

FLATHEAD COUNTY
DIRECTORY OF SERVICES
2018

Rev. 01/23/18

IF YOU NEED INFORMATION ON A BURIAL PLOT, PLEASE CALL THE CEMETERY CONTACT PERSON LISTED BELOW.

4-H Office.....		1108 South Main	758-5704
1099 Tax Form Preparation.....	Finance Department	2nd floor-Courthouse	758-5538
Accounts Payable			
Records.....	Finance Department	2nd floor-Courthouse	758-5524
Reports.....	Finance Department	2nd floor-Courthouse	758-5524
Warrants.....	Finance Department	2nd floor-Courthouse	758-5704
Accounting/Financial Statements.....	Finance Department	2nd floor-Courthouse	758-5539
Adoptions (Cases/District Court).....	Clerk of District Court	3rd floor-Justice Center	758-5660
Advances/County Employee Travel.....	Finance Department	2nd floor-Courthouse	758-5538
Aging Services.....	Agency on Aging (AOA)	40 11th St. West	758-5730
Agricultural Covenants.....	Planning & Zoning Office	40 11 th St. West, Suite 220	751-8200
AIDS Testing.....	Health Department.....	1035 1st Ave. West	751-8150
Air Quality:			
Recording (Open Burning, Forecasting, Pollution)			751-8144
Complaints.....	Health Department	1035 1st Ave. West	751-8130
Animal Control.....		225 Cemetery Road	752-1310
Annual Financial Report/County.....	Finance Office	2nd floor-Courthouse	758-5539
Appraisal.....	Montana Department of Revenue	100 Financial Dr.	758-5706
Area 9 Agency on Aging.....		40 11 th St. West	758-5730
Area 9 Agency on Aging Dining Room.....		40 11 th St. West	758-5711
Assessor.....	Montana Department of Revenue	100 Financial Dr.	758-5700
ATV License.....	Motor Vehicle	Courthouse West	758-5690
Auditor's Office.....	Clerk & Recorder's Office	1st floor-Courthouse	758-5526
Automobile License.....	Motor Vehicle	Courthouse West	758-5690
Avalanche Reports.....			800-526-5329
Ballots/Absentee.....	Election Department.....	40 11 th St. West, Suite 230	758-5535
Benefits.....	Human Resource Office.....	2nd floor-Courthouse.....	758-5523
Bethany Lutheran Cemetery.....	contact Bill Lester		837-6161
Bethel Cemetery (Somers Cemetery).....	contact Bill Lester		837-6161
Bigfork Community Cemetery.....	contact Cheri Hanson		837-5531
Birth Certificates.....	Clerk & Recorder's Office	1st floor-Courthouse	758-5526

Board Appointments	Commissioners Office	3rd floor-Courthouse	758-5503
Boat License	Motor Vehicle	Courthouse West	758-5690
Bookkeeping	Finance Office	2nd floor-Courthouse	758-5538
Bridge Department	Road Department	1249 Willow Glen Drive	758-5790
Budgets	Finance Office	2nd floor-Courthouse	758-5538
Building Guidelines	Planning & Zoning Office	40 11 th St. West, Suite 220 ..	751-8200
Building Maintenance			758-5834
Mike Hovila's cell phone			471-6592
Building Permits for County	NONE		
Burial/Indigent	Commissioners Office	3rd floor-Courthouse	758-5503
Burial/On own property	No permit; must have death certificate; <u>cannot</u> be by a groundwater source		
Business Licenses- TEMPORARY	Treasurer's Office	Courthouse West	758-5688
Business Name Registration	MT Secretary of State	Helena	406-444-3665
C. E. Conrad Cemetery	contact Jim Korn		257-5303
Certificate of Survey	Plat Room/Surveyor	1st floor-Courthouse	758-5510
Child Custody/Investigate & mediate	Family Court Services	Courthouse West	758-5724
Child Support:			
Receive Payments	Clerk of District Court	3rd floor-Justice Center	758-5660
Records	Clerk of District Court	3rd floor-Justice Center	758-5660
Children/Dependent & Neglected	Clerk of District Court	3rd floor-Justice Center	758-5660
(Cases/ District Court)			
Civil Defense	OES	625 Timberwolf Parkway	758-2194
Civil Litigation (Cases/District Court)	Clerk of District Court	3rd floor-Justice Center	758-5660
Civil Rights Compliance	Human Resource Office	2nd floor-Courthouse	758-5523
Claims Processing/Accounting	Finance Office	2nd floor-Courthouse	758-5704
Clerk of Board for Commissioners Minutes	Commissioner's Office	3rd floor-Courthouse	758-5537
Clerk of District Court		3rd floor-Justice Center	758-5660
Clerk & Recorder's Office		1st floor-Courthouse	758-5698
Columbia Falls Cemetery - <u>see Woodlawn Cemetery</u>			
Commissioners Minutes	Commissioners' Office	3rd floor-Courthouse	758-5537
Commissioners Office		3rd floor-Courthouse	758-5503
Community Health Services	Health Department	1035 1 st Ave. West	751-8110
Companion Care Registry (Senior Citizen)	Agency on Aging (AOA)	40 11 th St. West	758-5737
Computer Services—See Information Technology			
Congregate Meals	Agency on Aging (AOA)	40 11 th St. West	758-5710
Conrad Complex	Weed & Parks		758-5805
County Attorney		820 South Main	758-5630

Court Administrator.....	3rd floor-Justice Center	758-5665
Covenants, Conditions & Restrictions		
Recorded Document	Clerk & Recorder's Office	1 st floor-Courthouse
Request for Amendment	Commissioners Office	3 rd floor-Courthouse
Creston Cemetery (Union Cemetery).....	contact Fern Kauffman, Condon, MT ..	(406)754-2238
Criminal Proceedings (Case/District Court).....	Clerk of District Court	3rd floor-Justice Center
Day Care Facilities/Inspection of.....	Health Department.	1035 1st Ave. West
Death Certificates.....	Clerk & Recorder's Office	1st floor-Courthouse
Decay Ordinance.....	Planning & Zoning Office	40 11 th St. West, Suite 220 ...
Demersville Cemetery.....	1st floor-Courthouse
Dept. of Motor Vehicles.....	Courthouse West
Dependent/Neglected Children.....	Clerk of District Court	3rd floor-Justice Center
(Case/District Court)		
Disease Services, Chronic/Communicable.....	Health Department.	1035 1st Ave. West.
District Court-Judge Allison.....	3rd floor-Justice Center
District Court-Judge Eddy.....	3rd floor-Justice Center
District Court-Judge Ulbricht.....	3rd floor-Justice Center
District Court-Judge Wilson.....	3rd floor-Justice Center
Domestic Relation Actions	Clerk of District Court	3rd floor-Justice Center
(Cases/District Court)		
Drivers License/Montana.....	Drivers Service (State office)	1325 Hwy 2 West, Suite E
EEO/Handicap Access.....	Human Resource Office	2nd floor-Courthouse
Eagle Transit.....	1333 Willow Glen Drive
Election Department.....	40 11 th St. West, Suite 230 ...
Elections/Information.....	Election Department.	40 11 th St. West, Suite 230 ...
Employee Forms.....	Human Resource Office.....	2nd floor-Courthouse
Employment.....	Human Resource Office.....	2nd floor-Courthouse.....
Employment Records.....	Human Resource Office.....	2nd floor-Courthouse.....
Environmental Health Services.....	1035 1st Ave. West
Expense & Revenue Reports.....	Finance Dept.	2nd floor-Courthouse
Extension.....	Extension/4-H Office	1108 South Main
Fairgrounds.....	Corner of Meridian & Idaho
Office.....
Shop.....
Fairview Cemetery.....	contact Carey Dill
Family Court Services.....	Courthouse West
Family Planning.....	Health Department.	1035 1st Ave. West

Finance Office.....	Finance Department	2nd floor-Courthouse	755-5538
Firework Show Permits.....	State Fire Marshall (Dawn Drollinger)		257-2584
Firework Stand Permits.....	Treasurer/Business Licenses	Courthouse West	758-5688
Floodplain.....	Planning & Zoning Office	40 11 th St. West, Suite 220 ...	751-8200
Food Service Inspections.....	Health Department.	1035 1st Ave. West	751-8130
General Ledger System/Maintain.....	Finance Office	2nd floor-Courthouse	758-5538
Geographic Information System (GIS).....	GIS Office	2nd floor-Courthouse	758-5540
Grants, State/Federal-Distribution of.....	Treasurer's Office	Courthouse West	758-5688
Green Box Sites.....	Solid Waste District	4098 Highway 93 North	758-5910
Grocery Stores/Inspections of.....	Health Department.	1035 1st Ave. West.	751-8130
Group Insurance/County Employees.....	Human Resource Office	2nd floor-Courthouse	758-5523
Handicapped Transportation.....	Eagle Transit	1333 Willow Glen Drive 3	758-5728
Hazardous Materials:			
Complaints.....	Health Department.	1035 1st Ave. West	751-8100
Emergencies.....	OES	625 Timberwolf Parkway	758-2194
Questions	Solid Waste District	4098 Highway 93 North	758-5910
Health Department.....		1035 1st Ave. West	751-8100
Health Services			
Community.....	Health Department	1035 1st Ave. West	751-8110
Education.....	Health Department.	1035 1st Ave. West	751-8101
Environmental.....	Health Department	1035 1st Ave. West	751-8130
Schools.....	Health Department	1035 1st Ave. West	751-8110
Home Delivered Meals.....	Agency on Aging	40 11 th St. West	758-5710
Home Health.....	Home Health	736 South Main	751-6800
Homestead.....	Clerk & Records Office	1st floor-Courthouse	758-5534
Houses: Year built.....	Dept. of Revenue Appraisal Office ..	100 Financial Dr.	758-5706
Hotels/Inspections of.....	Health Department	1035 1st Ave. West.	751-8130
Human Resources.....		2nd floor-Courthouse.....	758-5523
Benefits.....	Human Resources	2nd floor-Courthouse.....	758-5523
Employment.....	Human Resources	2nd floor-Courthouse.....	758-5523
Employment Records.....	Human Resources	2nd floor-Courthouse.....	758-5523
Insurance Forms.....	Human Resources	2nd floor-Courthouse.....	758-5523
Risk Management.....	Human Resources	2nd floor-Courthouse.....	758-5523
Workers' Compensation.....	Human Resources	2nd floor-Courthouse.....	758-5523
Immunizations.....	Health Department	1035 1st Ave. West	751-8110
Information Technology.....		Basement-Justice Center	758-5571
Information Technology/User Authority.....	Information Technology	Basement-Justice Center	758-5571

Home Delivered.....	Agency on Aging (AOA)	40 11 th Street West	758-5710
Medical, Preventive Care.....	Health Department	1035 1st Ave. West	751-8110
Mobile Homes:			
Location of.....	Planning & Zoning Office	40 11 th St. West, Suite 220 ...	751-8200
Septic Systems/Health Services.....	Health Department	1035 1st Ave. West	751-8130
Montana Veterans Home Cemetery.....	contact MT Veterans Home	892-3256
Motorcycle License.....	Motor Vehicle	Courthouse West	758-5690
Motor Vehicle Department.....	Courthouse West	758-5690
Naturalization Records.....	Clerk of District Court	3rd floor-Justice Center	758-5660
Neglected & Dependent Children (Cases/District Ct).....	Clerk of District Court	3rd floor-Justice Center	758-5660
Northwest Montana Fair.....	Fair Commission	758-5810
Nutrition Services/Public Health.....	Health Department	1035 1st Ave. West	751-8170
Oath of Office-FILED.....	Clerk & Recorder's Office	1st floor-Courthouse	758-5698
Office of Emergency Services.....	625 Timberwolf Parkway	758-2194
Open Cut Mining Permits.....	Planning & Zoning Office	40 11 th St. West, Suite 220 ...	751-8200
Passports/Issued.....	Clerk of District Court	3rd floor-Justice Center	758-5660
Parks/County.....	Weed & Parks Department	1257 Willow Glen	758-5798
Payroll:			
Payroll.....	Finance Office	2nd floor-Courthouse	758-2424
Employment Records.....	Human Resource Office	2nd floor-Courthouse	758-5523
Reports/Bi-Weekly.....	Finance Office	2nd floor-Courthouse	758-5538
Timesheets.....	Finance Office	2nd floor Courthouse	758-2424
Warrants/Issue.....	Finance Office	2nd floor-Courthouse	758-5538
Permits/Septic System.....	Health Department	1035 1st Ave. West	751-8130
PERS Forms.....	Human Resource Office	2nd floor-Courthouse	758-5523
Planning, Land Use.....	Planning & Zoning Office	40 11 th St. West, Suite 220 ...	751-8200
Planning & Zoning Office.....	40 11 th St. West, Suite 220. ...	751-8200
Plat Room/Surveyor.....	1st floor-Courthouse	758-5510
Pools & Spas/Inspections of.....	Health Department	1035 1st Ave. West	751-8130
Pregnancy Testing.....	Health Department	1035 1st Ave. West	751-8150
Probates (Cases/District Court).....	Clerk of District Court	3rd floor-Justice Center	758-5660
Probation/Youth.....	Youth Court Services	Courthouse Complex	758-5541
Property:			
Addresses.....	Surveyors/Plat Room	1st floor-Courthouse	758-5510
Appraisal, Real.....	Dept. of Revenue Appraisal Office ..	100 Financial Dr.	758-5700
Classification for Tax.....	Dept. of Revenue Appraisal Office ..	100 Financial Dr.	758-5700
Tax Appeal Board.....	Tax Appeal Office	3 rd floor-Courthouse	758-5537

Tax Exemptions, Real.....Dept. of Revenue Appraisal Office .. 100 Financial Dr.758-5700
Public Administrator.....Adele Krantz, Treas. Courthouse West758-5680
Public Health Nurse.....Health Department 1035 1st Ave. West751-8110
Public Transportation.....Eagle Transit 1333 Willow Glen Drive 4758-5728
Publication of Legal Notices.....Clerk of Board/Commissioner's 3rd floor-Courthouse758-5537
RSID (Rural Special Improvement District).....Mike Pence, County Administrator ... 3rd floor-Courthouse758-5501

Records:

Accounts Payable.....Finance Dept. 2nd floor-Courthouse758-5524
Birth Certificates.....Clerk & Recorder's Office 1st floor-Courthouse758-5527
Child Support.....Clerk of District Court 3rd floor-Justice Center758-5660
Death Certificates.....Clerk & Recorder's Office 1st floor-Courthouse758-5527
Deeds.....Clerk & Recorder's Office 1st floor-Courthouse758-5534
Land Ownership.....Surveyors Office/Plat Room 1st floor-Courthouse758-5510
Naturalization.....Clerks of District Court 3rd floor-Justice Center758-5660
Employment.....Human Resource Office 2nd floor-Courthouse758-5523
Payroll.....Finance Dept. 2nd floor-Courthouse758-2424
Property Addresses.....Surveyors Office/Plat Room 1st floor-Courthouse758-5510
Retention of Records.....Records Preservation Bldg FFA Drive758-2485
Red Cross.....Non-county office 126 North Meridian Road756-8441
Refuse Disposal.....Solid Waste District. 4098 Highway 93 North758-5910
Registration/Voter.....Election Dept. 40 11th St. West, Suite 230 ...758-5535

Reports:

Avalanche..... 800-526-5329
Monthly Expense & Revenue.....Finance Dept. 2nd floor-Courthouse758-5524
Risk Management.....Human Resource Office..... 2nd floor-Courthouse.....758-5523
Road Abandonment.....Clerk of Board/Commissioners 3rd floor-Courthouse758-5537
Road Department..... 1249 Willow Glen Drive758-5790
Rural Special Improvement District (RSID).....Mike Pence, County Administrator ... 3rd floor-Courthouse758-5501
Safety Office/County.....Human Resource Office 2nd floor-Courthouse758-5523
Saint Richard's Catholic Cemetery.....contact St. Richard's Catholic Church892-5142
Sanitary Engineering Services.....Health Department 1035 1st Ave. West751-8130
(Disposal, Sewage, Subdivisions, Treatment, Water Supplies)

Schools:

Health.....Health Department. 1035 1st Ave. West751-8110
Inspections of.....Health Department 1035 1st Ave. West751-8130
Sanitation.....Health Department 1035 1st Ave. West751-8130
Search & Rescue.....Fairgrounds Corner of Meridian & Idaho ...758-5839

Senior Citizen:

Information.....Agency on Aging (AOA) 40 11th Street West758-5730
Septic Systems.....Health Department 1035 1st Ave. West751-8130

Sheriff:

Business Office.....Main floor-Justice Center758-5585
Civil Department.....758-5590
Detectives.....758-5600
Dispatch.....758-5610
Jail.....758-5617
Jail Kitchen.....758-5831
Signs.....Planning & Zoning Office 40 11th St. West, Suite 220 ...751-8200
Small Claims Court.....Justice Court 2nd floor-Justice Center758-5643
Snowmobile License.....Motor Vehicle Courthouse West758-5690
Solid Waste District Office.....4098 Highway 93 North758-5910
Speed Limit Change Request.....Commissioners Office 3rd floor-Courthouse758-5503
Spring Creek Cemetery.....contact Ervin Miller257-2915
Subdivisions.....Planning & Zoning Office 40 11th St. West, Suite 220 ...751-8200
Superintendent of Schools.....Lower Level-Courthouse West ..758-5720
Surveyor/Plat Room.....1st floor-Courthouse758-5510
Taxes.....Treasurer's Office Courthouse West758-5680
Tax Appeal Office/Board.....3rd floor-Courthouse758-5537
Tax Collection:
Cigarette, Beer & Liquor.....Treasurer's Accounting Department. . Courthouse West758-5688
Corporate License.....Treasurer's Accounting Department. . Courthouse West758-5688
Inheritance.....Treasurer's Accounting Department .. Courthouse Wst758-5688
Gambling License Fee.....Treasurer's Accounting Department .. Courthouse West758-5688
Personal Property.....Treasurer's Tax Department. Coourthouse West758-5680
Real Estate.....Treasurer's Tax Department Courthouse West758-5680
Tax Deeds:
Land.....Plat Room 1st floor-Courthouse758-5510
Notices.....Plat Room 1st floor-Courthouse758-5510
Sales.....Plat Room 1st floor-Courthouse758-5510
Tax Monies Distributed to:
Districts, Cities, Schools.....Treasurer's Office Courthouse West758-5688
Telephone PIN/Employees.....Human Resource Office 2nd floor-Courthouse758-5523
Trailer Courts/Inspections of.....Health Department 1035 1st Ave. West751-8130

Trailer License (Auto & Mobile Home)	Motor Vehicle	Courthouse West	758-5690
Transportation..... (Handicapped, Senior Citizen, Public)	Eagle Transit	160 Kelly Road	758-5728
Trinity Lutheran Cemetery.....	contact Trinity Lutheran Church	257-5683
Veterans' Burial Benefit.....	Clerk & Recorder's Office	1 st floor-Courthouse	758-5526
Voter Registration.....	Election Department.	40 11 th St. West, Suite 230 ...	758-5535
W-2's, Preparation of.....	Finance Office	2nd floor-Courthouse	758-2424
Water Rights.....	Natural Resources & Conservation ...	655 Timberwolf Parkway	752-2288
WIC.....	Health Department	1035 1st Ave. West	751-8170
Weed Control.....	Weed & Parks	1257 Willow Glen	758-5798
Whitefish Cemetery.....	contact City of Whitefish Clerk	863-2402
Woodlawn Cemetery.....	contact Jack VanLindem	892-5751
Workers' Compensation.....	Human Resources Office	2nd floor-Courthouse	758-5523
Wrecking Yards, Licensing (review for State).....	Solid Waste District	4098 Highway 93 North	758-5910
Wrecking Yards, Licensing (zoning compliance).....	Planning & Zoning Office	40 11 th St. West, Suite 220...	751-8200
Zoning, Administration of Land Use.....	Planning & Zoning Office	40 11 th St. West, Suite 220...	751-8200