

BOARD OF COUNTY COMMISSIONERS ADMINISTRATIVE PUBLIC MEETING MINUTES

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

December 2, 2025

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: Josh Slotnick, David Strohmaier, Juanita Vero, Chris Lounsbury, Anne Hughes, Jason Mitchell, Annie Cathey, Christina Dewar, Allison Franz, Vincent Pavlish, Carey Powers, Mattie Scott, Elisha Buchholz

Other Attendees: Tenzin Lhaze, Erik Dickson, Patricia Spotted Wolf, Flanna McLarty, Katie Fairbanks, Griffen Smith, MCAT

I. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

II. CONSENT AGENDA

Moved: David Strohmaier

Second: Josh Slotnick

Vote: Yes 3, No 0, Abstained 0

Additional Info: All consent agenda items passed as written

1. Request board approve standard employment agreement between Grace Aldeen, LCPC and Partnership Health Center-Missoula County with a pay rate of \$32.13 per hour, budgeted at 40 hours per week.

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 396 . Electronically sent to Jenny Gray, Human Resources.

2. Request board approve authorize chair to sign a bill of sale from I-State Truck Centers for the purchase of two tandem axle dump trucks in the amount of \$308,158.00 (\$154,079.00 each).

Electronically sent to Erik Dickson, Public Works.

3. Request board approve professional service agreement with Jackson Contractor Group for construction services related to the security upgrades and tenant improvements within the Missoula County Courthouse/ Annex building. Total Contract Value=\$220,550.

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 397. Electronically sent to Jason Hauser, Facilities Management.

4. Request board approve a lease agreement with MDT — Aeronautics Division. This lease covers a small piece of land known as the Seeley Lake Campground, which is owned by Missoula County. This lease is a five-year term and Missoula County will be compensated \$1,500 per year. MDT will continue to keep this campground open to the public, as well as maintain the property.

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 462. Electronically sent to Jason Mitchell, Public Works.

5. Request board approve standard employment agreement between Kateri Kuhlow, LCPC and Partnership Health Center-Missoula County with a pay rate of \$32.13 per hour, budgeted at 40 hours per week.

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 398. Electronically sent to Jenny Gray, Human Resources.

6. Request board approve and sign independent contractor agreement (ICA) between Michelle Yoshinaga and the Missoula City-County Health Department (MCCHD) for Yoshinaga to provide veterinary technician (vet tech) services to Animal Services' (AS) In-House Veterinarian. Compensation to Yoshinaga at \$27 per hour.

Electronically sent to Julie Mohr, Missoula Health Department.

7. Request board approve and sign professional services agreement (PSA) between veterinarian Caroline Buisson and the Missoula City-County Health Department for Buisson to provide in-house veterinary services to Missoula Animal Services (AS). Compensation to Buisson for the amount of \$500 for four hours per week/\$100 per hour for any additional hours/\$15 for ten-minute increment phone and/or text consultations.

Electronically sent to Julie Mohr, Health Department.

8. Request board approve professional service agreement with Structure West for office partition wall and new door with transom in Conference Room 109 and new blinds for Conference Room 206. Total Contract Value= \$28,380.00

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 399. Electronically sent to Jason Hauser, Facilities Management.

9. Request board approve the interdepartmental agreement between Community Justice Department (CJD) and Missoula City-County Health Department (MCCHD).

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 400. Electronically sent to Shantelle Gaynor, Community Justice Department.

10. Request board approve and adopt TIF Reimbursement or Direct Funding Investment Policy that identifies requirements related to payment of state prevailing wages and open bidding for tax increment financing investment either through reimbursement or direct funding of eligible projects.

Electronically sent to Flanna McLarty, Economic and Land Development.

11. Request board approve amendment to Exhibit B of employment agreement between Andrea Vannatta, MD, and Partnership Health Center-Missoula County to amend the start date to December 7, 2025 with a pay rate of \$109.67 per hour, budgeted at 26 hours per week.

Agreement filed with Clerk and Recorder/Treasurer's Office: Book 1122 Page 401. Electronically sent to Jenny Gray, Human Resources.

III. ACTION ITEMS

1. Request board vote and approve to accept five sections of road for public right-of-way: Alexandra Drive (840 feet), Cartage Road (1,200 feet), Meadowlands Drive (2,548 feet), Racetrack Lane (3,130 feet) and Snapdragon Drive (450 feet). These roads all meet Missoula County's criteria for acceptance into the public right-of-way system.

Presenter:

Erik Dickson

Moved:

Josh Slotnick

Second:

David Strohmaier

Motion:

Motion passed as written

Vote:

Yes 3, No 0, Abstained 0

Additional Info:

Contract/Project Begin Date:

Contract/Project End Date:

Five public right-of-ways recorded with Clerk and Recorder/Treasurer's Office: Cartage RD Book 1122 Page 402 / Meadowland Dr Book 1122 Page 403 / Racetrack Ln Book 1122 Page 404 / Book 1122 Page /Book 1122 Page. Electronically sent to Jason Mitchell, Public Works.

IV. CORRESPONDENCE

Thank you letters sent to board members:

2025-188 Carole Rice, SLCD

2025-189 David Bell, Airport Authority

2025-190 Peter Bensen, Planning Board

2025-191 Natalie Sullivan, OLC

2025-192 Gary Lewis, SLRFD

2025-193 Amber Shaffer, EAC

V. DISCUSSION ITEMS

None

VI. UPCOMING EVENTS AND INVITATIONS

None

VII. SIGNING OF ITEMS APPROVED AT PUBLIC MEETING

None

VIII. OTHER COMMENTS/INSTRUCTIONS

None