

**REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS  
PONDERA COUNTY, MONTANA  
Held in November 2018**

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on November 7, 14, 20, 21, and 28, 2018. Unless indicated, all Commissioners were present.

**TAX ABATEMENT 1070-APPROVED** – November 6, 2018

Commissioner Kuka moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1070	Fix land classification	854.68		269500

Commissioner Seifert seconded. Motion carried.

Commissioner Kuka was present via telephone.

Also attending: Jim Morren and McKenzie Graye, Independent Observer reporter

**TASK ORDER CONTRACT AMENDMENT FOR EMERGENCY PREPAREDNESS GRANT-APPROVED** – November 7, 2018

Commissioner Seifert moved to approve the Emergency Preparedness Task Order Contract Amendment with MT Department of Public Health and Human Services for fiscal year 2019, increasing the amount received from \$28,145 to \$32,058.

Commissioner Kuka seconded. Motion carried.

Commissioner Kuka was present via telephone.

Also attending: Jim Morren and McKenzie Graye, Independent Observer reporter

**RESOLUTION AUTHORIZING BUDGET AMENDMENTS TO THE PONDERA COUNTY BUDGET-ADOPTED** – November 7, 2018

PONDERA COUNTY MONTANA  
RESOLUTION #11 – 2018/19  
**AUTHORIZING BUDGET AMENDMENTS TO  
PONDERA COUNTY BUDGET**

WHEREAS the Montana Code Annotated, Section 7-6-4006(4), grants the Board of County Commissioners the power and authority to amend the budget during the fiscal year by conducting public hearings at regularly scheduled meetings; and

WHEREAS Pondera County Commissioners approved the appropriations budget for the Pondera County during its regular budget approval process and errors in revenues and expenditures budget have been identified; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the budget be corrected as follows:

Revenue	Description	Prior Amount	New Amount
2170-331021	Grant Revenue	\$ 0	\$44,822
2894-335032	State Allocated Federal	\$ 0	\$ 1,420
	Mineral Royalties		
1000-361001	Rent-courthouse	\$ 300	\$ 1,200
1000-335065	MT Oil & Gas Tax	\$11,000	\$24,360
2110-335065	MT Oil & Gas Tax	\$ 8,000	\$15,400
2130-335065	MT Oil & Gas Tax	\$ 3,000	\$ 6,165
2140-335065	MT Oil & Gas Tax	\$ 1,000	\$ 1,685
2190-335065	MT Oil & Gas Tax	\$ 1,000	\$ 3,710
2235-335065	MT Oil & Gas Tax	\$ 1,500	\$ 2,000
2280-335065	MT Oil & Gas Tax	\$ 250	\$ 575
2290-335065	MT Oil & Gas Tax	\$ 1,000	\$ 2,090
2300-335065	MT Oil & Gas Tax	\$ 7,000	\$13,180
2370-335065	MT Oil & Gas Tax	\$ 1,500	\$ 4,135
2371-335065	MT Oil & Gas Tax	\$ 1,500	\$ 3,675
2963-331142	Grant Revenue	\$19,051	\$41,000

Expenditure	Description	Prior Amount	New Amount
2170-304-430303-901	Conrad Airport Hangar	\$ 0	\$45,674
2980-448-440103-110	Salaries	\$ 0	\$ 120
2980-448-430103-140	Benefits	\$ 0	\$ 21
2980-448-430103-210	Supplies	\$ 2,891	\$ 2,750
2958-206-420614-110	Salaries	\$22,483	\$25,500
2958-206-420614-140	Benefits	\$ 7,796	\$ 5,500
2958-206-420614-210	Supplies	\$38,267	\$37,246
2958-206-420614-311	Postage	\$ 50	\$ 350
2976-448-440193-110	Salaries	\$ 1,967	\$ 3,500
2976-448-440193-140	Benefits	\$ 811	\$ 990
2976-448-440193-210	Supplies	\$ 2,262	\$ 510
2976-448-440193-311	Postage	\$ 0	\$ 12
2976-448-440193-332	Ads/Dues	\$ 0	\$ 250
2976-448-440193-370	Travel	\$ 222	\$ 0
2963-408-440172-110	Salaries	\$ 9,785	\$20,000
2963-408-440172-140	Benefits	\$ 4,186	\$ 8,500
2963-408-440172-210	Supplies	\$ 4,853	\$12,952
2963-408-440172-311	Postage	\$ 50	\$ 100
2963-408-440172-332	Ads/Dues	\$ 500	\$ 2,000
2963-408-440172-370	Travel	\$ 1,000	\$ 2,000

Adopted this 7<sup>th</sup> day of November, 2018, as moved by Commissioner Kuka, seconded by Commissioner and passed on a 3-0 vote of the board. Effective on passage and approval.

BOARD OF COMMISSIONERS  
Pondera County, Montana

/s/ Janice Hoppes  
Janice Hoppes, Chair

/s/ Dale J Seifert  
Dale J Seifert, Member

ATTEST:

/s/ Thomas A Kuka  
Thomas A. Kuka, Member

/s/ Kody L Farkell  
Kody L Farkell, Clerk and Recorder

**RESOLUTION ORDERING THE CANCELLATION OF REAL PROPERTY TAXES THAT HAVE BEEN DELINQUENT FOR TEN YEARS OR MORE-ADOPTED – November 7, 2018**

**PONDERA COUNTY, MONTANA  
RESOLUTION #12 – 2018/19  
ORDERING THE CANCELLATION OF REAL PROPERTY TAXES THAT HAVE BEEN DELINQUENT FOR TEN YEARS OR MORE**

WHEREAS, Section 15-16-701, (2) (a), MCA, states the County Treasurer shall prepare in triplicate and submit to the Board of County Commissioners a list of real property taxes that have been delinquent for ten years or more; and

WHEREAS, the attached listing of real property taxes that have been delinquent for ten years or more in Pondera County has been submitted by the County Treasurer; and

WHEREAS, ,Section 15-16-701, (2) (a), MCA, states that the tax lien for each property must have been sold at a tax lien sale, which includes the county as purchaser of the property tax lien under Section 15-17-702, MCA, at least three years before preparation of the list; and

WHEREAS , Section 15-16-702, MCA, states the Board of County Commissioners will examine the list and make any necessary corrections within 30 days of receipt; and

WHEREAS, it further states that the Board of County Commissioners shall make its order cancelling all such real property taxes and contractual obligations contained in the lost.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that all indicated reap property taxes listed on the attached list and ordered cancelled.

BE IT FURTHER RESOLVED, that upon notification of the order for cancellation, the Pondera County Treasurer will adjust the taxes-receivable accounts to conform to this order of cancellation.

Adopted this 7<sup>th</sup> day of November, 2018 as moved by Commissioner Seifert, seconded by Commissioner Kuka, and passed on a 3-0 vote of the board. Effective upon passage and approval.

BOARD OF COMMISSIONERS  
Pondera County, Montana

/s/ Janice Hoppes  
Janice Hoppes, Chair

/s/ Dale J Seifert  
Dale J Seifert, Member

ATTEST:

/s/ Thomas A Kuka  
Thomas A. Kuka, Member

/s/ Kody L Farkell  
Kody L Farkell, Clerk and Recorder

OPENED ENGINEERING QUALIFICATION SUBMISSIONS – November 14, 2018  
Requests for Engineering Qualifications for a Principal Consultant to provide Airport Engineering Services for the Conrad Airport were opened. The Consultant selected must provide environmental services, design, construction inspection coordination, and administration of all project stages for a variety of projects for a term of five years. Submissions were received from TD&H of Great Falls and Robert Peccia & Associates, Inc. of Helena.

Commissioner Seifert moved to take the submissions under advisement and review. Commissioner Kuka seconded. Motion carried.

Also Attending: Jim Morren and McKenzie Graye, Independent Observer reporter

TAX ABATEMENTS 1071 & 1072-APPROVED – November 14, 2018

Commissioner Kuka moved to approve the following abatements:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1071	Remove 1 NMJRDD charge	90.00		631200
1072	Fix land classification	3,534.17		1402400

Commissioner Seifert seconded. Motion carried.

Also attending: Jim Morren and McKenzie Graye, Independent Observer reporter

OCTOBER COMMISSION MINUTES-APPROVED – November 14, 2018

Commissioner Seifert moved and Commissioner Kuka seconded to approve the October 2018 Minutes of the Commission. Motion carried.

Also Attending: Jim Morren and McKenzie Graye, Independent Observer reporter

CANVASS OF THE NOVEMBER 6, 2018 FEDERAL GENERAL ELECTION APPROVED – November 20, 2018

Commissioner Kuka moved to approve the canvass of the November 6, 2018 Federal General Election conducted by Commissioner Hoppes, Commissioner Kuka, and Commissioner Seifert, and directed the Clerk and Recorder to enter the official results in the records of the County. Commissioner Seifert seconded. Motion carried.

PUBLIC COMMENT – November 21, 2018

Hugh McFarland asked Commissioners to have grass seeded on both sides of Legacy Road. He said it has only weeds on either side right now. Commissioners will look into having the Weed Department spray the weeds and having grass seeded.

He also requested an encroachment agreement on Old Shelby Road to widen a culvert. Commissioners gave him an encroachment agreement application to complete and return for approval.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

TAX ABATEMENT 1073-APPROVED – November 21, 2018

Commissioner Kuka moved to approve the following abatements:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1073	Fix PTAP amount from 50% to 80%	158.46		618200

Commissioner Seifert seconded. Motion carried.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

HANGAR LEASE AGREEMENT-APPROVED – November 21, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to approve a lease with Hank Zomer for an aircraft hangar at the Conrad Airport. The lease will automatically renew each January 1 for up to nine years, unless either party chooses to terminate the lease, as outlined in the lease agreement. Motion carried.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

ENTERED INTO AGREEMENT FOR ENGINEERING SERVICES AT THE CONRAD AIRPORT – March 13, 2013

Two Requests for Engineering Qualifications for a Principal Consultant to provide Airport Engineering Services for the Conrad Airport were received and opened on November 14, 2018. After reviewing the proposals, Commissioner Seifert moved to hire and Robert Peccia & Associates, Inc. to provide environmental services, design, construction inspection coordination, and administration of all project stages for a variety of projects for a term of five years. Commissioner Kuka seconded. Motion carried.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

RESIGNATION ACCEPTED – November 21, 2018

Commissioner Kuka moved and Commissioner Seifert moved to accept the resignation of Elaine McLean, Deputy Treasurer/Assessor/Superintendent of Schools, effective December 31, 2018. Motion carried. She was elected Pondera County Treasurer/Assessor/Superintendent of Schools, taking office January 1, 2019.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

JOB DESCRIPTION APPROVED – November 21, 2018

Commissioner Kuka moved to approve the job description for Motor Vehicle and General Clerk in the Treasurer's office. Commissioner Seifert seconded. Motion carried.

Also attending: Jim Morren, Hugh McFarland and McKenzie Graye, Independent Observer reporter

ENCROACHMENT AGREEMENT APPROVED – November 28, 2018

Commissioner Kuka moved to approve the Encroachment Agreement requested by Hugh McFarland to extend the existing culvert approximately ¼ mile north of 1618 Old Shelby Road. Commissioner Hoppes seconded. Motion carried.

Commissioner Seifert was absent

Also attending: Jim Morren

CLAIMS APPROVED FOR PAYMENT – November 30, 2018

<u>FUND</u>	
GENERAL	102,866.66
ROAD	16,890.31
BRIDGE	5,133.44
WEED	757.59

AIRPORT		1,383.37
AMBULANCE		152.16
EXTENSION SERVICE		5,862.61
COUNTY FAIR		125.00
PUBLIC SAFETY (LAW ENFORCEMENT)		13,045.79
HEALTH INSURANCE - EMPLOYER CONTRIBUTION		2,913.49
BRADY LIGHTS MAINTENANCE		353.22
911 EMERGENCY		1,579.89
GAS APPORTIONMENT TAX		3,104.92
NORTHERN TRANSIT INTERLOCAL		403.75
EMERGENCY PREPAREDNESS GRANT		1,332.01
PERFORMANCE MGT GRANT		68.67
ORAL HEALTH GRANT		154.76
WIC GRANT		198.01
MATERNAL CHILD HEALTH		391.53
IMMUNIZATION ACTION PROGRAM		125.00
CHRONIC DISEASE PREVENTION GRANT		624.17
HEALTH CARE FOUNDATION GRANT		71.00
JUNK VEHICLE GRANT		13.15
ROAD/BRIDGE EQUIP PURCHASE		1,829.00
REFUND FUND		1,397.48
TOTAL CLAIMS	\$	160,776.98
TOTAL PAYROLL		<u>240,099.13</u>
TOTAL CLAIMS AND PAYROLL FUNDS		<u><u>400,876.11</u></u>

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on November 30, 2018

Pondera County, Montana.

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Janice Hoppes, Chairman

ATTEST:

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Kody L Farkell, Clerk & Recorder