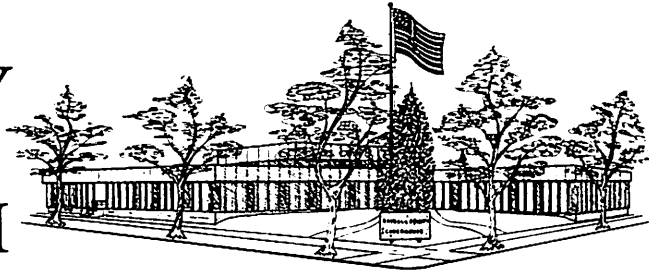
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SIGNATURE	NAME AND TITLE	DATE
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SECTION IV: DEPARTMENT OF COMMERCE CERTIFICATION

Expenditures are reasonable and appropriate ____ Financial numbers & signatures are correct ____ Administration does not exceed allowable amount ____ Request for Payment Form is accompanied by a progress report including: Invoices, Job Creation Report & Certification with details ____	Approved by: Title: Date:
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COUNTY OF RAVALLI



July 10, 2018

Montana Department of Commerce
Annmarie Robinson, Section Manager
PO Box 200523
Helena, MT 59620-0523

Re: EverStone Sustainable Products, LLC | Contract MT-BSTF-01-17-10

Dear Ms. Robinson,

Ravalli County Commissioners request the Big Sky Trust Fund contract for EverStone Sustainable Products, LLC, contract #MT-BSTF-01-17-10, be closed out effective June 22, 2018.

Thank you for your help with the close out request and thank you to the Big Sky Trust Fund staff for their assistance to this small business.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Hoffman". The signature is written in a cursive style with a large initial "C".

Chris Hoffman
Ravalli County Board of Commissioners Vice Chairman