

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

**REGULAR MEETING
June 30, 2020**

- PRESENT** Commissioner Mark Crago, Chair, Commissioner Dennis Shupak and Tyrel Hamilton, Members; Heidi Stadel, Clerk & Recorder
Others Present: Mark Schreiner, Road & Bridge; Kevin Ray, Road & Bridge; Joe Morse, Finance/HR; Carol Arkell, DES/GIS; Jerry Friend, Treasurer; Chip Kem, Sheriff; Jennifer Reed, Library; Marlo Pronovost, Stillwater County News; Emily Schabacker, Stillwater County News; Citizens: Maureen Davey.
- PLEDGE** Commissioner Crago opened the meeting with the Pledge of Allegiance.
- MINUTES** June 23, 2020. Commissioner Hamilton **MOVED** to approve the minutes. Commissioner Shupak **SECONDED**. Motion passed unanimously.
- CLAIMS** None presented.
- ANNOUNCEMENTS** Commissioner Hamilton announced that there are no major updates for the Courthouse Stairs except they are now pouring concrete.

Carol Arkell announced that there were no staffed stations last weekend due to the rainfall. had their first fire call this week. When the weather gets warmer that stations will be staffed and the burn permit system will be shut down on high fire danger days. Carol also added that there will be drive-thru COVID testing today at the Fairgrounds from 10:00 a.m. to 2:00 p.m.
- CONSENT AGENDA** None presented.
- FILE ITEMS** Commission
A) DEQ Request for Compliance Schedule Modification of the January 2014 Administrative Order on Consent, Docket No. WQ-13-03

Commissioner Hamilton **MOVED** to file the file items. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago explained that this is a letter of acceptance from the DEQ to the Absarokee Sewer District through the completion of the upgrade project in September of 2021. Motion passed unanimously.
- REGULAR BUSINESS** Finance
A) Resolution 2020-20 Establishing Compensation for Elected Official for FY2020/21. Commissioner Hamilton **MOVED** to approve Resolution 2020-20. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago explained that this four percent increase is the last of a three-year attempt to increase elected official’s salaries so that deputies’ salaries will be competitive with surrounding counties in hopes of keeping qualified officers in Stillwater County. Motion passed unanimously.

B) Approve Amendment #31 to Plan Document for Employee Group Benefit Plan. Commissioner Hamilton **MOVED** to adopt and approve Amendment #31. Commissioner Shupak **SECONDED**. Discussion – Joe Morse stated that this adds the telemedicine option to the Employee’s Plan. Motion passed unanimously.

C) Resolution 2020-21 Allocating Electrical Generation Impact Fees - Commissioner Hamilton **MOVED** to approve Resolution 2020-21. Commissioner Shupak **SECONDED**. Discussion – Commissioner Hamilton explained this resolution allocates the \$433,595.15 final payment from Stillwater Wind. Commissioner Hamilton then went on to explain the breakdown of the allocation. Motion passed unanimously.

D) Resolution 2020-22 Approving the Final Budget for FY2020/21 - Commissioner Hamilton **MOVED** to approve Resolution 2020-22. Commissioner Shupak **SECONDED**. Discussion – Marlo asked if this is on the website. Commissioner Crago responded that it is available for viewing by the public in the Clerk & Records Office. It will be scanned and put on the website when it is approved. Commissioner Crago also noted that this budget is based off last year's mill values. There may be budget amendments at a later date dependent on the mill values when they are put out on the first Monday in August. Maureen pointed out that if this is adopted the value of the mills may not be correct. Joe responded that the mill values are probably not correct, however, what they are adopting with this budget is the appropriations. The mills will be set when the county receives the valuations. At this point the county is just approving and adopting the appropriations. Maureen also asked about employee contributions under 2371 for the extension office under health insurance and if \$178,541.00 the correct amount. Commissioner Crago stated that this was a data input error and should be \$17,854.00. Maureen also questioned the School Resource Officer position under the Sheriff's office. Commissioner Crago explained this is a newly created position that will have combined duties as a School Resource/Work Detail/Transportation Officer. This officer will cover all county schools with the exception of Columbus, which has their own school resource officer. Maureen also questioned fund 2260, Commissioner's Emergency Disaster Fund, which has increased significantly since 2019. Commissioner Crago explained that these funds were reimbursements from completed FEMA projects. Joe explained that this is not budgeted, and there are no funds going into this. This amount is what is available for future emergencies. Maureen expressed thanks on behalf of the Library for their work with the library and approving their budget. Jerry stated that there are no COVID relief programs for property taxes. Reminders went out on Friday for people who did not pay their property taxes yet. Motion passed unanimously.

Road & Bridge

A) Resolution 2020-23 – Requesting Distribution of Bridge and Road Safety and Accountability Programs Funds. Commissioner Hamilton **MOVED** to approve Resolution 2020-23. Commissioner Shupak **SECONDED**. Discussion – Commissioner Hamilton stated that these funds must be allocated for a specific project. These funds will be allocated for the Valley Creek Road project. Commissioner Crago pointed out that these funds come from the special gas tax. The amount of funds is \$107,528.00. Maureen asked the Commission to consider the Columbus-Molt Road for these funds in the future. Motion passed unanimously.

Clerk & Recorder

A) Resolution 2020-24 Canceling Uncalled Warrants and Petty Cash Checks for July 1, 2003 through May 1, 2009 from the County Clerks Office. Commissioner Hamilton **MOVED** to approve Resolution 2020-24. Commissioner Shupak **SECONDED**. Discussion – Commissioner Hamilton stated the total amount is \$98.25. Jerry explained this will help clear up the books with our audits. Motion passed unanimously.

Fire Warden

A) Review and Approve the 2016-2020 Fire Restrictions and Closures Plan. Commissioner Hamilton **MOVED** to approve the Restrictions and Closures Plan. Commissioner Shupak **SECONDED**. No Discussion. Motion passed unanimously.

DPHHS

A) Task Order #20-331-74184-0 to Master Agreement for COVID-19 Relief Funds. Commissioner Hamilton **MOVED** to approve Task Order#20-331-74184-0. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago explained that this is a pass through in the amount of \$40,000.00 from the Cares Act for Public Health for Substance and Mental Health. Motion passed unanimously.

Commission

A) Appoint Lynda Grande to the Library Board for a Five-year Term Ending June 30, 2025. Commissioner Hamilton **MOVED** to appoint Lynda Grande to the Library Board. Commissioner Shupak **SECONDED**. Discussion – Maureen stated that Lynda has been very valuable to the Library Board and that yesterday was Lynda's last day as the board Chair and today would be her first day as the Chair. Motion passed unanimously.

B) Resolution 2020-25 Allocating Electrical Generation Impact Fees. Commissioner Hamilton **MOVED** to approve Resolution 2020-25. Commissioner Shupak **SECONDED**. Discussion – Commissioner Hamilton explained this payment from Caithness Wind Energy in the amount of \$8321.07 will be allocated to the general fund for payment for legal services for Road Agreements. Commissioner Crago explained this fee comes from the work that was done for the Northwestern Energy Transfer Station Caithness put in. Motion passed unanimously.

PUBLIC COMMENTS ON COUNTY BUSINESS – No comments heard

With no further comments hear the meeting was adjourned at 9:21.

APPROVED BY: /s/ Mark Crago, Commissioner Chairman

ATTEST: Heidi L. Stadel, Clerk and Recorder