

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

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on September 5, 12, 19, and 26, 2018. Unless indicated, all Commissioners were present.

STANDARD AUDIT CONTRACT AMENDMENT – APPROVED – September 5, 2018  
Commissioner Kuka moved and Commissioner Seifert seconded to approve the Standard Audit Contract Amendment in which the County agrees to pay \$23,920 for the FY2017-18 audit as the County expended in excess of \$750,000 in federal funds during the fiscal year. The federal funds included the FAA portion of the Conrad Airport upgrades. Motion carried.

Also attending: Jim Morren

DISCUSSION OF AIRPLANE HANGAR SPACE AT THE VALIER AIRPORT – September 5, 2018

Ross “Buck” Buchanan met with the Commissioners regarding hangar space at the Valier Airport. He currently rents space from Kevin Forbes and has heard the County is buying the buildings from Forbes. He requested that he be able to continue to rent the space once the County buys the building. Buchanan was advised that the County has not purchased the buildings but that the matter is on the agenda for today’s meeting. In addition, no action can be taken on his request since it was not on the agenda. If the County proceeds to purchase the buildings, his request will be placed on next week’s agenda.

Also attending: Jim Morren and County Attorney Mary Ann Ries

PURCHASE OF AIRPLANE HANGAR AND OFFICE/SHOP BUILDINGS IN VALIER – September 5, 2018

The Commissioners discussed the potential to purchase the airplane hangar (located at 5<sup>th</sup> Street between Block 64 and 69, Valier First Addition) and the office/shop building (located on lots 6-8, Block 70, Valier First Addition) for use as an airplane hangar and office/shop for the County Road and Bridge Department. The Seller has set the price for the buildings at \$75,000.

The buildings are situated on County-owned property that cannot be sold as it is part of the clear zone for the Valier Airport. If purchased for use as a road shop, there is still the requirement that there be airplane hangar area and the County would keep a portion of the building available as a hangar for rent, either as short-term or long-term leased space. The hangar has over 6,000 square feet of space and the shop/office area is over 4,672 square feet. The County has long recognized the need to upgrade the current road shop. The alternative to purchasing the buildings is to build a new shop building and/or upgrade the current County road shop at its location on Dupuyer Avenue, either of which would be a more costly alternative. In recent weeks, the Commissioners have had discussions with members of the Rural Fire District as they are also interested in purchasing the buildings. If the County purchases the buildings, the County would work with the Rural Fire District to procure grants for building a fire hall. In addition, there are other lots available in the Town of Valier that would be conducive for a fire hall that would not have the airport clear zone designation.

Following discussion, Commissioner Kuka moved and Commissioner Seifert seconded to enter into a Buy-Sell Agreement with the Seller to purchase the buildings at the asking price of \$75,000 to be paid using the Road/Bridge Capital Improvement Fund. Motion carried.

Also attending: Jim Morren and County Attorney Mary Ann Ries

RESOLUTION PURCHASING ROAD SHOP ON VALIER AIRPORT PROPERTY- ADOPTED – September 5, 2018

PONDERA COUNTY MONTANA  
RESOLUTION #7A- 2018/19  
PURCHASING ROAD SHOP ON VALIER AIRPORT PROPERTY

WHEREAS Pondera County needs to maintain hanger space as well as increase storage and office space in Valier for the road department.

WHEREAS the Board of Pondera County Commissioners deems it in the best interests of the county and its citizens to purchase existing buildings that are located on land that is currently owned by Pondera County and cannot be sold as it is part of the clear zone for the Valier Airport.

WHEREAS the County would keep a portion of the hanger for rent, either short term or long term.

WHEREAS the alternative to purchasing the buildings for the price of \$75,000 would be to build a new shop building and/or upgrade the current building located on Dupuyer Avenue in Valier for a much higher price.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County to purchase the following improvements: Hanger located at 5<sup>th</sup> Street between Block 64 and 69 and office/shop on Lots 6-8.

Adopted this 5<sup>th</sup> day of September, 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

/s/ Janice Hoppes  
Janice Hoppes, Chair

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

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

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

MSU EXTENSION SERVICE AGREEMENT – APPROVED – September 5, 2018  
Commissioner Seifert moved and Commissioner Kuka seconded to approve the FY2019 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.  
Also attending: Jim Morren

JULY COMMISSION MINUTES-APPROVED – September 5, 2018  
Commissioner Kuka moved and Commissioner Seifert seconded to approve the July 2018 Minutes of the Commission. Motion carried.  
Also Attending: Jim Morren

MODIFICATION OF FOREST PARTNERSHIP WEED TREATMENT GRANT - APPROVED – September 12, 2018  
Commissioner Kuka moved and Commissioner Seifert seconded to approve the Modification of Grant or Agreement between Pondera County and the U.S. Forest Service Weed Treatments Grant which adds an additional provision to the original Agreement that the funds expire as of August 8, 2020 which is earlier than the expiration date of the original Agreement. Motion carried.  
Also attending: Jim Morren

EMERGENCY MANAGEMENT PERFORMANCE GRANT – APPROVED – September 12, 2018  
Commissioner Kuka moved and Commissioner Seifert seconded to approve the Emergency Management Performance Grant (EMPG) between Pondera County and the Montana Disaster and Emergency Services (MT DES) for FFY2018-19. Under the terms of this grant, the MT DES will reimburse Pondera County 50% of the total approved costs of the County’s Disaster and Emergency Services office, up to \$31,915.00. Motion carried.  
Also attending: Jim Morren

LEASE OF PLANE HANGAR SPACE AT THE VALIER AIRPORT – APPROVED –

September 12, 2018

Commissioner Seifert moved and Commissioner Kuka seconded to lease hangar space at the Valier Airport in the property owned by Pondera County at a rental rate of \$0.55 per square foot. A lease agreement will be prepared and approved at a later meeting. Motion carried.

Also attending: Jim Morren

RESOLUTION #7, PRE-DISASTER MITIGATION PLAN UPDATE – ADOPTED –

September 12, 2018

PONDERA COUNTY, MONTANA

RESOLUTION #7 – 2018/19

ADOPTING PONDERA COUNTY PRE-DISASTER MITIGATION PLAN UPDATE

WHEREAS, the participating jurisdictions of Pondera County have worked together to develop a strategy known as the Pondera County Pre-Disaster Mitigation Plan to improve disaster resistance in the planning area: and

WHEREAS, the Federal Disaster Mitigation Act of 2000 (DMA2000) pursuant 44 CFR Part 201 and the Federal Emergency Management Agency (FEMA) require communities to adopt an approved hazard mitigation plan in order to be eligible to receive pre-disaster and post disaster federal funding for mitigation purposes: and

WHEREAS, Pondera County has participated in the hazard mitigation plan by the formation of a Mitigation Planning Committee (MPC); and

WHEREAS, the MPC recommends the formal adoption of the Pondera County Pre-Disaster Mitigation Plan by the passing of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Pondera County Board of Commissioners adopt, by way of this resolution, the “Pondera County, Montana Pre-Disaster Mitigation Plan”,

THAT:

Section 1: The participating stakeholder hereby approves and adopt the hazard mitigation plan in its entirety with projects as adopted by the MPC; AND agree to be governed by the Pre-Disaster Mitigation Plan attached hereto and incorporated.

Section 2: Pondera County, Montana authorizes the appropriate participating official to pursue funding opportunities for implementation of proposals designated therein; AND will upon receipt of such funding or other necessary resources, seek to implement the actions contained in the pre-disaster mitigation plan.

ADOPTED this 12<sup>th</sup> day of September 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/ Thomas A Kuka  
Thomas A. Kuka, Member

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

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

REGULAR MEETING SEPTEMBER 19, 2018 CANCELLED – September 12, 2018

Commissioner Seifert moved and Commissioner Kuka seconded to cancel the regular meeting of the Commissioners scheduled for September 19, 2018. All three commissioners will be attending the Montana Association of Counties Annual Conference in Missoula. Motion carried.

Also attending: Jim Morren

NO MEETING SEPTEMBER 19 AS ALL THREE COMMISSIONERS WERE ATTENDING THE MACO ANNUAL CONFERENCE

TAX ABATEMENT 1067-APPROVED – September 26, 2018

Commissioner Seifert moved to approve the following abatement:

<u>NUMBER</u>	<u>REASON</u>	<u>CANCEL</u>	<u>ADD</u>	<u>PARCEL NO</u>
1067	Mobile home was moved out of county	1139.16		2026700

Commissioner Kuka seconded. Motion carried.  
Commissioner Hoppes was absent

BILL OF SALE FOR AIRPLANE HANGAR AND OFFICE/SHOP BUILDINGS IN VALIER – September 26, 2018

Following discussion at the September 5, 2018 meeting, Commissioner Seifert moved and Commissioner Kuka seconded to sign the bill of sale for the purchase an airplane hangar (located at 5<sup>th</sup> Street between Block 64 and 69, Valier First Addition) and the office/shop building (located on lots 6-8, Block 70, Valier First Addition) for use as an airplane hangar and office/shop for the County Road and Bridge Department. The price for the buildings is \$75,000, which will be paid from the Road/Bridge Capital Improvement fund. Motion carried.  
Commissioner Hoppes was absent.

RESOLUTION RESCINDING RESOLUTION #40-2015/16 AND ESTABLISHING PROCUREMENT POLICY-ADOPTED – September 26, 2018

PONDERA COUNTY MONTANA  
RESOLUTION #8 - 2018/19  
RESCINDING RESOLUTION #40 – 2015/16 AND ESTABLISHING  
PROCUREMENT POLICY

WHEREAS, the Board of County Commissioners of Pondera County adopted the State of Montana Procurement Policy contained in Title 18, chapter 4 and Title 18, chapter 2, part 5 in its Resolution #40-2015/16, dated June 29, 2016 as its procurement policy; and

WHEREAS, the Board of County Commissioners of Pondera County deems it in the best interests of Pondera County to rescind Resolution #40-2015/2016 adopted June 29, 2016; and

WHEREAS, the Board of County Commissioners of Pondera County deem it in the best interests of Pondera County to adopt a more specific Procurement Policy;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that Resolution #40 – 2015/16 is hereby rescinded; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of County Commissioners of Pondera County adopt the attached Procurement Policy be adopted as the Pondera County Procurement Policy.

Adopted this 26th day of September, 2018 as moved by Commissioner Seifert, seconded by Commissioner Kuka, and passed on a 2-0 vote of the board. Effective on passage and approval.

BOARD OF COMMISSIONERS  
Pondera County, Montana

Absent  
Janice Hoppes, Chair

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

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

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

RESOLUTION LIFTING BAN ON OPEN BURNING-ADOPTED – September 26, 2018

PONDERA COUNTY MONTANA
RESOLUTION #9 – 2018/19
LIFTING BAN ON OPEN BURNING

WHEREAS, Pondera County routinely issues burning permits for the open burning of yard debris, stubble, grass, weeds and other miscellaneous wood/lumber products which can result in large planned fires; and

WHEREAS Pondera County issued a ban on all open burning effective August 1, 2018 due to extremely dry weather conditions; and

WHEREAS these conditions have lessened due to increased moisture and cooler temperatures in Pondera County.

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

- 1. All open burning permits may be issued;
2. Open burning is permitted in the county;
3. The ban on open burning may be reinstated, effective immediately, upon weather conditions

Adopted this 26th day of September, 2018, as moved by Commissioner Seifert, seconded by Commissioner Kuka, and passed on a 2-0 vote of the board. Effective on September 24, 2018.

BOARD OF COMMISSIONERS
Pondera County, Montana

Absent
Janice Hoppes, Chair

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

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

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

AUGUST COMMISSION MINUTES APPROVED – September 26, 2018
Commissioner Seifert moved and Commissioner Kuka seconded to approve the August 2018 Minutes of the Commission. Motion carried.
Commissioner Hoppes was absent.

REVIEW OF ELECTED OFFICIAL BONDS- September 26, 2018
Pursuant to Section 7-4-2213, Montana Code Annotated, the Commissioners reviewed the sufficiency of the official bonds of all county officials currently in force. Upon determination that the surety coverage in place by virtue of the County's blanket bond coverage of \$500,000 per occurrence for all elected officials, Commissioner Seifert moved to deem the bonds sufficient. Commissioner Kuka seconded. Motion carried. Commissioner Hoppes was absent.

CERTIFIED MILLS APPROVED – September 26, 2018
Commissioner Seifert moved and Commissioner Kuka seconded to approve the Certified Mills for tax year 2018. Motion carried.
Commissioner Hoppes was absent.

CLAIMS APPROVED FOR PAYMENT – September 30, 2018

Table with 2 columns: FUND and Amount. Rows include GENERAL (49,774.40), ROAD (48,393.73), BRIDGE (16,946.15), WEED (1,771.61), AIRPORT (1,192.48), and AMBULANCE (124.50).

EXTENSION SERVICE		6,053.43
PUBLIC SAFETY (LAW ENFORCEMENT)		10,790.72
HEALTH INSURANCE - EMPLOYER CONTRIBUTION		1,875.23
RECORDS PRESERVATION		12.00
BRADY LIGHTS MAINTENANCE		352.84
911 EMERGENCY		2,583.89
NORTHERN TRANSIT INTERLOCAL		320.90
NOXIOUS WEED GRANT		437.50
PO. CREEK/SOLLID RD WEED GRANT		192.50
EMERGENCY PREPAREDNESS GRANT		676.80
WIC GRANT		8,061.47
MATERNAL CHILD HEALTH		284.97
IMMUNIZATION ACTION PROGRAM		134.31
CHRONIC DISEASE PREVENTION GRANT		869.11
HEALTH CARE FOUNDATION GRANT		106.66
JUNK VEHICLE GRANT		13.15
GENERAL FUND CAPITAL IMPROV		6,556.40
ROAD/BRIDGE EQUIP PURCHASE		75,000.00
REFUND FUND		5,805.71
TOTAL CLAIMS	\$	238,330.46
TOTAL PAYROLL		<u>246,539.23</u>
TOTAL CLAIMS AND PAYROLL FUNDS		<u><u>484,869.69</u></u>

**ADJOURNMENT**

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

Pondera County, Montana.

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Janice Hoppes, Chairman

ATTEST:

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Kody L Farkell, Clerk & Recorder