

**GLACIER COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, August 3, 2010**

The Board of Glacier County Commissioners met at a regular meeting at 9:00 a.m. on Tuesday, August 3, 2010. Commissioners Ron Rides At The Door and Tony Sitzmann were present. Commissioner Ron Rides At The Door called the meeting to order. Michael DesRosier was not present, he was attending a funeral. Glenda Hall, Clerk & Recorder was present.

**Present throughout the day:** Bill Bandel, GC Road Supervisor; Diane Proefrock, Human Resources; Lyle Salois, GC Maintenance; Vernon “Napi” Billedeaux & Jeff Fauque, Deputy Sheriff; Charles Farmer, DES; Dennis Seglem, Museum Director; Diane Anderson, Clerk of Court; Amie Allison, GC EMS; Ron Anderson, Sanitarian; Jim Yeagley, County Planner; Carol McDivitt, Health Dept; Joleen Weatherwax, Browning EMS; Michelle Edwards, USDA; Nikki Lako, Minutes

**9:00 a.m. Department Head Meeting**

**DEPARTMENT SUPERVISOR MEETING AGENDA  
Tuesday, August 3, 2010  
9:00 a.m. – 10:00 a.m.**

- I. Old business;
  - a. Grant Opportunities
- II. New business;
  - a. Inventory: August 24<sup>th</sup> & 25<sup>th</sup>
  - b. Commissioners Approval for Purchases over \$5,000.00
  - c. DES Update – Charles Farmer
- III. Department Updates;
- IV. Comment;

**I. Old Business;**

**a. Grant Opportunity –**

Commissioner Ron Rides At The Door told the department heads that the county had advertised for a full time grant writer/Glacier County Transit Director. The commissioners think that this will benefit the department heads in that they can work with the grant writer to write grants that they find that will benefit each individual department. This service will also be provided to extended partners of the county for official business. This new position will help take a burden off the tax payers as far as the county receiving grant funds. The commissioners explained that grants are a necessity and it takes special skills to get grants written and administered. Commissioner Tony Sitzmann explained that the department head is responsible for finding the grant(s) that their department will qualify for, and then the department head may utilize the grant writer to do the “leg” work. Diane Proefrock asked where the grant writer/transit director will be located. The commissioners replied that it hasn’t been officially decided where the office will be, however they are pondering the annex building. Diane Anderson asked if the position was a salary or hourly wage position. The commissioners replied that to start it will be an hourly paid position, however this issue will be reviewed after a couple months to see what will work best.

**II. New Business;**

**a. Inventory August 24<sup>th</sup> & 25<sup>th</sup>**

Clerk & Recorder, Glenda Hall told the department heads that Western Inventory Service will be here on August 24<sup>th</sup> & 25<sup>th</sup> for a physical inventory. She suggested to each

department head to go thru their inventory with WIS and once it's complete it will be required for each department head to sign off that the report is complete. Hall added that the county is looking into utilizing Black Mountain Software for inventory purposes.

**b. Commissioners Approval for Purchases over \$5,000.00**

Hall told the department heads that this is just a reminder that if their department makes a purchase over \$5,000.00 whether its budgeted or not you are required to have approval from the commissioners before making the purchase.

**c. DES Update – Charles Farmer**

Charles Farmer, DES Coordinator stated that the EOP (Emergency Operating Procedure) will be release on April 2, 2011. Also he's creating a safety program that will correlate with the county's policy & procedure manual. Farmer will be holding a low angle rope rescue in Browning on August 18<sup>th</sup>. He urged everyone to attend. This training will help reduce the risk for emergency responders. Farmer advised that the county has had 3 hazardous material spills recently. He finished his update with a reminder that the next LEPC meeting will be on August 26, 2010 at 10:30 a.m.

Commissioner Rides At The Door announces that the auditors close out will be on August 9, 2010 with an audit on January 3, 2011.

**III. Department Updates;**

Lyle Salois, maintenance department head reported that the new generator for the north repeater was in and will be installed soon. Proefrock stated that she hopes that everyone is considerate of Salois until he hires to fill the open position. She commended him on doing such a great job. Salois stated that he has selected an individual; however they are waiting for the background check before the hiring process begins.

Vernon "Napi" Billedeaux, Sheriff Deputy reported that he attended the meeting with the Blackfeet Tribal Business Council meeting and they are currently working on an extradition agreement.

Bill Bandel, Road Department Supervisor stated that the road department hired Raymond Guardipee and he'll start on August 9, 2010. The road department started milling the streets in East Glacier. Bandel ordered a locator wand, this will benefit the county.

Dennis Seglem, Museum Director explained how busy he was last week during the reunion. He has been working on an Indian education grant with Leo Bird. The museum is currently working on new collection sheds to house historical artifacts. The "old" pioneer siding issue is progressing slowly.

Jeff Fauque, Deputy Under Sheriff reported that the detention center is back up to being fully staffed.

**IV. Comment;**

Commissioner Sitzmann gave the department heads something to think about. He asked them think about the pros & cons of time clocks. He believes that the use of time clocks is much more transparent.

**10:00 a.m. FY2011 Preliminary Budget**

Clerk & Recorder, Glenda Hall told the commissioners that she had just received the certified taxable values. The commission has forty-five (45) days to finalize the budget. The plan is to appropriate the mills on September 2, 2010, the budget hearing will be held on September 13, 2010, finalizing the budget on September 16, 2010. The preliminary budget will be made available to the public beginning August 9, 2010.

**11:00 a.m. Browning EMS Budget**

Joleen Weatherwax explained to the commissioners that she received a letter from Hall, Clerk & Recorder denying the Browning EMS a computer purchase. Weatherwax explained that the hospital supplies most of the medical supplies to the Browning EMS. The funds the BEMS receive from Glacier County they use for supplies and vehicle maintenance. Commissioner Rides At The Door asked Weatherwax if she has seen a formal contract between Glacier County and Browning EMS. Weatherwax replied “no, not that she has seen”. The commissioners would like to implement a new defined contract with Browning EMS. The commissioners added that they are not against the BEMS purchasing a new computer system, but they would like them to utilize another avenue to get a similar system for approximately \$900.00. Commissioner Rides At The Door recommends the BEMS staying with a desktop pc and to keep it on the Glacier County inventory.

Weatherwax spoke about using her budget before fiscal year end. The commissioners explained to Joleen that with the BEMS budget they would like her to put the remainder of the budget each year into a capital improvement fund rather than spend it unnecessarily. They also explained that the computer system would be coming out of the budget for FY2011. Weatherwax stated that she would get on the agenda for approval once she was prepared to do so.

**12:00 pm Lunch**

**2:00 p.m. Discussion: City/County Summit Meeting**

No city officials were present for the city/county summit meeting.

**3:00 p.m. Approval: Town of Browning Infrastructure for Animal Control Building**

Waiting for information from Lockley. TS motioned to approve. RRAT 2nds.

**3:30 p.m. Discussion: Disaster Declaration Due to Hail, Request to Governor**

Michelle Edwards, USDA stopped in to talk to the commissioners about a disaster declaration for Glacier County due to hail, rain and blizzards from late spring and summer of 2010. Edwards requested that the commissioners write a letter to Governor Schweitzer requesting that Glacier County have a disaster declaration due to hail, rain and spring blizzards. This will benefit the local farmers whom lost crops due to hail damage. Commissioner Rides At The Door will have a drafted letter on Thursday for Edwards. Once it is proofed the commissioner will send it to Governor Schweitzer and cc to Edwards.

**4:00 p.m. Approval of Minutes**

Commissioner Tony Sitzmann motioned to approve the minutes as presented from 6/10/10, 6/14/10, 7/27/10, & 7/28/10. The motion was then second by Commissioner Ron Rides At The Door. The motion carried.

There being no further business for the day, the meeting adjourned at 4:15 p.m. with a motion by Commissioner Tony Sitzmann and a second by Commissioner Ron Rides At The Door. The motion passed by Board vote.

**BOARD OF GLACIER COUNTY COMMISSIONERS**

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Michael J. DesRosier, Chairman

ATTEST:

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Glenda Hall, Clerk and Recorder