

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

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on April 4, 11, 18, and 25, 2018. Unless indicated, all Commissioners were present.

DESIGNATION OF CHEMICAL DEPENDENCY SERVICE PROVIDER – April 4, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to designate Center For Mental Health as Pondera County’s Chemical Dependency Service Provider of outpatient alcohol rehabilitation services for fiscal year 2018-19. The source of funding for this program is the State of Montana earmarked revenue. Motion carried.

Also attending: Jim Morren

EXTENSION OF EXCESS VACATION-APPROVED – April 4, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to approve an extension for Undersheriff Bill Gobert to use his excess vacation hours on the books as of March 31, 2018, due to staff shortage. Motion carried.

Also attending: Jim Morren

PURCHASE AGREEMENT FOR SPILLMAN NOVA SOFTWARE FOR SHERIFF’S DEPARTMENT – APPROVED – April 11, 2018

Commissioner Kuka moved to approve an agreement between Spillman Nova Services and the Pondera County Sheriff’s Department for a five (5) year subscription to the Spillman Nova Records Management software system for an amount of \$11,866 per year. Commissioner Seifert seconded to approve the agreement. Motion carried.

Also attending: Jim Morren and Jeff Pruttis

RESOLUTION AUTHORIZING BUDGET AMENDMENTS-ORAL HEALTH SERVICES GRANT – April 11, 2018

PONDERA COUNTY MONTANA
RESOLUTION #25 – 2017/18

AUTHORIZING BUDGET AMENDMENTS – ORAL HEALTH SERVICES GRANT

WHEREAS the Montana Code Annotated, Section 7-6-4006, 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 to appropriate money received from the federal or state government, regardless of the time the money is received; and

WHEREAS the State Department of Health & Human Services has notified Pondera County of an amended contract for Fund 2963 Oral Health Services Grant, with additional grant revenues of \$6,000. The grant will incur expenditures for said purpose not to exceed such funds to be paid from the revenue received; and

WHEREAS the Pondera County Commissioners conducted a hearing at their regularly scheduled meeting on April 11, 2018 and there were no objections; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the budget for Fund 2963 Oral Health Services Grant, be amended to show the receipt and expenditures, as follows:

Revenue	Description	Prior Amount	New Amount
2963-331142	Grant Revenue	\$ 12,084	\$ 18,084
Expenditure	Description	Prior Amount	New Amount
2963-408-440172	110 Salaries	\$ 12,000	\$ 15,000
2963-408-440172	140 Benefits	\$ 5,160	\$ 6,160

2963-408-
440172 210 Supplies \$ 2,166 \$ 4,166

Adopted this 11th day of April, 2018, as moved by Commissioner Kuka, seconded by Commissioner Seifert, and passed on a 3-0 vote of the board. Effective on passage and approval.

BOARD OF COMMISSIONERS
Pondera County, Montana

 Absent
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 ADOPTING HANDBOOK OF PERSONNEL POLICIES AND PROCEDURES – April 11, 2018

PONDERA COUNTY, MONTANA
RESOLUTION #26 – 2017/18

ADOPTING THIS HANDBOOK OF PERSONNEL POLICIES AND PROCEDURES, SUPERSEDING ALL OTHER PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the Board of County Commissioners desires to establish uniform policies and procedures for personnel administration;

NOW, THEREFORE, BE IT HEREBY RESOLVED that this Handbook of Personnel Policies and Procedures be adopted, effective April 11, 2018.

Adopted this 11th day of April, 2018 as moved by Commissioner Seifert, seconded by Commissioner Kuka, and passed on a 3-0 vote of the board. Effective on the date set forth above.

BOARD OF COMMISSIONERS
Pondera County, Montana

 Absent
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

JOB DESCRIPTIONS APPROVED – April 11, 2018

Commissioner Seifert moved to approve the job descriptions for the Road Department Laborer/Operator and Road Department Mechanic. Commissioner Kuka seconded. Motion carried.

Also attending: Jim Morren and Jeff Pruttis

BID ACCEPTED FOR CARPETING THE EXTENSION OFFICE; PURCHASE IN EXCESS OF \$500 APPROVED – April 11, 2018

Commissioner Kuka moved to accept the bid from At Home Flooring in the amount of \$4,623.12 for re-carpeting the Extension office. Approval before purchase is necessary when the expenditure is in excess of \$500. Commissioner Seifert seconded. Motion carried

Also attending: Jim Morren and Jeff Pruttis

RESOLUTION DECLARATION OF EMERGENCY-ADOPTED – April 12, 2018

PONDERA COUNTY MONTANA
RESOLUTION #27- 2018/19

DECLARATION OF EMERGENCY

WHEREAS, due to extreme amounts of snowfall having occurred during the months of January, February and March 2018, and with continuing snowfall and, now, melt, extensive flooding is occurring and has caused and continues to cause severe damage to county roads within Pondera County; and

WHEREAS, restoration of these county roads is essential to ensure the health, safety and welfare of residents of the County; and

NOW, THEREFORE, BE IT RESOLVED by the Pondera County Commissioners that an emergency is hereby declared pursuant to Section 10-3-402 MCA, and all provisions of the County Emergency Operations Plan are in effect.

BE IT FURTHER RESOLVED, that copies of this resolution be filed with the Pondera County Clerk and Recorder and the Montana Disaster and Emergency Services Division in Helena.

Adopted this 12th day of April, 2018 as moved by Commissioner Seifert, seconded by Commissioner Hoppes and passed on a 2-0 vote of the board. Effective on passage and approval.

BOARD OF COMMISSIONERS
Pondera County, Montana

/s/ Janice Hoppes
Janice Hoppes, Chair

(absent)
Thomas A. Kuka, Member

Attest: /s/ Barbara J Hoggan
Kody L. Farkell, Clerk & Recorder
By: Barbara J. Hoggan, Deputy

/s/ Dale H Seifert
Dale J. Seifert, Member

ENCROACHMENT AGREEMENT (GERNAAT LAND & LIVESTOCK) APPROVED
– April 18, 2018

Commissioner Kuka moved to approve an Encroachment Agreement with Gernaat Land & Livestock for the purpose of installing a culvert on Larkspur Road. Commissioner Seifert seconded. Motion carried.

TASK ORDER CONTRACT FOR EMERGENCY PREPAREDNESS GRANT-
APPROVED – April 18, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to approve the fiscal year 2019 Emergency Preparedness Grant contract in the amount of 28,145 for July 1, 2018 through June 30, 2019.

CITIZEN APPOINTMENTS TO COUNTY ADVISORY BOARDS – April 18, 2018

Commissioner Seifert moved to reappoint Mark Gage and John McFarland to the Pondera Regional Port Authority (2022) and also to appoint Cynthia Johnson to complete the term of Shawn Sullivan (2020). Motion carried.

TREASURER'S SECURITIES REPORT – April 25, 2018

The following are the investments as of March 31, 2018

STIP \$4,502,338.05 @ 1.6321018%

STOCKMAN BANK BALANCES \$1,522,694.14
STOCKMAN BANK –Collateral Report
3133EFJM0 \$5,000,000.00 FFCB 2000900 .93% Matures 04/13/18

RBC WEALTH
02587DTY4 200,000.00 2.100% Due 09/26/2018 (CD)
06740KHN0 250,000.00 1.700% Due 07/30/2018 (step up)

RAYMOND JAMES

02587CFF2	\$200,000.00	2.2500%	Due 5/24/2021 (CD)
38147JL42	\$200,000.00	2.05%	Due 6/25/2019 (CD)
06740KHS9	\$250,000.00	2.1000%	Due 08/13/2019 (CD)
140420XL9	\$245,000.00	2.1500%	Due 11/04/2020
48125YT87	\$250,000.00	1.250%	Due 05/06/2021(step)
254672T24	\$250,000.00	2.000%	Due 11/23/2021 (CD)

INDEPENDENCE BANK

CDARS 1021053623	02/07/18	1.3706%	\$500,000.00
CDARS 1020273298	6/7/18	1.04454%	\$500,000.00
CDARS 1020736204	11/1/18	1.29165%	\$3,254,000.00
CDARS 1020845178	12/6/18	1.29165%	\$1,000,000.00
CDARS 1020845186	12/6/18	1.29165%	\$500,000.00
CDARS 1020490825	8/16/18	1.24227%	\$1,000,284.07
CDARS 1020845216	12/6/18	1.29165%	\$500,000.00

Jeanne Moon, Treasurer
Pondera County

FEASIBILITY STUDY FOR CREATION OF NEW COUNTY (BLACKFEET RESERVATION) – April 25, 2018

House District 15 Representative George Kipp presented a proposal for a feasibility study to determine how Pondera and Glacier Counties could provide services to Heart Butte and Browning or if it would be economically feasible for the Blackfeet Reservation to operate as its own county.

Representative Kipp said the harsh winter conditions this year required additional services and claimed Pondera and Glacier did not help with this need. Kipp contends that if a new county was formed, consisting of the Blackfeet Reservation area in Pondera and Glacier Counties, the Tribe would be able to provide better services than the Counties provide. The feasibility study is proposed to look at the streams of revenue and costs to operate as a separate county. Representative Kipp mentioned the possibility of having the study done by someone from the University of Montana or the College in Browning. The study would require the cooperation of Pondera and Glacier Counties to figure out the number of records that would need to be transferred to the new County and the cost for doing so. Kipp requested Pondera County compile the number of records and the tax revenue from Fee ownership of Reservation land. The creation of a new county would require a petition and vote by all affected counties.

Representative Kipp is still looking at the cost to do a study and will meet with the commissioners again next month with estimated costs.

Also attending: George Kipp, House District 15 Representative; Melinda Kipp; Jim Morren; Brooke Rogers, 9th Judicial District Drug Treatment Court; Jeff Pruttis; Mary Ann Ries, County Attorney; Kody Farkell, Clerk & Recorder; and Brooke Holden, Sierra Oehlke, and Karla Breeding, First American Title Company

BUDGET REQUEST FROM 9TH JUDICIAL DISTRICT DRUG TREATMENT COURT PROGRAM – April 25, 2018

Brooke Rogers, Coordinator for the 9th Judicial District Drug Treatment Program, discussed the program and its benefits to participants. Five of the current 15 participants are Pondera County residents. Participants are required to meet with Rogers weekly and with Judge Olson every two weeks. They must maintain sobriety, hold down a job, and complete their GED if necessary. The participants are responsible for \$500 toward the cost of the program. Due to state budget shortfalls, the Drug Treatment Program is short \$20,000 for the upcoming fiscal year. They are asking each participating county to contribute \$5,000 for the upcoming year.

The Commissioners agreed to consider the request as they prepare the budget.

Also attending: Jim Morren; Jeff Pruttis; Mary Ann Ries, County Attorney

APPROVE CONTRACT WITH BERN & PUGH FOR SECTION 125 ACCOUNT – April 25, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to approve the Section 125 contract renewal for fiscal year 2019 with Bern & Pugh. Motion carried.

Also attending: Jim Morren; Jeff Pruttis; Mary Ann Ries, County Attorney

ELECTION JUDGE APPOINTMENTS AND DESIGNATION OF POLLING PLACES
 – April 25, 2018

Commissioner Kuka moved and Commissioner Seifert seconded to appoint the following as election judges for the June 5, 2018 Federal Primary Election:

Bev Widhalm	Bev Anderson		
Dan Picard	Marliss Picard	Mourine Grubb	June Hovde
Alice Garman	Dan Wilcox	Debbie Wilcox	Don Weisgram
Reta Rae Weisgram	Sharon Walston	Diana Agre	Lonnie Stokes
Donna Minarik	Jessie Wunderlich	Mary Jean Brophy	Diana Felton
Joan Layne	Leanne Hayne	Susan Anderson	Mary Bartoske
Trina Jo Bradley	Carol Johns	Vicky Henry	Terri Vandebos
Clint Rouns	Brenda Cook	Shawn Hall	Tanya Montoya
Lorina Windyboy	Jennifer Styren	Terri Peters	Jane Holzer
Jeanette McLean	Rose Peterman	Courtney Sheble	Velda Loch
Thea Weaselhead			

And to designate the following polling places for the 2018 Federal Primary Election:

Brady Community Hall	12:00pm – 8:00pm
Pondera Center (Conrad)	7:00am-8:00pm
Valier Civic Center	7:00am-8:00pm
Heart Butte High School	7:00am-8:00pm
Dupuyer School	12:00pm-8:00pm

Also attending: Jim Morren; Jeff Pruttis; Mary Ann Ries, County Attorney

MINUTES OF THE COMMISSION-APPROVED – April 25, 2018

Commissioner Seifert moved to approve the March minutes of the Commission. Commissioner Kuka seconded. Motion carried.

Also attending: Jim Morren; Jeff Pruttis; Mary Ann Ries, County Attorney

CLAIMS APPROVED FOR PAYMENT – April 30, 2018

<u>FUND</u>	
GENERAL	23,975.48
ROAD	18,439.82
BRIDGE	9,429.08
WEED	1,344.59
AIRPORT	6,020.65
COMPREHENSIVE INSURANCE	-0.04
AMBULANCE	406.31
EXTENSION SERVICE	5,411.36
PUBLIC SAFETY (LAW ENFORCEMENT)	19,497.09
HEALTH INSURANCE - EMPLOYER CONTRIBUTION	1,431.75
RECORDS PRESERVATION	424.50
BRADY LIGHTS MAINTENANCE	354.66
911 EMERGENCY	1,917.64
LAND USE PLANNING	400.00
NORTHERN TRANSIT INTERLOCAL	556.74
VICTIM & WITNESS ADVOCATE	208.00
EMERGENCY PREPAREDNESS GRANT	677.14
ORAL HEALTH GRANT	259.81
WIC GRANT	422.88
MATERNAL CHILD HEALTH	85.99
IMMUNIZATION ACTION PROGRAM	256.90
CHRONIC DISEASE PREVENTION GRANT	460.98
HEALTH CARE FOUNDATION GRANT	185.29
JUNK VEHICLE GRANT	58.15
PUBLIC SAFETY CAP IMPROV	17,986.23
REFUND FUND	181.04

TOTAL CLAIMS	\$	110,392.04
TOTAL PAYROLL		<u>247,675.69</u>
TOTAL CLAIMS AND PAYROLL FUNDS		<u><u>358,067.73</u></u>

ADJOURNMENT

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

Pondera County, Montana.

Janice Hoppes, Chairman

ATTEST:

Kody L Farkell, Clerk & Recorder