

# BOARD OF COUNTY COMMISSIONERS

## ADMINISTRATIVE PUBLIC MEETING MINUTES

MISSOULA COUNTY ADMINISTRATION BUILDING, 199 WEST PINE STREET, ADMIN ROOM 206

December 19, 2024

### How to attend the meeting

**Hybrid meeting:** You can attend in person in Conference Room 206 of the Missoula County Administration Building (199 W. Pine st) or virtually by using our Microsoft Teams link found here: <http://missoula.co/bccpublicmeeting>

### ATTENDANCE

**Present:** David Strohmaier, Juanita Vero, Chris Lounsbury, Andrew Czorny, Erica Grinde, Annie Cathey, Christina Dewar, Melissa Fisher, Allison Franz, John Hart, Cheryl Hartman, Carey Powers, Mattie Scott, Bradley Seaman

**Other Attendees:** Brenna Davis, Sarah Bell, Kevin Keisler, Robert Parr, Christina Tyler, Missoula Current, MCAT

### I. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

### II. CONSENT AGENDA

**Moved:** Juanita Vero  
**Second:** David Strohmaier  
**Vote:** Yes 2, No 0, Abstained 0  
**Additional Info:** Consent agenda items passed as written

**1. Request board approve professional service agreement with Sapphire Mechanical Inc. for the HVAC upgrade project at Missoula Public Health. Total Contract Value= \$ 1,018,600.**

Agreement filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 952. Electronically sent to Jason Hauser, Facilities Management.

**2. Request board approve contract with MultiLingual Technologies for language access services for Missoula County departments.**

Agreement filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 953. Electronically sent to Elisha Buchholz, Commissioners' Office.

**3. Request board approve chair to sign contract amendment with Missoula Symphony Association for the Rural Impact Grant-funded community project "Symphony in the Schools: 5 Rural Schools," extending the contract term to June 20, 2025.**

Contract amendment with Clerk & Recorder/Treasurer's Office: Book 1107 Page 955. Electronically sent to Heidi West, Grants.

**4. Request board approve amendment to lease agreement between Wyckman Properties, LLC, and Missoula County.**

Lease agreement filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 954. Electronically sent to Brian West, County Attorney's Office.

**5. Request board approve a 5-year lease agreement with Rattlesnake Properties LLC for office and equipment space for the new Wildfire Program. \$2,700/month will be grant-funded.**

Lease agreement filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 956. Electronically sent to Adriane Beck, Office of Emergency Management.

**6. Request board approve an amendment to the memorandum of agreement between Missoula County and Mountain Bike Missoula to include limited winter grooming at Marshall Mountain Park.**

### III. ACTION ITEMS

**1. Request board approve chair to sign statement of work with WorkDay and Cognizant for the provision of Human Capital Management software.**

**Presenter:** Erica Grinde  
**Moved:** Juanita Vero  
**Second:** David Strohmaier  
**Motion:** Motion passed as written  
**Vote:** Yes 2, No 0, Abstained 0  
**Additional Info:**

**Contract/Project Begin Date:**

**Contract/Project End Date:**

Agreement filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 948. Electronically sent to Erica Grinde, Risk and Benefits Office.

**2. Request board adopt resolution relating to Open Space General Obligation Bond, Series 2024: Determining the form and details, authorizing the execution and delivery and levying taxes for payment thereof**

**Presenter:** Andrew Czorny  
**Moved:** Juanita Vero  
**Second:** David Strohmaier  
**Motion:** Motion passed as written  
**Vote:** Yes 2, No 0, Abstained 0  
**Additional Info:**

**Contract/Project Begin Date:**

**Contract/Project End Date:**

Resolution 2024-116 filed with Clerk & Recorder/Treasurer's Office: Book 1107 Page 958. Electronically sent to Andrew Czorny, Financial Services.

**3. Request board appoint members to the Elections Advisory Committee.**

**Presenter:** Mattie Scott  
**Moved:** Juanita Vero  
**Second:** David Strohmaier  
**Motion:** Motion passed as written with the following appointments:

**Travis Hoffman** to fill a new three-year ADA member term starting January 1, 2025, through January 31, 2028, to the Elections Advisory Committee. **Letter 2024-203**

**Jack Rinck** for a partial active member term starting January 1, 2025, through January 31, 2027, to the Elections Advisory Committee. **Letter 2024-202**

**Adrianne Frenn** for a partial student rep term starting January 1, 2025, through August 31, 2027, to the Elections Advisory Committee. **Letter 2024-204**

**John Newman** to fill a new three-year first alternate term starting January 1, 2025, through January 31, 2028, to the Elections Advisory Committee. **Letter 2024-205**

**David Ley** for a partial third alternate term starting January 1, 2025, through January 31, 2026, to the Elections Advisory Committee. **Letter 2024-206**

**Vote:** Yes 2, No 0, Abstained 0

**Additional Info:**

**Contract/Project**

**Begin Date:**

**Contract/Project End**

**Date:**

Electronically sent to Mattie Scott, Commissioners' Office. Letters signed by DS and JV - Garrett VanHoose Thank you letter 2024-213, Greg Woodward Thank you letter 2024-211, Marion Alley Thank you letter 2024-212, Chance Carter Thank you letter 2024-208, Janice Trickle Thank you letter 2024-211, Dudley Improtta Thank you letter 2024-215, Kathleen Walker-Smith Thank you letter 2024-209, Larry Chase Thank you letter 2024-210.

#### **4. Request board appoint members to the Airport Authority Board.**

**Presenter:** Mattiek Scott

**Moved:** Juanita Vero

**Second:** David Strohmaier

**Motion:** Motion passed as written with appointments: David Bell to fill new five-year term Letter 2054-217 / Shane Stack to fill partial first alternate term Letter 2024-218

**Vote:** Yes 2, No 0, Abstained 0

**Additional Info:**

**Contract/Project**

**Begin Date:**

**Contract/Project End**

**Date:**

Electronically sent to Mattie Scott, Commissioners' Office. Thank you letters to Larry Anderson 2024-216 and Swarna Reddy 2024-219.

#### **IV. CORRESPONDENCE**

None

#### **V. DISCUSSION ITEMS**

None

#### **VI. UPCOMING EVENTS AND INVITATIONS**

None

#### **VII. SIGNING OF ITEMS APPROVED AT PUBLIC MEETING**

None

#### **VIII. OTHER COMMENTS/INSTRUCTIONS**

None