

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

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on January 8, 15, 22, and 29, 2020.

JANUARY 8, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell.

COMMISSION REORGANIZATION

Commissioner Seifert moved to appoint Commissioner Kuka as Chair of the Board and Commissioner Seifert as Vice Chair. Commissioner Morren seconded. Motion carried.

RESOLUTION PROVIDING FOR PUBLIC PARTICIPATION AND ESTABLISHING NOTICE POSTING LOCATION – ADOPTED

PONDERA COUNTY
 RESOLUTION #13-2019/20
PROVIDING FOR PUBLIC PARTICIPATION AND
ESTABLISHING NOTICE POSTING LOCATION

WHEREAS Section 2-3-103(1), Montana Code Annotated, requires that the Board of County Commissioners develop procedures for permitting and encouraging the public to participate in decisions of the Board of County Commissioners that are of significant interest to the public, and

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

1. Prior to making a final decision that is of significant interest to the public, the Board of County Commissioners will afford reasonable opportunity for public participation;
2. To assure adequate notice and assist public participation before a final decision is made or final action is taken on any matter that is of significant interest to the public, the Board of County Commissioners will post its weekly agenda on the main hallway bulletin board in the Pondera County Courthouse;
3. The weekly agenda will be posted no later than 5:00 p.m. on Friday of the previous week. Matters that require statutory notice by publication or posting will be complied with as the particular statute may require.
4. The Board of County Commissioners will hold a regular meeting from 10:00 a.m. to 12:00 noon on Wednesday of each week for the purpose of taking final action on any matter of significant interest to the public involving the adoption of any rule or resolution, determining a contested case, entering into or awarding a contract or any other matter of significant interest to the public.

Prior to taking final action on any matter of significant interest to the public, the chairman or presiding commissioner of the Board will provide reasonable time for any person present to submit data or comments either orally or in writing regarding final action that may be taken by the Board;

5. The office of the Board of County Commissioners is open for business from 9:00 a.m. 3:00 p.m., Monday through Thursday. The office will be open for business on Friday by appointment. No notice will be given of routine matters or impromptu discussions with county employees, vendors or other citizens. All meetings of the County Commissioners are open to the public unless closed as provided by statute.

Adopted this 8th day of January, 2020 as moved by Commissioner Morren, 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/ Thomas A Kuka
 Thomas A Kuka, Chair

/s/ Dale J Seifert
 Dale J Seifert, Member

January 2020

ATTEST:

/s/ Jim Morren
Jim Morren, Member

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

RESOLUTION SETTING COSTS IN TAX LIEN SALES, ASSIGNMENTS, REDEMPTIONS AND TAX DEED SALES, AND OWNERSHIP AND INTEREST SEARCH BIDS – ADOPTED

PONDERA COUNTY, MONTANA
RESOLUTION #14-2019/20

RESOLUTION SETTING COSTS IN TAX LIEN SALES, ASSIGNMENTS, REDEMPTIONS AND TAX DEED SALES, AND OWNERSHIP AND INTEREST SEARCH BIDS

WHEREAS, Section 15-17-121(2)(a), MCA, defines “Costs” incurred by the county as a result of a taxpayer’s failure to pay taxes when due, including but not limited to any actual out-of-pocket expenses incurred by the county plus the administrative costs; and the county costs collected may be deposited in the county General Fund, pursuant to Section 15-17-322, MCA; and

WHEREAS, Section 15-17-212, MCA, directs the county treasurer, upon receipt of all delinquent taxes, penalties, interest and costs, to prepare a TAX SALE CERTIFICATE and the costs to a purchaser other than the County, shall be set as follows:

- preparation of list of delinquent taxes
 - preparation of notice of pending tax sale
 - conducting the tax sale
 - preparation of the tax sale certificate
- Total, per parcel \$25.00

WHEREAS, Section 15-17-323, MCA, directs the county treasurer, upon receipt of all delinquent taxes, penalties, interest and costs, to prepare an ASSIGNMENT certificate of the county’s interest in property in which the county is listed as the purchaser and the costs to an assignee, shall be set as follows:

- preparation of Assignment Certificate
 - recording fees
 - distribution of payment
- Total, per parcel \$50.00

WHEREAS, Section 15-18-113 and Section 15-18-114, MCA, directs the county treasurer, upon receipt of all delinquent taxes, penalties, interest and costs, to process the REDEMPTION of the County’s or assignee’s interest in the property redeemed and the refund to the assignee, shall be set as follows:

- processing redemption
 - distribution of payment
 - processing refund to assignee
 - certified mail and/or publication costs
- Total, per parcel \$25.00

WHEREAS, Section 15-18-211, MCA, directs the county treasurer, upon receipt of all delinquent taxes, penalties, interest and costs, to grant the purchaser a TAX DEED for the property, and the costs shall be set as follows:

- preparation and postage for courtesy letters
 - identification and notification of interested persons
 - certified mail and/or publication costs
 - title search costs
 - publication of legal notices
 - recording fees
 - preparation of deed
- Total, per parcel \$300.00

WHEREAS, Section 15-18-212, MCA, directs notification to all persons considered interested parties in the property and the current occupant of the property, if any, that a tax deed may be issued to the county unless the property tax lien is redeemed prior to the expiration date of the redemption period, the County intends to contract for the services of a licensed title company to perform ownership and interest searches on all properties selected by the Board of County Commissioners. Inasmuch as there is only

one licensed title company with its office in Pondera County, the Commissioners will contract with said First American Title Company for its services in determining interested parties and issuance of a Litigation Guarantee on each parcel. A request for cost for these services will be obtained from the First American Title Company.

NOW, THEREFORE, BE IT RESOLVED by the Pondera County Board of Commissioners that the fees for the actual and administrative costs, assessed to a purchaser other than the County, are set as follows:

TAX SALE CERTIFICATE, PER PARCEL	\$ 25.00
ASSIGNMENT, PER PARCEL	\$ 50.00
REDEMPTION, PER PARCEL	\$ 25.00
TAX DEED SALE, PER PARCEL	\$300.00

BE IT FURTHER RESOLVED by the Pondera County Board of Commissioners that the Board of County Commissioners will contract with First American Title Company for its services in determining interested parties and issuance of a Litigation Guarantee on each parcel. A request for cost for these services will be obtained from the First American Title Company.

Adopted this 8th day of January, 2020 as moved by Commissioner Morren 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/ 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

RESOLUTION SETTING MILEAGE ALLOWANCE, LODGING AND PER DIEM REIMBURSEMENT RATES – ADOPTED
PONDERA COUNTY, MONTANA
RESOLUTION #15-2019/20
SETTING MILEAGE ALLOWANCE, LODGING AND PER DIEM REIMBURSEMENT RATES

WHEREAS Sections 2-18-501 through 2-18-503, and Section 7-4-2108, Montana Code Annotated, provide that persons who may be entitled to mileage, lodging and per diem reimbursement paid from public funds when using their own automobiles, incurring costs for lodging and per diem, in the performance of official duties are entitled to collect mileage for the distance actually traveled by automobile at a rate equal to the mileage allotment allowed by the Internal Revenue Service for the preceding calendar year; and

WHEREAS the mileage rate for state and local government employees has been established for calendar year 2019 by the Internal Revenue Service as 57.5 cents per mile for the first 1,000 miles of travel within each month and the rate for mileage over 1,000 miles per month at 54.5 cents per mile (3 cents less per mile, per 2-18-503(b), Montana Code Annotated)

WHEREAS the State of Montana has established the lodging and per diem rates for state and local government employees as follows:

In-state lodging reimbursement rate is \$96.00 plus tax for all communities except for Big Sky/ West Yellowstone – Gallatin County, Helena – Lewis & Clark County, Missoula – Missoula County, and Kalispell – Flathead County, which communities are considered high cost areas.

<u>Per Diem Rates</u>	<u>In-State</u>	<u>Out-of-State</u>
Morning Meal	\$ 7.50	\$ 13.00
Mid-Day Meal	\$ 8.50	\$ 14.00
Evening Meal	<u>\$ 14.50</u>	<u>\$ 23.00</u>
Totals	\$ 23.00	\$ 50.00

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the mileage allotment allowed to Pondera County employees during calendar year 2019 shall be 57.5 cents per mile (up to and including 1,000 miles) and 54.5 cents per miles (over 1,000 miles) during each calendar month; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of County Commissioners of Pondera County that the in-state lodging reimbursement and per diem rates shall be

In-state lodging reimbursement rate is \$96.00 plus tax for all communities except for Big Sky/ West Yellowstone – Gallatin County, Helena – Lewis & Clark County, Missoula – Missoula County, and Kalispell – Flathead County, which communities are considered high cost areas.

<u>Per Diem Rates</u>	<u>In-State</u>	<u>Out-of-State</u>
Morning Meal	\$ 7.50	\$ 11.00
Mid-Day Meal	\$ 8.50	\$ 12.00
Evening Meal	<u>\$ 14.50</u>	<u>\$ 23.00</u>
Totals	\$ 23.00	\$ 46.00

Adopted this 8th day of January, 2020 as moved by Commissioner Morren, 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/ 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

RESOLUTION SETTING DAILY RATE FOR INCARCERATION CREDIT – ADOPTED

**PONDERA COUNTY, MONTANA
RESOLUTION #16-2019/20
DAILY RATE FOR INCARCERATION CREDIT**

WHEREAS, Section 46-18-403, MCA, states that “the daily rate for incarceration must be established annually by the Board of County commissioners by resolution” and that the daily rate must be equal to the actual cost incurred by the detention facility and it has been determined that the actual costs incurred by the Pondera County detention facility, on an average daily basis, is equal to Fifty dollars (\$ 50.00);

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the daily rate for confinement costs, other than for actual medical costs, as ordered by the court and paid in advance for confinement and prior to payment of any fine, is hereby established at \$ 50.00 per day; and

BE IT FURTHER RESOLVED, if a judgment is for a fine and imprisonment until the fine is paid, the detainee shall be allowed a credit of \$ 50.00 for each day of incarceration; and that an inmate is responsible for the actual costs of medication, medical services, or hospitalization while detained in a detention center, based upon the

- Park – Kenneth Wheeler Sr (2022)
- Planning – Kenneth Wheeler Sr (2022)
- Conrad TV – Bob Hjelm (2022)
- North Central Area Agency On Aging – Penny Douglas (2022)
- Weed – Chris Ellis, Dan Rouns (2022)
- Building Inspection Contract Board of Inspectors – Steve Kaphammer (2021)

Motion carried.

A complete list of County Advisory Boards and all members is on the County webpage: www.ponderacountymontana.org under Government, Board Appointments.

RESOLUTION TO LOAN FUND 7380 PORT AUTHORITY FUND-ADOPTED –
 PONDERA COUNTY, MONTANA
 RESOLUTION #17 – 2019/20
LOAN TO FUND 7380 PORT AUTHORITY FUND

WHEREAS, Pondera County receives an annual payment from the City of Conrad for the Blue Sky Villa, currently in the amount of \$14,962.50; and

WHEREAS, the Commissioners have entered into an agreement with the Port Authority to loan the fiscal year 2019-20 payment to the Port Authority to be used for Port Authority revolving loan funds to small businesses within Pondera County and/or as operating funds; and

WHEREAS, the County has received the fiscal year 2019-20 payment in the amount of \$14,962.50 and has entered into a loan agreement with the Port Authority; and

WHEREAS, the County has designated \$2,000 to pay dues to Sweetgrass Development and is willing to lend \$12,962.50 to the Port Authority revolving funds.

WHEREAS, the funds shall be subject to repayment and/or forgiveness under the terms of the annual loan agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the Clerk and Recorder effect the loan of \$12,962.50 from the County General Fund to the Port Authority Fund and that the loan be repaid and/or forgiven under the terms of the December 19, 2019 loan agreement. The County will designate \$2,000 to pay Sweetgrass Development dues.

Adopted this 8th day of January, 2020 as moved by Commissioner Morren, seconded by Commissioner Seifert, and passed on a 3-0 vote of the full board. Effective upon 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

DECEMBER COMMISSION MINUTES-APPROVED
Commissioner Morren moved and Commissioner Seifert seconded to approve the December 2019 Minutes of the Commission. Motion carried.

TAX ABATEMENTS 1100-1101-APPROVED
Commissioner Seifert moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1100	County tax appeal board decision	132.48		200500
1101	Mobile home moved	23.81		2034400

Commissioner Morren seconded. Motion carried.

JANUARY 15, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell.

TREASURER'S SECURITIES REPORT

The following are the investments as of December 31, 2019

STIP \$6,002,000.00 @ 1.7255346%

STOCKMAN BANK BALANCES \$5,553,054.40

STOCKMAN BANK –Collateral Report

3130AHSR5	\$5,000,000.00	FHLB 2001017	1.63%	Matures 12/20/21
3138A4JW6	300,000.00	FHLB 2000556	3.5%	Matures 01/01/41

RAYMOND JAMES

02587CFF2	\$200,000.00	2.2500%	Due 5/24/2021 (CD)
140420XL9	\$245,000.00	2.1500%	Due 11/04/2020 (CD)
48125YT87	\$250,000.00	1.500%	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)
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 1022263613	02/06/20	2.44983%	\$500,000.00
CDARS 1022675601	06/04/20	2.42056%	\$500,000.00
CDARS 1022898139	08/13/20	2.22514%	\$1,000,000.00
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

Elaine McLean, Treasurer
Pondera County

ADOPTING THIS HANDBOOK OF PERSONNEL POLICIES AND PROCEDURES,
SUPERSEDING ALL OTHER PERSONNEL POLICIES AND PROCEDURES-
ADOPTED

PONDERA COUNTY, MONTANA

RESOLUTION #18-2019/20

ADOPTING THIS HANDBOOK OF PERSONNEL POLICIES AND PROCEDURES,
SUPERSEDING ALL OTHER PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the Board of County Commissioners desires to establish uniform policies and procedures for personnel administration;

WHEREAS, order to be more in line with policies of other local governments, the Board of County Commissioners has determined it is in the best interest of the County, and its employees, to update the following sections in the handbook of personnel policies and procedures:

1. Probationary Period
2. Health, Life, & Accident Insurance
3. Expenses Incurred When Traveling

NOW, THEREFORE, BE IT HEREBY RESOLVED that this Handbook of Personnel Policies and Procedures be adopted, effective January 26, 2020

Adopted this 8th day of January, 2020 as moved by Commissioner Seifert, seconded by Commissioner Morren, and passed on a 3-0 vote of the board. Effective on the date set forth above.

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

JANUARY 22, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell.

RESOLUTION DECLARING PROPERTY SURPLUS AND SETTING SALE-ADOPTED

PONDERA COUNTY
RESOLUTION #19 – 2019/20
DECLARING PROPERTY SURPLUS AND SETTING SALE

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:

- | | |
|-----------------------------------|--|
| Two (2) 1982 Ford 800 dump trucks | One (1) XH1000-S3 mower |
| Five (5) XH1000 Schulte mowers | One (1) 2009 Chevy Silverado 1500 pickup |
| One (1) 2010 Ford F150 pickup | |

WHEREAS, the Commissioners have determined it is in the best interests of the County to sell the items at surplus auction through Public Surplus.

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 sell the listed items at surplus auction through the Public Surplus.

ADOPTED this 22nd day of January 2020, as moved by Commissioner Morren, 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/ 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

CITIZEN APPOINTMENTS TO COUNTY ADVISORY BOARDS

Commissioner Seifert moved and Commissioner Morren moved to appoint/reappoint the following to the County Advisory Boards:

Health – Mindy Kuka-Holm (2022)

Conrad TV – Cody Shaw (2020)

Motion carried.

A complete list of County Advisory Boards and all members is on the County webpage: www.ponderacountymontana.org under Government, Board Appointments.

REVCORD SERVICE AGREEMENT FOR DISPATCH CALL LOGGING-APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to enter into agreement with Revcord for dispatch call center recording software in the amount of \$3,972.45 per year. The services include program installation, updates, troubleshooting, and repairs to the equipment. Motion carried.

VENDOR INVOICE (JUNK VEHICLE GRANT PROGRAM)-APPROVED

Commissioner Morren moved to approve and submit the County's Vendor Invoice for the fiscal year's junk vehicle program. The county will receive \$11,055.80 from the Montana Department of Environmental Quality. This payment funds the Junk Vehicle Program in the County. Commissioner Seifert seconded. Motion carried.

AGREEMENT FOR WEBSITE DESIGN-APPROVED

Commissioner Seifert moved and Commissioner Morren seconded to approve an agreement with Fence Line Design for website design and maintenance at a rate of \$40 per hour. Motion carried.

JANUARY 29, 2020 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, and Undersheriff Robert Bender

CITIZEN APPOINTMENTS TO COUNTY ADVISORY BOARDS

Commissioner Seifert moved and Commissioner Morren moved to appoint/reappoint the following to the County Advisory Boards:

Park – Ross Drishinski (2022)

Planning – Ron Jones (2021)

Motion carried.

A complete list of County Advisory Boards and all members is on the County webpage: www.ponderacountymontana.org under Government, Board Appointments.

BIDS FOR PURCHASE OF FORD INTERCEPTOR POLICE SPORTS UTILITY VEHICLE

Two bids were received for a 2020 Ford Interceptor Police Sports Utility Vehicle:

Courtesy Ford	delivery April 2020	\$45,700.00
Bison Ford	delivery July 2020	\$42,478.88

Commissioner Seifert moved to accept the bid from Courtesy Ford with a bid of \$45,700 based on an earlier delivery date and accessibility to the dealer for vehicle service work. Commissioner Morren seconded. Motion carried.

PURCHASE IN EXCESS OF \$500-GENERATOR MONITORING SYSTEM

A quote was received from Frontline Ag for a monitoring system for generators at both of the County's repeater sites. This monitoring system will report operation of the generators and any problems the generators without someone physically traveling to the sites to inspect the generators. Commissioner Morren moved to purchase the monitoring system from Frontline Ag Solutions at an initial cost of \$2,800 and with a \$200 annual fee. Commissioner Seifert seconded. Motion carried.

CLAIMS APPROVED FOR PAYMENT

<u>FUND</u>		
Fund	Fund Description	Amount
1000	GENERAL	40,066.04
2110	ROAD	15,047.72
2130	BRIDGE	1,446.46
2140	WEED	999.74
2170	AIRPORT	86,823.78
2230	AMBULANCE	550.31
2290	EXTENSION SERVICE	5,501.98
2300	PUBLIC SAFETY (LAW ENFORCEMENT)	5,346.82
2371	HEALTH INSURANCE - EMPLOYER CONTRIBUTION	1,597.76
2393	RECORDS PRESERVATION	789.52
2401	BRADY LIGHTS MAINTENANCE	381.93
2821	ENHANCED GAS TAX (BARSAR)	4,504.50
2830	JUNK VEHICLE	13.15
2850	911 EMERGENCY	3,475.14
2860	LAND USE PLANNING	1,564.50
2866	NORTHERN TRANSIT INTERLOCAL	230.89
2894	ST ALLOC FED MINERAL ROY	125.00
2917	VICTIM & WITNESS ADV PROG	289.00
2958	EP (DES) GRANTS	613.38
2961	PERFORMANCE MTG GRANT	73.08
2963	ORAL HEALTH SERVICES GRANT	360.40
2971	WIC GRANT	268.35
2973	MATERNAL CHILD HEALTH	247.65
2976	IMMUNIZATION ACTION GRANT	335.68
2978	CHRONIC DISEASE (FKA TOBACCO USE PREV)	194.14
2980	HEALTH CARE FOUND. GRANT	142.00
4013	ROAD/BRIDGE EQUIP PURCHSE	75,000.00
TOTAL CLAIMS		245,988.92
		\$
TOTAL PAYROLL		271,489.00
		\$
TOTAL CLAIMS AND PAYROLL FUNDS		517,477.92

ADJOURNMENT

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

Pondera County, Montana.

Thomas A Kuka, Chairman

ATTEST:

Kody L Farkell, Clerk & Recorder