

**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
JULY 18, 2017**

Present: Commissioners Dennis Shupak, Chair; Maureen Davey and Mark Crago, Members; and Lori Dobitz, Administrative Assistant.

Others Present: Joe Morse, Finance Specialist; Nancy Rohde, County Attorney; Jerry Friend, Treasurer; Nick Jacobs, Columbus Fire; Carol Arkell, DES; Clifford Brophy, Sheriff; and Mikaela Koski, Stillwater County News.

Open Meeting: Commissioner Shupak opened the meeting at 9:00 am with the pledge to the flag.

Minutes: Commissioner Crago **MOVED** to approve the minutes of May 19 and May 23, 2017, as presented. Commissioner Davey **SECONDED**. Motion passed unanimously.

Claims: Commissioner Davey **MOVED** to approve Claim Checks #97999 through 98071 in the amount of \$224,883.48; and Claim Checks #98072 through 98106 in the amount of \$370,187.81. Commissioner Crago **SECONDED**. Motion passed unanimously.

Consent agenda:

1. Library - Snow Removal Contracts - Renewals
 - a. R&H Concrete
 - b. Hanson Auto Body
 - c. Maid in Columbus

File items:

1. Department Reports
 - a. Treasurer - cash and investments for May 2017 totaled \$35,551,370.31
 - b. Sheriff - fees collected in the amount of \$1,550 for quarter ending May 2107; and fees collected for May 2017 totaled \$550.
 - c. Victim/Witness Program - Narrative and Financial Status ending June 2017

Commissioner Davey **MOVED** to approve the consent agenda and place the file items to file. Commissioner Crago **SECONDED**. Motion passed unanimously.

Special Issues:

1. 2017 Fire Season - Carol Arkell informed the commission of fire activity of the past week stating there were 5 fires. She said 2- caused by lightning strikes; 2 caused by electrical poles; and 1- caused by fireworks. She is recommending remaining in Stage I Fire Restrictions and keep the burn permit system shut down. The Commission concurred with the recommendation.

Regular Business: 1. Finance Resolutions - FY 2016-2017 Budget Amendments

Joe Morse explained the following budget amendments are fiscal year-end amendments saying some funds had more expenses than revenue and others had unanticipated revenue. He said the CTEP fund was a transfer into the fund to close it out as there is no active CTEP projects.

- a. County Pavilion/Fair Fund - Resolution 2017- 33
- b. Rural Addressing - Resolution 2017-34
- c. Reed Point Lights Fund - Resolution 2017 -35
- d. Absarokee Lights Fund - Resolution 2017 -36
- e. Park City Lights Fund - Resolution 2017 -37
- f. Community Transportation Enhancement Program- Resolution 2017-38

Commissioner Crago **MOVED** to adopt Resolutions 2017-33 through 38 as recommended and prepared by the Finance Specialist. Commissioner Davey **SECONDED**. Motion passed unanimously. Filed in the Clerk & Recorder Office - Document No's. 369387 through 36392.

2. Stillwater Ambulance District #1 - Appointment of (5) trustees to the newly created district. Commissioner Davey said eight (8) applications were received for the five (5) trustees to serve on the board. Commissioner Davey expressed her thanks to everyone that applied.

The initial appointments were made and terms were drawn as follows:

- a. Commissioner Davey **MOVED** to appoint Carol Arkell to the board. Commissioner Crago **SECONDED**. Motion passed unanimously. A 2-year term was drawn.
- b. Commissioner Crago **MOVED** to appoint Fiona Nave to the board. Commissioner Davey **SECONDED**. Motion passed unanimously. A 1-year term was drawn.
- c. Commissioner Davey **MOVED** to appoint Beck Lutgen to the board. Commissioner Crago **SECONDED**. Motion passed unanimously. A 3-year term was drawn.
- d. Commissioner Crago **MOVED** to appoint Dr. David Kane to the board. Commissioner Davey **SECONDED**. Motion passed unanimously. A 2-year term was drawn.
- e. Commissioner Davey **MOVED** to appoint Steve Noe to the board. Commissioner Crago **SECONDED**. Motion passed unanimously. A 3-year term was drawn.
Commissioner Crago thanked everyone that applied for the positions.

3. Human Resources -

- a. Resolution - personnel policy book updates - Commissioner Davey **MOVED** to conditionally adopt **Resolution 2017-39** approving the personnel policy book updates pending final review from the County Attorney. Commissioner Crago **SECONDED**. Commissioner Davey said there have been some changes from the previous version with language updates. Joe Morse, Human Resources, said a couple of new policies have been added as required by Montana Code Annotated that were not in the previous policy, which is what prompted the update. Motion passed unanimously. Filed in the Clerk & Recorders Office - Document No. 369393.

Public Comment: none heard.

Meeting Adjourned: Hearing no further business, Commissioner Shupak adjourned the meeting at 9:14 AM.