

Montana Coal Impact Grant Application

Submitted to the Montana Coal Board

By

Musselshell County

For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

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EXHIBITS

- Exhibit A:** Map
- Exhibit B:** Quotations
- Exhibit C:** Planning Documents
- Musselshell County 2010 Growth Policy Update
 - Musselshell County CIP
 - SMDC's – Comprehensive Economic Development Strategy (CEDS), 2017 Update
- Exhibit D:** Public Process (Application & Environmental)
- Exhibit E:** 2014 Audit, Letter Regarding Audits

**THE COAL IMPACT GRANT APPLICATION FORM
SUBMITTED BY MUSSELSHELL COUNTY**

CERTIFICATION

To the best of my knowledge and belief, the information provided in this application and in the attached documents is true and correct.

In accordance with Section 90-6-205, MCA, the applicant is eligible for Coal Board grants and has the statutory authority to make expenditures to provide for the particular service or facility.

Name: **Nicole Borner**

Title: **Chairman, Musselshell County Commissioners**

Signature: 

Date: 1/27/20

THE COAL IMPACT GRANT APPLICATION FORM
SUBMITTED BY Musselshell County

CERTIFICATION

The chief elected official or executive officer of the applicant must sign the application certifying that to the best of the official's knowledge and belief, the information provided in the application and the attached documents is true and correct.

The chief elected official or executive officer of the applicant must also certify that, in accordance with Section 90-6-205, MCA, the applicant is eligible for a Coal Impact Grant and has the authority to administer and make expenditures to provide for the proposed service or facility.

CERTIFICATION

To the best of my knowledge and belief, the information provided in this application and in the attached documents is true and correct.

In accordance with Section 90-6-205, MCA, the applicant is eligible for Coal Board grants and has the statutory authority to make expenditures to provide for the particular service or facility.

At the Nov 21, 2020 meeting of the Musselshell County Commissioners, it was determined that this grant application request was excluded from environmental review based on the following: The request is for equipment and therefore this grant application is excluded from environmental review.

Name: Nicole M. Barner
Title: Musselshell County Commission Chair

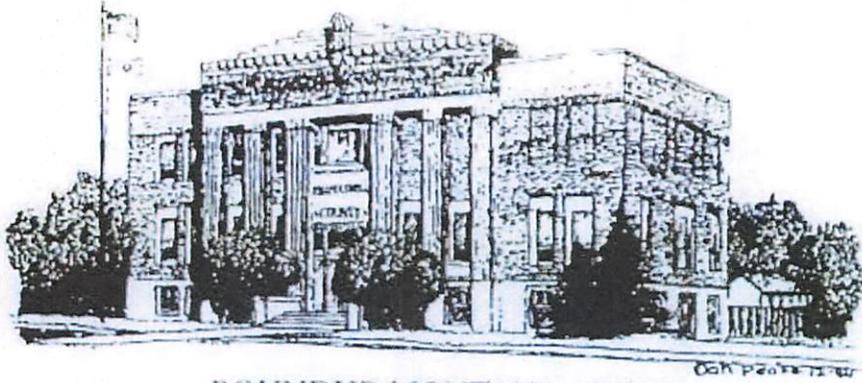
Signature: Nicole M. Barner Date: 1-21-2020

MUSSELSHELL COUNTY

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January 21, 2020

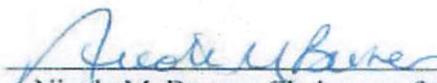
Montana Coal Board
Montana Department of Commerce
Community Development Division
PO Box 200523, 301 S Park Ave
Helena, MT 59620-0523

**Re: MONTANA COAL BOARD GRANT APPLICATION
DESIGNATION OF ENVIRONMENTAL CERTIFYING OFFICIAL**

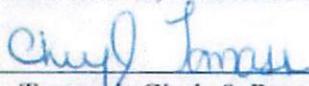
Dear Montana Department of Commerce Coal Board Liaison:

This is to notify you that Nicole M. Borner, Musselshell County Commission – Chair, is designated as the Environmental Certifying Official responsible for all activities associated with the environmental review process to be completed in conjunction with the 2020 Coal Board grant for Musselshell County, Montana on behalf of Hawk Creek VFD.

Sincerely,



Nicole M. Borner, Chairman of the Board

Attest: 

Cheryl Tomassi- Clerk & Recorder

SUMMARY INFORMATION

1. NAME OF APPLICANT(S): *Musselshell County*
2. TYPE OF ENTITY: *County Government for Volunteer Fire Department*
3. FEDERAL TAX ID NUMBER:
4. SENATE AND HOUSE DISTRICTS: *SD 20 HD 40*
5. AMOUNT OF COAL IMPACT GRANT REQUESTED: *\$33,118*
6. NAME OF PROJECT: *Hawk Creek VFD Concrete and Gutters*
7. TYPE OF PROJECT: *Public Infrastructure*
8. POPULATION SERVED BY PROJECT: *4,651 - population density of 2.4 people per square mile (2018 Census QuickFacts, Musselshell County)*
9. NUMBER OF HOUSEHOLDS SERVED BY PROJECT: *2,077 (2014-2018 American Community Survey 5-year estimates)*
10. CHIEF ELECTED OFFICIAL OR AUTHORIZED REPRESENTATIVE:
*Nicole Borner, Chairman
Musselshell County Commissioners
506 Main Street
Roundup, MT 59072-2426
Telephone: (406) 323-1104 Email: nborner@co.musselshell.mt.us*

11. PRIMARY ENTITY CONTACT PERSON: *Same as 10 above*
Secondary Entity Contact Person for the County:
*Bonadee Hagstrom, Musselshell County Clerk & Records Office
506 Main Street, Roundup, MT 59072-2426
Telephone: (406) 323-1104 Email: bhagstrom@co.musselshell.mt.us*

12. OTHER CONTACT PERSONS:
*Kathie Bailey, Snowy Mountain Development Corporation
613 NE Main St.
Lewistown MT 59457
Telephone: (406) 535-2591 Fax: (406) 535-5036 Email: bailey@snowymountaindevelopment.com*

13. MILLAGE RATES: *County Funds*

Millage Rates	FY2015	FY2016-17	FY2017-18	FY2018-19	3-YR. Av.
<i>Fire Protection</i>	<i>11.150</i>	<i>11.150</i>	<i>11.150</i>	<i>11.150</i>	<i>11.150</i>
<i>Values</i>	<i>\$11,881</i>	<i>11,673</i>	<i>12,665</i>	<i>13,363</i>	

14. AMOUNT OF COAL GROSS PROCEEDS TAX: *-*

Hawk Creek VFD does not receive any gross proceeds tax, but rather they operate on the \$7,500 (donations) from non-levied county funds and what is allocated through the Fire Protection mill levies of the county that is used for all of the fire volunteers. Musselshell County has one milling fire district throughout the entire county.

15. IMPACTS FROM COAL INDUSTRY:

- *There are 275 employees at Signal Peak Mine. Approximately 100 mine employees live in Musselshell County.*
- *Approximately 100 households in Musselshell County are currently affiliated with Signal Peak Energy. It is estimated that at least 50% or nearly 1,000 of the households in Musselshell County are or were affiliated with the coal industry at some point in time.*
- *According to Signal Peak Mine's President more than 1,200 businesses provide direct support to the mine.*

16. MAPS: See Exhibit A

17. BRIEF PROJECT SUMMARY:

Historical Information:

The Hawk Creek Volunteer Fire Department (HCVFD) was established in February 1985 to serve the unincorporated area of Musselshell and surrounding ranch lands and subdivisions. The HCVFD is tasked with protecting approximately 422 square miles of rangeland, sagebrush filled grasslands, pine forests and pasturelands along with the town of Musselshell and other structures. Being located only 25 miles from the City of Roundup, the HCVFD provides Roundup support on fires under their jurisdiction and to the Bull Mountain VFD on the southwest end of Musselshell County and Signal Peak Coal mine. Protecting the coalmine protects the mine business, families and small businesses that rely on the Coal Mine for their livelihood.

The HCVFD houses the Hawk Creek Quick Response Unit, a first responder's ambulance. A map of the fire district is included under Exhibit A. 50% of the responses are in support of the surrounding areas.

In 2014 the Department had 15 volunteers. The Department now stands at 35 volunteers protecting the ranches, community and businesses within the immediate region and across the county through mutual aid. In 2013, the Hawk Creek VFD upgraded an old brush truck to a new DNRC Ford F550 Type 6. In 2014, they added a military 5-ton truck converting it into a 1400-gallon water tender/attack vehicle. In 2015, with the help of Musselshell County Fire Council they were able to upgrade the last of the original old trucks to a new Ford F450 4 door type 6 brush truck.

In 2015, with the help of the Coal Board, Signal Peak, and generous donations, the VFD was able to purchase a Command Vehicle for transporting relief crews to fires but also equipped with search and rescue equipment, vehicle extraction equipment, generator and complete medical supplies. In 2017, with a significant increase in volunteer labor and skills, the VFD acquired, through the U.S. Government Surplus programs, a Freightliner "semi-tractor" and converted it to a 2000 gal. Attack Tender. Also, in 2017 the VFD acquired an International long truck "semi-tractor" and are building a 3500 gal. Tender.

In 2017/2018, the VFD acquired a CAT D4H Dozer with a 6-way blade and a Case (D5 equivalent) Dozer also with a 6-way blade. These dozers allow the district to put in fire lines as soon as they arrive at the scene of the wildfire. Prior to owning dozers, it would take two plus hours to get a blade on the ground. Also in 2017/2018, the VFD buried five (5) 8,000- and 10,000-gallon water tanks, fitted with dry hydrants, across their service region. In drylands, this gives the volunteers another valuable water source.

In 2018, the VFD acquired 15 SCBA's packs and 30 air tanks. The district was also able to acquire a high volume and high-pressure air compressor to fill the tanks. These help the volunteers to safely respond to vehicle and house fires. In 2018, the DNRC granted us another Type 6 brush truck. DNRC was pleased with our quick initial attack during the 2017 fire season. They recognized our increased volunteer numbers and saw Hawk Creek as a strong department.

With the improved equipment purchases and upgrades to the district, the VFD needed an additional facility to house the equipment and acquired a 60X120 ft. building via the FEMA buyout Program in Musselshell County. The Fire Barn housed only 2 Type 6 Brush Trucks, 1 Attack Tender and our QRU Ambulance. All other trucks, dozers, and Command Vehicle stayed outside year around. This new-to-the-district/used building was dismantled in Roundup and re-constructed next to the current Fire Barn. All of this was done by volunteers of the Hawk Creek VFD and Elk Country Construction who also volunteered their effort. The building had been used for cold storage which required the VFD to winterize the equipment putting them out of service during the winter months. In 2019, the Coal Board awarded \$15,847 to HCVFD to convert the new building to a heated Fire Barn. All the effort to perform the upgrade including carpentry, insulation, heating, and electrical work is being performed by HC volunteer fire fighters. Currently, the ceiling, electrical service, and all walls are in and wired. We are working on the forced air furnaces and lighting. The last step will be to install and insulate the walls and ceiling.

Problems:

HCVFD had planned to keep a gravel floor in the new building; however, this has proven to be impractical. This winter's rain and snow melted off the roof into the building creating a mud floor that has made it difficult to get the trucks in and out of the building. The more difficult problem are the mice, rabbits and packrats that have made their way into the building and eaten through the Cat Dozer's wiring harness. HCVFD spent several days dismantling the dozer and rebuilding the entire wiring harness to get it back into operation. The animals have eaten several extension cords and battery keepers. These issues are exacerbated by the increase in population and activity from the mine that has put a strain on public funding. Musselshell County officials do not have the resources necessary to fund all necessary projects; including needs of the VFD. County officials continue to look for ways to complete projects as efficiently as possible; and in order to save costs, they are willing to utilize resources when they are available to make these necessary upgrades in equipment.

Proposed Solution:

HCVFD is requesting additional help of \$33,118 from the Coal Board to allow the Department to pour a cement floor and install gutters protecting our fire-fighting equipment. HCVFD Fire Fighters and EMTs will prep the dirt/gravel floor for the cement, build apron forms for the cement pour, install gutters and lay the underground plumbing to divert the water from the building and drive area.

18. PROJECT BUDGET AND IMPLEMENTATION SCHEDULE:

A. Project Budget Form:

PROJECT BUDGET FOR Musselshell County's Hawk Creek VFD Concrete and Gutters for the Fire Barn			
Completed by: <u>Kathie Bailey</u>		For: <u>Musselshell County, MT</u>	Date: <u>January 27, 2020</u>
ACTIVITY COSTS:	Source: Coal Board	Source: HCVFD Match	Total:
Concrete – 6" thick with approach for each door, rebar, pea gravel, contractor labor	\$ 30,700		\$ 30,700
Aluminum gutters, fittings, and underground pipe	\$ 2,418		\$ 2,418
HCVFD labor for preparing for cement floor (leveling ground, forms, laying and tying rebar) – 4 firefighters for 16 hours at \$45 per hour		\$ 2,880	\$ 2,880
HCVFD labor helping with cement pour – 2 firefighters for 8 hours at \$45 per hour		\$ 720	\$ 720
HCVFD labor to install gutters and lay underground plumbing – 6 firefighters for 16 hours at \$45 per hour		\$ 4,320	\$ 4,320
TOTAL ACTIVITY COSTS	\$ 33,118	\$ 7,920	\$ 41,038
TOTAL PROJECT COSTS	\$ 33,118	\$ 7,920	\$ 41,038

B. Project Budget Narrative:

BUDGET NARRATIVE FOR MUSSELHELL COUNTY HCVFD CONCRETE AND GUTTERS FOR FIRE BARN	
ACTIVITY COSTS	
<p>Concrete A detailed worksheet of the cement bid from Elk Country Builders is attached in Appendix B and includes 6" cement with 2' on center ½" rebar with 2 12"x20"x6" approaches with 4" down at outside of cement to 1 extra rebar at outside (\$27,500), last 2" of pad prep, and pea gravel (\$3,200)</p>	\$30,700
<p>Gutters A detailed worksheet of products from Home Depot is attached in Appendix B and includes 10 5" aluminum seamers (\$60.10), 20 5"x10' 30-degree aluminum gutter (\$1,279.40), 4 5" right end cap (\$9.88), 40 5" hidden hanger with screw (\$67.20), 40 4" hub x hub coupling fitting (\$93.20), 4 5" K-Style end with drop (\$45.60), 40 4"x10' plain end pipe (\$15.72), 8 2"x3"x120" downspout (\$202.16), 4 4" 90-degree hub x hub elbow fitting (\$25.04), 4 2"x3" downspout A elbow (\$16.80)</p>	\$ 2,418
<p>Labor (HCVFD Match) Volunteer firefighters will provide the labor for preparing for cement, leveling ground, forms, laying and tying rebar, helping with cement pour, installing gutters and laying underground plumbing. It is estimated that it will take approximately 176 hours at \$45 per hour to complete these activities.</p>	\$ 7,920
TOTAL ACTIVITY COSTS:	\$41,038
TOTAL PROJECT COSTS:	\$41,038

C. Implementation Schedule: “Dependent upon Coal Board Funding Availability”

<u>IMPLEMENTATION SCHEDULE FOR HCVFD Concrete and Gutters for the Fire Barn MUSSELHELL COUNTY</u>												
TASK	QUARTERS 2020				QUARTERS 2021				QUARTERS 2022			
	1 ST	2 ND	3 RD	4 TH	1 ST	2 ND	3 RD	4 TH	1 ST	2 ND	3 RD	4 TH
PROJECT START-UP												
A. Sign contract with Coal Board		X	X									
B. Submit progress reports and drawdown request.			X	X	X							
PROJECT IMPLEMENTATION												
A. Purchase supplies			X	X								
B. Installation			X	X	X	X						
PROJECT CLOSE-OUT												
A. Monitor progress				X	X	X						
B. Submit project completion report						X	X					
C. Include project in audits.							X	X	X			

19. DESCRIPTION OF RELATIONSHIP TO COAL BOARD STATUTORY GRANT CRITERIA

A. Need

1. Does a serious deficiency exist in a basic or necessary community public facility or service? Examples include emergency services such as police, fire or ambulance services.

APPLICANTS RESPONSE:

Without concrete flooring and gutters, Hawk Creek VFD does not have a suitable facility to store many of their response vehicles. The deficiency that exists is in the ability to respond to emergencies when firefighters have to dismantle equipment to fix wiring the animals have eaten through and in the ability to respond quickly when firefighting equipment is entrenched in a flooded and muddy floor.

In 2012, there were 95 wildfires in Musselshell County with 250 buildings/structures burned and 75 of those structures were homes. There was a serious public safety problem with very limited capacity to address the issue. No lives were lost due in large part to the dedicated trained volunteers and immediate evacuations; but the county lost 75 houses which was 3% of all the homes within the county (75 of 2,654).

2. Have serious public health or safety problems that are clearly attributable to a deficiency occurred, or are they likely to occur, such as illness, disease outbreak, substantial property loss, environmental pollution, safety problems, hazards, or health risks?

APPLICANTS RESPONSE:

A serious safety problem has not occurred; however, it is likely to occur if this unmet need is not addressed in the future. Every time a fire occurs, the risk of something serious happening because the VFD does not have vehicles ready to respond becomes a greater and greater risk.

3. Is the entire community, or a substantial percentage of the residents of the community, seriously affected by the deficiency or at risk, as opposed to a small percentage of the residents?

APPLICANTS RESPONSE:

County residents are impacted by this deficit because they are at risk of the VFD not being able to adequately respond to an incident. The fire departments within Musselshell County are all one Fire District with Mutual Aid Agreements between the entities and the neighboring counties of Petroleum, Fergus, Golden Valley, Rosebud and Yellowstone. This is a predominantly rural area with a volunteer force.

4. Is there clear documentation that the current condition of the public facility or service (or lack of a facility or service) violates, or may potentially violate, a state or federal health or safety standard? If the proposed project is necessary to comply with a court order or a state or federal agency directive, describe the directive and attach a copy of it.

APPLICANTS RESPONSE:

No violations or court orders have been issued to date.

5. Does the standard that is being violated, or potentially may be violated; represent a significant threat or potential threat to public health or safety?

APPLICANTS RESPONSE:

The potential threat to the public is whether the volunteers are able to adequately respond to a fire.

6. Additional information supporting the NEED for this project.

APPLICANTS RESPONSE:

B. Degree of Severity of Impact from an Increase or Decrease in Coal Development or In the Consumption of Coal by A Coal-Using Energy Complex

1. Describe why the need for the expansion or improvement to the public facility or public service is attributable to coal-related impacts. Additionally, please provide the percentage of the project that is a result of coal impacts.

APPLICANTS RESPONSE:

The need is a general safety need; however, this VFD responds to fires and ambulance calls at the mine and in the area of the mine. The VFD would respond to accidents and structure or wildland fires throughout the entire county and therefore would provide service to the 330 employees working at the mine and over 100 employees residing within Musselshell County. From 2012 through 2017 there were 138 wildfires in Musselshell County with 250 buildings/structures burned and 75 of those structures were homes. Having a suitable facility with a concrete floor and gutters will allow the VFD to better serve all of the community including the mine and its employees by keeping the equipment in ready condition.

2. Name the nearest coal development area or coal-using energy complex to your community and the road miles from your community.

APPLICANTS RESPONSE:

Signal Peak Energy, LLC, located 16 miles south of Roundup in the Bull Mountains and adjacent to the project request.

3. Additional information supporting the DEGREE OF SEVERITY OF IMPACT FROM AN INCREASE OR DECREASE IN COAL DEVELOPMENT OR IN THE CONSUMPTION OF COAL BY A COAL-USING ENERGY COMPLEX.

APPLICANTS RESPONSE:

The increase in population and activity from the mine has put a strain on public funding. The entire community is affected by the influx of employees, contractors, truckers, railways, and many other commercial business partners of the mine who are living and/or traveling to and from Musselshell County. The growth has created a burden on the local government entities to make necessary improvements to the infrastructure of the community. County and City officials must allocate funding for repairs and improvements resulting from additional use of streets, roads, bridges, sewer and water systems, schools, and other public facilities. Government entities are also challenged with the need for additional staff and equipment to provide adequate law enforcement and other emergency and social services to a larger population. Local government officials and taxpayers are faced with making difficult decisions regarding which projects should be financed first as funding is not available to meet the many needs of the community.

C. Availability of Funds

1. Amount requested from the Coal Board: \$33,118
2. Amount of Coal Board funds available at the time of application \$ _____ (#2 will be completed by Coal Board staff)
3. Explain why a coal impact grant is necessary to make the project feasible and affordable

APPLICANTS RESPONSE:

Musselshell County does not have adequate funding to purchase the cement or gutters to make the building suitable to store VFD equipment. Gross Proceeds have been used to maintain increased staffing levels needed in the road and sheriff's departments to address the needs of the county due to the impacts of the Signal Peak Mine. Other funding sources are not an option as outlined in the funding sources summary below.

4. What are the other proposed funding sources for the project?

APPLICANTS RESPONSE:

<u>FUNDING SOURCES SUMMARY</u>				
<u>MAJERUS ROAD IMPROVEMENTS PHASE II FOR MUSSELHELL COUNTY ROAD DEPARTMENT</u>				
Source	Type of Fund	Amount	Status of Commitment	Loan Rates & Terms
USDA RD Community Facilities	Grant	N/A	Musselshell County is only eligible for 35% of the project cost, and the county does not have funding for the required match. RD requires a commitment for the 65% match before funding will be considered. RD's funding would take over a year to secure.	N/A
Signal Peak Community Foundation	Grant	N/A	Signal Peak Community Foundation was formed to support worthwhile community projects. These funds are directed towards community projects and especially to non-profit organizations that may not have alternatives for funding their needs. This foundation	N/A

FUNDING SOURCES SUMMARY
MAJERUS ROAD IMPROVEMENTS PHASE II FOR MUSSELHELL COUNTY ROAD DEPARTMENT

			is not a viable resource as there are so many other unmet needs within the community organizations and they have not historically funded entities of Musselshell County.	
CDBG	Grant	N/A	CDBG is a federally funded program with the primary purpose of the program to assist the low and moderate income (LMI) families. CDBG grant funds can be applied for in an amount of up to \$450,000 with a limit of \$15,000 per LMI household. The MT Department of Commerce shows that Musselshell County is at 49.9% Low & Moderate Income households with 19.9% below the poverty level. The LMI level is right on the cusp. This project is not a good fit with the selection criteria and competitiveness of the CDBG program.	N/A
InterCap	Loan	N/A	INTERCAP program provides variable rate loans to local governments. INTERCAP is administered by the Montana Board of Investments and is very flexible in the variety of funding. There is no funding cycle and the maximum loan term is usually 10 years. Again, Musselshell County does not have the ability to incur debt associated with this project, therefore this is not a viable source of funds.	N/A
U.S. Department of Commerce, Economic Development Administration (EDA)	Grant	N/A	Funding under EDA's grant programs requires job creation. Job creation cannot be established for this project; jobs created by the mine were used to make improvements with the Fattig Creek road and cannot be duplicated for this project.	N/A
Musselshell County Hawk Creek VFD	Labor	Up to \$10,000	MC Hawk Creek VFD volunteers have volunteered to install the materials and do the labor for this project. This contribution is estimated to be about \$7,920 based on 176 hours at \$45 an hour.	N/A
Montana Coal Board	Grant	\$33,118	Application submitted, January 2020	N/A

5. If a particular proposed source of funding is not obtained, how will the applicant proceed?

APPLICANTS RESPONSE:

If the Coal Board does not award funding to Musselshell County Hawk Creek VFD for this project, the volunteers will need to delay the purchase until funds can be set aside or raised. Without funding, HCVFD firefighters will continue to move, clean and attempt to protect equipment from flooding and mud floor of the Fire Barn. They will also continue to repair equipment wiring and harnessing that the animals are chewing through. If you review the historical section of this application, you will note that the HCVFD has worked hard over the past five years to upgrade its fleet, attract and train volunteers through local efforts.

D. Degree of Local Effort in Meeting Needs

1. If current millage rates given are lower than the average rates levied during the previous three years, briefly explain why they are lower.

APPLICANTS RESPONSE:

N/A

- 2. Describe any local efforts to meet the public facility or public service needs by providing financial contributions to the project to the extent possible, such as local funding, donations of land, absorbing some or all-administrative costs. For non-profit organizations, describe fund-raising efforts or other in-kind assistance to the proposed project as well as usual program fund-raising efforts.

APPLICANTS RESPONSE:

The county has looked at other funding options, but no feasible sources have been identified. The county's VFD contribution to this project is significant. They have worked diligently over the past five years to increase and protect the department's firefighting equipment and have volunteered many hours to make these improvements possible.

- 3. Describe past operation and maintenance budgets and practices over the long-term, including any reserves for repair and replacement.

APPLICANTS RESPONSE:

Musselshell County and VFD officials annually budget for estimated maintenance costs. Equipment is kept in good working condition with routine maintenance activity. The county has an equipment replacement plan; however, funding has not been available to meet all of the needs. This is an unmet need of the county and would greatly improve the VFD's ability to properly and timely respond to emergencies throughout the county and adjoining counties.

- 4. If there are indications that the problem is not of recent origin, or has developed because of inadequate operation and maintenance practices in the past, explain the circumstances and describe the actions that management will take in the future to assure that the problem will not reoccur.

APPLICANTS RESPONSE:

The problems addressed above are not due to inadequate operation and maintenance practices. The problems are related to coal impacts and lack of funding.

- 5. If the project involves water, wastewater or solid waste, provide the current and projected monthly household user charges, including operation and maintenance:
 - a. What is the current monthly household user charge? \$ N/A
 - b. What is the projected monthly user charge (including operation and maintenance) when the project is complete? \$ N/A

- 6. What are your current debt obligations?

Year Issued	Purpose	Amount	Maturity Date (molyr)	Debt Holder	Outstanding Balance
2010	2010 JD Grader	\$227,000		Intercep	\$15,229.80
	Ambulance Barn				\$78,427.93

Note: County property was used as collateral for approximately \$650,000 of Roundup Memorial Healthcare debt. The related debt is not recorded on the County's financial statements.

7. What are your current assets?

APPLICANTS RESPONSE:

Unaudited figures: Assets of Musselshell County as of June 30, 2018, totaled \$15,207,316.77.

8. What financial accounting system do you use? **Black Mountain Software**

9. Is the applicant in compliance with the auditing and annual financial reporting requirements provided for in the Montana Single Audit Act, 2-7-501 to 522, MCA? (Tribal governments must comply with auditing and reporting requirements provided for in OMB Circular A-133).
Yes No Date of last completed audit or financial report **June 30, 2014 (FY2015, 2016 and 2017 are in process of being completed at this time).**

10. If there have been audit findings within the last five years, have they been satisfactorily addressed?

APPLICANTS RESPONSE:

N/A

11. Additional information supporting the DEGREE OF LOCAL EFFORT IN MEETING NEEDS.

APPLICANTS RESPONSE:

As reported in the Montana Department of Revenue's Biennial Report for Property Taxes, Musselshell County is ranked 15th out of 56 counties for the highest assessed mill levy for 2016. Musselshell County is expected to move closer to the top when the millage rates are increased based on the recent school bond election results. Yet, the median household income (U.S. Census QuickFacts 2014-2018) for Musselshell County residents is only \$41,612 compared to the state and national levels of \$52,559 and \$60,293, respectively. The gap has widened over the past ten years.

E. Planning & Management

1. Describe how your grant request reasonably fits into an overall plan for the orderly management of the existing or contemplated growth or decline problems related to coal impacts.

APPLICANTS RESPONSE:

Musselshell County Officials are committed to providing fire services for area residents and business partners such as Signal Peak Mine.

2. Describe how the proposed project is consistent with current plans.

APPLICANTS RESPONSE:

Musselshell County: This request is consistent with a **Musselshell County, Community Wildlife Protection Plan** that states under Goal 2: Increase the preparedness of the fire department and the communities for Wildfires. And Objective 2.1 Develop an organizational structure for the fire departments that is adequately funded, sustainable, and maximizes fire suppression capabilities. Project 2.1.1 County Fire Service Area – Maintain fire stations throughout the county at existing locations and expand to new locations when funding, volunteer availability, and service demand allows.

Musselshell County 2010 Growth Policy under Goal #3 – Infrastructure it lists an objective to “continue to work toward improvements to local fire protection and emergency medical facilities. Identify funding opportunities for facilities...”

Snowy Mountain Development Corporation (SMDC):

Musselshell County is an active member of Snowy Mountain Development Corporation (SMDC) and pays membership dues annually. This project is consistent with the Comprehensive Economic Development Strategy (CEDS) plan prepared by SMDC (2017 Update). The following are excerpts from the CEDS (See Exhibit C.)

Goal 4: Assist the region with Community Development Projects

Objective E) Ensure basic health, safety, and educational infrastructure and services remain and are improved.

- Assist communities and agencies in identifying and accessing resources to maintain and upgrade services.
- Help Communities assess services and develop a plan to address needs identified.

Appendix A - Maps

Submitted to the Montana Coal Board

By

Musselshell County

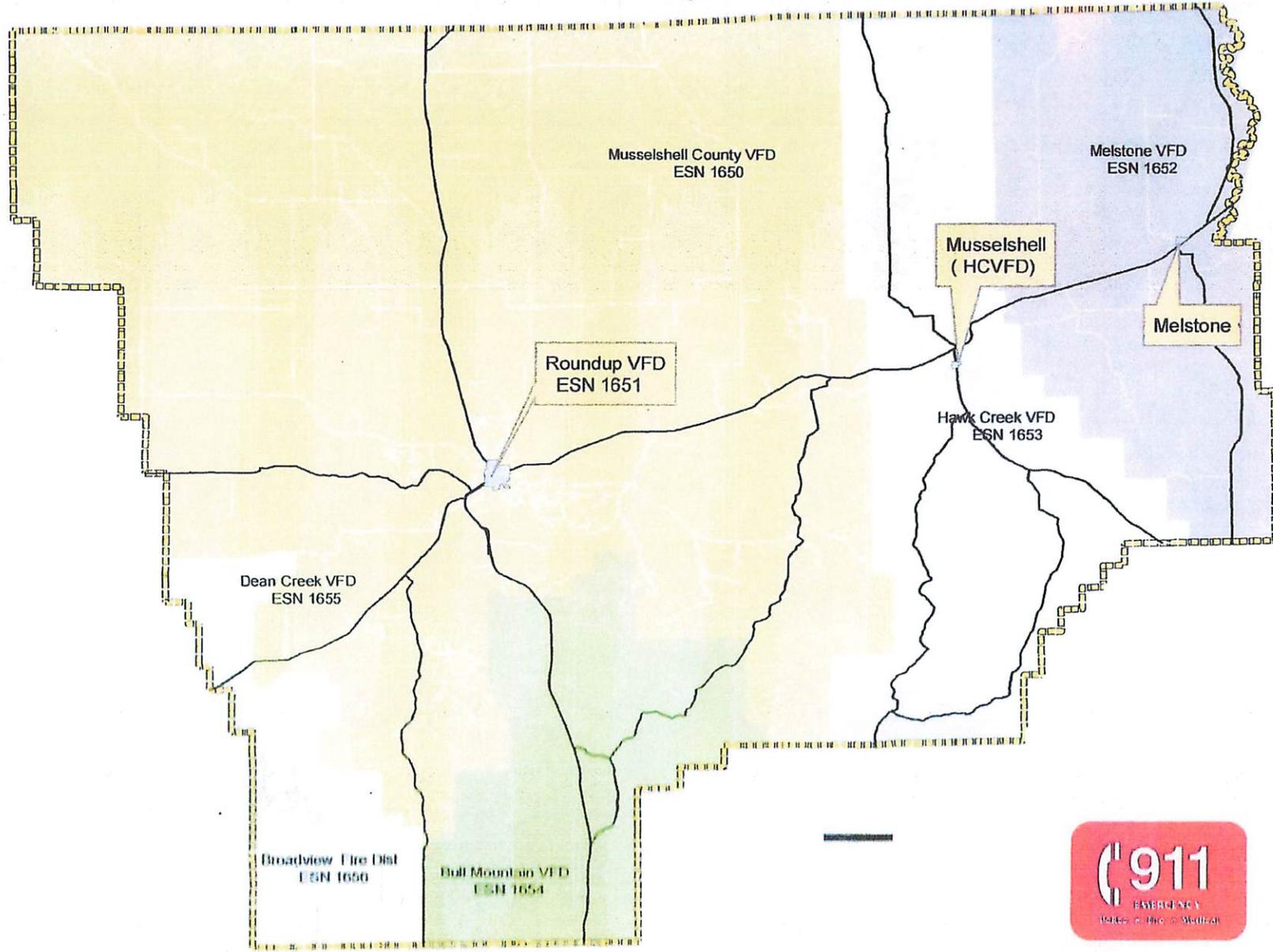
For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

Musselshell County Road Atlas



Appendix B - Quotation

Submitted to the Montana Coal Board

By

Musselshell County

For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

Proposal

Page No. _____ of _____ Pages

Elk Country Builders

Specializing in Metal Roofs • Pole Barns • Garages
or build to your custom design

400 W Parrot Creek Road Phone
Roundup, MT 59072 406-325-2032
Jacob Hochstetler Owners Dee Yoder

1037

PROPOSAL SUBMITTED TO <i>Hook Creek Val. Fire</i>		PHONE	DATE <i>1-11-20</i>
STREET		JOB NAME	
CITY, STATE and ZIP CODE <i>Musselshell MT</i>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

cement Bid for a 60' X 100'
6" cement w/ 2' on center 1/2" rebar
w/ 2 12' X 20' X 6" approaches w/ 4" down
@ outside of cement + 1 extra rebar @ outside

For the sum of \$27,500-

last 2" of pad prep.
We furnish pea gravel + get last grade ready
For the sum of \$3,200-

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: *to be pd. in full the day we* dollars (\$ _____).

pour cement
\$3,200- the day we prep pad

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



Patty Pfeiffer <bnppfeiffer@gmail.com>

Share Cart Invitation From Patty Pfeiffer

The Home Depot <HomeDepot@order.homedepot.com>
To: bnppfeiffer@gmail.com

Mon, Jan 13, 2020 at 11:31 AM



How does
get more done.



DOWNLOAD
OUR APP >

Patty Pfeiffer would like to
share their cart with you

[View Cart](#)

Patty Pfeiffer's Cart

Item	In Store	Qty	Item Total
 <p>Amerimax Home Products 5 in. White Aluminum Seamers with SeamerMate (2-Pack) Model #27008</p>	 Aisle Bay	10	\$60.10
 <p>Amerimax Home Products 5 in. x 10 ft. K-Style 30-Degree White Aluminum Gutter</p>	 Aisle Bay	20	\$1279.40

Model #24002010120

	Amerimax Home Products 5 in. White Steel Right End Cap Model #33006	 Aisle 27 Bay 025	4	\$9.88
	Amerimax Home Products 5 in. Hidden Hanger with Screw Model #21812	 Aisle 27 Bay 025	40	\$67.20
	NIBCO 4 in. PVC DWV Hub x Hub Coupling Fitting Model #C4801HD4	 Aisle 17 Bay 010	40	\$93.20
	Amerimax Home Products 5 in. White Steel K-Style End with Drop Model #33010	 Aisle 27 Bay 025	4	\$35.60
	4 in. x 10 ft. 220-PSI PVC Sch. 40 DWV Plain End Pipe Model #531103	 Aisle 17 Bay 001	40	\$15.72
	Amerimax Home Products 2 in. x 3 in. x 120 in. Almond Aluminum Downspout Model #24019069120	 Aisle Bay	8	\$202.16
	NIBCO 4 in. PVC DWV 90-Degree Hub x Hub	 Aisle 17 Bay 012	4	\$25.04



Elbow Fitting
Model #C4807HD4



Amerimax Home
Products 2 in. x 3 in.
Almond Aluminum
Downspout A Elbow
Model #3AEAL



Aisle
Bay

4

\$16.80

Subtotal	\$2418.18
Shipping	\$0.00
Sales Tax	\$0.00

Est. Total \$2418.18

[View Cart](#)

 **SAVE \$5 NOW & HUNDREDS LATER** SAVINGS DELIVERED RIGHT TO YOUR INBOX [SIGN UP TODAY >](#)

YOU MIGHT ALSO LIKE



SAVE UP TO 50%
WHILE SUPPLIES LAST
[SHOP ONLINE NOW >](#)



25 CU. FT. FRENCH DOOR
REFRIGERATOR IN FINGERPRINT
RESISTANT STAINLESS STEEL

[SHOP NOW >](#)



\$5 OFF + SAVINGS
TEXTED RIGHT TO
YOUR PHONE
SIGN UP FOR
MOBILE ALERTS >



CAMBRIDGE BROWN STATIONARY
WICKER OUTDOOR LOUNGE
CHAIR WITH BLUE CUSHIONS

[SHOP NOW >](#)



4-BURNER PROPANE GAS GRILL IN
STAINLESS STEEL WITH SIDE
BURNER AND STAINLESS STEEL

Appendix C – Planning Documents

Submitted to the Montana Coal Board

By

Musselshell County

For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

Goal 2: Increase the preparedness of the fire departments and the communities for wildfires.

Objective 2.1: Develop an organizational structure for the fire departments that is adequately funded, sustainable, and maximizes fire suppression capabilities.

Project 2.1.1 County Fire Service Area

- Establish a county fire service area in unincorporated areas of Musselshell County.
- Determine an acceptable fee (for example, \$100/house) to fund the fire service area.
- Hire a full-time, paid fire chief to coordinate fire service area activities such as volunteer recruitment and retention, subdivision reviews, budgeting, training, and equipment maintenance.
- Maintain fire stations throughout the county at existing locations and expand to new locations when funding, volunteer availability, and service demand allows.

Objective 2.2: Continuously increase the training of volunteer firefighters.

Project 2.2.1: Comprehensive Training Program

- Establish long-term training goals for the fire departments, including a focus on structure protection during wildfires and current NFPA standards.
- Develop annual training programs that fit volunteers' schedules.
- Encourage BLM and DNRC to hold training earlier in the season to accommodate early season fires.
- Promote train-the-trainer courses so more training can be done locally.

Objective 2.3: Provide wildfire outreach and education to the maximum number of residents and visitors.

Project 2.3.1: Interface Education

- Educate residents through subdivision meetings and door-to-door efforts regarding the types of risk they were assuming in building their homes in the wildland environment and possible mitigation measures they could take.
- Once enough interest is generated, bring in a reputable speaker to present a series of discussion forums that local groups could attend to learn more about living in a forested and/or fire environment.
- Develop a demonstration area illustrating positive examples of forest stewardship, defensible space, fuel breaks, and FireWise concepts.
- Obtain the DNRC training DVD on wildland firefighting and risk reduction for distribution to ranchers and homeowners.

- *Promote community beautification and clean-up projects and encourage civic support of aesthetic improvements in the community.*
- *Support continual information/communication technology updates.*

11.2 Goal 2 - Residential Development

Maintain the best possible residential environment for Musselshell County with the following objectives:

- Pursue a course of housing development, through private sector participation; public sector involvement, and public/private partnerships.
- Encourage housing development by extending utilities and public infrastructure to undeveloped, platted land in the City of Roundup.
- Evaluate the need for additional special purpose housing. (e.g., Elderly, Low-income, Disabled, Group, etc.)
- Protect the viability of existing city neighborhoods by encouraging removal of dilapidated, unused structures, clean up of property, and restriction of business activities to areas designated for such use.
- Insure adequate implementation and enforcement of existing subdivision regulations in the County.
- Protect the urban rural interface by enhancing fuel source reduction and noxious weed control in the County.
- Seek a means of identifying, rehabilitating and protecting buildings of historical and cultural significance.
- Promote the use of programs and access available public/private funding for affordable housing and related infrastructure.
- *Promote adequate housing for low income persons and senior citizens in Musselshell County. Work to provide better opportunities for choice in housing type and location.*
- *Identify practical areas for annexation and new housing development near Roundup.*
- *Consider the need for land use regulations adjacent to the incorporated area of Roundup and for other developing portions of Musselshell County such as the Bull Mountain Area.*

11.3 Goal 3 - Infrastructure

Utilize the "Best Practices" approach for design, construction and management of infrastructure components to benefit the citizens of the County with the following objectives:

- Protect investment in publicly owned buildings by instituting program of scheduled, preventive maintenance to maximize usable life of structures.
- Develop appropriate, coordinated, cooperative program of disaster and emergency response, including Law Enforcement, Fire Protection and Ambulance services.
- Support efforts to secure reliable domestic water sources for Melstone, Musselshell, Roundup, rural subdivisions and other rural residents.
- Promote source recycling of solid waste to reduce dependence upon county solid waste disposal services.
- Upgrade County roads and bridges as traffic counts and resources allow.
- Utilize Capital Improvements Planning as basis for public input regarding County and City infrastructure improvements.
- Provide overall financial planning by the County and communities so that all entities can work together to accomplish common projects with available monies.
- *Work to provide better recreational opportunities as an integral part of community improvements.*
- *Consider pedestrian/bicycle needs in the planning and development of new roads.*
- *Maintenance of existing street system should remain a high priority. As such, a priority road maintenance list should be developed to link level of need to available road maintenance resources.*



Items identified in the CIP should be evaluated on a regular basis for the County, City of Roundup and Town of Melstone.

- *Encourage necessary improvements to state transportation routes as needed for updates and maintenance.*
- *Require dedication of roadway rights-of-way in the planning and platting process. Dedications should be in accordance with the appropriate functional classification, design, standards and policy.*
- *Ensure that roads in new developments efficiently connect to the existing road network and a built to the minimum County specifications.*
- *Encourage new development that permits the logical and efficient extension of all public utilities including sewer, water, natural gas, electricity, and telecommunication services.*
- *Continue to work toward improvements to local fire protection and emergency medical facilities.*
- *Encourage continued improvements and updates to education and public facilities.*

.4 Goal 4 - Cultural and Natural Environment

Promote an appropriate balance between the social/cultural needs of county citizenry and the natural resources those needs depend upon with the following objectives:

- *Encourage displays of cultural expression and cultural heritage.*
- *Investigate avenues to protect open space and access to public natural resources.*
- *Establish, improve and maintain recreational opportunities for county citizens.*
- *Protect open space, wildlife habitat areas, and public access to public/multiple use lands.*
- *Encourage the protection of agricultural operations, soil conservation, and continuation of noxious weed control.*
- *Maintain and preserve the quality and quantity of surface and ground water for both consumptive and non-consumptive use.*
- *Limit and discourage the development of lands having severe physical limitations including slope, soils, and flood plains.*

.5 Goal 5 - Communication and Cooperation

Strongly encourage and support a cooperative effort amongst all entities in order to better achieve common goals with the following objectives:

- *Continue to support and utilize a consolidated Planning Board for growth and development issues.*
- *Encourage compact residential and commercial development in or near existing population centers.*
- *Encourage intergovernmental cooperation on issues such as police, fire and emergency medical services.*
- *Encourage shared resources between incorporated places and the County to provide economies of scale in the provision of public services.*
- *Consider colocation of public buildings and services to reduce staffing and operating costs to the City and County.*
- *Coordinate Capital Improvements and investment of public tax dollars where feasible.*

Musselshell County Capital Improvement Plan

1.0 Introduction

Musselshell County is a rural county in central Montana. The county is intersected with paved US Highway 12 and paved US Highway 87 at Roundup. According to the 2010 census, Musselshell county had a population of 4,538. Musselshell County is experiencing a population growth due to the signal Peak Mine and to the county's scenic and rural life style.

A capital improvement plan is a tool to help the County Commissioners look beyond the year-to-year budgeting to determine what, when, where, and how future improvements to public facilities are to take place. Normally improvements "having a value of \$5,000 or more and an expected useful life of five years or greater" are considered in a capital improvement plan.

A capital improvement plan then identifies the county needs with respect to capital improvements, estimates costs of the needs, identifies potential sources of funding to meet those needs, prioritizes the needs, and establishes a schedule or time frame for implementing the needs.

MUSSELSHELL COUNTY JAIL

PRESENT PROPERTY						
BUILDING	ADDRESS	YR BUILT	YR REMODELED	SQ. FT	CONDITION	COMMENTS
Jail	820 Main St.	1911	1970	5,888	Fair	Too small & outdated. Deteriorating yearly, out growing it.
FIVE YEAR PLAN						
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	
Law Enforcement Center					6,600,000	To build new center as soon as financially able.

2011 Started saving fund to help build a new sheriff's office or jail. This plan is still in effect. A study recently completed by Interstate Engineering Inc. found the building to be in poor condition, but structurally sound. However, the jail lacks ADA access, exercise facilities, kitchen facilities, processing center and the overall facility is too small.



Steering Movement, Developing Communities

Comprehensive Economic Development Strategy

2017
Update

EDA
U.S. ECONOMIC DEVELOPMENT ADMINISTRATION

SMDDC

Snowy Mountain Development Corporation

613 NE Main St.
Lewistown, Montana
59457
(406) 535-2591
www.snowymtndev.com



The 2017 Comprehensive Economic Development Strategy (CEDs) was adopted on June 21, 2017 by the Snowy Mountain Development Corporation Board of Directors.

Fergus Golden Valley Judith Basin
Musselshell Petroleum Wheatland

to provide assistance.

Objective B) Foster economic growth, development and diversification through expansion and recruitment of businesses.

Strategy 1: Identify funding strategies, development of loan packages, creation of investment cooperatives and other areas of capital formation.

Strategy 2: Work with existing businesses to determine value chains and identify businesses to target for recruitment or start-up in this area.

Objective C) Expand business opportunities within the region.

Strategy 1: Educate businesses about market opportunities including government contracts, emerging niche markets, and specialized services such as Agri-Tourism.

Strategy 2: Explore and promote opportunities to improve communication and broadband services in this rural isolated region.

Strategy 3: Investigate best practices in retaining and attracting employees, educate business owners on these best practices and aid business owners in implementing these practices that are applicable.

Goal 4: Assist the region with Community Development projects.

Objective A) Explore new methods to fund projects and development alternatives in an effort to create a more sustainable, local economy.

Strategy 1: Examine the potential for using a Tax Increment Financing (TIF) or Tax Economic Development District (TEDD), and if appropriate assist communities in establishing and administering these districts as a local development tool.

Strategy 2: Participate in trainings and programs such as the Montana Economic Developers Association (MEDA), Montana Economic Summits, and conferences to learn about and identify new alternatives to funding such as Sustainable Energy Funding Program (SEFP), investment cooperatives and others.

Strategy 3: Assist communities in identifying and prioritizing projects, identifying and securing resources, and managing projects that will aesthetically improve the "quality of place."

***Objective B)* Help communities preserve historic treasures including artifacts, buildings, geographic features, and cultural significance.**

Strategy 1: Collaborate with local historic preservation organizations to support their efforts and align resources with appropriate projects.

Strategy 2: Support efforts by assisting with identification of financial strategies, community campaigns, and proposal writing assistance.

***Objective C)* Improve communication forums and usage by economic developers, community developers, governmental program managers, elected officials, non-profits, education, and private sector groups to provide support, knowledge and energy to accomplish common goals.**

Strategy 1: Advocate and work as a liaison to improve communication among government, businesses, and nonprofit entities.

Strategy 2: Improve and enhance working relationships with public and private sector to facilitate access to resources and promote business to business opportunities.

Strategy 3: Help in promoting educational opportunities in the region.

***Objective D)* Provide leadership training and education programs to address community and business owner needs while building capacity and knowledge within the region.**

Strategy 1: Continue and expand local leadership program to increase skills of leaders, potential leaders, and emerging leaders.

Strategy 2: Promote opportunities to become involved in civic and community programs and activities; and educate individuals on civic engagement and community service.

Objective E) Ensure basic health, safety, and educational infrastructure and services remain and are improved.

Strategy 1: Assist communities and agencies in identifying and accessing resources to maintain and upgrade services.

Strategy 2: Help communities assess services and develop a plan to address needs identified.

Strategy 3: Create defensible space through public education, evaluation of home-site properties, and reduction of materials that act as fuel to wildfires.

Appendix D – Public Process

Submitted to the Montana Coal Board

By

Musselshell County

For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

MUSSELSHELL COUNTY
COMMISSIONER'S AGEND JANUARY 21st, 2020

- 8:30 **Call to order.**
1. Pledge of Allegiance
2. Approval of Agenda
3. Approval of minutes
4. Commissioner Board information
- Old business**
a. Extension Office and Fairgrounds repairs
b. Discuss the County's next move on Flood Plain Violations
c. #4 Road alteration.
d. Accounting Audit
e. User rental and hold harmless agreement for County facilities.
f. Deed for the Melstone property.
- New Business**
a. Updated phone system.
b. Employee vacation accumulation.
c. MACO Insurance Renewal.
- Grants**
a. Rural Development/Commons sidewalks
b. NW Energy Audit
c. EDA Supplemental Funding for 2018/2019 Disasters.
d. CDBG Planning Grants
- 9:00 **Lorie Jett**
a. Capital Improvement Plan
- 9:30 **Road**
a. #4 Road alteration.
b. Computer updates?
c. Signal Peak mining under Fattig Creek.
d. EDA
e. Update fleet.
f. MFLAP and Attorney letter for ROW.
- 10:00 **Sheriff**
a. Capital Improvement Plan
- 10:30 **Hawk Creek VFD-** Coal Board Grant for concrete flooring at their new building
- 11:00 **DES**
a. Capital Improvement Plan
b. Scope of work change and Budget amendment for the FEMA Buyout Program.
- 11:30 **Treasurer Hetrick**
a. Capital Improvement Plan
- 11:45 **County Agent Fosjord**

a. Capital Improvement Plan

12:00

LUNCH

1:30

2:00

2:30

3:00

Public Comment on any public matter within the jurisdiction of the Commission that is not on the agenda

All business and resolutions approved and voted on by the Commission.

1. Public Comment for Coal Board Grant Environmental Evaluation of concrete flooring for Hawk Creek VFD.
2. Decide and vote on sponsoring Hawk Creek VFD in going for a Coal Board Grant for concrete flooring in their new building.
3. Sign the Letter agreeing to submit Coal Impact Grant Application and Certification Form authorizing Musselshell Commission Chair to sign documents for concrete flooring in their new building submitted by Hawk Creek VFD.
4. Sign the Montana Coal Board Grant Application Designation of Environmental Certifying Official for concrete flooring for Hawk Creek VFD.
5. Sign the Letter Determining there is no Environmental Impact on the Coal Board Grant for concrete flooring in the new building for Hawk Creek VFD.
6. Review and sign the Sky Hook Ranch Agricultural Covenant for the N2SW4 and E2SE4 in Section 15, Township 10 North, Range 25 East submitted by WWC Engineering.
7. Review and sign the Agreement for Engineering Services between Musselshell County and Interstate Engineering, Inc. for AIP No. 3-30-0066-015-2020 Airport Improvements.
8. Review and sign the Record of Negotiations for Architectural and Engineering Services.

3:30

4:00

4:30

5:00

Meeting Closed.

January 21, 2020

The meeting was called to order at 8:30 by Commissioner Borner. Commissioner Carlson was present. Commissioner Berry was not present.

(On January 9th, 2020 the Musselshell County Commissioners met at 9:00 A.M. with Clerk & Recorder Tomassi, Treasurer Hetrick, Sheriff Lesnik and Under Sheriff Bednar to have a work session regarding budgets.)

Steve Moses was present to observe.

Pledge of Allegiance.

Commissioner Carlson made the motion to approve the Agenda for the day. Commissioner Borner seconded the motion. Motion carried.

Commissioner Carlson made the motion to approve the January 6, 2020 minutes. Commissioner Borner seconded the motion. Motion carried.

Commissioner Berry joined the meeting.

There were no board meetings.

Commissioner Borner and Commissioner Carlson went to Helena for Legislative Week for information about property taxes and mill levies. Commissioner Borner said that it was very informative and the first half was on how property taxes work. The second half was on how to fix the revenue shortfall with the State and examples of what other States do.

Commissioner Borner spoke with Mark Qualman from Quest Services and Casey Stone from Stone Construction regarding the work at the Extension Office. The Commissioners are going to be sending a letter to Stone Construction to tell him to send all correspondences to Mr. Qualman.

Commissioner Borner spoke with Mid-Rivers regarding upgrading the phone system. They will be sending a list of services.

Commissioner Carlson is sending Attorney Swimley information today regarding #4 alteration and the Floodplain Violations.

The Accounting Audit is still in progress.

The hold harmless agreement is still being worked on.

Commissioner Berry said the County Attorney told him that State statute says that the only way we could give a property away is to another municipality. We will not be able to donate County owned lots to the Melstone Area Foundation. It would have to be given to the Town of Melstone. Helen Hougen with the Foundation, has talked to the Mayor and he is going to take it to City Council on January 27, 2020.

All Commissioners need to look at the Policy manual regarding vacation leave and see if it needs updated.

Commissioner Borner asked to put the MACo Insurance Renewal on the 3:00 business next week for vote and she will call Cody Samuelson at Key Insurance with some questions.

Commissioner Borner said there was nothing new going on with grants except Eric Eliesen did look at all the lights in the Courthouse for the NW Energy Audit. Not sure if he looked at all County buildings.

The State will be withholding all funds for the TSEP Grant until the County is in compliance with audits.

Maintenance Supervisor Jett gave her weekly report to the Commissioners. Tiles were painted in the Courtroom. The basement at the Complex is almost completed. They will be painting a closet at the Complex.

Mr. Moses left the meeting.

Road and Bridge Supervisor Stockert and Secretary Kenner gave their weekly report to the Commissioners. Commissioner Carlson is going to be contacting Attorney Swimmley regarding the #4 alteration. Snowy Mountain Development Corp is asking where the 20% match will be coming from for the EDA Grant? Mr. Stockert said the match will be "inkind" Mr. Stockert gave the Commissioners prices for a new pickup. All Commissioners agreed on the 2020 Chevrolet Silverado 2500HD for \$27,830. The department needs a letter from an attorney regarding the County's ROW on Old Divide Road and Fattig Creek for the MFLAP grant by February 25, 2020. Commissioner Carlson will talk to Attorney Swimmley about it. The Commissioners gave them a letter from the Montana Department of Transportation notifying them of their Bridge and Road Safety and Accountability Program (BaRSAA)/HB 473 Fuel Tax Allocation in the amount of \$64,976.68. Mr. Stockert said they are going to keep them for a year and use it to crush gravel.

Clerk & Recorder Tomassi met with the Commissioners to go over some PERS issues and issues with a Certificate of Survey.

Tori Kolkhorst from Senator Daines Office visited with the Commissioners and gave them an update on some things the Senator has been working on such as protecting water rights for ranchers and the Montana School Choice Case.

DES Coordinator Fisher gave his weekly report to the Commissioners. Coordinator Harper is at training in Helena. The cleanup of some of the FEMA buyout properties are going well and starting to look really good. They are still waiting on the approval for the budget amendment from FEMA. Burning is open to everything except large piles at this time. The Commissioners will be signing documents for the EMPG Grant on Monday January 27, 2020. Mr. Fisher gave the Commissioners the Final Project Worksheets for Second Spring Flooding 2018 from the Department of Military Affairs State of Montana Disaster and Emergency Services Division.

Scott Graham from DEQ joined the meeting and is going to go to the FEMA buyout property and put up some cameras.

Victim Witness Advocate Allen met with the Commissioners with the Board of Crime Control Grant documents and a risk assessment draft. The Commissioners will have the grant on the 3:00 business January 27, 2020 to sign.

There was no public comment.

Public Comment for Coal Board Grant Environmental Evaluation of concrete flooring for Hawk Creek VFD. There was no public comment.

Commissioner Berry made the motion to vote on sponsoring Hawk Creek VFD in going for a Coal Board Grant for concrete flooring in their new building. Commissioner Carlson seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Carlson made the motion to sign the Letter agreeing to submit Coal Impact Grant Application and Certification Form authorizing Musselshell Commission Chair to sign documents for concrete flooring in their new building submitted by Hawk Creek VFD. Commissioner Berry seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Berry made the motion to sign the Montana Coal Board Grant Application Designation of Environmental Certifying Official for concrete flooring for Hawk Creek VFD. Commissioner Carlson seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Carlson made the motion to sign the Letter Determining there is no Environmental Impact on the Coal Board Grant for concrete flooring in the new building for Hawk Creek VFD. Commissioner Berry seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Berry made the motion, after reviewing all the information from WWC Engineering, to sign the Sky Hook Ranch Agricultural Covenant for the N2SW4 and E2SE4 in Section 15, Township 10 North, Range 25 East submitted by WWC Engineering. Commissioner Carlson seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Carlson made the motion to sign the Agreement for Engineering Services between Musselshell County and Interstate Engineering, Inc. for AIP No. 3-30-0066-015-2020 Airport Improvements. Commissioner Berry seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

Commissioner Carlson made the motion to sign the Record of Negotiations for Architectural and Engineering Services. Commissioner Berry seconded the motion. All in favor? Commissioner Berry and Commissioner Carlson said aye. Motion carried.

There being no further business the motion was made to adjourn. Motion carried.

Commissioner Borner signed Journal Voucher 491 transferring funds from the Roundup Elementary Tuition Fund 113 to Roundup Elementary Cash Fund 101 per Carmen Eiselein.

Commissioner Borner signed Journal Voucher 492 transferring \$2,327.63 out of fund 213 and put \$255.34 into 101 and \$2,072.29 into fund 201 per Carmen Eiselein.

Commissioner Borner signed Journal Voucher 494 transferring money out of Broadview VFD cash account and into an expenditure account so they could pay bills.

Commissioner Borner signed Journal Voucher 495 distributing High School retirement money to the Roundup and Melstone schools per Treasurer Hetrick.

Commissioner Borner signed Journal Voucher 496 Distributing Elementary Retirement money to the Roundup and Melstone schools. Per Treasurer Hetrick.

Commissioner Borner signed Journal Voucher 497 A101 #9331 was posted incorrectly. It was posted to fund #2110 (Road Department) and should have been posted to DES funds #2397 per Treasurer Hetrick.

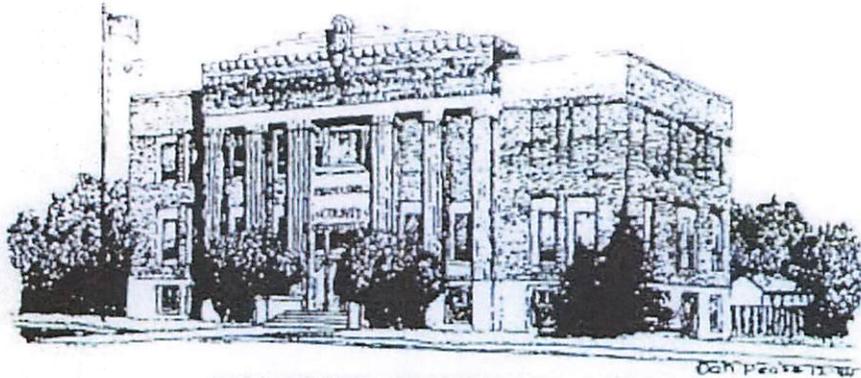
Commissioner Borner signed Journal Voucher 499 transferring money from BARASSA Expenditure Fund and put into BARSSA Road Service fund per Candy Kenner.

MUSSELSHELL COUNTY

NICOLE M. BORNER
TOM BERRY
ADAM E. CARLSON
COUNTY COMMISSIONERS
506 Main Street
406-323-1104

CHERYL TOMASSI
CLERK & RECORDER
506 Main Street
406-323-1104
Fax: 406-323-3303

DARCIE L. HETRICK
TREASURER
SUPT. OF SCHOOLS
ASSESSOR
506 Main Street
406-323-2504
Fax: 406-323-3127



SHAWN L. LESNIK
SHERIFF
COMMISSIONER
830 Main Street
406-323-1102
Fax: 406-323-3366

KEVIN R. PETERSON
COUNTY ATTORNEY
506 Main Street
406-323-2230
Fax: 406-323-9458

BARB HALVERSON
CLERK OF DISTRICT COURT
506 Main Street
406-323-1413
Fax: 406-323-1710

BRAD MARKING
JUSTICE OF THE PEACE
P.O. Box 565
406-323-1078

January 21, 2020

ROUNDUP, MONTANA 59072

Montana Coal Board
Montana Department of Commerce
Community Development Division
PO Box 200523, 301 S Park Ave
Helena, MT 59620-0523

**Re: AGREEING TO SUBMIT A MONTANA COAL BOARD APPLICATION; AND
AUTHORIZING MUSSELSHELL COUNTY COMMISSION CHAIRMAN TO SIGN
DOCUMENTS**

Dear Montana Department of Commerce Coal Board Liaison:

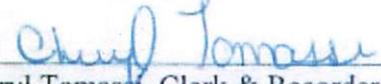
The Musselshell County Board of Commissioners met on January 21, 2020 in a public meeting at the Musselshell County Courthouse at 3:00PM. At that meeting on the agenda were the following items which were approved by the Musselshell County Commission:

- 1) Approved to submit a Montana Coal Board grant application on behalf of Hawk Creek VFD.
- 2) Approved the authorization of Nicole M. Borner, Commission-Chair, to sign the Montana Coal Board Grant Application on behalf of Hawk Creek VFD and Letter Determining No Environmental Impact.

Sincerely,



Nicole M. Borner, Chairman of the Board

Attest: 

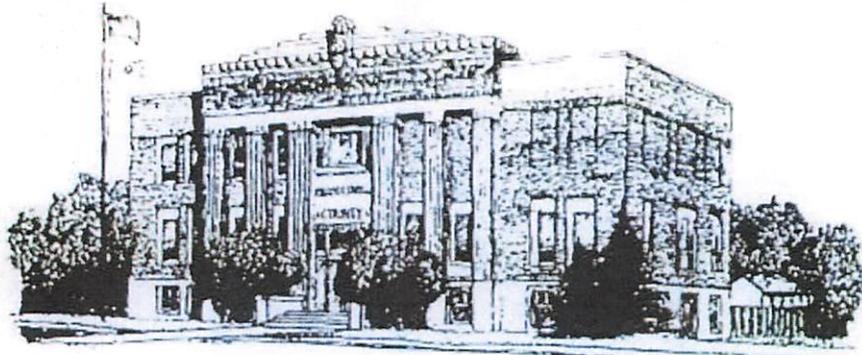
Cheryl Tomassi, Clerk & Recorder

MUSSELSHELL COUNTY

NICOLE M. BORNER
TOM BERRY
ADAM E. CARLSON
COUNTY COMMISSIONERS
506 Main Street
406-323-1104

CHERYL TOMASSI
CLERK & RECORDER
506 Main Street
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DARCIE L. HETRICK
TREASURER
SUPT. OF SCHOOLS
ASSESSOR
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ROUNDUP, MONTANA 59072

SHAWN L. LESNIK
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CLERK OF DISTRICT COURT
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COUNTY ATTORNEY
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CLERK OF DISTRICT COURT
506 Main Street
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BRAD MARKING
JUSTICE OF THE PEACE
P.O. Box 565
406-323-1078

DETERMINATION

WHEREAS, Musselshell County has completed a review to identify potential environmental impacts to the purchase of concrete flooring in a new building for Hawk Creek Volunteer Fire Department.

WHEREAS, Musselshell County has held a public meeting to solicit public comments regarding the following: potential for causing a significant effect on the quality of the human environment; potential public controversy over the projects possible effect on the quality of the human environment; and potential to affect sensitive environmental or cultural resource areas or endangered or threatened species and their critical habitats;

WHEREAS, No substantive public comment was received;

WHEREAS, Musselshell County has determined that the heating materials will not significantly affect the quality of the human environment; a significant public controversy does not exist over the project's potential effect on the quality of the human environment; and the project will not affect sensitive environmental or cultural resource areas or endangered or threatened species and their critical habitats;

WHEREAS, Musselshell County has determined an Environmental Assessment and Environmental Impact Statement are not necessary;

WHEREAS, the Coal Board has identified categorical exclusions and this request complies as a categorical exclusion;

NOW, THEREFORE, BE IT RESOLVED by the Musselshell County Commissioners as follows:

That Musselshell County, Montana adopts the determination that a Categorical Exclusion for the purchase of heating materials for a new building is appropriate.

Passed and approved on January 21, 2020

Signed: *Nicole M. Borner*

Name: Nicole M. Borner County Commission Chair

Attest: *Cheryl Tomassi* Clerk & Recorder

Appendix E – Audit, Letter

Submitted to the Montana Coal Board

By

Musselshell County

For

Hawk Creek VFD Concrete and Gutters

Date submitted:

January 27, 2020

**Musselshell County
Independent Auditors' Report**

Summary of Opinions

Opinion Unit	Type of Opinion	
	2014	2013
Governmental Activities	Qualified	Qualified
Business-Type Activities	Qualified	Qualified
General Fund	Qualified	Qualified
Road Fund	Qualified	Qualified
Public Safety Fund	Qualified	Qualified
CDBG Fund	Unmodified	Unmodified
Airport Fund	Qualified	Qualified
Federal Mineral Fund	Unmodified	N/A
Emergency Services Fund	N/A	Qualified
Ambulance Fund	Qualified	Qualified
Aggregate Remaining Fund Information	Qualified	Qualified

Basis for Qualified Opinions - all opinion units except CDBG and Federal Mineral Funds

Musselshell County did not record accounts payable as of June 30, 2014 or 2013 in accordance with accounting principles generally accepted in the United States of America. Certain amounts payable at June 30, 2014 and 2013 were actually paid in July of each year but the checks were dated June 30. The effect of this practice is that accounts payable and cash are understated by equal amounts at June 30 each year. Additionally, the County does not accrue any accounts payable as of June 30 that might be paid in months subsequent to July. The amounts by which accounts payable and cash are understated for each opinion unit follows:

Opinion Unit	2014	2013
Governmental Activities	\$ 245,605	\$ 276,530
Business-Type Activities	\$ 33,683	\$ 28,907
General Fund	\$ 26,028	\$ 61,044
Road Fund	\$ 16,968	\$ 19,120
Public Safety Fund	\$ 16,783	\$ 15,283
Airport Fund	\$ 37,989	\$ 62,984
Emergency Services Fund	\$	\$ 37,758
Ambulance Fund	\$ 9,813	\$ 6,374
Aggregate Remaining Fund Information	\$ 187,999	\$ 189,971

Basis for Qualified Opinions - Governmental Activities, Business-Type Activities, and Ambulance Fund

Musselshell County has not obtained a valuation or accrued a liability for its Other Post Employment Benefits (OPEB). Accounting principles generally accepted in the United States of America require that OPEB liabilities be accrued and recorded as liabilities in accordance with Governmental Accounting Standards Board Statement 45. The effect of this departure on the financial statements can not be reasonably determined.

**Musselshell County
Independent Auditors' Report**

Basis for Qualified Opinions - Governmental Activities, Business-Type Activities, Airport Fund, and Ambulance Fund

Musselshell County is not reporting certain receivable account balances as of June 30, 2014 and 2013 in conformity with accounting principles generally accepted in the United States of America. Grant funds are being accounted for on the cash basis and, as such, no accruals for grants receivable are being recorded. Additionally, no allowance for doubtful accounts has been established for the Ambulance Fund accounts receivable. The effects of these departures on the financial statements can not be determined.

Basis for Qualified Opinions - Governmental Activities, Business-Type Activities, and Ambulance Fund

Musselshell County has included employees who are no longer employed by the County in its compensated absences liability accruals as of June 30, 2014 and 2013. These employees should be removed from the liability accrual in order to conform with accounting principles generally accepted in the United States of America. The amount by which the compensated absences liability is overstated has not been determined.

Qualified Opinions

In our opinion, except for the effects of the matters described in the "Basis for Qualified Opinions" paragraphs, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, general fund, road fund, public safety fund, airport fund, emergency services fund (2013 only), ambulance fund, and aggregate remaining fund information of the Musselshell County as of June 30, 2014, and 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the CDBG and federal mineral (2014 only) funds of the Musselshell County as of June 30, 2014 and 2013, and the respective changes in financial position thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 K. to the financial statements, in the fiscal year ended June 30, 2014, the County adopted new accounting guidance promulgated by GASB Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. Our opinion is not modified with respect to this matter.

**Musselshell County
Independent Auditors' Report**

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on pages 68 through 73 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Required Supplementary Information

Musselshell County has omitted a management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The accompanying schedules of expenditures of federal awards are presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, except for the effects on the supplementary information of the matter discussed in the first "Basis for Qualified Opinions" paragraph, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

**Musselshell County
Independent Auditors' Report**

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 18, 2017 on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.

JOSEPH EVE

Certified Public Accountants

**Billings, Montana
April 18, 2017**

MUSSELSHELL COUNTY

Statement of Net Position

June 30, 2013

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Assets			
Current assets			
Cash and cash equivalents	\$ 2,277,612		\$ 2,277,612
Investments	1,885,283	\$ 62,880	1,948,163
Accounts receivable		99,449	99,449
Taxes receivable	210,977	84,247	295,224
Due from other governments	<u>27,830</u>		<u>27,830</u>
Total current assets	<u>4,401,702</u>	<u>246,576</u>	<u>4,648,278</u>
Noncurrent assets			
Restricted cash		121,885	121,885
Restricted investments		38,009	38,009
CDBG loans receivable	384,288		384,288
Nondepreciable capital assets	515,861	22,889	538,750
Depreciable capital assets, net	<u>5,910,272</u>	<u>192,683</u>	<u>6,102,955</u>
Total noncurrent assets	<u>6,810,421</u>	<u>375,466</u>	<u>7,185,887</u>
Total assets	<u>11,212,123</u>	<u>622,042</u>	<u>11,834,165</u>
Liabilities			
Current liabilities			
Due to other governments		635	635
Deferred revenue		3,486	3,486
Current maturities of long-term debt	<u>352,977</u>		<u>352,977</u>
Total current liabilities	<u>352,977</u>	<u>4,121</u>	<u>357,098</u>
Noncurrent liabilities			
CDBG program obligations	384,288		384,288
Long-term debt	190,845		190,845
Accrued compensated absences	<u>193,052</u>	<u>22,843</u>	<u>215,895</u>
Total noncurrent liabilities	<u>768,185</u>	<u>22,843</u>	<u>791,028</u>
Total liabilities	<u>1,121,162</u>	<u>26,964</u>	<u>1,148,126</u>
Net position			
Net investment in capital assets	6,198,766	215,572	6,414,338
Restricted	2,277,282	159,894	2,437,156
Unrestricted	<u>1,816,933</u>	<u>219,612</u>	<u>1,836,545</u>
Total net position	<u>\$ 10,080,981</u>	<u>\$ 595,078</u>	<u>\$ 10,686,059</u>

See Accompanying Notes to the Financial Statements.

Coal Board Grant Applicant-Musselshell County #0900 Staff Report / March 2020 Meeting

Applicant: Musselshell County

Project: Install concrete floor at Hawk Creek Volunteer Fire Department (VFD) building

Coal Board Funds Requested: \$33,118

Total Project Cost: \$41,038

Project Information: The applicant is requesting \$33,118, of a total project cost of \$41,038, in Coal Board funds to install concrete floor at the Hawk Creek Volunteer Fire Department building. The request to the Board is 81% of the project costs. The purpose of the project is to protect fire-fighting equipment and maintain a state of readiness in the event of fires or other emergencies. **The applicant is a designated unit.**

Categories:

Need:

- **Applicant:**
 - Problems identified in the application included the following: muddy floors making it difficult to get trucks in and out of building and rodent infestation.
 - Documentation of the environmental review process included environmental certifying officer designation, an agenda where the project and environmental determination was discussed, signed environmental determination, and meeting minutes.
- **Staff Review:**
 - The proposed solution is to prep the existing dirt/gravel floor, build forms and pour cement floor, and install gutters and lay underground plumbing to divert water away from the building and drive areas.
 - Staff has determined that the environmental process is complete.

Degree of Severity of Impact:

- **Applicant:**
 - The applicant discusses that the VFD responds to fires and ambulance calls from the mine, that it is located in the area of the mine.
 - The applicant discusses the impact of population increase and its strain on public funding.
- **Staff Review:**
 - Documentation provided for severity of impact included narrative in the application.

Availability of Funds:

- **Applicant:**
 - The applicant states that the Hawk Creek VFD operates on non-levied county funds and donations and that the county does not have adequate funding for this project.
 - Included was a summary of potential founding sources that were not applicable to the project.
- **Staff Review:**
 - If Coal Board funds are not awarded for this project, the project will be delayed.
 - The applicant is a designated unit.
 - Revenues related to the Coal Natural Resource account are not sufficient to fund the costs associated with this project request.

Degree of Local Effort in Meeting Needs:

- **Applicant:**
 - The VFD is contributing labor which they valued at \$7,920.
- **Staff Review:**
 - Millage rates provided by MDOR data demonstrates the average millage rates for the previous three years are higher than the current year millage rates. MDOR data years: 2016-2017, 2017-2018, 2018-2019.

Planning & Management:

- **Applicant:**
 - Musselshell County completed a Growth Policy in 2017. The application pointed out that the Growth Policy under Goal # 3 – Infrastructure, listed an objective to “continue to work toward improvements to local fire protection and emergency medical facilities.”
 - The application also described how the grant proposal is consistent with the overall intent of the 2007 Community Wildfire Protection Plan to meet the County’s needs for wildfire suppression.
 - The application stressed that Musselshell County is an active member of Snowy Mountain Development Corporation (SMDC) and that the proposed project is consistent with the Comprehensive Economic Development Strategy (CEDS) prepared by SMDC (2017 Update). The application also referenced the county’s Capital Improvements Plan (CIP).
- **Staff Review:**
 - The application narrative demonstrated a reasonable connection between the proposed flooring project at the Hawk Creek fire department building, planning documents and management activities within Musselshell County. The proposed project appears to be consistent with the effort to maintain adequate firefighting facilities for the Musselshell (unincorporated community) area of eastern Musselshell County.

Grant History:

Since 2009, the applicant has been awarded 46 projects totaling \$7,123,370. For more information on Coal Board projects for this or any other applicant, please visit the Commerce Grants Database at <https://commerce.mt.gov/About/FundedProjects>.

Supplemental Documents (not included in this staff report): maps, price quotes, some environmental review documentation, planning document excerpts.

Staff Summary:

See engineer memo.

Documentation of the environmental review process included environmental certifying officer designation, an agenda where the project and environmental determination was discussed, signed environmental determination, and meeting minutes. Staff have determined that the environmental review process is complete.

Staff does not recommend funding due to the statutory criteria: Availability of Funds.

MEMO

To: Coal Board Members and Commerce Staff
From: Division Engineer
Subject: Musselshell County – VFD floor
Meeting: March 2020

History – The Hawk Creek Volunteer Fire Department (VFD) was established in 1985 to serve the unincorporated community of Musselshell and surrounding lands. The VFD recently acquired a 60' x 120' building that was previously located in Roundup. The building was dismantled and then reconstructed in Musselshell by volunteers. The building has a gravel floor. The Coal Board awarded the County funds in 2019 to convert the new building to a heated fire barn.

Problem – Problems identified in the application included the following:

- muddy floors making it difficult to get trucks in and out of building; and
- rodent infestation, including animals that have eaten through wiring of equipment.

Solution – The proposed project includes the following:

- prep the existing dirt/gravel floor;
- build forms and pour cement floor; and
- install gutters and lay underground plumbing to divert water away from the building and drive areas.

The purpose of the project is to protect fire-fighting equipment and maintain a state of readiness in the event of fires or other emergencies. The VFD had planned to keep a gravel floor in the new building. However, rain and snow melt off the roof into the building created a mud floor that made it difficult to get trucks in and out. Additionally, rodents have made their way into the building and eaten through a Cat dozer's wiring harness. Rodents have also eaten several extension cords and battery keepers.

The Coal Board grant request is for \$33,118. The total cost is \$41,038; the VFD is contributing labor which they valued at \$7,920.

The source of the cost estimate for the materials was a bid from a local contractor and information from Home Depot.

The application included excerpts from the Community Wildfire Protection Plan. Appendix D of the application contained information on the public process and the environmental determination.