

**REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
PONDERA COUNTY, MONTANA
Held in July 2019**

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on July 6, 10, 17, 24, and 31, 2019. Unless indicated, all Commissioners were present.

CONSIDERATION OF PURCHASE OF PROPERTY IN VALIER – July 3, 2019

Janice Kruger, Personal Representative for the Toy Davis Estate contacted the Commissioners about the County purchasing four lots in Valier next to the County Road Shop. The lots are the site of the former Roy Davis Gas Station. Due to the fact that the land has not been cleaned up the Commissioners will not pursue purchasing the property.

CONTRACTS FOR WEED SPRAYING OF STATE HIGHWAYS FOR FISCAL YEAR 20 APPROVED – July 3, 2019

Commissioner Seifert moved and Commissioner Morren seconded to approve a contract from the Montana Department of Transportation Great Falls Division in the amount of \$3,000 and the Havre Division in the amount of \$18,000. Motion carried.

TREASURER'S SECURITIES REPORT – July 9, 2019

The following are the investments as of June 30, 2019

STIP \$7,502,000.00 @ 2.4138642%

STOCKMAN BANK BALANCES \$4,268,644.02
STOCKMAN BANK –Collateral Report

912828G95 \$5,000,000.00 US TREAS 1000079 1.63% Matures 12/31/19

RAYMOND JAMES

02587CFF2	\$200,000.00	2.2500%	Due 5/24/2021 (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)
06051VE36	\$250,000.00	2.50%	Due 08/06/2020 (CD)
61690UED8	\$250,000.00	2.85%	Due 02/14/2022 (CD)

INDEPENDENCE BANK

CDARS 1022263613	02/06/20	2.44983%	\$500,000.00
CDARS 1022675601	6/4/20	2.42056%	\$500,000.00
CDARS 1021687851	08/15/19	2.03913%	\$1,000,000.00
CDARS 1021870648	10/10/19	2.05873%	\$500,000.00
CDARS 1021969202	11/07/19	2.13707%	\$2,000,000.00
CDARS 1022052493	12/05/19	2.2447%	\$1,000,000.00

Elaine McLean, Treasurer
Pondera County

RESOLUTION LOAN TO FUNDS HAVING NEGATIVE CASH BALANCES AT FISCAL YEAR END-ADOPTED – July 10, 2019

PONDERA COUNTY, MONTANA

RESOLUTION #1 – 2019/20

LOAN TO FUNDS HAVING NEGATIVE CASH BALANCES AT FISCAL YEAR END

WHEREAS, generally accepted standards for governmental accounting does not allow for negative cash balances in any fund, including reimbursable grant funds, at the close of the fiscal year; and

WHEREAS, three County funds,

Fund 2841, Middle Pondera Creek Weed Grant (\$969.93),
Fund 2851, E-911 & GPS/GIS Grant (\$4,395.00)
Fund 2866, Northern Transit Interlocal (\$548.26),
Fund 2971, Women, Infants & Children Grant (\$7,934.41)
Fund 2976, Immunization Action Grant (\$99.69)
Fund 2978, Chronic Disease Prevention Grant (\$2,254.28)

have negative cash balances as of June 30, 2019 due to the nature of the funds as reimbursable grant funds; and

WHEREAS, Pondera County General Fund has sufficient cash to loan the funds having negative cash balances on June 30, 2019 in order that the funds will not have a deficient cash balance; and

WHEREAS the funds shall repay the loan and interest at 0% per annum to the general fund from the revenue to be received, anticipated to be in July 2019

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the Clerk and Recorder effect the loans to any and all funds having negative cash balances on June 30, 2019 from the county General funds and that the loans be repaid as stated above as soon as feasible.

Adopted this 10th day of July, 2019 as moved by Commissioner Seifert, seconded by Commissioner Morren, and passed on a 3-0 vote of the board. Effective upon passage and approval.

BOARD OF COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Thomas A Kuka
Thomas A Kuka, Chair

/s/ Dale J Seifert
Dale J Seifert, Member

ATTEST:

/s/ Jim Morren
Jim Morren, Member

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

UPDATING SUBDIVISION REVIEW FEES-ADOPTED – July 10, 2019

Commissioner Morren moved to adopt the Subdivision Review fee schedule as follows:

Retracement/Exemption Surveys/Other Certificates of Survey \$250/review
Minor Subdivision

Preliminary Plat Submittal \$1,000 + \$100/lot over three

Final Plat Submittal \$250 + \$50 for each lot over three

Major Subdivision

Preliminary Plat Submittal \$2000 + \$100 for each lot over six

Final Plat Submittal \$500 + \$50 for each lot over 6

Commissioner Seifert seconded. Motion carried.

CONTRACT FOR PURCHASE AND INSTALLATION OF FUEL SYSTEM AT CONRAD AIRPORT APPROVED – July 10, 2019

Commissioner Morren moved and Commissioner Seifert seconded to enter into contract with NWestco, LLC for purchase and installation of a 8,000 gallon self-serve fuel system in the amount of \$239,317 to be completed by November 29, 2019. Motion carried.

\$207,817 of the cost will be paid by FAA funds, \$27,000 by a loan from the Montana Department of Transportation Aeronautics Division, and \$4,500 from County funds.

BUILDING AND GROUNDS MAINTENANCE SUPERVISOR JOB DESCRIPTION APPROVED – July 10, 2019

Commissioner Seifert moved and Commissioner Morren seconded to approve the updated job description for Building & Grounds Maintenance Supervisor. Motion carried.

JUNE MINUTES OF THE COMMISSION APPROVED – July 10, 2019

Commissioner Seifert moved to approve the June minutes of the Commission.
Commissioner Morren seconded. Motion carried.

TAX ABATEMENTS 1085-APPROVED – July 17, 2019

Commissioner Morren moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1085	Mobile home burned down	385.31		2027200

Commissioner Seifert seconded. Motion carried.

EMERGENCY MANAGEMENT PREPAREDNESS GRANT APPROVED – July 17, 2019

Commissioner Morren moved to approve the Emergency Management Preparedness Grant State and Local Agreement between the State of Montana Department of Emergency Services and Pondera County. Under the terms of this Agreement, Pondera County will be reimbursed approximately one-half (1/2) of the operating expense of the County Disaster and Emergency Services department, up to \$29,890 for the time period July 1, 2019-June 30, 2020. Commissioner Seifert seconded. Motion carried.
Also present: DES Coordinator Melinda Burns

CHRONIC DISEASE SPECIALIST REVISED JOB DESCRIPTION APPROVED – July 17, 2019

Commissioner Morren moved and Commissioner Seifert seconded to approve the revised job description for a part time Chronic Disease Specialist in the Health Department. Motion carried.

RESOLUTION DECLARING PROPERTY SURPLUS AND DISPOSAL – July 17, 2019

PONDERA COUNTY
RESOLUTION #2 – 2019/20
DECLARING PROPERTY SURPLUS AND DISPOSAL

WHEREAS, pursuant to Section 7-8-2211, MCA, Authorization to sell and exchange county property, the Board of Pondera County Commissioners declares the following personal property belonging to the County as surplus property which is not necessary to the conduct of county business or the preservation of its property:

7 Alco-Sensor 3 portable breath test machine & their associated equipment	Value \$0
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and

WHEREAS, the Commissioners have determined, pursuant to Section 7-8-2217, MCA, Procedure or sale of property of lesser value, it is in the best interests of the County to dispose of the above-listed surplus property.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners:

- 1) hereby declares the property listed above as surplus property which is not necessary to the conduct of county business or the preservation of its property,
- 2) agrees to dispose of surplus items listed above

ADOPTED this 17th day of July, 2019 as moved by Commissioner Seifert, seconded by Commissioner Morren, and passed on a 3-0 vote of the board. Effective on passage and approval.

BOARD OF COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Thomas A Kuka
Thomas A Kuka, Chair

/s/ Dale J Seifert
Dale J Seifert, Member

ATTEST:

/s/ Jim Morren

Jim Morren, Member

/s/ Kody L Farkell

Kody L Farkell, Clerk and Recorder

TAX ABATEMENTS 1086-APPROVED – July 24, 2019

Commissioner Seifert moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1086	Taxes were paid twice	179.08		1403100

Commissioner Morren seconded. Motion carried.

TASK ORDER CONTRACT FOR EMERGENCY PREPAREDNESS GRANT-APPROVED – July 24, 2019

Commissioner Seifert moved to approve the Emergency Preparedness Task Order Contract with MT Department of Public Health and Human Services for fiscal year 2019-20 in the amount of \$30,745. Commissioner Morren seconded. Motion carried.

PORT AUTHORITY REPORT – July 31, 2019

Rob Cook, Pondera Regional Port Authority Executive Director was on hand to give a report. The Port Authority has several projects in progress and all are running smoothly. Also attending: Rob Cook, Pondera Regional Port Authority and Melinda Burns, DES Coordinator.

REPORT FROM DES COORDINATOR – July 31, 2019

Melinda Burns, new Pondera County DES Coordinator, gave a report of what is happening with county mapping and 9-1-1 address updating. Melinda reported she has been in touch with weather service because of increased fire danger due to dry conditions. The conditions will continue to be monitored.

Also attending: Rob Cook, Pondera Regional Port Authority and Melinda Burns, DES Coordinator.

BID FOR CULVERT-ACCEPTED – July 31, 2019

Two bids were received to be placed at Liberty School Road. Bids were:

1. Contech
 - a. Galvanized 92' of 103" x 71" with 2 24" bands \$28,680.00
 - b. Aluminum 92' of 103" x 71" with 2 24" bands \$32,220.00

2. True North Steel
 - a. Galvanized 92' of 103" x 71" with 2-24" bands \$34,734.56
 - b. Aluminum 92' of 103" x 71" with 2-24" bands \$37,328.32

Commissioner Morren moved to accept the Contech bid for the aluminum culvert in the amount of \$32,220.00. Aluminum was chosen because it has a longer life span than galvanized. Commissioner Seifert seconded. Motion carried.

DATE, TIME AND PLACE SET FOR PRELIMINARY BUDGET HEARING – July 31, 2019

Commissioner Seifert moved to set a public hearing for the county's preliminary budget for Wednesday, August 21 at 10:00am in the Commissioners' office. Commissioner Morren seconded. Motion carried.

DATE, TIME AND PLACE SET FOR MEDICAL PERMISSIVE LEVY & SHERIFF'S RETIREMENT SYSTEM PERMISSIVE LEVY – July 31, 2019

Commissioner Seifert moved to set a public hearing to discuss the Medical Permissive Levy and the Sheriff's Retirement System Permissive Levy for Wednesday, August 21 at 10:00am in the Commissioners' office. Commissioner Morren seconded. Motion carried.

CLAIMS APPROVED FOR PAYMENT – July 31, 2019

<i>FUND</i>		
Fund	Fund Description	Amount
1000	GENERAL	45,360.99
2110	ROAD	11,632.84
2130	BRIDGE	70.51
2140	WEED	1,786.62
2160	COUNTY FAIR	316.08
2170	AIRPORT	1,802.71
2190	COMPREHENSIVE INSURANCE	119,706.96
2230	AMBULANCE	4,639.51
2290	EXTENSION SERVICE	5,682.67
2300	PUBLIC SAFETY	11,835.69
2371	HEALTH INSURANCE - EMPLOYER CONTRIBUTION	2,873.33
2401	BRADY LIGHTS	377.25
2830	JUNK VEHICLE	13.15
2840	NOXIOUS WEED GRANT	50.37
2850	911 EMERGENCY	6,348.89
2860	LAND USE PLANNING	212.50
2866	NORTHERN TRANSIT INTERLOCAL	1,004.44
2917	VICTIM & WITNESS ADVOCATE PROGRAM	605.00
2958	EP (DES) GRANTS	1,155.24
2963	ORAL HEALTH SERVICES GRANT	248.78
2971	WIC GRANT	3,347.35
2973	MATERNAL CHILD HEALTH	108.94
2976	IMMUNIZATION ACTION GRANT	125.00
2978	CHRONIC DISEASE (FKA TOBACCO USE PREV)	321.15
2980	HEALTH CARE FOUNDATION GRANT	71.00
7920	REFUND FUND	232.32
TOTAL CLAIMS		219,929.29
TOTAL PAYROLL		<u>\$ 279,680.40</u>
TOTAL CLAIMS AND PAYROLL FUNDS		<u>\$ 499,609.69</u>

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on July 31, 2019

Pondera County, Montana.

Thomas A Kuka, Chairman

ATTEST:

Kody L Farkell, Clerk & Recorder