

**REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS  
PONDERA COUNTY, MONTANA  
Held in June 2021**

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on June 2, 9, 16, 23, and 30, 2021.

**JUNE 3, 2021 REGULAR MEETING OF THE COMMISSION:**

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

APPROVAL OF ALLIANCE FOR YOUTH GRANT CONTRACT

Commissioner Morren moved to approve the Alliance for Youth Contract with Pondera County. The term of this Contract for the purpose of delivery of services is from May 1, 2021, through September 30, 2024, unless terminated in accordance with the Contract. The total reimbursement provided to Pondera County Health Department for the purposes of this Contract may not exceed \$36,185.34 annually for a total of 3 ½ years equaling \$133,556.02. Commissioner Kuka seconded. Motion carried.

APPOINTMENT TO CENTRAL MONTANA TOURISM BOARD

Commissioner Kuka moved and Commissioner Morren seconded to recommend to the Central Montana Tourism Board the reappointment of Katie Missik to the Board for another 3 year term. Motion carried.

APPROVED TEMPORARY USE PERMIT

Commissioner Kuka moved and Commissioner Morren seconded to approve the temporary use permit for a campground sign on Bureau of Land Management at Swift Dam. Motion carried.

**JUNE 9, COUNTY COMPENSATION BOARD PUBLIC HEARING:**

Present: Commissioner Dale Seifert, Commissioner Jim Morren, Commissioner Thomas Kuka, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch, County Attorney Rosanne Balasabas, Sheriff Robert Skorupa, & Compensation Board members Dan Majerus and John McFarland

Commissioner Seifert called the hearing to order at 9:00 a.m.

The notice of the hearing was published in The Independent-Observer and The Valerian in the May 26 and June 2, 2021 issues.

Pursuant to 7-4-2503(4), Montana Code Annotated, county governments are required to appoint a county compensation board to prepare a compensation schedule for the elected county officials for the succeeding fiscal year. Also, in accordance with 7-4-2503(4), the Clerk and Recorder prepared and presented a worksheet showing salary comparisons to other counties as well as the City of Conrad and the Clerk of the Conrad School District and other demographics of the counties. The Board reviewed the worksheet. The federal cost-of-living adjustment for the fiscal 2022 year is 1.8% and on the National level is 8%. Commissioner Morren stated that there are 21 counties with base elected official salaries lower than Pondera County's, and 28 counties that pay higher than Pondera County.

There was discussion regarding the proposed options for cost-of-living increases in elected officials' salaries for the 2021-22 fiscal year. There was discussion on the possible expenditures for the upcoming year. A new boiler, for the courthouse building, could possibly be paid through COVID-19 monies. Eight new road graders were purchased in the year 2021. Worker's Compensation payment will be down this upcoming year. The Health Department has been updating each job position. The nurse is no longer doing administrative duties, and will be paid with COVID-19 grants for the next 2 years. Also, the Health Department has signed a contract with Alliance for Youth (a drug and alcohol Prevention Program) that will cover a part time employee and any expenses related to that program.

John McFarland moved and Dan Majerus seconded to recommend an increase of up to 4.5% for elected officials. Motion carried.

The hearing closed at 9:45 a.m.

**JUNE 9, 2021 REGULAR MEETING OF THE COMMISSION:**

**PRESENT:** Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Deputy Clerk & Recorder Tammy Bartsch and Senator Tester's representative Caitlin Avey

**EXPENDITURES IN EXCESS OF \$500 APPROVED**

Commissioner Morren moved and Commissioner Kuka seconded to approve the purchase of a 2007 Western Star truck in the amount of \$47,500.00. The purchase will be paid from the Road/Bridge Capital Improvement Fund. Motion carried.

**ENCROACHMENT AGREEMENT REQUESTED BY 3 RIVERS COMMUNICATIONS**

Commissioner Kuka moved to approve an Encroachment Agreement for 3 Rivers Communications for the installing phone cable fibers on Blair Mine Road. Commissioner Morren seconded. Motion carried.

**UPDATED JOB DESCRIPTION APPROVED – SHORT TERM WEED SPRAYER**

Commissioner Kuka moved and Commissioner Morren seconded to approve the updated wage for the Short Term Weed Sprayer to \$12.00 per hour for new hires, and \$12.50 for returning employees. Motion carried.

**CENTER FOR MENTAL HEALTH DESIGNATED PROVIDER OF SERVICES FOR ALCOHOL REHABILITATION**

Commissioner Morren moved to designate the Center For Mental Health as the County's provider of services for alcohol rehabilitation. The funding for these services are earmarked funds paid to the County by the State of Montana. Commissioner Kuka seconded. Motion carried.

**JUNE 16, 2021 REGULAR MEETING OF THE COMMISSION:**

**PRESENT:** Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Deputy Clerk & Recorder Tammy Bartsch and Road/Bridge Superintendent Steve Kaphammer

**ADMENDED CONTRACT FOR COVID-19 MENTAL HEALTH GRANT**

Commissioner Kuka moved and Commissioner Morren seconded the amended COVID-19 budget for Mental Health from the County and Tribal Matching Grant. Original budget was \$29,945.00, the new budget is \$11,086.00. Motion carried.

**DUI TASK FORCE PLAN APPROVED**

Commissioner Morren moved to approve the fiscal year 2021-22 DUI Task Force plan. Commissioner Kuka seconded. Motion carried.

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES TO REPLACE COURTHOUSE HVAC SYSTEM APPROVED**

Commissioner Morren moved to approve the Request for Qualifications for engineering services to install a new HVAC system in the Courthouse. The request will be posted in the Independent-Observer and The Valerian June 24<sup>th</sup> and July 1<sup>st</sup>, and The Great Falls Tribune June 18<sup>th</sup> and 24<sup>th</sup>. Commissioner Kuka seconded. Motion carried.

**EXTENSION OF EXCESS VACATION APPROVED**

Commissioner Kuka moved and Commissioner Morren seconded to approve an extension for Deputy Norman Vanderbush on request from department head Robert Skorupa, to use his excess vacation hours by July 30, 2021. Motion carried.

**EXPENDITURES IN EXCESS OF \$500 APPROVED**

Commissioner Kuka moved and Commissioner Morren seconded to approve the purchase of new tires for a truck, pick-up and trailer, a chainsaw and a fuel tank, for a total of \$5200.00. The purchase will be paid from the Road/Bridge Capital Improvement Fund. Motion carried.

VALIER LAW ENFORCEMENT AGREEMENT APPROVED

An agreement between the Town of Valier and Pondera County to provide law enforcement services was approved by Town of Valier. Agreement includes sum of \$62,285.44 for the fiscal year July 1, 2021 – June 30, 2022; and \$64,154.01 for fiscal year July 1, 2022 – June 30, 2023. Payments are to be made on a quarterly basis in September, December, March, and June; beginning September 2021 and expiring June 2023.

**JUNE 23, 2021 REGULAR MEETING OF THE COMMISSION:**

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

TAX ABATEMENTS 1135-APPROVED

Commissioner Morren moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1135	DOR changed values	2115.59		1420400

Commissioner Seifert seconded. Motion carried.

THORIN GEIST OF COTNER LAW LEGAL SERVICES CONTRACT APPROVED

Commissioner Morren moved to approve a contract with Thorin Geist of Cotner Law for temporary legal services. Commissioner Seifert seconded. Motion carried.

ADMINISTRATIVE MATERIALS “G” AGRICULTURAL COVENANT –

Commissioner Morren moved to allow an agricultural covenant to be placed on a tract of land in T30N, R6W, Section 35, SW4NE4, E2SW4, W2SE4, as permitted under the Montana Subdivision and Platting Act, 76-3-101 through 76-3-625, MCA. Commissioner Seifert seconded. Motion carried.

MAY COMMISSION MINUTES APPROVED

Commissioner Morren moved and Commissioner Seifert seconded to approve the May 2021 Minutes of the Commission. Motion carried.

ADMINISTRATIVE MATERIALS “G” AGRICULTURAL COVENANT –

Commissioner Morren moved to allow an agricultural covenant to be placed on a tract of land in T28N, R2W, Section 20, N1/2, as permitted under the Montana Subdivision and Platting Act, 76-3-101 through 76-3-625, MCA. Commissioner Seifert seconded. Motion carried.

ADMINISTRATIVE MATERIALS “G” AGRICULTURAL COVENANT –

Commissioner Morren moved to allow an agricultural covenant to be placed on a tract of land in T29N, R6W, Section 9, SE4NE4, W2NE4, as permitted under the Montana Subdivision and Platting Act, 76-3-101 through 76-3-625, MCA. Commissioner Seifert seconded. Motion carried.

**JUNE 30, 2021 REGULAR MEETING OF THE COMMISSION:**

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

Public Comment-

A member from the public expressed concern about a neighbor’s land sale. He was referred to DEQ and Montana Department of Agriculture.

TAX ABATEMENTS 1136-1137-APPROVED

Commissioner Morren moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1136	Value changed due to AB26	99.66		1399200
1137	Value changed due to AB26	42.94		1632760

**June 2021**

Commissioner Kuka seconded. Motion carried.

ENCROACHMENT AGREEMENT APPROVED

Commissioner Kuka moved to approve the Encroachment Agreement requested by the Justin VanDyke for field access on Primrose Road. Commissioner Morren seconded. Motion carried.

ENCROACHMENT AGREEMENT APPROVED

Commissioner Kuka moved to approve the Encroachment Agreement requested by Sunrise Properties for field access on Pondera Coulee Road. Commissioner Morren seconded. Motion carried.

RESERVATION COUNTIES PAYMENT

Commissioner Morren moved and Commissioner Kuka seconded the annual payment of dues to The Reservation Counties of \$550. Motion carried.

AMENDED MONTANA LAND INFORMATION ACT GRANT CONTRACT APPROVED

Commissioner Kuka moved to approve the amended Montana Land Information Act Grant. Commissioner Morren seconded. Motion carried.  
The amendment amends the statement of work entered into by the parties on or about July 29, 2020.

RESOLUTION FOR AUTHORIZING BUDGET AMENDMENTS TO PONDERA COUNTY BUDGET

PONDERA COUNTY MONTANA  
RESOLUTION #39 - 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
2800-335005	Alcohol Rehab Apport.	\$23,100	\$25,085
2372-311020	Personal Property	\$ 3,266	\$ 4,569
2373-311020	Personal Property	\$ 331	\$ 379
Expenditures	Description	Prior Amount	New Amount
2800-405-440501-397	Contract Payments	\$23,100	\$25,085
2220-601-460101-733	Valier Library	\$91,536	\$91,570
2220-601-460101-734	Conrad Library	\$213,584	\$213,665
2372-101-521000-823	Transfer	\$206,678	\$207,981
2373-201-521000-823	Transfer	\$ 20,916	\$ 20,964

Adopted this 30<sup>th</sup> day of June, 2021, as moved by Commissioner Morren, seconded by Commissioner Kuka, and passed on a 3-0 vote of the board. Effective on passage and approval.

BOARD OF COMMISSIONERS  
Pondera County, Montana

/s/ Dale J Seifert

/s/ Thomas A Kuka

Dale J Seifert, Chair  
 ATTEST:

Thomas A Kuka, Member

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

/s/ Jim Morren  
 Jim Morren, Member

**CLAIMS APPROVED FOR PAYMENT**

Fund	Fund Description	
1000	GENERAL	50,670.10
2110	ROAD	176,351.48
2130	BRIDGE	115,939.96
2140	WEED	1,670.95
2150	PREDATORY ANIMAL CONTROL	5,873.00
2160	COUNTY FAIR	27.79
2170	AIRPORT	1,133.29
2220	LIBRARY	145,798.98
2230	AMBULANCE	139.34
2280	SENIOR CITIZENS	15,000.00
2290	EXTENSION SERVICE	8,101.79
2300	PUBLIC SAFETY (LAW ENFORCEMENT)	26,963.91
2371	HEALTH INSURANCE - EMPLOYER CONTRIBUTION	750.21
2393	RECORDS PRESERVATION	2,592.00
2401	BRADY LIGHTS MAINTENANCE	291.45
2800	ALCOHOL REHABILITATION	4,175.00
2821	ENHANCED GAS TAX (BARSA)	2,787.73
2830	JUNK VEHICLE	1,044.52
2850	911 EMERGENCY	693.89
2853	911 CAD GRANT	148,002.33
2860	LAND USE PLANNING	1,657.50
2866	NORTHERN TRANSIT INTERLOCAL	2,664.89
2958	EP (DES) GRANTS	629.99
2963	ORAL HEALTH SERVICES GRANT	527.61
2966	COVID-19 MENTAL HEALTH GRANT	328.00
2973	MATERNAL CHILD HEALTH	190.15
2976	IMMUNIZATION ACTION GRANT	138.97
2978	CHRONIC DISEASE GRANT	931.23
2980	HEALTH CARE FOUND. GRANT	85.00
4009	PUBLIC SAFETY CAPITAL IMP	36,723.28
4013	ROAD/BRIDGE EQUIP PURCHSE	56,917.93
7920	REFUND FUND	63,775.99
TOTAL CLAIMS		872,578.26
TOTAL PAYROLL		\$ 296,389.07
TOTAL CLAIMS AND PAYROLL FUNDS		\$ 1,168,967.33

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on May 28, 2021

Pondera County, Montana.

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Dale J Seifert, Chairman

ATTEST:

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Kody L Farkell, Clerk & Recorder