

**GLACIER COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, August 2, 2011**

The Board of Glacier County Commissioners met at a regular meeting at 9:00 a.m. on Tuesday, August 2, 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: Bill Bandel, GC Road Supervisor; Sheriff Napi Billedeaux; Diane Anderson, Clerk of Courts; Diane Proefrock, Human Resource; Charles Farmer, DES; Lyle Salois, Maintenance; Amie Allison, EMS; Carolyn Berkram, County Attorney; Carol McDivitt, Health Department; Della Dubbe, Library; Damon Bunting, Extension; Juanita Meeks, Bank of Glacier County; Pat Anderson, Cut Bank Volunteer Fire Department; Al Reevis & Don Presnell, Public; Nikki Lako, Minutes

*The meeting took place at the Glacier County Sheriff's new office located at 28 6th Ave SE (behind the courthouse) for the morning portion of the agenda. The Sheriff's Department held an open house during this time.

9:00 a.m. Department Head Meeting

**DEPARTMENT SUPERVISOR MEETING AGENDA
Tuesday, August 2, 2011
9:00 a.m. – 10:00 a.m.**

- I. Old business;
 - a. DES Update ó Charles Farmer
 - b. Roads Update ó Bill Bandel
 - c. Cell Phones
 - d. Safety Meeting Participation
- II. New business;
 - a. Inventory: August 30th & 31st
 - b. Insurance Cards
- III. Department Updates;
- IV. Comment;

Commissioner Michael DesRosier opened the department head meeting by welcoming everyone to the Sheriff's new office building. He briefly spoke about being a team, communication and long terms goals to keep Glacier County a thriving community.

I. Old Business;

a. DES Update – Charles Farmer

DES Coordinator Charles Farmer informed those present that he has finalized his office move into the courthouse. There was a fire at the old pencil factory which could have had hazardous materials; however there were no spills or burn up. Farmer continues to work on getting all county employees credentialed. He reported that Glacier County is eligible for FEMA (infrastructure). Carol McDivitt, County Health Nurse has been working with Farmer to improve the safety program for the county. Commissioner DesRosier reminded the department heads to participate in the safety and LEPC meetings. He added that DES receives in-kind funds based on participation.

b. Roads Update – Bill Bandel

Publics Work Supervisor Bill Bandel reported that his road crew is close to getting caught up from the long winter storms and spring rain maintenance. Bandel continues to working on finalizing the road inventory for the county and other local entities such BIA, Blackfeet Tribe, etc. The weed program continues their work through the county. They just finished highway 89 which is a dangerous stretch to do weed control.

c. Cell Phones

Commissioner DesRosier reminded department heads that if you have a county paid cell phone your number will be published on the county's website. With the exception of public safety officers (Sheriff Department & EMS), those numbers will stay confidential.

d. Safety Meeting Participation

As stated during the DES update, the Commissioners encourage each department head to attend or send a representative to the safety meetings. As a county we need to work and live in a safer mindset.

II. New Business;

a. Inventory: August 30th & 31st

Clerk & Recorder Hall informed the department heads that the county inventory will be done on August 30th & 31st. She asked that the supervisor appoint someone from their department to make sure the list is accurate. Hall will email the current inventory list to each department.

b. Insurance Cards

Hall explained that if you have a county vehicle you need to make sure you have an updated card. The cards do have expiration dates. They go with the fiscal year July to June.

III. Department Updates;

County Attorney – Carolyn Berkram

Berkram's office has been busy with the usual business along with the office move. She expressed that the move has been somewhat of a nightmare. They are looking forward to being completely moved into their space in order to get back to a normal office atmosphere.

Elections – Diane Proefrock

Elections Administrative Assistant Diane Proefrock detailed a mass mailing that includes a pamphlet to encourage absentee voting. There will be a city election in November with a possibility of a special election in October. Glenda Hall explained the details in cancellation process for voters. Clerk of Courts Diane Anderson stated that her office and elections should cross reference their data.

Extension – Damon Bunting

Bunting and his staff survived the fairs. Weed spraying has been an issue of concern that he is working with Bill Bandel on. They are also working on their office moves.

Library – Della Dubbe

Dubbe spoke of how well the library's summer reading program was a success. They had approximately forty to eighty (40-80) kids for each weekly program. She described the devastation at the Browning library and added that there were lots of volunteers to help with the clean up. She stressed her concerns for her employee at the Browning library. She is working with the commission to beef up security in different ways to ensure this won't happen again. Sheriff Billedeaux is going to contact Tribal Court to get the names of the four (4) kids that did the vandalizing to make sure they all are banned from the library.

District Court – Diane Anderson

Clerk of Court Anderson stated that her office is business as usual. She informed those that the two (2) page lists of names in the local papers were individuals who didn't return their jury notice. She approximated that there were fourteen hundred (1400+) people who didn't return their notice.

Clerk & Recorder – Glenda Hall

Hall stated that there is always something going on with Elections as she stated previously about the mass mailing going out to encourage absentee voting. She will be managing the city elections for both Browning & Cut Bank. She recently received a notice for the bond for the school district #15 for the new gym. She is working diligently

on the budget. The certified values were also received recently. She has the later of sixty (60) days from October 1, 2011 to have the finalized budget into the state. The budget hearings will be published in the local paper(s) once those dates are set.

Board of Commissioners – M DesRosier, R Rides At The Door & T Sitzmann

Commissioner Tony Sitzmann reported that the commission is working thoroughly on back taxes. They are in the process of having Johnny's Supper Club, War Bonnet and other properties served. The Commissioners do not want to add property to their inventory. Their goal is to get these properties back on the tax rolls.

Health Department – Carol McDivitt

McDivitt's department is too transitioning from the office move. She is also interested in signage to ensure that her clientele know where the county health department is located.

EMS – Amie Allison

Allison's EMS crew has been very busy with transports. They survived Lewis & Clark Days. The EMS had a float in the parade and they took first place. Her department is too in transition with regards to the medical director. They are working on a possible recruit for the position. She stays positive during this time.

Maintenance – Lyle Salois

Salois told his cohorts that a new heating/cooling system is going into the senior center. He has a community service student painting the vacant offices in the courthouse. He and his crew continue to work on the office moves as spoken many times throughout today's meeting. The phones are almost finalized, contractors, locks ordered along with the regular duties of his department. Berkram and McDivitt expressed they need a time line of when the moves are going to be done. Salois will keep them posted on a daily basis.

Sheriff Department – V. Napi Billedeaux

Sheriff Billedeaux thanked everyone who helped with the new office building. He told everyone that if they need a conference room, they are more than welcome to use theirs. Being that the tribe wasn't compliant with the sexual and violent offenders the Sheriff Department were asked to take over and get them registered. His department is getting two (2) new Dodge trucks thru the Stonegarden Grant. Indian Days went very good with the temporary agreement with the Tribe. Billedeaux thanked Amie Allison for her time in making sure that every deputy is certified in CPR.

In closing the department head meeting, Commissioner DesRosier again spoke about keeping up the communication with every department which will help with keeping the facts straight for the public.

10:00 a.m. Discussion/Approval: State Home Funds – J. Meeks of Bank of Glacier County

(10:25 am) Juanita Meeks of Bank of Glacier County came in to speak with the Board of Commissioners regarding a neighbor works program to help first time home buyers with moderate income to assist with the down payment and closing costs associated with purchasing a single-family dwelling. Meeks explained the process including the information she needs as a requirement from the county. She added that this process will utilize the county planner and sanitarian for environmental review. Commissioner Tony Sitzmann motioned to approve Resolution 2011-29 Support of Environmental Review on behalf of Neighborworks. Commissioner Ron Rides At The Door seconds the motion, the motion carried. Commissioner Michael DesRosier added that they fully support their efforts in helping first time home buyers in our local communities.

**GLACIER COUNTY RESOLUTION
SUPPORT OF ENVIRONMENTAL REVIEW ON
BEHALF OF NEIGHBORWORKS
RESOLUTION NO. 2011-29**

**A RESOLUTION OF THE BOARD OF GLACIER COUNTY COMMISSIONERS,
GLACIER COUNTY, MONTANA, AGREEING TO SUPPORT NEIGHBORWORKS AS**

THE ENTITY TO ADMINISTER STATE HOME NON-COMPETITIVE FUNDS AND AGREEING TO PREPARE THE ENVIRONMENTAL REVIEW RECORD FOR NEIGHBORWORKS' HOME GRANT APPLICATION FOR HOMEBUYERS ASSISTANCE FOR BOARD OF GLACIER COUNTY COMMISSIONERS.

WHEREAS, NeighborWorks has agreed to administer federal funds through the Montana Department Commerce's HOME Investment Partnerships Program for Homebuyer Assistance in Glacier County; and

WHEREAS, subject to all necessary funding being received to permit the projects to go forward; and

WHEREAS, Glacier County must designate an Environmental Certifying Officer through a formal resolution; and

NOW, THEREFORE, BE IT RESOLVED that the Glacier County Board of Commissioners agree by formal resolution to perform all activities associated with preparing the Environment Review Record on behalf of NeighborWorks and designates the Glacier County Planner and/or the Glacier County Sanitarian as the Environmental Certifying Officer, effective August 2, 2011.

ADOPTED, this 2nd day of August, 2011 as moved by Commissioner Tony Sitzmann, seconded by Commissioner Ron Rides At The Door, and passed on a unanimous vote of the full board.

10:30 a.m. Discussion/Approval: Cut Bank & Browning Libraries – Della Dubbe

(10:40 am) Dubbe would like to have an alarm and/or camera installed in the Browning branch. She would like a loud emergency alarm; it would be more effective and less expensive. The commissioners urged her to advertise in the paper for her needs. Once she receives bids, she'll present them to the board for a decision. Hall asked how the insurance claim was coming for the damages to the Browning branch. Dubbe replied that she sent the damage estimates to MACo (estimated \$15k in repairs).

She would like to have tile installed in the entry way of the Cut Bank branch. The friends of the library are going to pay for replacing the carpet in the Cut Bank branch. The carpet is approximately thirty (30+) years old. The entrance is supported by a steel pipe frame. Commissioner DesRosier would like to see the contractors build up the wall and eliminate the smaller lower windows. They urged Dubbe to contact True Grit Construction (Steve Burger) for estimates. Salois added that he would like to have the electrical box changed out.

11:00 a.m. Discussion: Property Tax Issue – Charlie & Karla Monroe

No discussion took place. Charlie and Karla Monroe weren't available.

*Commissioner Tony Sitzmann left the meeting in order to attend a Hi Line Recovery meeting in Shelby.

12:00 pm Lunch

1:30 p.m. Discussion: Cut Bank Fire Department

Commissioner DesRosier and Cut Bank Volunteer Fire Department's Chief Pat Anderson reviewed the budget. The commissioners are working a formula to help with the funding for all volunteer fire departments within Glacier County. Commissioner Rides At The Door added that this makes for more accountability for the tax payers as to where they tax dollars are going. Anderson spoke of the needing new age equipment including compressed air foam. The commission added that we are always looking for ways to improve. They asked Anderson to make a list of needs for the CBVFD including wish list items. The commissioners reminded Anderson that they can have their own checking account; it just has to be operated thru the Treasurer's office.

*2:00 p.m. Commissioner Tony Sitzmann returned from his meeting in Shelby.

2:00 p.m. Non Agenda: Al Reevis – Road Issues

Al Reevis stopped in to talk to the Commission regarding Arrowtop Road. Commissioner DesRosier explained that he is working with the Tribe to determine ownership. Commissioner Rides At The Door encouraged Reevis to research who has signed easements and who they were signed over to. Rides At The Door explained that it is a legal issue if the road department works on a road that is found not to be a county road.

2:30 p.m. Discussion/Approval: Fugle Subdivision – Jim Yeagley

The Commissioners have reviewed the Fugle Subdivision during a previous meeting. They didn't have any questions or concerns for Jim Yeagley. Commissioner Ron Rides At The Door motioned to approve the Fugle Subdivision Plat. Commissioner Tony Sitzmann seconds the motion, the motion carried with a unanimous vote.

3:00 p.m. Discussion: Skyland Road Issue – Don Presnell

Don Presnell came in concerning Skyland Road and his property that lies next to the road. Presnell is wondering if he could purchase the road or have the road abandoned. Bandel stated that the road is useless to the county. Commissioner DesRosier is going to look at State Statute for the legal process in abandoning the Skyland Road. Mr. Presnell will be contacted as to when the public hearings will be set.

3:30 p.m. Approval of June 2011 Cash Report

The Commissioners reviewed the Cash Report for June 2011 as presented by Kate Salois, Treasurer with a cash total of \$28,813,151.61 for all county funds.

Revolving	\$4,852.00
A101	\$7,561,663.68
A2	\$0.00
Motor Vehicle	\$101,532.72
Taxes	\$2,088,921.17
Co Tax Sale	\$0.00
Warrant Correction	\$0.00
MSR	\$0.00
Warrants Paid	(\$6,838,078.76)
Treasurers	
Disbursements	(\$1,197,908.59)
County Payroll ACH	(\$129,461.12)
Warrant No GL County	\$0.00
Misc.	\$0.00

Total Cash derived with the beginning balance of \$27,221,630.51 plus receipts and charges of \$9,756,969.57 less payments and credits of \$8,165,448.47 to equal the ending balance of \$28,813,151.61. Bank Balances were as follows:

Native American Bank	\$58,581.28
NH Bond- Bank of GI	
Cty	\$0.00
Bank of Glacier	
County	\$436.34
Stockman bank	\$6,503,911.13
SMITHBARNEY	\$0.00
RBC	\$9,338,872.86
WACHOVIA	\$6,700,000.00
DAD	\$6,210,000.00
Cash in Safe	\$1,350.00
TOTAL	\$28,813,151.61

Commissioner Tony Sitzmann motioned to approve the June 2011 Cash Report as presented by Treasurer Kate Salois. Commissioner Ron Rides At The Door second the motion, motion carried.

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