

**MONTANA LAND
INFORMATION ACT
GRANT APPLICATION
STATE FISCAL
YEAR 2024
JULY 1, 2023 – JUNE 30, 2024**

IMPROVEMENTS TO PUBLIC LAND SURVEY
SYSTEM (PLSS) - HILL COUNTY



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APPLICATION FOR FY2024 MLIA GRANT FUNDING

SECTION 1 – ORGANIZATION, PARTNER, AND PROPOSAL INFORMATION

Primary Applicant Contact Information <i>(Please fill this section out in its entirety)</i>	
Name of Agency/Entity:	Hill County
Department:	Clerk and Records Office
Division/Section:	
Street:	315 4 th Street
City:	Havre
County:	Hill
State:	Montana
Zip Code:	59501
<i>Project Manager Contact Information:</i>	
Name:	Jake Strissel
Title:	Commissioner
Email Address:	strissel@hillcounty.us
Phone Number:	406-265-5481
Fax Number:	406-265-5487
<i>Secondary Project Manager Contact Information:</i>	
Name:	Lexis Dixon
Title:	Clerk and Recorder
Email Address:	dixonl@hillcounty.us
Phone Number:	406-265-5481

MLIA Grant Funding Request & Match:	
Total Requested MLIA Funds:	\$45,000.00
Total Matched Funds:	\$4,200.00

Proposal Information	
Date Submitted:	2/15/23
Identified Grant Priority:	Tier 1 Grant Priority
Annual or Multi-Year Proposal:	FY2024
Proposal Prepared By:	Jake Strissel
Short Title of Proposal:	Improvements to Public Land Survey System (PLSS) - Hill County
<p>Executive Summary</p> <p>Montana’s cadastral framework layer was originally based on the Bureau of Land Management’s (BLM) Geographic Coordinate Database (GCDB). This database is known to be spatially inaccurate in many areas of Hill County due to the lack of Survey Control Points, particularly near Havre. These inaccuracies are particularly problematic when authoritative GIS data is combined with the cadastral framework, resulting in mistrust and/or misuse of the data. It is the goal of Hill County to address these spatial inaccuracies through a collaborative effort. The proposed solution to this problem is to acquire better survey control, using Hill County’s contracted engineer and land surveyor, Great West Engineering (consultant), to improve the accuracy of the Public Land Survey System (PLSS) in Hill County. Enhancing the PLSS, through control surveys and in support of geodetic controls, allows for adjustment of cadastral and administrative boundaries to represent on-the-ground conditions more accurately. These adjustments affect several key stakeholders, most important, taxpayers, and will improve spatial data used by both the public and local governments. As mapping control data is collected by a licensed surveyor, Hill County’s consultant, reviewed by Hill County, and submitted to the MSDI theme stewards—the proposed project will improve the Montana Spatial Data Infrastructure (MSDI) and Public Land Survey System (PLSS) standardized data for the Cadastral National Spatial Data Infrastructure (PLSS CadNSDI) to increase spatial accuracy for the area in and around the City of Havre and western and southern Hill County.</p>	

Funding Partners: <i>(required for each partner, copy box as needed)</i>	
Name of Contact:	Jake Strissel
Name of Agency:	Hill County
Street:	315 4 th Street
City:	Havre
County:	Hill
State:	Montana
Zip Code:	59501
Contact Email Address:	strissel@hillcounty.us
Contact Phone Number:	406-265-5481

SECTION 2 – RELEVANCE

This is relevant to our county in several ways like Electmt, to be able to help update our maps that are extremely outdated. Electmt is our new Election site we have to work with a GIS coordinator with to update all of addresses and layer into total address. This grant will benefit our county in many ways. We are in need of updating our mapping systems and being able to keep updated on our land.

SECTION 3 – PUBLIC BENEFIT

ENHANCING THE PLSS, THROUGH CONTROL SURVEYS AND IN SUPPORT OF GEODETIC CONTROLS, ALLOWS FOR ADJUSTMENT OF CADASTRAL AND ADMINISTRATIVE BOUNDARIES TO REPRESENT ON-THE-GROUND CONDITIONS MORE ACCURATELY. THESE ADJUSTMENTS AFFECT SEVERAL KEY STAKEHOLDERS, MOST IMPORTANT, TAXPAYERS, AND WILL IMPROVE SPATIAL DATA USED BY BOTH THE PUBLIC AND LOCAL GOVERNMENTS.

SECTION 4 – PROJECT MANAGEMENT AND ORGANIZATIONAL CAPABILITY

The proposed project will be undertaken by Hill County Clerk and Recorder, Lexis Dixon, Hill County Commissioner Jake Strissel, and Foxtail Solutions owner Shane Fox which contributes pertinent knowledge to support and sustain the project. Our team works towards projects which further the accessibility of records while promoting intradepartmental collaboration to improve efficiency and reduce the duplication of efforts across Hill County. Hill County has the software, hardware, and infrastructure necessary for a project of this scope. Our team utilizes ESRI Enterprise tools. Along with Mr. Fox' extensive GIS knowledge, we can achieve our goal in providing comprehensive, accurate, and accessible GIS data and services to support the unique business needs of Hill County and the communities we serve. The Hill County Clerk & Recorder maintains all recorded documents and works in collaboration with the Hill County Commission, and Foxtail Solutions on the proper recording of surveys and other parcel data. Additionally, our team collaborates with the Hill County Health Department, Planner, Treasurer, County Attorney, DES, and the Hill County Road Department to meet their individual department business needs. Support for the project is demonstrated through the attached letter of support.

Lexis Dixon, the Hill County Commission, and Shane Fox will work in collaboration through all stages of this project to fulfill its goal of collecting new PLSS control data and improving the Montana spatial data accuracy for PLSS, cadastral, and administrative boundaries. Our team are very knowledgeable in project management, which includes reporting progress, meeting project milestones and communicating with external partners. Lexis, Shane, and Jake will coordinate work with Hill County's contracted surveyor, engineer, planner and floodplain administrator, the consultant, on this project. Hill County followed their procurement policy when contracting with the consultant. Procurement for professional services of architects, engineers, and land surveyors requires a request for qualification or proposal and processed through the Hill County Commissioners Office. Shane has worked on multiple projects with the consultant and multiple MLIA grant funded projects with the State Library. These projects were successfully completed and include; FY2018 MLIA grant to access, improve, and maintain road centerline for NG911, FY2019 was to update and standardize its existing Site/Structure Address Point Layer for NG911, and FY2021 was to implement the Geo-Enabled Elections Pilot Project.

Jake Strissel will be the primary project manager, coordinating all aspects of this project, including communication with the consultant, who will complete the survey and data collection. Jake will also report progress to the State Library, as required. Jake will also manage the financial aspects of the project, as part of his regular duties as Hill County Commissioner. Lexis Dixon will serve as the secondary project manager, also coordinating with the consultant and the State Library, as needed. Shane, Lexis, and Jake will also work with the Jeff Hedstrom at the State Library to determine the final list of control points for survey collection.

SECTION 5 – SCOPE OF WORK

Goal 1.

Improvements to Public Land Survey System (PLSS) - Hill County

Objective 1.1. Establish Survey Control Points

Task 1.1.1. Prioritize and Map Locations for Data Collection w/State Library procedures
-Completion Date: **July 14, 2023**

Objective 1.2. Contract with consultant

Task 1.2.1. Finalize Contract
-Completion Date: **July 31, 2023**

Objective 1.3. Preparation for field work with consultant

Task 1.3.1. Review of Prioritized Survey Locations w/consultant
-Completion Date: **August 4, 2023**

Task 1.3.2. Generate Field Maps, Corner Research w/consultant
-Completion Date: **August 11, 2023**

Task 1.3.3. Obtain Authorization from Landowners w/consultant
-Completion Date: **August 18, 2023**

Objective 1.4. Finalize grant and deliverables

Task 1.4.1. Submit Collected Survey Data and File Corner Records w/consultant
-Completion Date: **June 28, 2024**

SUBSECTION 5 – DELIVERABLES

Submit Collected Survey Data to the State Library

Submit Corner Recordation

SECTION 6 – BUDGET JUSTIFICATION AND BUDGET TABLE

Hill County’s consultant for this project will survey approximately 60 control points throughout Hill County. The cost per control point is \$750.00 and includes all travel expenses, deliverables, and corner recordation. Hill County staff will work with the consultant and the State Library to finalize the list of control points to be surveyed. All services will not exceed \$45,000.00 with Hill County contributing the amount of \$4,200.00 as county cash match for this project. Hill County will also be contributing in-kind funds to the project through staffing cost for all the participants to accomplish this project at a cost of \$4,200.00. We are requesting grant funds of \$45,000.00 to cover contract payments to consultant.

SECTION 7 – PROJECT SUSTAINABILITY

Hill County has a team of three GIS professionals, who continue to enhance GIS data within Hill County. Hill County's GIS specialists will further enhance our PLSS and cadastral alignment with this survey. Hill County's consultant performs work on new land splits, certificate of surveys, subdivisions, and floodplain review for Hill County. The Hill County GIS team provides technical expertise in GIS technology to create, maintain and display spatial and non-spatial data. Clerk and Recorder Lexis Dixon and the Hill County Planner also coordinates and administers our rural addressing and 911, which is responsible for naming and re-naming roads, as well as handling any requisite re-addressing. Lexis assists with enhancing our NG911 system response, by coordinating with Hill County Sheriff's Office. Hill County GIS staff also operate mapping grade GPS equipment to collect data, such as road centerlines, culverts, signs, bridges, addresses and other pertinent County data.

SECTION 8 - RENEWABLE GRANT ACCOUNTABILITY

Hill County's MLIA grant project for FY2024 is to update and standardize its existing Site/Structure Address Point Layer in preparation for the Next Generation 9-1-1(NG911) implementation and will reflect the National Emergency Number Association (NENA) standards. The data will also be disseminated to the State Library to be integrated into the structure and address theme within the Montana Spatial Data Infrastructure (MSDI). This project falls within the FY2024 Land Information Plan Priority of Public Safety and Emergency Response, NG911, and Addresses. Hill County received an extension on this grant. We found it difficult when coordinating with multiple jurisdictions on verification and validation of addresses. We also found that the site structure addresses used by others were often outdated or missing. Hill County completed this project within the timeframe of our extension and within budget.

Hill County's MLIA grant project for FY2021 was the Geo-Enabled Elections Pilot Project. Blaine County partnered with the State Library and other stakeholders, to conduct a pilot project aimed at implementing a best practice and workflow for Geo-Enabled Elections. Blaine County successfully completed this project in a timely manner, within budget, and all deliverables were submitted to the State Library within the fiscal year.



COUNTY OF HILL

Hill County Courthouse

315 4th Street

Havre, Montana 59501

[406] 265-5481 Ext. 2327

Fax [406] 265-2445

February 15, 2023

Grant Review Subcommittee
Montana Land Information Advisory Council
P.O. Box 201800
Helena, MT 59620-1800

To Whom It May Concern,

On behalf of the Hill County Commissioners and the Clerk and Recorder, we are writing this letter in support for the Fiscal Year 2024 Montana Land Information Act (MLIA) grant request.

MLIA grant funds will be utilized by Hill County to conduct a Public Land Survey System (PLSS) survey and to help improve the accuracy of the PLSS in Hill County. By enhancing the PLSS through control surveys and in support of geodetic controls, which allows for the adjustment of cadastral and administrative boundaries to represent on-the-ground conditions more accurately. These adjustments affect the people of Hill County, and will improve spatial data used by both the public and local governments. Benefits to Hill County as mapping control data is collected by a licensed surveyor, the proposed project will improve the Montana Spatial Data Infrastructure and PLSS standardized data for the Cadastral National Spatial Data Infrastructure (PLSS CadNSDI) to expand spatial accuracy for the area in and around the City of Havre, Town of Hingham and the Western and Southern Hill County.

Thank you for consideration of our support of Hill County for a Montana Land Information Act Grant.

Sincerely,

A blue ink signature of Mark Peterson, written in a cursive style, positioned above a horizontal line.

Mark Peterson, Chair of the Board

A blue ink signature of Jake Strissel, written in a cursive style, positioned above a horizontal line.

Jake Strissel, Commissioner

A blue ink signature of Sheri Williams, written in a cursive style, positioned above a horizontal line.

Sheri Williams, Commissioner



ATTEST:

A blue ink signature of Lexis Dixon, written in a cursive style, positioned above a horizontal line.

Lexis Dixon, Clerk & Recorder

MLIA Grant FY2024 - Proposed Survey Control Point Collection*

Grant Project Name:

FY2024 PLSS Grant - Hill County

Grant Project Identified Project Manager: Fill in with Name, Title

Number	GCDB ID	Township	Range	Section	Quarter	Corner	Priority (Priority Corner vs. Alternate Corner) Grantee /MSL Action	Notes
(This is where the grantee will identify the corners for collection)								
1	MT200340N0080E0_100100	34N	08E	31	SW	Township Corner		
2	MT200340N0090E0_100100	34N	09E	31	SW	Township Corner		
3	MT200330N0080E0_357100	32N	08E	4	NE	Section Corner		
4	MT200330N0080E0_500100	33N	08E	34	SE	Section Corner		
5	MT200320N0090E0_100700	32N	08E	1	NE	Township Corner		
6	MT200320N0080E0_100600	32N	08E	6	SW	Section Corner		
7	MT200320N0080E0_400500	32N	08E	10	SW	Section Corner		
8	MT200320N0080E0_100100	32N	08E	31	SW	Township Corner		
9	MT200320N0090E0_100100	32N	09E	31	SW	Township Corner		
10	MT200330N0100E0_100500	33N	10E	7	SW	Section Corner		
11	MT200330N0090E0_300100	33N	09E	33	SW	Section Corner		
12	MT200330N0100E0_100100	33N	10E	31	SW	Township Corner		
13	MT200320N0090E0_500600	32N	09E	2	SW	Section Corner		
14	MT200320N0090E0_400500	32N	09E	10	SW	Section Corner		
15	MT200320N0090E0_600100	32N	09E	36	SW	Section Corner		
16	MT200330N0110E0_100600	33N	11E	6	SW	Section Corner		
17	MT200320N0110E0_100700	32N	10E	1	NE	Township Corner		
18	MT200320N0100E0_400400	32N	10E	15	SW	Section Corner		
19	MT200320N0110E0_100100	32N	11E	31	SW	Township Corner		
20	MT200330N0120E0_100500	33N	12E	7	SW	Section Corner		
21	MT200330N0110E0_400400	33N	11E	15	SW	Section Corner		
22	MT200330N0110E0_300140	33N	11E	33	W	Quarter Corner		
23	MT200330N0110E0_443100	32N	11E	3	NE	Section Corner		
24	MT200320N0120E0_100700	32N	11E	1	NE	Township Corner		
25	MT200320N0120E0_100100	32N	12E	31	SW	Township Corner		
26	MT200330N0130E0_100500	33N	13E	7	SW	Section Corner		
27	MT200330N0130E0_100100	33N	13E	31	SW	Township Corner		
28	MT200320N0130E0_100100	32N	13E	31	SW	Township Corner		
29	MT200330N0130E0_500500	33N	13E	11	SW	Section Corner		
30	MT200330N0130E0_200200	33N	13E	29	SW	Section Corner		
31	MT200330N0140E0_100300	33N	14E	19	SW	Section Corner		
32	MT200330N0140E0_100100	33N	14E	31	SW	Township Corner		
33	MT200320N0140E0_100100	32N	14E	31	SW	Township Corner		
34	MT200330N0140E0_400600	33N	14E	3	SW	Section Corner		
35	MT200330N0140E0_400400	33N	14E	15	SW	Section Corner		
36	MT200330N0140E0_300100	33N	14E	33	SW	Section Corner		
37	MT200320N0150E0_100700	32N	14E	1	NE	Township Corner		
38	MT200320N0140E0_400500	32N	14E	10	SW	Section Corner		
39	MT200320N0150E0_100500	32N	15E	7	SW	Section Corner		
40	MT200320N0150E0_100300	32N	15E	19	SW	Section Corner		
41	MT200340N0150E0_200100	34N	15E	32	SW	Section Corner		
42	MT200340N0160E0_100100	34N	16E	31	SW	Township Corner		
43	MT200330N0160E0_100500	33N	16E	7	SW	Section Corner		
44	MT200330N0150E0_200400	33N	15E	17	SW	Section Corner		
45	MT200320N0150E0_200600	32N	15E	5	SW	Section Corner		
46	MT200320N0150E0_300500	32N	15E	9	SW	Section Corner		
47	MT200320N0160E0_100300	32N	16E	19	SW	Section Corner		
48	MT200340N0170E0_100100	34N	17E	31	SW	Township Corner		
49	MT200330N0160E0_400400	33N	16E	15	SW	Section Corner		
50	MT200330N0170E0_100400	33N	17E	18	SW	Section Corner		
51	MT200320N0170E0_100700	32N	16E	1	NE	Township Corner		
52	MT200320N0160E0_240400	32N	16E	17	S	Quarter Corner		
53	MT200320N0170E0_100400	32N	17E	18	SW	Section Corner		
54	MT200320N0170E0_100200	32N	17E	30	SW	Section Corner		
55	MT200320N0160E0_200100	32N	16E	32	SW	Section Corner		
56	MT200330N0170E0_233100	32N	17E	5	NE	Section Corner		
57	MT200320N0170E0_200640	32N	17E	5	W	Quarter Corner		
58	MT200320N0170E0_300400	32N	17E	16	SW	Section Corner		
59	MT200320N0170E0_400100	32N	17E	34	SW	Section Corner		

*Proposed PLSS Control - This form is only required for applicants proposing PLSS/survey control projects. Those applicants must complete this form with their proposed collection information and upload it into their respective grant applications in Amplifund.

Please do your best to fill this form out, MSL will work internally to research and review points upon award and prior to executing statement of work. It is best to have more points in the proposed list than what is requested for funding. Please insert as many lines as necessary into this excel worksheet. Please do not enter any information in the Approval Status category. MSL will work with the approved grant project Project Managers to approve points. This points are proposed and upon further research, alternative points may be required for collection.

MLIA GRANT DETAILED BUDGET TABLE

Tasks	Category Type	Funding Source	Hours	Rate	Cost
Task 1.1.1: Prioritize and Map Locations for Data Collection w/State Library	Personnel (incl. fringe benefits)	Hill County In-Kind			\$ 300.00
Task 1.2.1: Finalize Contract	Contractual	MLIA Grant Funds			\$ 44,250.00
Task 1.2.1: Finalize Contract	Contractual	MLIA Grant Funds			\$ 5,000.00
Task 1.2.1: Finalize Contract	Personnel (incl. fringe benefits)	Hill County In-Kind			\$ 300.00
Task 1.3.1: Review of Prioritized Survey Locations w/ Engineering	Personnel (incl. fringe benefits)	Hill County In-Kind			\$ 300.00
Task 1.3.2: Generate Field Maps, Corner Research w/ Engineering	Personnel (incl. fringe benefits)	Hill County In-Kind			\$ 300.00
Task 1.3.3: Obtain Authorization from Landowners w/ Engineering	Personnel (incl. fringe benefits)	MLIA Grant Funds			\$ 3,000.00
		Totals:	0	 	\$ 53,450.00

INVOICE

315 4th st
Havre, MT 59501

INVOICE #

TO:

Customer Name
Company Name
Street Address
City, ST ZIP Code

DESCRIPTION	QUANTITY	RATE	AMOUNT
MLIA Grant -Hill County PLSS	59	750	\$44,250
		TOTAL	\$44,250

Authorizing Statement

I hereby certify that I have read the application and the information and all statements in this application are true, complete and accurate to the best of my knowledge and that the project or activity complies with all applicable state, local and federal laws and regulations.

I further certify that this project will comply with applicable statutory and regulatory standards.

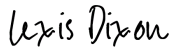
I further certify that I am (by my signature) authorized to enter into a binding agreement with the Montana State Library to obtain a grant if this application receives approval.

Lexis Dixon

Clerk and Recorder

Authorized Signer Name

Title

DocuSigned by:

CC18E1EBF9ED403...

Signature

2/21/2023

Date Signed


Completed Application Package Received by:

Erin Fashoway

MLIA Grant Administrator

Name

Title

DocuSigned by:

898149F544564A6...

Signature

2/22/2023

Date Signed

Certificate Of Completion

Envelope Id: B1DDC546CC0B48E6A97DEB0CBF8CA4E4	Status: Completed
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Source Envelope:	
Document Pages: 17	Signatures: 2
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Sean Anderson
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	PO Box 201800
	Helena, MT 59620-1800
	sanderson@mt.gov
	IP Address: 161.7.39.7


Record Tracking

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2/21/2023 10:56:48 AM	sanderson@mt.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Montana State Library	Location: DocuSign

Signer Events

Lexis Dixon
 dixonl@hillcounty.us
 Clerk and Recorder
 Security Level: Email, Account Authentication (None)

Signature

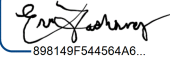
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Timestamp

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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Erin Fashoway
 efashoway@mt.gov
 Montana GIS Coordinator
 State of Montana
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	2/22/2023 11:14:56 AM
Completed	Security Checked	2/22/2023 11:14:59 AM

Payment Events	Status	Timestamps
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