

**GLACIER COUNTY COMMISSIONERS
REGULAR MEETING
Monday, April 18, 2011**

The Board of Glacier County Commissioners met at a regular meeting at 9:00 a.m. on Monday, April 18, 2011. 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: LeAnne Kavanaugh, Press; Virginia Villemez, Glacier Care Center; Carolyn Berkram, County Attorney; Kate Salois, Treasurer; Dean Oscar & Clifford Kicking Woman, Compensation Board; Diane Anderson, Clerk of District Court; Lyle Salois, Maintenance; Jerilee Wilkerson, Economic Development; Doug Embody, Cut Bank Mayor; Mike Meredith, Stahly Engineering & Associates; Diane Proefrock, Human Resource; Sarah Converse, Sweetgrass Development; Don Top, Public; Nikki Lako, Minutes

*Commissioner Michael DesRosier amended the agenda by adding at 1:00 p.m. Conference Call with Stahly Engineering & Associates regarding CTEP Projects.

9:00 a.m. St. Mary's Working Group Conference Call

The Commission didn't participate in the St. Mary's Working Group conference call.

10:00 a.m. Discussion/Approval: Glacier Care Center Contract

(10:15 a.m.) Virginia Villemez apologized for being late. Commissioner DesRosier started the discussion about the renewal of the lease with Glacier Care Center. There are not any major changes. County Attorney Carolyn Berkram has browsed thru it. Commissioner DesRosier reiterated that any repairs under \$5k is the responsibility of the GCC and any major repairs over \$5k will be the county's responsibility. Villemez spoke of the water softener system that is a definite need for the GCC. She thought that the county and the GCC could jointly get the system in place. It would be more cost effective rather than constantly replacing equipment due to hard water. Villemez will acquire bids and present them to the Commission at a later date. Commissioner Sitzmann asked Villemez if she was officially the administrator of the GCC. Villemez replied that she was officially hired for the administrator position; she currently has a temporary license until she takes the test for nursing home administration. County Attorney Berkram advised Villemez that the cost for repairs is per repair, the GCC can't stack them up to total \$5k. Commissioner Rides At The Door asked that if the GCC does need repairs that are over \$5k, to get on the agenda for approval. Villemez will do so and keep the Commissioners informed. She thanked Nikki Lako for being so helpful in communicating with the Commissioners. Villemez thought that the GCC contract automatically renewed annually. The commissioners agreed and Berkram confirmed. Commissioner Ron Rides At The Door motioned to accept and approve the Glacier Care Center five (5) year contract/lease. Commissioner DesRosier called for further discussion. Kavanaugh confirmed that the contract would expire in June 2016. Yes replied Commissioner Sitzmann and then he second the motion, the motion carried with a unanimous yea. Villemez invited the Commissioners to Allison Harvie's retirement party on Wednesday, May 4, 2011 at 2:00 p.m. at the Glacier Care Center.

10:30 a.m. Discussion/Approval: Water Heater – Glacier Care Center

Villemez told the commission that the GCC water heater is not working. The plumber was there this morning getting it repaired. She explained that GCC maintenance department contacted Lyle Salois right away to help get the problem fixed. Villemez appreciates the quick response from the county; they have been using paper products. Commissioner Ron Rides At The Door motioned to approve the water heater replacement at the Glacier Care Center. With no further discussion, Commissioner Sitzmann seconds the motion. The motion carried. Commissioner DesRosier invited Villemez to represent the GCC at the local LEPC meetings once a month at the Annex.

11:00 a.m. Compensation Board Meeting

Commissioner DesRosier opened the Compensation Board meeting welcoming all whom were present. Treasurer Salois asked if David Jacobson retired. Yes and Commissioner District #1 compensation board position is vacant replied Clerk & Recorder Hall. The first order of business should be to fill the vacant position. The commission asked if the position was advertised. Hall explained that the position was advertised last year when Jacobson officially retired. The only application received was from Russ Wahl, whom resided in a different commission district. Moving forward Hall advised the compensation board that the projected COLA is 1.6% with insurance rates increasing too. Commissioner Sitzmann added that the insurance is increasing by 18% according to Pam Walling from MACo HCT. Hall explained that the role of the Compensation Board is to recommend to the Commissioners if there should be a COLA for elected officials only and if so what percentage the COLA should be set at for that fiscal year. Compensation Board member Clifford Kicking Woman arrived at 11:14 a.m. Hall will advertise the vacation compensation board position with the hopes of filling that position by the next meeting on May 3, 2011. Diane Anderson asked what Class Glacier County is now. Hall replied that Glacier County is a Class 2. Salois asked how long a county has to be in a certain class until the wages are affected. Hall replied three (3) years. Hall urged other compensation board members to find recruits to fill the vacant position. LeAnne Kavanagh asked who affirms the position. Hall explained that the commission affirms the position; three (3) year terms with the individual reimbursed for mileage otherwise the position is strictly a volunteer basis.

11:23 a.m. Non-Agenda Item: Treasurer Kate Salois

Treasurer Kate Salois explains to the Commission that the tax deed for the Hi-Line Sheet Metal building is done. The next step would be to change the locks, etc. Salois asked if a deputy from the Sheriff Department would go with Lyle Salois to change the locks and move the process forward. Commissioner Sitzmann advised Salois to check with County Attorney Carolyn Brown.

12:00 pm Lunch

1:00 p.m. Conference Call with Stahly Engineering & Associates

Mike Meredith, Stahly Engineering & Associates was available via conference call. He explained that there have been changes to CTEP regulations. For example if the City of Cut Bank wanted to use the demo as part of their in-kind, it would have to be 40% off of the average contractor price. A portion of cash is going to have to be paid by the City of Cut Bank for the CTEP Park Project on Main Street. Jerilee Wilkerson, Economic Development asked if the price could be inflated. Meredith replied that a letter with an estimate and a letter from the City of Cut Bank with 60% of that estimated cost would be required. City of Cut Bank Mayor Doug Embody asked if the possibility of the county only using \$90k for the CTEP project and the City of Cut Bank to be responsible for in-kind and cash balance for a project total of \$100k. Commissioner Rides At The Door interjected that the minutes state that the project funding is up to \$100k and not to exceed that amount. Meredith continued that the original agreement was based on a \$113k total, \$15k from local funds (City of Cut Bank, etc.) and \$100k Glacier County CTEP funds. We have to follow the rules that CTEP has in place expressed Meredith. Meredith reviewed several different options to reduce costs, including different fencing materials, etc. The new CTEP regulations have Mayor Embody troubled. Meredith stated that CTEP is used to create jobs using local entities, not cushioning positions currently established. Mayor Embody stated that the City of Cut Bank has approximately \$5k that was left unused due to the Cut Bank Development Corporation being dissolved. He will have to see if using those funds which are on hold would be a possibility. Wilkerson stated that she is willing to ask the Chamber of Cut Bank and/or the Port Authority. Meredith included that this change in CTEP regulations is going to affect all CTEP projects. The City of Cut Bank will keep Wilkerson informed, which she'll pass the information along to the county and Stahly Engineering & Associates.

1:25 p.m. Non-Agenda: Maintenance, Lyle Salois

Maintenance Supervisor, Lyle Salois told the commission that he intends on updating the locks and keys for all county property. He wanted to let them know that he is interested in setting up a notice to advise any individual that receives a county key for any county property that if that key is lost or stolen they assume the responsibility and will be asked for a set dollar amount to help with the cost of replacing the locks and keys. Salois also spoke with the commission about the

deck & ramp possibilities for the new building for the Sheriff Department. The work completed will need to be ADA regulated. Commissioner DesRosier suggested getting a bid from True Grit Construction. The different possibilities for materials are endless; see what True Grit comes up with. Salois stated that the only material that he'd like to not see is wood; otherwise he is fine with any other material.

1:30 p.m. Discussion/Approval: Economic Development Position Description

Wilkerson is going to check with Deb Brandon the Toole County Transit Director to work out the details in help with managing Glacier County Transit. Commissioner DesRosier asked if the transit could fund a full-time position. Hall replied no, only ten (10) hours per week. Wilkerson explained the possibility of incorporating a tri-county transit program. The commissioners, Hall, Diane Proefrock Human Resource Officer and Wilkerson all reviewed the Economic Development job description. The commission is very clear in requesting that the potential applicants having grant writing expertise. Hall suggested having the grant administrator is the individual department to oversee and administrate any grant(s) written with the role and responsibility of the economic development director being to monitor for compliance. The job position closes April 29, 2011 with interviews to be held on May 12, 2011. Wilkerson is willing to help with any training that may be necessary.

2:00 p.m. Discussion: Economic Development

The commissioners what the position advertised in the paper right away. Both communities are growing and it's important for economic development to help this to continue. Sarah Converse, Sweetgrass Development thinks that an in house opportunity would be more cost effective. Wilkerson added that the transit coordinator position will be completely separate. Commissioner Sitzmann and Converse went back and forth regarding the stability of Sweetgrass Development. Sitzmann expressed his concern that the fight may not be worth the effort. Converse explained that larger economic development entities need our involvement more than we need them. Sitzmann stated that Converse is the problem. Converse replied, "yes that she hears that all of the time"; the county needs to decide whether Glacier County will participate within Sweetgrass Development. She continued by stating the Glacier County is the only county in the rears. Clerk & Recorder Hall explained that the county will not pay invoices for prior fiscal year(s). She requested that Converse get a current invoice and submit it to the Commissioners for approval. Commissioner Sitzmann suggested that the county pay the dues for 2011. Commissioner DesRosier asked how much the dues for 2011. Converse replied, \$2,000. Commissioner Sitzmann told Converse that she needed to resolve the issues before going to the commissioners. If the situation doesn't work out, Sweetgrass Development may need to be smaller. Converse pleaded to continue utilizing Sweetgrass Development. She added that if you set the politics aside, everything is good, the ADA & State of Montana are happy. Hall stated that the county is duplicating services between Sweetgrass Development & Port Authority. Wilkerson responded that isn't exactly true, the Port Authority isn't developed enough to duplicate services. Hall replied that both programs are struggling.

3:00 p.m. Discussion/Approval: Gas Tax

Commissioner Sitzmann told his fellow members that the gas tax issue does have to go out to vote, it will have to be during the next election in November. It is much too expensive to hold special election. Commissioner DesRosier added that to hold a mail ballot would be under \$10k. Commissioner Rides At The Door believes it would be beneficial to hold a couple of public hearings to see what the public has to think about the gas tax. LeAnne Kavanagh, Press asked if aviation fuel is included in the gas tax. The commission didn't think so; they will have to double check. Treasurer Salois asked as commissioners if they could conduct an audit on the retailer. Absolutely, replied Commissioner Sitzmann. Once it goes to vote, how soon can the gas tax be implemented? Commissioner DesRosier thought ninety (90) days after passed by vote. Commissioner Sitzmann added that Glacier County has approximately two (2) million visitors a year; it would be a positive aspect to get something back from the tourism. The discussion ended on the note that the county will hold public hearings to get the feedback from the communities.

3:30 p.m. Discussion/Approval: Equipment Purchase – Glacier County Library

Commissioner Sitzmann updated Library Director Della Dubbe on the DEQ grant window project for the library. Dubbe explained to the commissioners that she has picked out four (4) office chairs from Costco. She has the funds available in her budget; her question is if she can purchase the chairs with her Costco card and be reimbursed by the county. The chairs are approximately \$170 each with a total of \$680. Hall explained to Dubbe that as long as she receives the prior approval from the commission, she can purchase them with her Costco card and be reimbursed by the library budget.

Commissioner Tony Sitzmann motioned to approve the equipment purchase for the library, allowing Della Dubbe, Library Director to purchase them with her personal Costco card and to be reimbursed by the Library equipment budget line item. With no further discussion necessary Commissioner Ron Rides At The Door seconds the motion, the motion carried with an unanimous vote.

There being no further business for the day, the meeting adjourned at 4:00 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

Michael J. DesRosier, Chairman

ATTEST:

Glenda Hall, Clerk and Recorder