

JANUARY 2013
COMMISSIONER MEETINGS

Sweet Grass County Commissioner meetings are held in the office of the county commissioners in the Sweet Grass County Annex in Big Timber, Montana, unless otherwise noted in the minutes. Regular commissioner meeting days are the first working day of each week (usually Monday unless Monday is a holiday then Tuesday) and every Thursday during the month. These are the days to schedule issues that require the commissioner to take action. The first Monday of each month a department head staff meeting will be held at 9:30 a.m. Claims will be reviewed and approved for payment every Thursday unless a conflict arises. At least one commissioner will be in the office from 9:00 a.m. to 5:00 p.m. daily unless they are at a conference or a meeting requiring them to be out of the office.

Acronyms

	PMC – Pioneer Medical Center
DES – Disaster and Emergency Services	RC&D – Rural Conservation and Development
CCR – Coordinated Community Response	RFR – request for reimbursement.
FLAP – Federal Lands Access Program	TSEP – Treasure State Endowment Program – provides matching grant funds to local government agencies for construction of infrastructure projects.
L.E.P.C. – Local Emergency Preparedness	
MACo – Montana Association of Counties	Tyler Technology – CAS sold to Tyler – the company that Sweet Grass County contracts with for all of our financial software.
MDT – Montana Department of Transportation	
MOU – Memorandum of Understanding	

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Wednesday, January 2, 2013

Commissioners Bob Faw, Susie Mosness and Bill Wallace all arrived to usher in a new year.

Commissioner Wallace made a motion to appoint Commissioner Mosness chairperson for the next year. Commissioner Faw seconded the motion and it passed with 3 ayes.

Commissioner Faw made a motion to appoint Commissioner Wallace Vice-Chairman for the next year. Commissioner Mosness seconded the motion and it passed with 3 ayes.

Clerk Bjorndal presented several resolutions to the commissioners for approval:

01-03-2013 a resolution to increase the mileage rate paid to employees when traveling on county business from 55.5¢ to 56.5¢ per mile. Commissioner Wallace made a motion to approve the resolution and Commissioner Faw seconded the motion and it passed with 3 ayes. There was discussion on the county owning a vehicle for employees to use.

01-03-2013A a resolution set the dates for commissioner meetings. Commissioner Faw made a motion to approve Resolution 01-03-2013A. The motion was seconded by Commissioner Wallace and passed with 3 ayes.

01-03-2013B a resolution to establish office hours for all county offices. A motion was made by Commissioner Faw and seconded by Commissioner Wallace to approve Resolution 01-03-2013B. Motion passed with 3 ayes.

01-03-2103C a resolution to set reimbursement to county employees for mileage and lodging for FY 2012/2013. A motion was made by Commissioner Faw and seconded by Commissioner Wallace to accept resolution 01-03-2013C. The motion passed with 3 Ayes.

01-03-2013D a resolution to establish reimbursement rates for meals for county employees when traveling or attending meetings or conferences where meals are not provided. A motion was made by Commissioner Wallace to approve resolution 01-03-2013D and seconded by Commissioner Faw and passed with 3 Ayes.

Commissioners Wallace and Faw went to the county road shop to meet with Dick Rath and Steve Bue to discuss what to do with the equipment that was purchased with funds from the Fuels Reduction Program. Due to lack of funding the fuels reduction program is being discontinued.

DES Coordinator Brooke Osen stopped in to update the commissioners on the first aid and CPR training that she is scheduling for county employees in February.

Commissioner Wallace went to Billings for a doctor's appointment.

Commissioner Mosness spent rest of the day reorganizing and getting ready for the New Year. Commissioner Faw spent the day getting familiar with everything.

Thursday, January 3, 2013

Commissioners Wallace, Mosness and Faw were all in the office for the day.

Commissioners Faw and Wallace went the courthouse to look at flooring issues in the building.

Commissioner Mosness talked to AB Telecom about phone problems.

Kara and Jeff Jones stopped in to talk about PMC issues.

Marlyn Drange came in to talk about Upper Deer Creek road issues.

The commissioners reviewed and approved claims for payment.

Friday, January 4, 2013

All of the commissioners were in to finish off the first week of 2013.

Clerk & Recorder Bjorndal came in to check on the agenda for next week.

Commissioner Mosness compared check to the claims and stamped them for payment before sending them to Sherry to compare and stamp.

Monday, January 7, 2013

Commissioners Wallace, Mosness and Faw were all in the office for the day.

The January staff meet was held at 9:30 a.m. with Susan Metcalf, Marc King, John Becken, Deanna Novotny, Vicki Uehling, Jane Stene, Dan Tronrud, Brooke Osen, Page Dringman, Jerry Mahlum, Jamie Moody, Erik Wood, Heidi Todd, and Laura Nelson in attendance.

Susan Metcalf reported that testing of the students has started. She will also be attending an assessment conference this week.

Sheriff Dan and Undersheriff Mahlum have been meeting with schools on security plans and doing walk through passes at BTGS and SGHS daily. The KPRK Bridge in Livingston should be closing soon.

Marc King will be holding some classes – initial weed applicators school, Level I & II master gardener classes, a workers comp. class and an ATV safety class.

Brooke Osen has closed out the 2011 Homeland Security Grant and the CAD system is up and running. Kevin Langhus has been working on the Melville repeater. She has also been working on the 2012 security system grant for the fire department and 2013 E.M.P.G. and Homeland Security grants.

Page reported that the planning department has been reviewing a 1 lot subdivision on Howie Road and a 3 lot subdivision up the Boulder. She will be attending a Beartooth RC&D meeting on January 10th. Page has also been working with the City and the County on CTEP program projects - new sidewalks at the courthouse and the post office are being discussed.

Heidi Todd, weed coordinator, reported that the weed board held a meeting and has opened the coordinator position again and applications will be accepted until January 18th.

Jamie Moody reported on the happenings in the county attorney office. County Attorney Dringman is on the Montana County Attorney Legislative Committee this year. The county attorney's office has seen a lot of felonies the last few months and a lot of time on civil issues.

Financial officer Uehling has been working on the audit and the annual report.

Clerk of District Court, Deanna Novotny reported the following:

2011 – 12 felonies and 11 probates in district court

2012 – 16 felonies and 41 civil cases in district court.

One case can have several charges and several files.

Treasurer Jane Stene reported that in November her office was busy collecting taxes. The treasurer's office is in the process of changing credit card systems so she is currently without credit card service.

Erik Wood, CEO for the PMC, reported that they have recently had three surveys from different regulatory agencies – everything was good and improved. The VA was on site last week as the PMC is in the process of trying to get VA funding for their veteran patients. Erik also announced that Susan Sondeno is the new county health nurse.

Commissioner Faw is worried about the legislature and county reserves.

Commissioner Wallace announced that Great West Engineering is working on the Wormser Loop project and that Bill and Dan have closed out the Grey Cliff project. During the month of December Bill attended the Airport Board and the Weed Board meetings, took some computer classes, went to Park County to meet with the Park County Commissioners to discuss the RAC funding for the gravel and work done on the Boulder Road and the billing process. They also discussed the Park County & Sweet Grass County Federal Lands project.

Commissioner Mosness reminded all of those attending that they need to get on the agenda and have anything requiring the commissioners to take action notices 48 hours in advance. Susie and the other commissioners were involved in a public hearing on Gaelectric's request for tax abatement on the Kelly Hills wind project. There was also a public meeting on impact fees if this project progresses. Some of the IT staff from Park County met with the commissioners to discuss getting a county web site up and running. Folks from the forest service met with the commissioners to update them on happening in their world. The Viking Springs subdivision final plat was approved. Susie also attended HRDC and Mental Health Board meeting in Billings and an RC&D meeting.

Erik Wood met with the commissioners to see if the county could find room in this building for a community health person that would need office space for 10-15 hours per week.

Chuck Rein stopped in to talk about grading of his road.

Tuesday, January 8, 2013

Commissioners Mosness, Wallace and Faw were all in the office for the day.

Paul Westervelt stopped in to talk about PMC issues.

Matt Cremer came in to discuss the possibility of a repeater for Melville.

Catherin McKenzie, payroll clerk and Sherry Bjorndal came in to talk about how vacation time is figured according to the personnel policy.

Road Supervisor, Steve Bue stopped in to update the commissioners on road issues.

The commissioners reviewed and approved claims for payment.

Wednesday, January 9, 2013

All of the commissioners were in for the morning. Commissioner Mosness had to take the afternoon off for a Dr.'s appointment in Billings for Gary.

Dave Skattum from Gutter Solutions came by to look at the gutter problem on the back side of the Annex which has caused the sidewalk to ice.

Pat Dringman came over for his monthly update on civil matters.

Sheriff Tronrud met with the commissioners for his monthly update on the happenings in the law enforcement world. He also showed a video about victims' rights in Montana.

Commissioners Wallace and Faw toured the Main Boulder, East Boulder, and Old Boulder Roads.

Thursday, January 10, 2013

Commissioners Mosness, Wallace and Faw were all in the office for the day.

Sherry Bjorndal came in to go over the calendar for the next week.

Commissioner Faw visited the PMC this morning.

A Board of Health meeting was held at noon in the Board room. Attending the meeting were all three of the commissioners, Public Health Nurse Susan Sondeno, Sanitarian Barbara Woodbury, City Councilman Gary Johnson and Lana King.

Commissioners Mosness, Wallace and Faw reviewed county payroll checks and direct deposit receipts and checks were stamped by Commissioner Mosness and sent to Clerk Bjorndal to review and stamp.

The bid opening for crushing of 30,000 yards of gravel at the Plaggemeyer Pit was held at 3:00 p.m. Val and Clyde Bainter were in attendance and two bids were received.

Bainter Crushing and Reclamation – 30,000 cubic yards at \$5.50/cu yd. \$165,000
Fisher Industries - 30,000 cubic yards at \$6.25/cu yd. \$187,000

The apparent low bidder is Bainter Cushing. The Commissioners will take the bids under advisement and let the bidders know. Bainter would be able to crush in March and done before May 1, 2013.

Friday, January 11, 2013

It is a snowy Friday, but everyone braved the weather and reported for duty.

Joe Broesder from MSU Extension came in for a review of Marc King, who is the county agent, but is employed by MSU. Joe is now on the job and is taking over for Dave Phillips.

Jim and Mary Ann Parrent met with the commissioners to talk about PMC issues.

Monday, January 14, 2013

It is still wintery out, but Commissioners Mosness, Wallace and Faw all arrived to face another week of county business.

The commissioners spent the morning reading correspondence, catching up and discussing county issues.

Erik Wood, Susan Sondeno and the commissioners met to discuss where the community health worker can be housed and how the program works.

Tuesday, January 15, 2013

Commissioners Mosness and Faw were in the office for the day. Commissioner Wallace is in Great Falls for the next two days for LTAP training.

The morning was spent calling people who sit on the various county boards to see if they were willing to continue to serve on the boards.

Mayor Stephens came in to discuss snow removal issues at the PMC.

Commissioner Mosness left after lunch to go to Helena to testify on the DNRC Renewable Resource Grant for the Grey Cliff Bank stabilization project.

Commissioner Faw had Darrell Elgen go to the PMC and move snow.

Commissioner Faw called Dean Buursema about digging a grave at the Reed Point Cemetery.

Wednesday, January 16, 2013

Commissioner Faw manned the office for the morning as Commissioner Wallace is still in Great Falls and Commissioner Mosness is in Helena testifying for the Grey Cliff bank project.

Commissioner Mosness reported in when she returned from Helena.

Commissioner Faw had a phone call about snow removal up the West Boulder.

Thursday, January 17, 2013

All of the commissioners were back from their travels and reported for duty.

Sherry Bjorndal came in to go over the agenda for next week.

Commissioner Wallace made a motion to award the bid for crushing of 30,000 cubic yards gravel at the Plaggemeyer Pit to Bainter Construction for \$5.50 / cu. Yd. for a total of \$165,000. This project should be completed by May 1, 2013. Commissioner Faw seconded the motion and it passed with 3 ayes.

Planner Page Dringman met with the commissioners to talk about flood plain issues on a subdivision on the Main Boulder.

Commissioner Faw left to attend an RC&D meeting in Laurel.

Commissioners Mosness and Wallace approved the weekly claims for payment.

Friday, January 18, 2013

All of the commissioners arrived to finish out the week.

Coralee Hicks and Tammy Mullikan came in to talk about the Tri County Victim/Witness Program and explain how it works and how it is financed.

The weekly warrants were presented to Commissioners Mosness to review and stamp before going the Sherry Bjorndal to review and stamp.

Monday, January 21, 2013

Most of the county offices were closed for Martin Luther King Day.

Commissioner Mosness attended the PMC Board meeting at 5:00 p.m. Commissioner Faw also sat in on the meeting.

Tuesday, January 22, 2013

Commissioners Mosness, Wallace and Faw were all in the office for the day.

Sherry Bjorndal came in with a survey that MACo needs for charity care and what costs are for public health nurse and inmate medical costs.

All three of the commissioners attended a Mental Health Advisory Board meeting at noon in the board room of the Annex.

County Attorney Dringman, Sherry Bjorndal and the Commissioners met to discuss the use of signature stamps on county warrants and payroll checks. The laws on this issue were reviewed and the issue was resolved.

All three of the commissioners attended an Economic Development meeting at 7:00 p.m. in the board room of the Sweet Grass County Annex. The topic of discussion for the evening was hosting and economic development conference this spring focusing on new business and how to retain business.

Wednesday, January 23, 2013

Commissioners Mosness and Faw were in the office for the day. Commissioner Wallace is helping the road department by hauling gravel.

Thursday, January 24, 2013

Commissioners Faw and Wallace were in the office for the day. Commissioner Mosness is in Billings for Gary's surgery.

Derrick Yeager and Matt Wolcott from DNRC stopped in to go over fire matters.

The commissioners attended and L.E.P.C. meeting at 11:30 at the courthouse.

Friday, January 25, 2013

Commissioners Wallace and Faw manned the office as Commissioner Mosness is in Billings for a Regional Mental Board meeting.

Commissioner Wallace went up the Main Boulder with Brooke Osen to check on a small fire at Falls Creek.

Commissioner Wallace compared the weekly warrants to the claims and stamped them for payment then sent them on to Sherry to compare and stamp.

Monday, January 28, 2013

Commissioners Mosness, Wallace and Faw all arrived to usher in another week.

Planner Dringman came in with a COS for Roger and Betsy Indreland to create a mortgage tract. A motion to approve the COS was made by Commissioner Wallace and seconded by Commissioner Faw and passed with 3 ayes.

Great West Engineering task order # 10 for FLAP application in the amount of \$2,000 was discussed. A motion was made by Commissioner Wallace to approve the task order and seconded by Commissioner Faw and passed with 3 ayes.

Sheriff Tronrud and County Attorney Dringman came in to review the Inmate Services Contract with Correction Risk Services Inc. Commissioner Faw moved to approve this contract and Commissioner Wallace seconded the motion and it passed with 3 ayes. Lindsey from the Big Timber Pioneer also sat in on this meeting.

PMC CEO, Erik Wood and the commissioners held a conference call with Anne Marie Kloppel, the finance person at Billings Clinic that deals with the PMC. Laura Nelson from the Big Timber Pioneer also sat in on this meeting. The purpose of the meeting was to discuss how the overhead allocation is figured for the Pioneer Medical Center.

Sherry Bjorndal came in with the annual renewal application with MACo/JPIA for county liability, buildings and contents insurance. Julie Schmidt from Key Insurance also joined the conversation.

Tuesday, January 29, 2103

All of the commissioners were in the office for the day.

A pre bid walk through on the TSEP Otter Creek Bridge replacement project was held at 10:00 a.m. with Karl Yakawich from Great West Engineering, Joe Dolan with COP Constriction and Steve Bue, County Road Supervisor in attendance. A site tour was done after the meeting.

Alex Sienkiwriz from the USFS stopped in to update the commissioners on the happenings with the Forest Service.

Julie Schmidt brought in the property liability renew application and Commissioner Wallace signed it.

Wednesday, January 30, 2013

All of the commissioners were in the office for the day.

The day was spent reading e-mails, filing and catching up on correspondence.

Thursday, January 31, 2013

All three commissioners arrived for the last day of January 2013.

Sherry came in to update the commissioners on the InterCap loan that has been applied for to purchase two new patrol cars for the law enforcement department. Commissioner Faw is not in favor of borrowing the money. The two Crown Victoria will be used as reserve vehicles as there is no trade in value. They can be used to transport prisoners. Commissioner Faw questioned want vs. need; do you need 4x4 vehicles, what is the warranty on the vehicles?

Minutes of the December 2012 commissioners meetings were read by Clerk Bjorndal. Commissioner Wallace made a motion to approve the minutes as corrected. Commissioner Mosness seconded the motion and it passed with two ayes. Commissioner Faw abstained as he was not a commissioner at the time these meeting occurred. Commissioner Faw would like to see all meetings recorded.

The commissioners reviewed and signed claims for payment.

Claims were paid during the month of January amounting to \$142,414.53

County and PMC payroll for the month of January was \$530,411.35

Respectfully submitted

Sherry Bjorndal, Clerk