

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

IMPROVEMENTS TO PUBLIC LAND SURVEY
SYSTEM (PLSS) - PHILLIPS COUNTY AREA

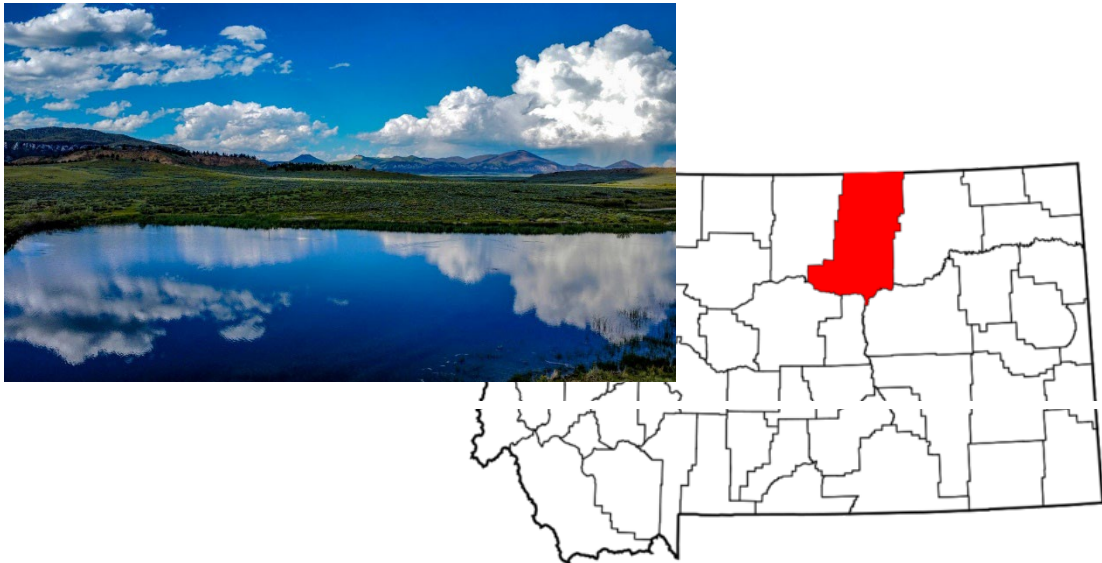


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APPLICATION FOR FY2024 MLIA GRANT FUNDING

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:	Phillips County
Department:	Clerk & Recorder
Division/Section:	
Street:	314 S 2 nd Ave W
City:	Malta
County:	Phillips
State:	Montana
Zip Code:	59538
<i>Project Manager Contact Information:</i>	
Name:	Lynnel LaBrie
Title:	Clerk & Recorder
Email Address:	clerkrecorder@phillipscounty.mt.gov
Phone Number:	406-654-2423
Fax Number:	406-654-1650
<i>Secondary Project Manager Contact Information:</i>	
Name:	Alyson Burke
Title:	Deputy Clerk & Recorder
Email Address:	recordingclerk@phillipscounty.mt.gov
Phone Number:	406-654-2423
MLIA Grant Funding Request & Match:	
Total Requested MLIA Funds:	\$48,500
Total Matched Funds:	\$4,000

Proposal Information	
Date Submitted:	2/15/23
Identified Grant Priority:	Tier 1 Grant Priority
Annual or Multi-Year Proposal:	FY2024
Proposal Prepared By:	Lynnel LaBrie
Short Title of Proposal:	Improvements to Public Land Survey System (PLSS) - Phillips County Area
<p>Montana's cadastral framework layer was originally based on the Bureau of Land Management's Geographic Coordinate Database. This database is known to be spatially inaccurate in many areas of Phillips County, such as around the Town of Loring, Town of Saco and City of Malta as well as west side of the Fort Belknap Indian reservation, due to the lack of Survey Control Points. These inaccuracies are problematic when GIS data is combined with the cadastral framework, resulting in mistrust and/or misuse of the data. It is the goal of Phillips County to address these inaccuracies. The proposed solution is to acquire better survey control using a hired engineering firm, to improve the accuracy of the PLSS in Phillips County. Enhancing the Public Land Survey System, in areas shown to be problematic will allow for the adjustment of the cadastral and administrative boundaries to show on the ground conditions more accurately. These adjustments will help our taxpayers and local government employees alike.</p>	

Funding Partners: <i>(required for each partner, copy box as needed)</i>	
Name of Contact:	Bruce Christofferson
Name of Agency:	Phillips County
Street:	314 S 2 nd Ave W
City:	Malta
County:	Phillips
State:	Montana
Zip Code:	59538
Contact Email Address:	clerkrecorder@phillipscounty.mt.gov
Contact Phone Number:	406-654-2423

SECTION 2 – RELEVANCE

This project will enhance the Public Land Survey System in Phillips County; therefore, it is a category Tier 1 Priority according to the Montana Land Information Plan. By surveying certain points recommended by the Montana State Library, the new survey data will improve the accuracy of MSDI Cadastral and administrative boundaries in Phillips County.

SECTION 3 – PUBLIC BENEFIT

The Montana Cadastral Database and corner recordations on record in Phillips County are used each day by our taxpayers, surveyors, citizens and local government employees. However, it is known that these maps are only somewhat accurate. We continually explain to customers, that just because it shows their lot line on Cadastral across their neighbor's property, doesn't mean they actually own part of their neighbor's house. Resolving inaccuracies found in the data by surveying the problem areas in our county, will allow Montana Cadastral to adjust the spatial data and hopefully resolve some of the mistrust and misuse of this great resource for the public. It will also greatly benefit our local law enforcement and ambulance service in their 911 response to have accurate information readily available.

SECTION 4 – PROJECT MANAGEMENT AND ORGANIZATIONAL CAPABILITY

The proposed project will be undertaken by Phillips County Clerk & Recorder/Auditor/Surveyor, Lynnel LaBrie and Deputy Clerk & Recorder, Alyson Burke, in consultation with a consultant from Blaine County. The Clerk & Recorder's office is hoping to develop a consistent County GIS team which will hopefully work toward several projects to further the accessibility of records while promoting intradepartmental collaboration to improve efficiency and reduce the duplication of efforts across Phillips County. Phillips County has and will continue to work with our GIS consultant and Blaine County to access the ESRI Enterprise software, hardware, and infrastructure necessary for a project of this scope.

The Clerk & Recorder's office maintains all recorded documents and we hope to work with the planning department on the proper recording of surveys and other parcel data. Additionally, we collaborate with the Phillips County DES, planning department and the Board of County Commissioners to meet their needs and work to improve the services we provide to our citizens.

Lynnel LaBrie and Alyson Burke will work together with the chosen engineering firm, 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. Work will be coordinated between the Engineering firm, Planner, Clerk & Recorder and Floodplain Administrator, on this project. Phillips County has received multiple quotes from Engineering firms that are eager to begin this project in the coming summer months.

Phillips County was chosen in FY2021 to receive a MLIA Geo-Enabled Elections Pilot Project grant. We worked together with Foxtail Solutions to complete this layer and submitted everything to the Montana State Library. This was a successful partnership and we hope to continue.

Lynnel LaBrie will be the primary project manager, coordinating all aspects of this project, including communication with the Engineering firm, who will complete the survey and data collection. Lynnel will also report progress to the State Library, as required and manage the financial aspects of the project. Lynnel and Alyson will work with Jeff Hedstrom at the State Library and our GIS consultant to determine the final list of control points for survey collection.

SECTION 5 – SCOPE OF WORK

Improvements to Public Land Survey System (PLSS) - Phillips County Area

- Objective 1.1** Chose Engineering Firm
 - Task 1.1.1** Review proposals received from local engineering firms (we have two) and chose a firm that is the best fit to complete the project
 - Completion Date: July 10, 2023
- Objective 1.2.** Establish Survey Control Points
 - Task 1.2.1.** Prioritize and Map Locations for Data Collection w/State Library procedures
 - Completion Date: July 14, 2023
- Objective 1.3.** Contract with Engineering Firm
 - Task 1.3.1.** Finalize Contract
 - Completion Date: July 31, 2023
- Objective 1.4.** Preparation for field work with Engineering Firm
 - Task 1.4.1.** Review of Prioritized Survey Locations with Engineering Firm
 - Completion Date: August 31, 2023
 - Task 1.4.2.** Generate Field Maps, Corner Research with Engineering Firm
 - Completion Date: September 30, 2023
 - Task 1.4.3.** Obtain Authorization from Landowners with Engineering Firm
 - Completion Date: September 30, 2023
- Objective 1.5.** Finalize grant and deliverables
 - Task 1.5.1.** Submit Collected Survey Data and File Corner Records with Engineering Firm
 - Completion Date: June 28, 2024

SUBSECTION 5 – DELIVERABLES

Submit quarterly reports and a final project report

Submit Collected Survey Data to the State Library

Submit Corner Recordations to the records of Phillips County

SECTION 6 – BUDGET JUSTIFICATION AND BUDGET TABLE

Phillip County has received three proposals from local surveyors for this project. It appears the approximate cost to survey 49 control points throughout Phillips County will be approximately \$1,000.00 per point and includes all travel expenses. The Clerk & Recorder's office and planning department will work to choose the appropriate Engineering firm for our County. These departments will then work with the engineer and the State Library to finalize the list of control points to be surveyed. All services should not exceed \$52,500, with the county contributing the amount of \$1000.00 as county cash match for this project. Phillips 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 \$3,000.00. We are requesting grant funds of \$48,500.00 to cover contract payments to the chosen Engineering firm. Please see the attached letter of support from our County Commissioners and Planning Department.

SECTION 7 – PROJECT SUSTAINABILITY

Phillips County is hoping to establish a consistent team of GIS professionals, who continue to enhance GIS data within Phillips County. Over the last two years we have worked with the Montana State Library and Foxtail Solutions to develop and submit our Geo-enabled Election layers. The Clerk & Recorder's office is continuing to work with our consultant to develop a Plat Book for the County and hopefully a county road map. While we don't have a specific GIS individual, by working with the planning department and our new DES Coordinator we are hoping to continue to develop and enhance the GIS capabilities in our County. Alyson Burke, the Deputy Clerk & Recorder, administers our address improvement program, which is responsible for naming roads, as well as handling any new addressing. Alyson also assists with enhancing our 911 system response, by coordinating with Phillips County Sheriff's Office and Ambulance Service. As we work with more and more departments, we are hoping to bring on more important individuals and grow our GIS team.

SECTION 8 - RENEWABLE GRANT ACCOUNTABILITY

Phillips County's MLIA grant project for FY2021 was the Geo-Enabled Elections Pilot Project. Phillips County partnered with Foxtail Solutions LLC and the State Library as well as other stakeholders, in order to conduct a pilot project aimed at implementing a best practice and workflow for Geo-Enabled Elections. Phillips County successfully completed this project in a timely manner and within budget.

Phillips County Planning

Box 360

Malta, MT 59538

February 14, 2023

To Whom it May Concern,

The Phillips County Planning Department supports the Clerk and Recorder's FY2024 MLIA grant application. Receiving this grant and having a survey created to remedy specific problem areas in Phillips County would greatly improve the accuracy of these areas in the County shown on the Montana Cadastral database. The Cadastral database is a valuable resource for our local government and our local tax payers. Please consider our County for this grant.

Sincerely,

Casey Burke

Phillips County Planning Department

Box 360

Malta, MT 59538

406-270-1884

Casey38@Gmail.com

PHILLIPS COUNTY

COUNTY COMMISSIONERS

BRUCE CHRISTOFFERSON
RICHARD DUNBAR
JOHN F. CARNAHAN

Clerk & Recorder/Election Admin

LYNNEL LABRIE

Treasurer/Assessor/Supt of School

ANN M REMELY

Sheriff/Coroner

JERRY LYTLE



Clerk of Court

TAMI CHRISTOFFERSON

County Attorney

DAN O'BRIEN

Justice of Peace

GAYLE STAHL

District Judge

YVONNE LAIRD

PO BOX 360, MALTA, MONTANA 59538

February 14, 2023

Montana State Library
PO Box 201800
Helena MT 59620

RE: FY2024 MLIA grant application

To Whom It May Concern,

We, as the Phillips County Commissioners, support the Clerk and Recorder's FY2024 MLIA grant application with in-kind personnel match and \$1,000.00 of cash match toward the engineering firm contract. Receiving this grant and having an engineering survey specific problem areas in Phillips County, would greatly improve the accuracy of these areas in the County shown on the Montana Cadastral database, which is used by our local government and our local tax payers. Please consider our County for this grant.

Sincerely,

Bruce Christofferson, Chairman
The Phillips County Commissioners

MLIA Grant FY2024 - Proposed Survey Control Point Collection*

Grant Project Name:

FY2024 PLSS Grant - Phillips County

Grant Project Identified Project Manager: Lynnel LaBrie, Clerk & Recorder

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)						
201	MT200350N0290E0_400100	35N	29E	34	SW	Section Corner		
202	MT200350N0300E0_300500	35N	30E	9	SW	Section Corner		
203	MT200350N0300E0_100440	35N	30E	18	W	Quarter Corner		
204	MT200350N0300E0_100400	35N	30E	18	SW	Section Corner		
205	MT200350N0300E0_100100	35N	30E	31	SW	Township Corner		
206	MT200350N0300E0_400100	35N	30E	34	SW	Section Corner		
207	MT200350N0310E0_100100	35N	31E	31	SW	Township Corner		
208	MT200350N0310E0_600500	35N	31E	12	SW	Section Corner		
209	MT200350N0310E0_540300	35N	31E	23	S	Quarter Corner		
210	MT200350N0310E0_600240	35N	31E	25	W	Quarter Corner		
211	MT200350N0310E0_600200	35N	31E	25	SW	Section Corner		
212	MT200350N0310E0_500100	35N	31E	35	SW	Section Corner		
213	MT200350N0320E0_500500	35N	32E	11	SW	Section Corner		
214	MT200350N0320E0_200100	35N	32E	32	SW	Section Corner		
215	MT200350N0320E0_500100	35N	32E	35	SW	Section Corner		
216	MT200320N0330E0_100100	32N	33E	31	SW	Township Corner		
217	MT200320N0330E0_100340	32N	33E	19	W	Quarter Corner		
218	MT200320N0340E0_100400	32N	34E	18	SW	Section Corner		
219	MT200320N0340E0_100100	32N	34E	31	SW	Township Corner		
220	MT200320N0340E0_400100	32N	34E	34	SW	Section Corner		
221	MT200320N0350E0_100400	32N	35E	18	SW	Section Corner		
222	MT200320N0350E0_100100	32N	35E	31	SW	Township Corner		
223	MT200310N0340E0_240540	31N	34E	8	Center	1/16 Corner		
224	MT200310N0340E0_200500	31N	34E	8	SW	Section Corner		
225	MT200310N0340E0_400500	31N	34E	10	SW	Section Corner		
226	MT200310N0350E0_100500	31N	35E	7	SW	Section Corner		
227	MT200310N0340E0_400300	31N	34E	22	SW	Section Corner	MT200310N0340E0_300300	May be destroyed (in irrigated hay field)
228	MT200310N0290E0_100100	31N	29E	31	SW	Township Corner		
229	MT200310N0300E0_100100	31N	30E	31	SW	Township Corner		
230	MT200310N0300E0_400100	31N	30E	34	SW	Section Corner		
231	MT200300N0300E0_500600	30N	30E	2	SW	Section Corner		
232	MT200300N0290E0_100400	30N	29E	18	SW	Section Corner		
233	MT200300N0290E0_100200	30N	29E	31	SW	Township Corner		
234	MT200300N0290E0_540100	30N	29E	16	S	Quarter Corner		
235	MT200300N0300E0_500400	30N	30E	14	SW	Section Corner		
236	MT200300N0300E0_200300	30N	30E	20	SW	Section Corner		
237	MT200300N0300E0_100200	30N	30E	30	SW	Section Corner		
238	MT200300N0300E0_200100	30N	30E	32	SW	Section Corner		
239	MT200300N0310E0_100100	30N	31E	31	SW	Township Corner		
240	MT200290N0300E0_100400	29N	30E	18	SW	Section Corner		

241	MT200290N0300E0_400400	29N	30E	15	SW	Section Corner		
242	MT200290N0300E0_100100	29N	30E	31	SW	Township Corner		
243	MT200290N0310E0_100100	29N	31E	31	SW	Township Corner		
244	MT200310N0270E0_100100	31N	27E	31	SW	Township Corner		
245	MT200310N0270E0_240120	31N	27E	32	S Center	1/16 Corner		
246	MT200310N0270E0_240100	31N	27E	32	S	Quarter Corner		
247	MT200310N0270E0_300100	31N	27E	33	SW	Section Corner		If corner falls in ditch, please calculate if no witness corner exist
248	MT200310N0270E0_600100	31N	27E	36	SW	Section Corner		
249	MT200300N0270E0_300540	30N	27E	9	W	Quarter Corner		

*Proposed PLSS Control - This form is only required for applicants proposing PLLSS/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.

PHILLIPS COUNTY CLERK AND
RECORDERS OFFICE

BILL TO Montana State Library
Attn: Erin Fashoway
1515 E 6th Ave
Helena MT 59620

SHIP TO Phillips County Clerk and
Recorders Office
PO Box 360
Malta, MT 59538

Invoice #	001
Invoice Date	February 1, 2023
Customer ID	MLIA FY24

DATE							TAX ID

QTY	DESCRIPTION		UNIT PRICE	TOTAL
48	MLIA Grant – Phillips County		1000	48,500

Subtotal	48,500
Tax	
Shipping	
Miscellaneous	
BALANCE DUE	48,500

Please return the portion below with your payment.

REMITTANCE

Invoice #	001
Customer ID	Montana State Library
Date	February 1, 2023
Amount Enclosed	

Phillips County
Clerk & Recorder
Office
Box 360
Malta, MT 59538

PHONE (406) 654-2423
FAX (406) 654-2429
E-MAIL llabrie@mt.gov

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.

Bruce Christofferson

Chairman

Authorized Signer Name

Title

DocuSigned by:

6226EFB29CDE4B8...

Signature

2/27/2023

Date Signed

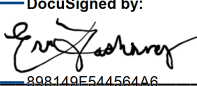
Completed Application Package Received by:

Erin Fashoway

MLIA Grant Administrator

Name

Title

DocuSigned by:

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Signature

2/28/2023

Date Signed

Certificate Of Completion

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 Certificate Pages: 2 Initials: 0
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 Enveloped Stamping: Enabled
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Status: Completed

 Envelope Originator:
 Sean Anderson
 PO Box 201800
 Helena, MT 59620-1800
 sanderson@mt.gov
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 sanderson@mt.gov
 Pool: StateLocal
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Signer Events

Bruce Christofferson
 commissioners@phillipscounty.mt.gov
 Chairman
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

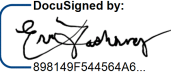
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Electronic Record and Signature Disclosure:
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Erin Fashoway
 efashoway@mt.gov
 Montana GIS Coordinator
 State of Montana
 Security Level: Email, Account Authentication (None)

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Agent Delivery Events **Status** **Timestamp**

Intermediary Delivery Events **Status** **Timestamp**

Certified Delivery Events **Status** **Timestamp**

Carbon Copy Events **Status** **Timestamp**

MLIA Grants
 mliagrants@mt.gov
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events **Signature** **Timestamp**

Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps
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