

**REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
PONDERA COUNTY, MONTANA
Held in August 2023**

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on August 2, 9, 16, 23, and 30, 2023.

AUGUST 2, 2023 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Jim Morren, Commissioner Tom Kuka, Commissioner Zane Drishinski, Public- Paul Anderberg, Chuck Nelson

Public Comment-

Chuck Nelson would like to store his airplane in Valier at the airport. Pondera County does not have any space suitable for him at this time.

DATE, TIME AND PLACE SET FOR PONDERA COUNTY BUDGET, MEDICAL PERMISSIVE LEVY & SHERIFF'S RETIREMENT SYSTEM PERMISSIVE LEVY

Commissioner Drishinski moved to set a public hearing to discuss the Pondera County Budget, Medical Permissive Levy and the Sheriff's Retirement System Permissive Levy for Wednesday, August 23, 2023 at 10:00am in the Commissioners' office. Commissioner Kuka seconded. Motion carried.

AUGUST 9, 2023 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Jim Morren, Commissioner Tom Kuka, Deputy Clerk & Recorder Tammy Bartsch

REVISED JOB DESCRIPTION FOR DEPUTY SHERIFF-

Commissioner Kuka moved and Commissioner Morren seconded the approval of the revised job description for Deputy Sheriff. Motion carried.

AUGUST 16, 2023 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Jim Morren, Commissioner Tom Kuka, Commissioner Zane Drishinski, Deputy Clerk & Recorder Tammy Bartsch, Public- Dane Stewart

Public Comment-

Dane Stewart lead discussion on the Dupuyer park.

LAW ENFORCEMENT MINI-GRANT PROGRAM

Commissioner Drishinski moved and Commissioner Kuka seconded to approve the Highway Traffic Safety Section Law Enforcement Mini-Grant Program in the amount of \$5,000. Motion carried.

FAA GRANT MEETINGS

Commissioner Kuka moved and Commissioner Drishinski seconded to set two special meeting dates of August 17th and 21st at 10:00 am to address FAA grant contracts, if needed. Motion carried.

AUGUST 23, 2023 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Jim Morren, Commissioner Tom Kuka, Deputy Clerk & Recorder Tammy Bartsch, Clerk & Recorder Kody Farkell

HEARING CONDUCTED ON HEALTH INSURANCE PREMIUM GAP PERMISSIVE LEVY

Attending: Commissioner Thomas Kuka, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch

The notice of the hearing was published in The Independent-Observer and the Valerian August 9 and 16, 2023 issues.

Commissioner Morren called the hearing to review the proposed Health Insurance Premium Gap Permissive Levy to order at 10:00 a.m. at the Pondera County Commissioners office, 20 4th Ave SW, Conrad. There was no comment from the public and no written comment was received.

The County is authorized to levy up to 19.9 mills for the levy. The levying amount equals \$250,281.00. Clerk & Recorder Farkell explained that the County will most likely only levy 12.5 mills for the upcoming fiscal year.

Hearing closed at 10:09 a.m.

HEARING CONDUCTED ON SHERIFF RETIREMENT SERVICE PERMISSIVE LEVY

Attending: Commissioner Thomas Kuka, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, and Deputy Clerk & Recorder Tammy Bartsch
The notice of the hearing was published in The Independent-Observer and the Valerian August 9 and 16, 2023 issues.

Commissioner Morren called the hearing to review the proposed Sheriff Retirement Service Permissive Levy to order at 10:09 a.m. at the Pondera County Commissioners office, 20 4th Ave SW, Conrad. There was no comment from the public and no written comment was received.

The County is authorized to levy 1.246 mills for the levy. The levying amount equals \$24,948.00.

Hearing closed at 10:11 a.m.

HEARING ON FINAL BUDGET FOR FISCAL YEAR 2023-24

Attending: Commissioner Thomas Kuka, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, and Deputy Clerk & Recorder Tammy Bartsch
The notice of the hearing was published in The Independent-Observer and the Valerian August 9 and 16, 2023 issues.

Commissioner Morren called the hearing to review the proposed County budget to order at 10:11 a.m. at the Pondera County Commissioners office, 20 4th Ave SW, Conrad. There was no public in attendance and no written comments were received.

The Commissioners met with department heads in May and June regarding their department requests. All areas of the budget were discussed among the Commissioners and Clerk and Recorder during the months of June, July and August, resulting in the final budget which is the subject of the hearing. Those in attendance discussed the major expenditures expected in each department, as well as the revenues to be received. Being no further discussion, the hearing was closed at 10:30 a.m.

TAX ABATEMENTS 1193-1196

Commissioner Kuka moved to approve the following abatements:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1193	DOR error, should not have been taxed	5.00		341151
1194	DOR error, should have been billed to Glacier County	3539.00		1663035
1195	Property sold in 2021	5785.03		1677425
1196	Removed mobile home	141.14		2003100

Commissioner Morren seconded. Motion carried.

CAPITAL IMPROVEMENT PLAN FOR CONRAD AIRPORT APPROVED

The FAA has requested an updated capital improvement plan for the Conrad Airport. Projects undertaken for the capital improvement plan are funded by federal funding and county matching funds.

Commissioner Kuka moved to approve the capital improvement plan. 90% of the funding will be coming from the FAA Grant. Commissioner Morren seconded. Motion carried.

JULY COMMISSION MINUTES APPROVED

Commissioner Kuka moved and Commissioner Morren seconded to approve the July 2023 Minutes of the Commission. Motion carried.

RESOLUTION ON AUTHORIZING COST-OF-LIVING SALARY ADJUSTMENTS

PONDERA COUNTY, MONTANA

RESOLUTION #4 – 2023/24

AUTHORIZING COST-OF-LIVING SALARY ADJUSTMENTS

WHEREAS, the 2001 Legislature provided that County governing bodies create a county compensation board that shall prepare a compensation schedule for county elected officials for the succeeding fiscal year. The recommended compensation schedule shall be approved by a majority of the board including at least two commissioners, and

WHEREAS, the Commissioners appointed the County Compensation Board and the Board met during a public hearing called by the Commissioners on June 6, 2023 and discussed several suggested compensation schedules for elected officials for FY2023/24; and

WHEREAS, the County Compensation Board recommended that compensation for elected officials in Pondera County for FY2023/24 be increased by an amount up to a 6.5% cost-of-living adjustment; the recommendation was approved by the members of the Compensation Board, and

NOW, THEREFORE, BE IT RESOLVED that, effective August 26, 2023, the County will pay a cost-of-living salary adjustment of 5.0% for elected officials based on the Clerk and Recorder's base salary to be added to the salaries of Pondera County elected officials. Additional compensation of \$2,000 annually for Commissioners and Sheriff will remain at the statutory rates. Additional compensation of \$2,000 was approved for the Clerk and Recorder who also serves as Election Administrator (pursuant to 7-4-2503(d), MCA, effective October 1, 2005).

Treasurer/Superintendent of Schools	\$60,137.88
includes additional compensation of \$3,500 for combined office	
Clerk of Court	\$56,637.88
Clerk and Recorder	\$56,637.88
plus additional compensation of \$2,000 per year allowed under statute for Election Administrator duties	
Commissioner	\$58,637.88
includes additional compensation of \$2,000 per year required by statute	
Sheriff/Coroner	\$59,809.31
includes additional compensation of \$2,000 per year required by statute (Sheriff) plus additional \$2,000 for combined Coroner office	
Deputies Sheriff/Coroner will receive \$50 per coroner call less than 8 hours in duration and/or \$100 per coroner call more than 8 hours in duration	
County Attorney/Public Administrator	\$107,368.38
State of Montana will pay reimburse the County at a rate set by statute, pursuant to 7-4-2502, MCA (2007)	
Justice of the Peace	\$56,637.88

BE IT FURTHER RESOLVED that the Commissioners hereby set the gross base wages for undersheriff at 98% of the Sheriff base salary, deputies with one year or more at the Pondera County Sheriff's Department at 86% of the Sheriff salary, and deputies under one year at the Pondera County Sheriff Department will be paid 85% of the Sheriff salary. Sheriff's department longevity shall be calculated pursuant to state statutes.

Deputies to other elected officials will be paid at 86% of the Clerk & Recorder's base salary.

The cost-of-living increase and raise for non-deputy hourly full-time and regular part-time employees is hereby set at an increase of 5.0%.

Airport manager salary will remain at \$150 per month
 Seasonal employees' hourly rates will increase to \$14.70 per hour, beginning March 2024 (\$15.75 for returning employees)
 Temporary employee hourly rates will increase to \$9.95 per hour

Adopted this 23rd day of August, 2023 as moved by Commissioner Kuka, seconded by Commissioner Morren, and passed on a 2-0 vote of the board. Effective August 26, 2023

BOARD OF COUNTY COMMISSIONERS
 Pondera County, Montana

/s/ Jim Morren
 Jim Morren, Chairman

/s/ Thomas A Kuka
 Thomas A Kuka, Member

ATTEST:

Absent
 Zane Drishinski, Member

/s/ Kody L Farkell
 Kody L. Farkell, Clerk & Recorder

AUGUST 30, 2023 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Jim Morren, Commissioner Zane Drishinski, Deputy Clerk & Recorder Tammy Bartsch, Clerk & Recorder Kody Farkell

MSU EXTENSION SERVICE AGREEMENT

Commissioner Drishinski moved and Commissioner Morren seconded to approve the FY2024 Extension Services Agreement between Montana State University Extension and Pondera County. The Agreement includes the amount budgeted for the Extension Office in Pondera County, including the County portion of the Agents' salaries which is set at 65% of the Clerk and Recorder's base salary for each Agent. Motion carried.

RESOLUTION APPROVING FINAL BUDGET FOR PONDERA COUNTY FOR FISCAL YEAR 2023/24

PONDERA COUNTY, MONTANA
 RESOLUTION #8
APPROVING FINAL BUDGET FOR PONDERA COUNTY FOR FISCAL YEAR 2023/24

WHEREAS, pursuant to Sections 7-6-4021, 7-6-4024 and 7-6-4030, MCA, the Board of County Commissioners of Pondera County, Montana, has held a public hearing on August 23, 2023 on the proposed budget of Pondera County for fiscal year 2023/24 as required by law; and

WHEREAS, Sections 7-6-4034 through 7-6-4036, MCA, provide for the fixing of various tax levies to raise funds sufficient to meet said expenditures authorized in the budget; and

WHEREAS, amendments to the final budget may be made throughout the fiscal year as provided in 7-6-4031; and

WHEREAS the Department of Revenue has provided the County with the certified value of a mill in each taxing jurisdiction in the County, as \$20,589.570 countywide and \$15,794.107 rural; and

NOW, THEREFORE, BE IT RESOLVED that this resolution authorizes
 (a) Appropriations to defray the expenses or liabilities for the fiscal year.

August 2023

(b) It sets the legal spending limits at the county fund level. Fund level detail is stated in the formal budget document and established in the County's accounting system.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the final county budget as set out below be, and the same is, hereby adopted as the final budget for fiscal year 2023/24 and that warrants be issued in accordance with laws appertaining thereto.

COUNTYWIDE

Assessed Valuation: 926,207,130
 Tax Valuation: 20,589,570
 1 Mill Yields: 20,589.570

FUND NO.	FUND NAME	BUDGETED EXPENDITURES	MILL LEVY	VOTED MILL LEVY
1000	GENERAL	2,574,515	65.30	
2130	BRIDGE	558,747	13.00	
2140	WEED	178,016	4.70	
2160	COUNTY FAIR	5,380	0.20	
2190	COMP INSURANCE	335,500	10.40	
2230	AMBULANCE	113,890	1.00	
2235	COUNTY HOSPITAL	170,000	1.00	
2280	SENIOR CITIZENS	30,000	1.42	
2290	EXTENSION	153,737	4.00	
2300	PUBLIC SAFETY	1,448,036	36.00	
2370	RETIREMENT	300,000	11.00	
2371	GROUP HEALTH	550,200	10.75	
TOTALS		6,418,021	158.77	

COUNTYWIDE VOTED LEVIES

Assessed Valuation: 926,207,130
 Tax Valuation: 20,589,570
 1 Mill Yields: 20,589.570

FUND NO.	FUND NAME	BUDGETED EXPENDITURES	MILL LEVY	VOTED MILL LEVY
2220	COUNTY LIBRARIES (VOTED LEVY)	361,966		17.58
2372	PERMISSIVE MEDICAL	257,870	12.50	
2373	PERMISSIVE SHERIFF RETIREMENT	25,696	1.246	
4016	HOSPITAL CAPITAL IMPROVEMENT	694,067		11.77
7380	PORT AUTHORITY	99,303		4.00
TOTALS		1,438,902	13.74	33.356

BRADY WATER & SEWER DISTRICT DEBT SERVICE			VOTED MILL LEVY
Assessed Valuation:		177,553	86.982
1 Mill Yields:		177.553	
7360	BRADY WATER DEBT SERVICE	15,444	177.553

RURAL

Assessed Valuation: 629,126,962
 Tax Valuation: 15,794,107

1 Mill Yields: 15,794.107

FUND NO.	FUND NAME	BUDGETED EXPENDITURES	MILL LEVY	VOTED MILL LEVY
2110	ROAD	1,290,625	41.73	
7200	RURAL FIRE (REGULAR LEVY)	315,500	7.42	
7208	RURAL FIRE (VOTED LEVY)	174,822		2.10
	TOTAL	1,780,947	49.15	2.10

SPECIAL DISTRICTS

CEMETERY DISTRICT #1 (VALIER)				
		Assessed Valuation:	281,083,362	
		Tax Valuation:	6,119,660	
		1 Mill Yields:	6,119.660	
7203	CEMETERY DISTR #1 (REGULAR LEVY)	82,655	4.10	
	CEMETERY DISTR #1 (VOTED LEVY)	20,990	3.43	
	TOTAL	103,645	7.53	

CEMETERY DISTRICT #2 (CONRAD)				
		Assessed Valuation:	645,123,768	
		Tax Valuation:	14,469,910	
		1 Mill Yields:	14,469.910	
7201	CEMETERY DISTRICT #2	280,840	7.59	

CONSERVATION DISTRICT				
		Assessed Valuation:		
		Tax Valuation:	9,890,708	
		1 Mill Yields:	9,890.708	
7206	SOIL CONSERV (REGULAR LEVY)	121,250	2.53	
7206	SOIL CONSERV (PERMISSIVE LEVY)	2,208	0.2232	
	TOTAL	123,458	2.7532	

NON-LEVIED FUNDS

FUND NO.	FUND NAME	BUDGETED EXPENDITURES
2150	PREDATORY ANIMAL	11,447
2170	COUNTY AIRPORTS	5,436,567
2260	EMERGENCY DISASTER	5,116
2390	DRUG FORFEITURE	17,113
2393	RECORDS PRESERVATION	39,690
2401	BRADY LIGHTS	4,800
2800	ALCOHOL REHABILITATION	25,000
2801	OPIOID SETTLEMENTS	9,003
2811	DUI PREVENTION	8,104
2820	GAS APPORTIONMENT TAX	466,462
2821	ENHANCED GAS TAX (BARSAR)	130,359
2830	JUNK VEHICLE	12,469
2840	NOXIOUS WEED GRANT	88,186
2850	911 EMERGENCY	604,987
2859	COUNTY LAND INFORMATION	21,747
2860	LAND USE PLANNING	30,070
2862	GROWTH POLICY GRANT	37,978
2866	NORTHERN TRANSIT INTERLOCAL	47,138
2894	STATE ALLOCATED FED ROYALTY	14,358
2900	PILT	1,257,354
2917	VICTIM & WITNESS ADV	1,231
2958	EP (DES)GRANTS	119,844

2961	PERFORMANCE MANAGEMENT GRANT	2,250
2963	ORAL HEALTH GRANT	82,877
2964	ALLIANCE FOR YOUTH	37,056
2971	WOMEN/INFANTS/CHILD GRANT	44,687
2972	NCAAA GRANT	1,260
2973	MATERNAL/CHILD HEALTH	6,012
2976	IMMUNIZATION ACTION GRANT	98,622
2978	CHRONIC DISEASE PREVENTION GRANT	78,033
2980	HEALTH CARE FOUNDATON GRANT	725
2995	AMERICAN RESCUE PLAN ACT	619,853
2996	LATCF	594,151
4008	EXTENSION CAPITAL IMPROVEMENT	41,200
4009	PUBLIC SAFETY CAPITAL IMPROVEMENT	610,323
4010	JUNK VEHICLE CAPITAL IMPROVEMENT	30,828
4011	AMBULANCE CAPITAL IMPROVEMENT	189,729
4012	GEN FUND CAPITAL IMPROVEMENT	1,433,160
4013	ROAD/BRIDGE CAPITAL IMPROVEMENT	1,193,108
4014	WEED DISTRICT CAPITAL IMPROVEMENT	80,406
7202	CONRAD TV	48,722
	TOTAL	13,533,303

LEVIED FUNDS	\$10,161,257
NON-LEVIED FUNDS	\$13,533,303
GRAND TOTAL	\$23,694,560

BE IT FURTHER RESOLVED that the final budget may be amended throughout the fiscal year as provided in 7-6-4031, MCA.

Adopted this 30th day of August, 2023 as moved by Commissioner Drishinski, seconded by Commissioner Morren, and passed on a 2-0 vote of the board. Effective July 1, 2023.

BOARD OF COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Jim Morren
Jim Morren, Chairman

Absent
Thomas A Kuka, Member

ATTEST:

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

/s/ Zane Drishinski
Zane Drishinski, Member

EXPENDITURES IN EXCESS OF \$500

Commissioner Drishinski moved to approve the purchase of a new security system through Lynx. The total will be \$15,350.00. The funds for this purchase will come out of Capital Improvement. Commissioner Morren seconded. Motion carried.

CLAIMS APPROVED FOR PAYMENT

Fund	Fund Description	
1000	GENERAL	64,411.67
2110	ROAD	20,170.00
2130	BRIDGE	697.65
2140	WEED	2,435.68
2160	COUNTY FAIR	213.48
2170	AIRPORT	464.66
2190	COMPREHENSIVE INSURANCE	298.94
2230	AMBULANCE	173.74
2290	EXTENSION SERVICE	6,354.82
2300	PUBLIC SAFETY (LAW ENFORCEMENT)	14,797.05

2401	BRADY LIGHTS MAINTENANCE	351.39
2811	DUI PREVENTION	500.00
2820	GAS APORTIONMENT TAX	513.00
2821	ENIHANCED GAS TAX (BARSAR)	21,088.28
2830	JUNK VEHICLE	12.89
2850	911 EMERGENCY	964.76
2860	LAND USE PLANNING	1,651.20
2866	NORTHERN TRANSIT INTERLOCAL	239.35
2958	EP (DES) GRANTS	2,689.63
2961	PERFORMANCE MTG GRANT	245.00
2963	ORAL HEALTH SERVICES GRANT	340.00
2964	ALLIANCE FOR YOUTH	408.22
2971	WIC GRANT	125.00
2973	MATERNAL CHILD HEALTH	87.89
2976	IMMUNIZATION ACTION GRANT	109.66
2978	CHRONIC DISEASE GRANT	12.89
2995	ARPA	154,165.67
4009	PUBLIC SAFETY CAPITAL IMP	40,910.66
4012	GENERAL FUND CAPITAL IMP	2,093.13

TOTAL CLAIMS	336,526.31
TOTAL PAYROLL	\$ 322,404.62
TOTAL CLAIMS AND PAYROLL FUNDS	\$ 658,930.93

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on August 30, 2023

Pondera County, Montana.

Jim Morren

 Jim Morren, Chairman

ATTEST:

Kody L Parkell

 Kody L Parkell, Clerk & Recorder

