

**STILLWATER COUNTY
COMMISSIONERS MINUTES**

**REGULAR MEETING
JULY 7, 2015**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes were approved and are filed with the Clerk and Recorder (MCA 7-4-2611(2)(b)) in their entirety, with the complete current month ending, along with resolutions and other supporting documents.

Present: Commissioners Dennis Shupak, Chair; Maureen Davey and Gerald W. Dell, Members; Lori Dobitz, Administrative Assistant; Joe Morse, Finance Specialist; Mark Schreiner, Road & Bridge Superintendent; Carol Arkell, Fire Warden; Shirlee Keffer; and Rick Hanners and Marlo Pronovost, Stillwater County News.

Public Comments: Public Comment on matters within the Commissioners jurisdiction pursuant to §2-3-103, MCA, public comments will be accepted on any public matter that is not scheduled on the Agenda. Shirlee Keffer - inquired about the old hospital and asked when the Commissioners will take action on that county property. She also inquired about the outside maintenance of the building and asked if someone is tending to upkeep.

Minutes Approval: Commissioner Dell **MOVED** to approve the minutes of Regular Meeting of June 16, 2015 and Emergency Meeting of June 18, 2015, as presented. Commissioner Davey **SECONDED**. Motion passed unanimously.

Report(s): The following departments submitted fee collection reports for the month and quarter, respectively ending June 30, 2015: 1. Clerk & Recorder - fees collected in the amount of \$9,626.35
2. Clerk of District Court - fees collected in the amount of \$12,545.07

Stillwater River Road: Mark Schreiner, Road Superintendent, said there is not any update at this time on the rockslide that occurred on Stillwater River Road. He said the road will remain closed until we receive the reports from GeoStabilization International. Commissioner Davey said she spoke to Mr. Smith, a resident that was evacuated, and he was very understanding of the situation. She reinforced that a meeting will take place with the local residents once the report from the engineer comes in. Carol Arkell stated she had a conversation with Mr. Smith and he was thankful and appreciative for all updates and help Stillwater County has provided him and his wife. Commissioner Dell said he visited with two other landowners, one from Oregon, and one from California whom he gave updates to. He said each will follow the county website for updates and the owner from Oregon will fly in for the meeting when one is scheduled.

2015 Fire Season: Each week during the fire season the Commissioners will discuss the current status of fire conditions and/or fire restrictions within the county. Action will be taken if conditions warrant. Carol Arkell reported that she visited with the local fire chiefs on current conditions in their area. She reported very dry conditions and stated the humidity is up. Burn Permit System - Carol Arkell reported the burn permit system is up and running. Information is on the county's social media and website. An article will be published in the Stillwater County News and flyers will be passed out to local businesses, fire departments and post offices.

Road Department Motor Graders: Commissioner Davey **MOVED** to adopt **Resolution 2015-21** and attached Caterpillar Financial Services Lease/Purchase Documents for Transaction No. 2698822 including: 1. Attachment A - Lease/Purchase Agreement 2. Attachment B - Resolution No. 2015-21 to lease/purchase and/or finance motor graders. Commissioner Dell **SECONDED**. Motion passed unanimously.

EBMS: Joe Morse, Finance Specialist, explained the Stillwater County Employee Group Benefit Plan has been updated and restated to comply with the Affordable Health Care Act. Commissioner Dell **MOVED** to approve the Employee Group Benefit Plan. Commissioner Davey **SECONDED**. Discussion - Commissioner Davey explained that Employee Benefit Management Services (EBMS) is a third party administrator that keeps our county updated on the Affordable Health Care Act as year progresses. Vote - Commissioner Shupak called for a vote. Motion Passed Unanimously.

Road Department: Purchase Request(s)

Mark Schreiner, Road Superintendent submitted two requests to purchase the following to replace old equipment: John Deere 2100 Utility Tractor for in the amount of \$46,200. Commissioner Davey **MOVED** to approve the request to purchase. Commissioner Dell **SECONDED**. Commissioner Dell said the tractor is \$57,000 and the county is receiving trade-in for the old tractor and another piece of equipment that is no longer used. Motion passed unanimously.

2006 Sterling LT9500 dump/plow/sanding truck in the amount of \$68,250. Mark Schreiner explained he was replacing one of the lighter duty trucks with this used Sterling truck. He stated this truck would be used in the summer and winter times. Schreiner said there is no trade-in on this purchase. Commissioner Dell **MOVED** to approve the request to purchase. Commissioner Davey **SECONDED**. Commissioner Davey said Commissioners throughout the state hear how important roads are to counties - - that is probably their number one discussion with their constituents. Stillwater County has been very frugal in the past and have gotten a lot of miles out of equipment that should have been replaced and now it is time to replace them. **Vote** - Commissioner Shupak called for a vote. Motion passed unanimously.

Human Resources: Resignation - Jenny Steffenson, Justice Court PT Clerk, effective July 15, 2015.

Sheriff's Office Add On Item: Commissioner Davey noted for the record that Sheriff Brophy came into the office. She said the County has an agreement with the Forest Service for patrolling certain areas in Stillwater County in the Forest Service campgrounds. Davey said a log has to be kept of the hours for patrolling for reimbursement. She said the Sheriff's Office has not had time to do that in the last couple of years. The Sheriff presented a letter from the Forest Service asking the county to

de-obligate \$2,500 from the 2012 Annual Operating Plan. Commissioner Davey said we have a similar agreement with the Road Department for road maintenance on Forest Service Roads, which we do submit hours for reimbursement.

Meeting Adjourned: Hearing no further business, Commissioner Shupak adjourned the meeting at 9:22 AM