

JUNE 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

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

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June 3, 2013

Commissioners, Bob Faw, Susie Mosness and Bill Wallace all arrived to usher in June of 2013.

Staff meeting for June was held with Jerry Melham, Dan Tronrud, Daryl Hodges, Evie Halverson, Deanna Novotny, Vicki Uehling, Sherry Bjorndal and Laura and Monica from the Big Timber Pioneer attended the meeting.

Sheriff Dan gave the group a recap of the numbers of complaints, cases and offenses for the month of May. Sweet Grass County currently has three prisoners housed in Bozeman and none in Livingston or Billings at this time. Dan will be attending the Sheriff's and Peace Officers meeting in Butte the 12th through the 14th of this month. His department is gearing up for the rodeo and a three day concert at the Thompson Ranch that same weekend. He attended a meeting on wild land fires and learned that the county will be on their own for a longer period of time before DNRC steps in to assist with future fires.

Deanna announced that her office has been busier with two new felony cases, five new civil cases and several marriage licenses. She has downloaded information from the Secretary of State's Office for jury selection. Deanna will be at convention in Miles City the week of June 17th.

Vicki attended two fair board meetings and conducted the monthly cash meeting. She traveled to Helena for a legislative and finance class, participated in meeting with department heads on their preliminary budgets and worked on the COPS grant.

Evie took part in a weed and fishing day at Dailey Lake for grade school kids, has hired four summer employees, and the spray truck is up and running. She received word that the Salt Cedar grant is fully funded. Evie and took part in a first aid and CPR class and has her crew out spraying roads.

Daryl announced that all has been quiet. Jerry and Daryl attended continuing education classes. Eric will be soon being going to coroner's basic training.

Susan Metcalf is at a family reunion in Colorado, but left a report for the meeting. SB175 budget sheets have been released from OPI and there has been some budget relief for all the school due to the passage of SB175. The newly elected Board members were sworn in during the month of May. Next year will be a transition year from No Child Left Behind to the Common Core Standards. The rural schools will graduate just one student at McLeod in May 2014. Teacher negotiations at all of the schools are in various stages of completion, but relief from SB 175 will help somewhat. Susan participated in the salary negotiation process for the Stillwater-Sweet Grass Special Ed cooperative.

Marc King is hosting an ATV class in Melville today. He has hired Kyla Sargent for the part time summer help and to help Kandi with the fair. He is working on a wire worm survey in Sweet Grass County and on drought issues. Fair activities are moving along. There is a 4-H State contest with a theme of save trees from damage – drought, frost, bugs, Etc.

Commissioner Faw reported that things have been quiet. The stock growers came in to ask the commissioners to comment on water issues. Bob reported that the fair board is working on taking down the bleachers and removing all of the old board on all of the corrals and outside fences around the rodeo grounds and replace them with new lumber. They formed a committee to look into and price aluminum bleachers. The commissioners have committed to increase the amount that the county contributes for the employees' health insurance from \$530 to \$580 per month. This is a benefit to the employee of \$600 per year that is pretax dollars. Bob urged all to see where they can trim their budgets and try to keep them the same as last year.

Commissioner Wallace announced that there has been a rock slide on the Wormser Loop Road and the county has closed the road until they can figure out what needs to be done. The county as committed to give their CTEP funds to the sidewalk project at the Civic Center. This is a project to make the sidewalks at the Civic Center ADA compliant. The commissioners have been working on the TSEP application for the Pony Truss Bridge on Lower Sweet Grass. They also attended several insurance committee meetings and an interagency fire meeting.

Eric Wood reported that the PMC has been busy. The remodel of the basement in the PMC is completed now. The contract with the VA for long term and hospice care at the PMC has been signed. Cory Conner has resigned as ambulance coordinator effective July 1, 2013. Eric has also been involved in the insurance committee meetings.

Commissioner Mosness was involved in many of the activities that Commissioners Faw and Wallace reported on as well as a meeting with Terrill's Office Machines on the contract that Sweet Grass County has with them for maintenance on office equipment. Susie also attended a PMC Board meeting, an HRDC programming meeting.

Commissioner Faw expressed concern with training being excessive and we need to make sure that training sessions are efficient and geared toward our needs.

Eric Wood, PMC CEO met with the commissioners to go over the buy/sell agreement on the Martinz property. The county has the option to purchase 3 lots from Jim & Maryann Parrent and 4 lost from Mildred Martinz. The option is to purchase the 4 lots and house for \$110,000 and the 3 lost for \$55,000. This is being purchased with future expansion in mind – at some point outpatient service could be shifted to that space. The PMC has the best fiscal year ever. Commissioner Faw expressed concern about a government run facility vs. a private owned facility. Commissioner Wallace made a motion to sign the buy/sell agreement for 4 lots (lots 17-20) from Mildred Martinz for \$110,000.

Commissioner Faw seconded the motion and it passed with 3 ayes. Commissioner Faw made a motion to purchase lots 14, 15, and 16 from Jim and Maryann Parrent for \$55,000 of which \$12,500 has already been paid leaving a balance of \$42,500 to be paid at closing. Commissioner Wallace seconded the motion and it passed with 3 ayes. A formal appraisal has been done on the property.

Tom Berry, Julie Schmidt and Greg Jackson met with the commissioners to discuss the MACo/JPIA liability insurance for the county. Search and Rescue is having training coming up and the National Forest Service is requesting certification of insurance. Greg

went over the property and liability policy for the county and also discussed the availability of Cyber coverage in the future.

Linda Matranga and Susan Sondeno met with the commissioners to discuss the Maternal and Child Health Block Grant task order 14-07-5-01-049-0. Commissioner Faw had some questions about the contract that Linda and Susan addressed. Commissioner Faw made a motion that was seconded by Commissioner Mosness to accept and sign the contract. The motion passed with 2 ayes.

Commissioner Wallace attended a weed board meeting Monday evening.

Tuesday, June 4, 2013

All of the commissioners traveled to Columbus for a District 6 & 7 meeting with MACo staff. Most of the discussion centered on the 2013 legislative session and the changes that will affect the county. The group also heard about the changes to the pension system.

Wednesday, June 5, 2013

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

The commissioners spent part of the morning in discussion on what to do with funds that were raised for the Community Events Center. It was decided to have the original fund raising board come in to hear their views on the issue.

Eric Wood met with the commissioners and Sherry Bjorndal to go over and discuss the PMC claims. Once the claims were approved by the commissioners Susie and Sherry stamped the warrants.

Commissioner Wallace attended an Airport Board meeting at 6:00 p.m.

Thursday, June 6, 2013

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

Jennifer Madgic, form Senator Tester's office, stopped in to update the commissioner on the happenings in the Senate. Topics discussed were, Veterans health care, farm bill, additional regulations, and fire season.

Page Dingmans came in with a resolution for Sweet Grass County to donate the CTEP funds that we have available for use on the project to make the sidewalks at the Civic Center ADA compliant. Commissioner Wallace made a motion to approve Resolution 06-06-2013. Commissioner Faw seconded the motion and it passed with 3 ayes.

An Addictive Disorders Board meeting was held at noon.

The Commissioners signed the Intergovernmental Transfer for the PMC.

Page Cooper-Cole and Jessica Hubley with Liberty National Life Insurance Company came in talk about child safe kit and accidental death benefits.

Commissioner Faw traveled to the fair grounds to look in on the progress of construction.

Commissioner Mosness worked on ICS classes.

Friday, June 7, 2013

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

Commissioner Mosness compared claims to warrants and stamped the warrants for payment. They were then presented to Sherry Bjorndal to compare and stamp before being sent out.

Commissioner Faw left early to go to Bozeman.

Commissioner Mosness attended ICS 300 classes on Saturday and Sunday.

Monday, June 10, 2013

Commissioner Wallace, Faw and Mosness arrive to kick off another week.

Steve Bue and Monte Fjare came in to discuss Rupert Road. Someone is interested in building a home in that area and wants to know if the county would do road improvements.

At 10:00 a.m. Mayor Stephens came in to sign an amendment to the five years Generalized Engineering Agreement between Sweet Grass County, the City of Big Timber and GDA Engineers. Laura Nelson with the Big Timber Pioneer was also present at the meeting. Commissioner Wallace made a motion for the county to approve the agreement. Commissioner Faw seconded the motion and it passed with 3 ayes. This agreement is for a master plan and comprehensive use study of the airport. The total cost of the project is \$263,555. This includes a boundary survey, flyover survey and a comprehensive land survey.

The substantial completion of the Otter Creek Bridge was signed.

Commissioner Mosness will be gone Tuesday and Wednesday.

Tuesday, June 11, 2013

Commissioner Faw and Wallace were in the office. Commissioner Mosness is gone today.

The Commissioners talked to Ralph Petragani of Belfort Instrument Company about replacing wind sensors at the airport. They will install them when they do their next maintenance trip. The cost of the parts is \$2,200.

Mike Gregorich was in to talk about penalty and interest on the Donna Todd property that he recently purchased. The commissioners decided not to forgive the penalty and interest of \$871.00.

Wednesday, June 12, 2013

Commissioners Wallace and Faw were in for the day. Commissioner Mosness is still off.

Commissioner Faw spent the day with Alex from the Forest Service touring the Main Boulder.

Thursday, June 13, 2013

All of the commissioners were back in action.

Accounts Payable Clerk, Vera Pederson, presented the weekly claims to be reviewed and approved. They are also reviewed and approved by Vicki Uehling, the financial officer before coming back to Vera to cut the warrants.

Casey Durham stopped in to talk to the commissioners about worker's comp. rates. Casey is with 1st Western Insurance in Bozeman.

At 10:00 a.m. all of the commissions went over to the PMC to attend an employee meeting. This is the third set of meetings with the PMC employees to discuss the

possible affiliation of the PMC with Billings Clinic. The financial implications of the three different business models were discussed.

At noon the quarterly Board of Health meeting was held. Attending the meeting were Mayor Stephens, Big Timber Pioneer reporters, Monica Gokey and Lindsay Kroskob, Lana King, Sanitarian, Craig Caes, Public Health Nurse, Susan Sondeno, Joe Todisco with Big timber Lions Club and Commissioners. Discussion centered on the old high school building and what can legally be done with it.

Friday, June 14, 2013

Commissioner Faw manned the office while Commissioner Mosness traveled to Billings for a strategic planning meeting for the Mental Health Center and Commissioner Wallace had the day off.

Jane Stene brought in the receipt for the FY 2014 P.I.L.T. payment in the amount of \$383,994.00.

Alex from the forest Service called to let the commissioners know that the agreement with landowners on the Cherry Creek Road is now officially out for public knowledge.

Dave Hodges called to thank the county for clearing the cattle guard so quickly.

Monday, June 16, 2013

Commissioners Mosness and Faw were in the office while Commissioner Wallace was out playing with the birds.

The day was spent reviewing and responding to correspondence.

PMC warrants were presented and Commissioner Mosness and Sherry reviewed and stamped them.

Commissioners Mosness and Faw attended the monthly PMC Board meeting at 5:00 p.m.

Tuesday, June 18, 2013

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

At 10:00 a.m. Representatives from Stillwater Mine and Cottonwood Resources met with the commissioners to talk about the Good Neighbor Policy (GNP). Representing Stillwater Mine were Bruce Gilbert, John Beaudry and Randy Weimer. Cottonwood Resources was represented by Jerry Iverson, Becca Fisher, Caleb Lande, Mike Drye, and Sara Zuzulock from Kuizers and Associates. Monica Gokey and Laura Nelson from the Big Timber Pioneer were also present as was Dale Grosfield a concerned citizen. Jerry Iverson gave a PowerPoint presentation on the GNP from the Cottonwood Resources perspective and then SMC's Bruce Gilbert discussed their view of the Good Neighbor Policy and how it has evolved and where the future of mining on both the Stillwater and East Boulder sides is going.

After lunch the commissioners went to the courthouse for their monthly meeting with the County Attorney on civil matters and with law enforcement on happenings in their department. Also attending the meetings were Kevin McCauley and Dale Grosfield and Lindsay Kroskob.

The Commissioners, Eric Wood and Sherry Bjorndal met to discuss worker's comp. issues.

Wednesday, June 19, 2013

All of the commissioners reported for duty.

Bob Bryan stopped in to let the commissioner know that the digiwix at the airport was not working.

Tana Parasi stopped by to say there are holes in Howie Road.

The June cash meeting was held with Vicki Uehling, finance officer, Sherry Bjorndal, Clerk and Recorder and all of the commissioners and Melinda Juell who a summer intern in the financial office. Treasurer Jane Stene was absent due to a death in the family.

Topics discussed at the meeting were:

Lack of control of the PMC credit card – the card will now stay with Mary Gaub and the PMC is in the process of putting a purchase order system in place.

The group reviewed bank balances, credit card activity, CD ladder system, and county grants and their status.

General Journal entries 1101-1161 not all inclusive were gone over and discussed. Commissioner Wallace made a motion to accept journal entries 1101-1161 not all inclusive. Commissioner Faw seconded the motion and it passed with 3 ayes.

General ledger line item adjustments were gone over and discussed by the group.

The group went through the expenditure journal and revenue journal to look at what percentage of the funds have been spent and how revenue has been coming in. Anything unusual was discussed and reviewed.

The Treasurer's cash report was reviewed and cash balance discussed.

Weekly claims were reviewed and approved by the commissioners.

Thursday, June 20, 2013

Commissioner Wallace worked for the road department, Commissioner Mosness toured some of the roads around the county checking flood damage from the rain the previous night and Commissioner Faw manned the desk at the Annex.

Commissioner Mosness completed her tour and compared warrants to claims and stamped the warrants for payment and forwarded them to sherry to do the same.

The sanitarian sent a letter to Cyrus Smith citing environmental concerns about the old high school building at the corner of Hooper and 4th Avenue.

Guardian Restoration came in and cleaned carpets in the hallways and a few of the public offices in the Annex.

Friday, June 21, 2013

Commissioner Wallace held the fort down for the day. Commissioner Mosness attended an Area II on Aging Advisory Council meeting in Stanford and Commissioner Faw attended an auction in Belgrade.

Monday, June 24, 2013

Commissioners Faw, Mosness and Wallace all arrived ready to tackle another week.

The day was spent meeting with department heads to go over their FY 2103/2014 proposed budgets. Financial officer, Vicki Uehling and Clerk, Sherry Bjorndal also attended and will be attending most of the meeting with department heads. During the day they met with:

Sheriff Tronrud on the law enforcement budget

Eric Wood on the PMC budget

Financial Officer Uehling presented her budget, TSEP budgets, and the FEMA flood budget

Sherry Bjorndal went over the Clerk & Recorder/Election Administrator budget

Page Dringman and Lana King met with the planning budget and the junk vehicle budget.

The group also looked at some of the county budgets that are not department specific.

Tuesday, June 25, 2013

All of the commissioners came in to brave another day of county business.

Vicki Uehling brought in the GASB 54 resolutions for the commissioner to review and approve as well as several budget resolutions. See attached list and action taken.

Commissioner Mosness went to Billings for an HRDC meeting in the afternoon.

The Commissioners, Eric Wood from the PMC, payroll clerk, Catherine McKenzie and Clerk Bjorndal met with Casey Durham from First West Insurance about switching to State Fund for our worker's compensation coverage.

Wednesday, June 26, 2013

Commissioners Wallace and Faw were in the office. Commissioner Mosness has a dentist appointment until 11:00 a.m.

Vicki Uehling, Melinda Juell, Sherry Bjorndal and the commissioners met with:

County Attorney Dringman about his proposed FY 2013/2014 budget.

Marc King brought in the budgets for the county agent and the fair board for the group to review.

The commissioners discussed the First West Insurance Company proposal from the Montana State Fund for worker's comp. coverage. Commissioner Wallace made a motion that was seconded by Commissioner Faw to accept this proposal and notify Victory Insurance of their decision. Motion passed with 3 ayes.

At 1:00 p.m. Brooke Osen arrived to present the DES, 9-1-1, homeland security grant and communications budgets. Present at the meeting were the Commissioners, Vicki Uehling, Melinda Juell and Sherry Bjorndal. Citizens attending the meeting were Kevin Langhus, Phil Hathaway, Rocky Heinemann, Timothy Stene, Cookie Agnew, Barbara van Cleve, Dave Osen, John Esp, Dale Grosfield, Joyce Boe, Alan Ronneberg, and Don Brewer.

Evie Halverson and Heidi Todd met with the Commissioners, Vicki Uehling, Melinda Juell, and Sherry Bjorndal with the weed and weed grant budgets. Citizens that attended the meeting were Dale Grosfield, Don Brewer, and Phil Hathaway. Evie and Heidi went through all of the grant budgets and explained them to the group. The NRCS grant will end in 2014. Evie has hired two more summer employees and plans to have two on the roads at all times.

Jessie Connolly met with the Commissioners, Sherry, Vicki and Melinda to go over the Justice Court, City Court and Court Compliance budgets. The group also discussed the city contribution to the city court budget and that the amount of \$17,020 needs to be addressed and perhaps amended. The group also discussed compensated absences for the City Court employees.

Thursday, June 27, 2013

Commissioner Mosness attended a PMC Leadership Development Institute class at the ambulance station at 7:00 a.m. and arrived at the office in the afternoon to join Commissioners Faw and Wallace for another fund day of budgeting.

In the afternoon Vicki, Melinda and Sherry joined the commissioners for budget meetings with:

Treasurer, Jane Stene

Steve Bue came in with the budget for the road department, bridge department, gas tax budget and the portion of the P.I.L.T. budget that is designated for the road department. After hashing over all of his budgets Steve visited with the commissioners

about the possibility of a new or good used grader for the road department. A new grader would run \$300,000 to \$350,000.

Friday, June 28, 2013

All of the commissioners arrived to finish off the month of June.

Deanna Novotny met with the commissioners, Sherry and Vicki to go over the district court FY 2013/2014 proposed budget.

Vicki presented the TSEP 12-700 Otter Creek Bridge close out and reimbursement request in the amount of \$131,811.19 to the commissioners. This was a 50/50 match grant. Taking into consideration the county in kind portion of the grant there will be about \$51,501.22 remaining. Commissioner Wallace made a motion to accept the close out for CG-12-700 Otter Creek Bridge and request the reimbursement. Commissioner Faw seconded the motion and it passed with 3 ayes.

Claims totaling \$690,351.39 were paid during the month of June.

PMC and county payrolls for the month of June amounted to \$513,480.11

Respectfully submitted

Sherry Bjorndal, Clerk