

**GLACIER COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, February 2, 2010**

The Board of Glacier County Commissioners met during a regular meeting at 9:00 a.m. on Tuesday, February 2, 2010 for a Department Supervisors Meeting. Commissioners Michael DesRosier, Ron Rides At The Door and Tony Sitzmann were present. Commissioner Michael DesRosier called the meeting to order. Glenda Hall, Clerk & Recorder was present.

Present throughout the day: Bill Bandel, GC Road Supervisor; Charles Farmer, GC DES; Glacier County Attorney Larry Epstein, Sheriff Wayne Dusterhoff, Payroll Clerk Diane Proefrock; Carol McDivitt, Public Health; Della Dubbe, GC Library; Merle Cowell, GC Maintenance; Diane Anderson, Clerk of Court; Kate Salois, Treasurer; Peggy Hartwell, Dispatch; Darryl Omsberg, GC Superintendent of Schools; Roy Nollkamper, Airport Authority; Michelle Harrell, WIC; Mary Ann Boggs, Payroll Clerk; LeAnne Kavanaugh, Press; Jim Yeagley, County Surveyor; John Cicon, Cicon & Associates; Tim Curtiss and Bill McCauley, City of Cut Bank; Doug Embody, Mayor of Cut Bank; Carol Guith, Ray Salois & Berta Babcock, Parkview Senior Center Board; Nikki Lako, Minutes

James Laidlaw, EMT Chief, was absent due to being called out on an emergency call for an unresponsive person. Laidlaw called and notified the commissioners that he wouldn't be available for the Department Supervisors Meeting.

9:00 a.m. Department Supervisors Meeting

Commissioner Michael DesRosier opened by thanking the department heads for coming to the meeting. The commission's intent is to get the department supervisors together once a month in order to check on the day to day operations for each department. The commissioners are interested in hearing any important information they may not have been informed on and it also gives the department supervisors and the commissioners a chance to exchange any pertinent information whether it be regarding future planning or something that may have already taken place. The commission asked the department heads to pass on any information to the people in their departments.

Commissioner DesRosier introduced Mary Ann Boggs, the new Payroll Clerk for Glacier County. All of Glacier County's Department Supervisors introduced themselves to Mary Ann Boggs. Commissioner DesRosier stated that by having Boggs as the new payroll clerk, this will help Diane Proefrock focus on Human Resources and Elections departments.

Commissioner DesRosier spoke about a training seminar he and Commissioner Ron Rides At The Door, Wayne Dusterhoff, Vernon Napi Billedeaux, and Charles Farmer attended called the "The Futures Game" put on by the Browning Community Development Corporation. Commissioner DesRosier described it as enlightening and fun. He encouraged all department supervisors to have continuing education. Your department's budget should include funds for ongoing training and education. Commissioner DesRosier added that if a department supervisor had a workshop or a training seminar that they or an employee would like to attend and needed help with the funding to contact the commission and they would look at possibly helping with funding to get the continued education. Diane Proefrock, Human Resource Officer, stated that if any county employee does attend any class(es) to notify her of any certification received.

Commissioner Ron Rides At The Door told the department supervisors that the website is about 99% done. He encouraged the supervisors to add any information that they would like to include on the website and email it to Nick Britton of Morris-Maierle. The goal is to have the website up and running live in a week or so. Commissioner Rides At The Door thanked all the supervisors for contributing their content to the new Glacier County Website. He added that it is a working document and we as a county need to continually be updating. Nick Britton of Morris-Maierle has been working with Commissioner Rides At The Door to make the website appealing and keeping the navigation simple and clean. Nick Britton will be training all supervisors on how to get into the website the back way in order to update and post new content.

Commissioner DesRosier told the supervisors that the Policy & Procedure Manual is about ready to be sent to the print shop. Larry Epstein, County Attorney asked if each county employee

would be given a copy. Commissioner Rides At The Door replied, "Yes". Commissioner DesRosier added that each county employee will be required to sign a form stating that they have read and understand the Policy & Procedure Manual. Wayne Dusterhoff, Sheriff, told the commission that his department's policy and procedure manual is updated every year in January. Dusterhoff asked the commissioners if they would like a copy. The commissioner said yes, that would be a good idea to have a copy.

Larry Epstein spoke about a physical test that Glacier Electric has their employees are required to take. Glacier Electric promotes a wellness plan and allows their employees and their family's access to the civic center. Diane Proefrock added that MACo is trying to implement a wellness test. Wayne Dusterhoff also added that the sheriff's department has \$100,000 worth of new training equipment and if the county could find a place to put the equipment it would be available. One option for a room for the equipment will be the addition to the new jail. Commissioner DesRosier advised everyone that the county is going to be re-inventorying our building and office space. Commissioner Tony Sitzmann stated that the county is looking at the long range plan. The county may be asking outside entities to look for a new office space.

Kate Salois, Treasurer, mentioned that Gail Augare from our satellite office in Browning may start processing birth and death certificates. Glenda Hall, Clerk & Recorder, told Kate Salois, that she was thinking about starting off with one day a week. Salois asked to be put on the commission's agenda in order to discuss and approve the new procedures. Salois also requested that possibly having all employees in the Browning satellite office receive training in order to process the birth and death certificates.

Charles Farmer, DES Coordinator, reported that he had an ok turnout for his LEPC training. He wanted to remind all department supervisors and elected official that the trainings he holds are very important and help eliminate weak spots for an emergency situation. Farmer handed out certificates to those who attended the LEPC Training on February 1, 2010. He advised all present that he will be holding a table top on February 24, 2010 and a LEPC meeting on February 25, 2010. Commissioner Michael DesRosier added that Glacier County is the one of the lead counties for this area of the state in regards to emergency services guidance.

Carol McDivitt, Health Department, asked if the Policy & Procedure Manual could be put on our new county website. Commissioner Rides At The Door stated that the policy and procedure manual will be available online; however the county is required to have a hard copy. McDivitt brought up in conversation that the 2% COLA is not on her budget and/or that she doesn't see it. Glenda Hall told McDivitt that it is on her budget. Larry Epstein and Commissioner DesRosier advised McDivitt to schedule a time with Hall to review her budget.

Della Dubbe, Library, stated that the library is doing great. She did state that the library standards have changed and in order to receive Federal funding continued education is required.

Merle Cowell, Maintenance Department, stated that everything is good for his department.

Kate Salois, Treasurer, also stated that her office is doing well. Salois added that Jacki Boyce is a good fit for their office. Boyce is working half of her time in our satellite office in Browning and the remaining half in the Cut Bank office. Salois stated that she and her office are very blessed to have Boyce as a part of their office.

Darryl Omsberg, Superintendent of Schools, stated that he had an audit for the schools transportation and that went well. "All the records are in A-1 shape!" Omsberg. The oil and gas revenue payment is below last year's payment. He completed a total head count for all schools in Glacier County. The county spelling bee will be held on March 1st in Cut Bank. The kids have been working on the Montana Ag bumper stickers and he will be judging those this week. Omsberg sent notification to the teachers that need their certifications. Omsberg has completed the elementary school boundaries and there were no changes. He did advise the commission that the maps needed to be on display in the courthouse.

Bill Bandel, Roads Supervisor, started by advising all, that his department has finished building a sander/plow truck. His crew will be attending a safety training April 6th & 7th, 2010. Last week the road department hauled clay sand to our county pit.

Wayne Dusterhoff, Sheriff, touched base on the contract with the Bureau of Indian Affairs for housing their prisoners in our detention facility. The contract needs some clarification, mainly regarding hospitalization and transportation. The plan is to house six prisoners at all times and two (as floaters) if the county's detention facility has empty beds. Currently the county is housing around sixteen male prisoners and a couple of females for warrants. Dusterhoff also updated the commission regarding two meth houses. The two houses that were involved in meth drug busts are being required by DEQ to have them cleaned up before the landlords are able to rent them out.

Roy Nollkamper, Airport Authority, came in to advise the commissioners that fuel sales and arrivals are down approximately forty percent (40%) due to the economy and restrictions. The Airport Authority has purchased a new tool bar to help with fueling commercial jets. The airport authority is funding a water study looking for existing wells. Nollkamper added that this study is fifty (50) years in the making.

Michelle Harrell, WIC Coordinator, reported that the new software system is working well.

Commissioner Ron Rides At The Door expressed his appreciation for all the supervisors' patience with the new server. The new backup server is a first for Glacier County. The new server is able to store more documents and all of the county's documents are officially backed up by a mirror server out at the annex.

9:30 a.m. Discussion: Sheriff Vehicle – Wayne Dusterhoff

Sheriff Wayne Dusterhoff reported to the commission that the sheriff's department is averaging \$8,500.00 for fuel and maintenance for their vehicles. Dusterhoff added that January thru June hasn't been paid. He advised the commissioners that he will be moving funds from other line items to the fuel line item. Sheriff Dusterhoff wanted the commission to be aware that he would be moving funds.

Sheriff Dusterhoff reported to the commissioners for the month of December 2009. The Sheriff's department deposited \$3,494.38 for A101's and \$950.00 for items of fees and other collections on account of civil business in Glacier County.

Dusterhoff mentioned the BIA Jail Contract. The contract didn't address three (3) of seven (7) issues that Dusterhoff and Larry Epstein wanted addressed. The commissioners, Sheriff Dusterhoff and Larry Epstein, County Attorney, will be arranging a meeting to work out the issues of concern.

Merle Cowell and Dusterhoff spoke to the commission regarding the addition to the new jail. Cowell asked what the next step is in this process, is it to contact Stahly Engineering. Dusterhoff reminded all that we are on a very strict time limit. Commissioner Michael DesRosier stated that the commission would contact Stahly today. Commissioner Ron Rides At The Door added that Nikki Lako, the commission's administrative assistant, faxed Stahly the plans and price quotes from the local contractors. Glenda Hall told the commission, Cowell and Dusterhoff that the funds for the addition need to be expended by September 1, 2010.

10:00 a.m. Discussion/Approval: East Glacier Fire Department Utilities – Bill Bandel

Commissioner Tony Sitzmann is going to do some research on the history of the utility bills for East Glacier Fire Department. Once the data is collected, Commissioner Sitzmann will present it to the commission for approval.

10:30 a.m. Discussion: Hospital Plat – John Cicon & Larry Epstein

The commissioners met with John Cicon, Cicon & Associates, Larry Epstein and Glenda Hall and reviewed the Hospital Plat. John Cicon stated that he would get to work on the Hospital Plat and once he was done with the work he would get on the commissioner's agenda to meet with Larry Epstein and the commission.

12:00 pm Lunch

1:30 p.m. Discussion: Health Department & Personal Credit Card Usage – Carol McDivitt

Commissioner Michael DesRosier addressed Carol McDivitt, Health Department, regarding her using her personal credit card for county purchases. The auditor's recommended not to allow county employees to make county purchases with employee's personal credit cards. The commission would like to see you use the charge accounts that are set up. Commissioner Ron Rides At The Door asked McDivitt if she had a specific vendor she would like to use, if so we could have Mandi Kennerly set up the charge account for county purchases. Commissioner Rides At The Door stressed to McDivitt that if she makes county purchases with her personal credit card again you may be responsible for the payment, the county will not pay for the purchase(s). This issue has been brought up to McDivitt and all department supervisors numerous times before. Commissioner Rides At The Door reminded McDivitt that if there are issues in the future that need attention by the commission, our door is always open. We as a commission will review the issue(s) and make a decision.

Carol McDivitt admitted that she had gone against policy and in the future she will plan ahead for county purchases. McDivitt asked if she could use a Staples card. Both Commissioners DesRosier and Rides At The Door replied yes, as long as it is associated with Glacier County and has a direct bill. That is all that the commission has been asking of you when making county purchases. This issue boils down to when using tax payer dollars, use common sense and get the purchase made as needed. Make purchases according to county policy.

Commissioner Tony Sitzmann notified McDivitt that in the near future there will be some major changes, including building moves. McDivitt asked if she and the others involved will be notified. The commission all said yes. Commissioner Rides At The Door explained that the current situation regarding office and storage space is an issue and we need to make changes. Every department that will be involved in the office changes and communication will be a huge factor. Commissioner Ron Rides At The Door reminded McDivitt that if she has any questions or concerns to talk to the commissioners before the situation is out of hand. The commission thanked McDivitt for her time.

2:00 p.m. Discussion: City of Cut Bank/Glacier County Summit Meeting

Commissioner Michael DesRosier thanked the City of Bank government for coming in and keeping the lines of communication open. Commissioner Ron Rides At The Door reminded the City of Cut Bank Officials to attend the training workshops to help keep everyone on the same page in case of an emergency. Commissioner DesRosier added that these training workshops help Charles Farmer, DES, with his grants.

Mayor Doug Embody stated that the City of Cut Bank doesn't have much going on right now. Commission Chairman DesRosier told those present that the county is working on freeing up some space out at the annex. The entities that are not directly tied with the county will be looking for office space in the local community. Mayor Embody added that we all need to keep our ears open; the border patrol may be looking for home and office space in Cut Bank. Commissioner Rides At The Door remarked that Cut Bank's airport is much more capable to handle larger airlines compared to other surrounding local airports. Bill McCauley added that the bigger things get, the more important the airport is to our community and county. Mayor Embody asked how the water is out at the airport. McCauley replied that the water is not good; we the county, city and tribe need to come together and look at the alternatives.

Commissioner Tony Sitzmann asked if the City of Cut Bank would be able to put some information together regarding office space that is available. Commissioner DesRosier reminded the city representatives and the county representatives that February 16, 2010 is the deadline for CTEP project ideas and the commission will be making a decision February 18, 2010 during the regular commission meeting.

Mayor Doug Embody mentioned to in the future have a Glacier County Veterans Memorial. Embody talked about using the Glacier County Courthouse lawn or possibly the lawn in front of Glacier Electric. It would be a nice gesture to honor our veterans. It is an idea for a project in the future. Embody told the commissioners that he mentioned them in his "Mayor's Mailbox" in the Cut Bank Pioneer Press. He is asking for the community to do community service that is

above and beyond your regular call of duties. Embody and the commission agreed that it is good for the community to see both local governments working together.

3:00 p.m. Approval: Cash Report for December 2009

The commissioners reviewed the December 2009 Cash Report as presented by Kate Salois, Treasurer with a cash total of \$21,875,135.17 for all county funds.

Revolving	\$4,143.50
A101	\$1,689,293.58
A2	\$0.00
Motor Vehicle	\$68,150.49
Taxes	\$2,398,485.32
Co Tax Sale	\$0.00
Warrant Correction	\$0.00
MSR	\$0.00
Warrants Paid	(\$4,995,251.49)
Treasurers Disbursements	(\$1,411,977.31)
County Payroll ACH	(\$116,078.11)
Warrant No GL County	\$0.00
Misc.	\$0.00

Total Cash was derived with the beginning balance of \$24,238,369.19 plus receipts and charges of \$4,160,072.89 less payments and credits of \$6,523,306.91 to equal the ending balance of \$21,875,135.17. Bank balances were as follows:

Native American Bank	\$225,135.18
NH Bond- Bank of Gl Cty	\$0.00
Bank of Glacier County	\$174,439.02
Stockman bank	\$5,488,204.46
SMITHBARNEY	\$0.00
RBC	\$7,488,964.91
WACHOVIA	\$3,497,041.67
DAD	\$5,000,000.00
Cash in Safe	\$1,350.00
TOTAL	\$21,875,135.17

Commissioner Ron Rides At The Door motioned to approve December 2009 cash report as presented by Kate Salois. Commissioner Sitzmann seconds the motion. Motion carried.

3:15 p.m. Non Agenda Item: Parkview Senior Center – Carol Guith

Carol Guith, Parkview Senior Center’s Director and Ray Salois, Parkview Senior Center’s Board Chairman, approached the commission regarding the purchase of a 2007 Grand Caravan. The 2007 Grand Caravan has 37,000 miles. The minivan would be more contemporary in the regards that it is easier for the senior citizens to get in and out of. It is front wheel drive and the minivan would be much easier on gas. The plan is to trade in the 1994 Brown Van that the senior center is currently using. Guith asked the commission if they would provide the exempt license plates and insurance as is the current situation for the 1994 van that is currently being used for the senior center. Commissioner DesRosier said yes, the county will provide those services for the senior center. Commissioner DesRosier asked Guith about her budget. Ray Salois replied that the plan is to move some investments around, trade in the 1994 van and then the senior center will be able to afford the purchase. Commissioner Ron Rides At The Door asked if the Grand Caravan they were interested in was a Chrysler. Salois replied, yes and we are trying to shop locally.

Commissioner Tony Sitzmann told Guith to bring in the title paperwork to Kate Salois, Treasurer, and she will get the exempt license plates for the new minivan.

3:30 p.m. Discussion: National Park Service (GNP) Agreement

Larry Epstein, Wayne Dusterhoff and the commission reviewed the Glacier National Park Service agreement. The Commission Chairman DesRosier asked Epstein if they could add additional language to the agreement recognizing the Blackfeet Nation and its sovereign status. Epstein said that the county could request the additional of language since the agreement doesn't affect any other services. The additional language was worded by Epstein; *Nothing contained in this agreement shall be construed or interpreted as affecting the relationship of these contracting parties with any other government exercising jurisdiction within Glacier County and the Blackfeet Reservation.* Wayne Dusterhoff, Sheriff, is going to propose the additional language to Glacier National Park and wait for the response.#

4:00 p.m. Discussion: Rights of Way for Anschutz Exploration Corporation

The commissioners reviewed the agreement for the right of way for Anschutz Exploration Corporation. After reviewing the agreement, the commission signed it. The right of way agreement giving permission to Anschutz Exploration Corporation the use of the Paisley Road located on the Township 37 North , Range 13 West, M.P.M. Parts of SW1/4SE1/4*and the Saint Mary's Bridge off of the Camp 9 County Road was then copied and turned over to Pam Frysbee from Anschutz Exploration Corporation.

5:00 p.m. Approval of Minutes

Commissioner Ron Rides At The Door motioned to approve the commission's minutes from 1/11/10 and 1/19/10. Commissioner Tony Sitzmann second the motion, all in favor, motion carried.

There being no further business for the day, the meeting adjourned at 4:30 p.m. with a motion by Commissioner Ron Rides At The Door and a second by Commissioner Tony Sitzmann. The motion passed by Board vote.

BOARD OF GLACIER COUNTY COMMISSIONERS

Michael J. DesRosier, Chairman

ATTEST:

Glenda Hall, Clerk and Recorder