

REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
PONDERA COUNTY, MONTANA
Held in October 2020

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on October 7, 14, 21, and 28, 2020.

OCTOBER 7, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch

RESOLUTION AUTHORIZING BUDGET AMENDMENTS TO PONDERA COUNTY BUDGET-ADOPTED

PONDERA COUNTY MONTANA
RESOLUTION #10 - 2020-21
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:

Table with 4 columns: Revenues Amount, Description, Prior Amount, New. Rows include Asthma Educ Grant, FEMA Reimb, Bureau of Land Mgt, and Expenditures for Asthma Educ Grant and Professional Services.

Adopted this 7th day of October, 2020, 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 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

UPDATED JOB DESCRIPTION FOR DISEASE INTERVENTION SPECIALIST/SCHOOL NURSE-APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to approve an updated job description for Disease Intervention Specialist/School Nurse. Motion carried. Hiring of the position is pending approval of a Memorandum of Understanding with the Conrad School District to share the cost of the employee.

UPDATED JOB DESCRIPTION FOR PAYROLL CLERK/DEPUTY CLERK & RECORDER/COMMISSIONER ASSISTANT APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to approve an updated job description for Payroll Clerk/Deputy Clerk & Recorder/Commissioner Assistant. Motion carried.

AUTHORIZATION FOR STOCKMAN BANK ACCOUNTS UPDATES

Commissioner Morren moved and Commissioner Seifert seconded to authorize Stockman Bank to remove former County Attorney Mary Ann Ries from the Pondera County Attorney bank account and to add current Pondera County Attorney Rosanne Balasabas. Pondera County Treasurer Elaine McLean will remain as a signor on the account. Motion carried.

CENTER FOR TECH AND CIVIC LIFE GRANT APPROVED

Commissioner Morren moved to approve a grant in the amount of \$5,000 from the Center For Tech & Civic Life for the purpose of planning and operating safe and secure elections in Pondera County. Commissioner Seifert seconded. Motion carried.

CLAIM FOR INDIGENT BURIAL APPROVED FOR PAYMENT

Commissioner Seifert moved to approve payment of \$750 for burial of an indigent resident of the county. Commissioner Morren seconded. Motion carried.

OCTOBER 14, 2020 PUBLIC HEARING REGARDING CLOSING COUNTY OFFICES ON FRIDAY, NOVEMBER 27th, 2020 AND EARLY ON THURSDAY, DECEMBER 24th, 2020

Commissioner Kuka called the hearing to order at 10:00 a.m. Those in attendance were Commissioners Kuka, Seifert, and Morren; Clerk & Recorder Kody Farkell and Deputy Clerk & Recorder Tammy Bartsch. The purpose of the hearing was to gather public input regarding the closure of county offices on the day after Thanksgiving Day, November 27th November, 2020 and early on Christmas Eve Day, December 24th, 2020. The hearing was advertised in the Independent Observer and The Valerian on September 30 and October 7, 2020. There was no comments made in regards to these closures. The Commissioners discussed prior history of closure and that it was not an additional holiday for employees. Employees would have to use vacation time or compensatory time to have the day off.

The hearing adjourned at 10:04 a.m.

OCTOBER 14, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch

RESOLUTION ACCEPTING REQUEST TO SET UP SATELLITE ELECTION OFFICE IN HEART BUTTE, MONTANA

RESOLUTION #11 – 2020/21

ESTABLISHING SATELLITE ELECTION OFFICE ON BLACKFEET RESERVATION IN HEART BUTTE FOR THE NOVEMBER 3, 2020 FEDERAL GENERAL ELECTION

WHEREAS, the Montana Secretary of State has issued Election Directive #01-2015 dated October 15, 2015, to all Counties in Montana with an American Indian reservation that includes voting-eligible residents to open satellite election offices on those reservations, if certain conditions are met;

WHEREAS, the Blackfeet Tribal Business Council has requested a Satellite Election Office on the Blackfeet Reservation in Heart Butte, Pondera County, Montana, and has agreed to provide an appropriate location for said office which meets the criteria for an appropriate office as detailed in the Election Directive #01-2015; and

WHEREAS, based on census data and current voter registration numbers for the Heart Butte Precinct, Pondera County officials agree to establish a Satellite Election

Office on the Blackfeet Reservation in Heart Butte for the November 3, 2020 Federal General Election as follows:

Monday, October 19, 2020	9:00 a.m. to 3:00 p.m.	
Thursday, October 29, 2020	9:00 a.m. to 3:00 p.m.	
Tuesday, November 3, 2020	9:00 a.m. to 5:00 p.m.	Drop Box ONLY

NOW, THEREFORE, BE IT RESOLVED, that based on census data and current voter registration numbers for the Heart Butte Precinct, Pondera County officials agree to establish a Satellite Election Office on the Blackfeet Reservation in Heart Butte for the November 3, 2020 Federal General Election as follows:

Monday, October 19, 2020	9:00 a.m. to 3:00 p.m.
Thursday, October 29, 2020	9:00 a.m. to 3:00 p.m.
Tuesday, November 3, 2020	Drop Box ONLY

BE IT FURTHER RESOLVED, that the Satellite Election Office on the Blackfeet Reservation will be in place for the Federal General Election, the days and hours will be evaluated after the November 3, 2020 Federal General Election and adapted, if necessary, prior to setting days and hours for future elections.

Adopted this 14th day of October, 2020 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, Chairman

/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

RESOLUTION DESIGNATING COUNTY OFFICE HOURS-HOLIDAY CLOSINGS
PONDERA COUNTY, MONTANA
RESOLUTION #12 – 2020/21
DESIGNATING COUNTY OFFICE HOURS – HOLIDAY CLOSINGS

WHEREAS, Section 7-4-102, MCA, grants the Board of County Commissioners the power and authority to set office hours of the County offices (by formal resolution after a public hearing and if consented to by any affected elected county officer); and

WHEREAS, it is the intent of the Pondera County Commissioners to provide its employees availability for a long week-end when certain holidays fall on a Tuesday or Thursday or additional hours on Christmas Eve to observe the holiday; and

WHEREAS a public hearing on this resolution was conducted on Wednesday, October 14, 2020 at 10:00 a.m. in the Pondera County Commissioners office. Notice of the hearing was published in the Independent Observer and The Valierian for two consecutive weeks on September 30 and October 7, 2020 and no elected county officer nor any members of the public objected to the proposed office hours;

WHEREAS, employees will need to use compensatory time accrued and/or vacation hours to receive pay for the hours normally worked. Employees wishing to

work during the affected hours and/or employees who do not have vacation and/or compensatory hours to apply to the benefit hours may work the hours.

NOW, THEREFORE, BE IT RESOLVED by the Pondera County Board of Commissioners that the Pondera County offices will be closed:

All day, Friday, November 27, 2020 (day after Thanksgiving Day);
3:00 pm – 5:00 pm, Thursday, December 24, 2020 (Christmas Eve Day)

BE IT FURTHER RESOLVED that employees will need to use compensatory time accrued and/or vacation hours to receive pay for the hours normally worked. Employees wishing to work during the affected hours and/or employees who do not have vacation and/or compensatory hours to apply to the benefit hours may work.

Adopted this 14th day of October, 2020 as moved by Commissioner Seifert, seconded by Commissioner Morren, and passed on a 3-0 vote of the full board; Effective on passage and approval.

BOARD OF COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Thomas A Kuka
Thomas A Kuka, Chairman

/s/ Dale J Seifert
Dale J Seifert, Member

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

/s/ Jim Morren
Jim Morren, Member

JOB DESCRIPTION FOR PART TIME JANITOR APPROVED

Commissioner Morren moved and Commissioner Seifert seconded to approve the job description for a part time janitor. Motion carried

OCTOBER 21, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch, DES Coordinator Melinda Burns

ACCEPTED RESIGNATION FOR BRENT GAYLORD ON TAX APPEAL BOARD

Commissioner Morren moved and Commissioner Seifert seconded to approve the resignation of Brent Gaylord from the County Tax Appeal Board. Motion carried.

PURCHASE OF NEW VEHICLE FOR THE COUNTY HEALTH DEPARTMENT

Commissioner Morren moved and Commissioner Seifert seconded the approval of purchasing a 2020 Ford Explorer for the County Health Department from Courtesy Ford at the price of \$42,700. Funds for the purchase will come from a current Cares Act Grant the Health Department has. Motion carried.
Van Motors was also approached for a bid, but no vehicle would be available for 90-100 days.

RENEWAL OF INMATE EXCESS MEDICAL INSURANCE

Commissioner Seifert moved and Commissioner Morren seconded to renew the Inmate Excess Medical Insurance with Correctional Risk Services, Inc. at the rate of \$1.02 per inmate per day for medical coverage, mental/nervous disorder treatment, substance abuse treatment, pregnancy, and AIDS/ARD/HIV treatment. Effective dates of coverage: November 1, 2020 to October 31, 2021. Motion carried.

REVISED JOB DESCRIPTION OF DISEASE INTERVENTION SPECIALIST/SCHOOL NURSE

Commissioner Morren moved and Commissioner Seifert seconded the revision of the job description from Disease Intervention Specialist/School Nurse to Public Health Nurse Assistant. Motion carried.

TREASURER SECURITIES REPORT

The following are the investments as of September 30, 2020

STIP \$6,002,000.00 @ .2815407%

STOCKMAN BANK BALANCES \$3,532,409.06

STOCKMAN BANK –Collateral Report

3130AHSR5 \$5,000,000.00 FHLB 2001017 1.63% Matures 12/20/21

RAYMOND JAMES

02587CFF2	\$200,000.00	2.2500%	Due 5/24/2021 (CD)
140420XL9	\$245,000.00	2.1500%	Due 11/04/2020 (CD)
254672T24	\$250,000.00	2.000%	Due 11/23/2021 (CD)
61690UED8	\$250,000.00	2.85%	Due 02/14/2022 (CD)
14042RMS7	\$250,000.00	2.2000%	Due 08/07/2023 (CD)
38149MCZ4	\$250,000.00	2.1500%	Due 07/18/2022 (CD)

INDEPENDENCE BANK

CDARS 1023500651	02/04/21	1.69559%	\$ 500,000.00
CDARS 1024098768	08/12/21	0.44901%	\$1,000,000.00
CDARS 1023886398	06/02/22	0.80675%	\$ 500,000.00
CDARS 1023084224	10/08/20	2.14685%	\$ 500,000.00
CDARS 1023205919	11/05/20	1.97051%	\$2,000,000.00
CDARS 1023292188	12/03/20	1.75458%	\$1,000,000.00

OCTOBER 28, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch

APPROVED INVOICE FOR THE JUNK VEHICLE PROGRAM GRANT

Commissioner Morren moved and Commissioner Seifert seconded on the approval of the invoice for the Junk Vehicle Program. The program will pay \$11,698.40 to the County for the removal of junk vehicles. Motion carried.

CHANGE DATE, TIME, & PLACE OF REGULAR COMMISSIONER MEETING

Commissioner Morren moved and Commissioner Seifert seconded to change the regular Commissioner meeting scheduled for Wednesday, November 11, 2020 at 10:00 am to Tuesday, November 10, 2020 at 10:00 am, due to the November 11th Veteran's Day Holiday. Motion carried.

APPROVE DEPUTY PAYROLL CLERK FOR STOCKMAN BANK ACCOUNTS

Commissioner Seifert moved and Commissioner Morren seconded to add Payroll Clerk Tammy Bartsch to Stockman Bank petty cash account, Clerk & Recorder safe deposit box and EBiz online banking access and to remove Melody Kenworthy from those accounts. Motion carried.

SEPTEMBER COMMISSION MINUTES APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to approve the September 2020 Minutes of the Commission. Motion carried.

RESOLUTION AMENDING THE PONDERA COUNTY BUDGET

PONDERA COUNTY MONTANA
RESOLUTION #13 – 2020-21
**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:

Revenues	Description	Prior Amount	New Amount
1000-365012	Election Grant-Tech & Civic Life	\$0	\$5,000

Adopted this 28th day of October, 2020, 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 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

EXPENDITURES IN EXCESS OF \$500 APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to approve the purchase of two Trailblazer 325 welder/generators from Gen Co. for the Road Department in the amount of \$14,104.10 total. Motion carried.

REVISED JOB DESCRIPTION OF PUBLIC NURSE ASSISTANT

Commissioner Morren moved and Commissioner Seifert seconded the revision of the job description from RN to RN or LPN as the educational requirement for the position. Motion carried.

ADMINISTRATIVE MATERIALS "G" AGRICULTURAL COVENANT

Commissioner Seifert moved to allow an agricultural covenant to be placed on a tract of land in the Township 29 North, Range 3 West, Government Lots 1, 2 & 3, E1/2NW1/4, NE1/4SW1/4, as permitted under the Montana Subdivision and Platting Act, 76-3-101 through 76-3-625, MCA. Commissioner Morren seconded. Motion carried.

ADMINISTRATIVE MATERIALS "G" AGRICULTURAL COVENANT

Commissioner Seifert moved to allow an agricultural covenant to be placed on a tract of land in the Township 29 North, Range 3 West, Government Lots 1, 2 & 3, E1/2NW1/4, NE1/4SW1/4, as permitted under the Montana Subdivision and Platting Act, 76-3-101 through 76-3-625, MCA. Commissioner Morren seconded. Motion carried.

APPOINTMENT OF COUNTY TAX APPEAL BOARD MEMBER

Commissioner Seifert moved and Commissioner Morren seconded for appointing Joe Broesder to the County Tax Appeal Board, replacing Brent Gaylord. Motion carried.

CLAIMS APPROVED FOR PAYMENT

Fund	Fund Description	
1000	GENERAL	97,094.11
2110	ROAD	60,786.34
2130	BRIDGE	4,819.20
2140	WEED	1,517.81
2170	AIRPORT	9,809.60
2230	AMBULANCE	182.04

2290	EXTENSION SERVICE	5,731.91
2300	PUBLIC SAFETY (LAW ENFORCEMENT)	16,299.24
2371	HEALTH INSURANCE - EMPLOYER CONTRIBUTION	1,199.26
2401	BRADY LIGHTS MAINTENANCE	363.77
2821	ENHANCED GAS TAX (BARSAR)	2,954.90
2830	JUNK VEHICLE	13.15
2850	911 EMERGENCY	14,714.89
2860	LAND USE PLANNING	1,653.50
2866	NORTHERN TRANSIT INTERLOCAL	235.91
2917	VICTIM & WITNESS ADV PROG	940.00
2958	EP (DES) GRANTS	2,691.51
2963	ORAL HEALTH SERVICES GRANT	140.00
2966	COVID-19 MENTAL HEALTH GRANT	1,856.10
2967	CARES ACT GRANT	43,429.95
2971	WIC GRANT	4,907.31
2973	MATERNAL CHILD HEALTH	155.15
2976	IMMUNIZATION ACTION GRANT	426.68
2978	CHRONIC DISEASE (FKA TOBACCO USE PREV)	230.15
2980	HEALTH CARE FOUND. GRANT	142.00
7920	REFUND FUND	10.51

TOTAL CLAIMS	272,304.99
TOTAL PAYROLL	\$ 274,475.63
TOTAL CLAIMS AND PAYROLL FUNDS	\$ 546,780.62

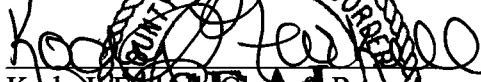
ADJOURNMENT


The meeting adjourned at 5:00 p.m. on October 30, 2020.

Pondera County, Montana.


 Thomas A Kuka, Chairman

ATTEST:


 Kody L Farkel, Clerk & Recorder



335623 CO MINUTES Pages: 8

STATE OF MONTANA PONDERA COUNTY

RECORDED: 11/25/2020 9:35 KOI: CO MINUTES

Kody L Farkell CLERK AND RECORDER

FEE: \$0.00 BY: B. Hoggan - Deputy

TO: FILED ,