

**GLACIER COUNTY COMMISSIONERS  
REGULAR MEETING  
Thursday, September 29, 2011**

The Board of Glacier County Commissioners met at a regular meeting at 8:00 a.m. on Thursday, September 29, 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; County Attorney Carolyn Berkram; Lyle Salois, Maintenance; Scott Laird, Cut Bank Public Schools; LeAnne Kavanagh, Press; Darryl Omsberg, Superintendent of Schools; JoAn Printy, DOR; Charles Farmer, DES; Michelle Harrell, WIC; Diane Proefrock, Human Resource; Nikki Lako, Minutes

**8:00 a.m. Review/Sign: Payroll & Claims**

***Dated for September 29, 2011***

***CLAIMS APPROVED FOR PAYMENT***

<b><i>FUND</i></b>	<b><i>AMOUNT</i></b>
General Fund	\$ 12,918.46
Road Fund	\$ 79,288.21
Weed Control	\$ 113.17
County District Court	\$ 12,361.14
Library	\$ 5,679.82
Ambulance	\$ 6,457.41
City/County Planning	\$ 575.00
Public Safety (Law)	\$ 10,782.23
Museum	\$ 4,048.38
Glacier Park Lights	\$ 488.66
911 Emergency (Sheriff)	\$ 579.48
TSEP (Treasure State Endowment Program)	\$ 220.00
P.I.L.T.	\$ 37,619.23
Community Transportation Enhancement	\$ 1,466.88
Health Grants	\$ 717.86
Breast & Cervical Screening	\$ 117.35
Health-MCH	\$ 2.47
West End Cemetery	\$ 98.16
Hospital/NRMC FUND	\$ 11,067.07
TOTAL CLAIMS	\$ 184,600.98
PAYROLL	\$ 202,680.67
<b>GRAND TOTAL</b>	<b>\$ 387,281.65</b>

**9:00 a.m. Discussion/Approval: Response to Tribal Court Order**

County Attorney Carolyn Berkram discussed the county's options with the Commission. This issue can't be left alone, action needs to be taken. Commissioner Tony Sitzmann motioned to proceed with seeking an injunction for the Blackfeet Tribal Court with respect to Tribal Court Orders on Fee land. Additional discussion was specific to Johnny's Supper Club. Commissioner Ron Rides At The Door seconds the motion. With all three Commissioners in favor of the motion, the motion carried.

The Commission and County Attorney conference called Jon Metropoulos of Metropoulos Law Firm, PLLC to notify him of the county's decision. He will work with Berkram through this process. He gave her a list of documents that he needed to review for the case.

**9:30 a.m. Update: Glacier County Detention Center**

Berkram updated the Commission of the Glacier County Detention Center meeting with Commissioner Rides At The Door, Leslie Berkram, Sheriff Billedeaux, Merle Cowell and John Ray. They discussed the detention center, architect and the change orders. The total dollar amount wasn't nearly what was originally thought to be. Out of the \$93k, \$41k was potentially questionable in change orders. It would cost more to proceed with actions. The Board of Glacier County Commissioners and County Attorney Berkram agreed to not proceed.

**10:00 a.m. Discussion/Approval: Hiring of Administrative Assistant/Legal Secretary – County Attorney**

Berkram explained to the Board that Kim Czech, Administrative Assistant resigned and her last day is October 7, 2011. Berkram would like to advertise internally. Doing so would give her temporary assistant the opportunity to apply for the position. Leslie Berkram did an internship with her office and fills in when needed. Attorney Berkram addressed the concern of herself and Leslie having the same last name, causing nepotism. Attorney Berkram did research and nepotism comes into play at the second degree or less. Carolyn and Leslie are married to second cousins, which is not nepotism. Commissioner DesRosier encouraged Carolyn to check with Jack Holstrom. The Board is glad to bring her on full time with Carolyn’s request. Carolyn Berkram will call Holstrom and return to the Commission Chambers this afternoon to revisit this discussion/approval.

**10:30 a.m. Discussion/Approval: July & August 2011 Cash Report**

The Board started by reviewing the July 2011 Cash Report that was amended from the approval on September 1, 2011. The previous report had an A101 that was double entered. At this time both the July and August 2011 Cash Reports are correct.

The Commissioners reviewed the Cash Report for **July 2011** as presented by Kate Salois, Treasurer with a cash total of \$25,898,299.85 for all county funds.

<b>Revolving</b>	\$4,283.50
<b>A101</b>	\$555,028.18
<b>A2</b>	\$3,519.00
<b>Motor Vehicle</b>	\$99,790.45
<b>Taxes</b>	\$535,026.58
<b>Co Tax Sale</b>	\$0.00
<b>Warrant Correction</b>	\$0.00
<b>MSR</b>	\$0.00
<b>Warrants Paid</b>	(\$3,832,728.49)
<b>Treasurers Disbursements</b>	(\$139,237.90)
<b>County Payroll ACH</b>	(\$140,533.08)
<b>Warrant No GL County</b>	\$0.00
<b>Misc.</b>	\$0.00

Total Cash derived with the beginning balance of \$28,813,151.61 plus receipts and charges of \$1,197,647.71 less payments and credits of \$4,112,499.47 to equal the ending balance of \$25,898,299.85. Bank Balances were as follows:

<b>Native American Bank</b>	\$105,303.26
<b>NH Bond- Bank of Gl Cty</b>	\$0.00
<b>Bank of Glacier County</b>	\$494.46
<b>Stockman bank</b>	\$14,742,276.73
<b>SMITHBARNEY</b>	\$0.00
<b>RBC</b>	\$7,338,875.40
<b>WACHOVIA</b>	\$1,700,000.00
<b>DAD</b>	\$2,010,000.00
<b>Cash in Safe</b>	\$1,350.00
<b>TOTAL</b>	\$25,898,299.85

The Commissioners reviewed the Cash Report for **August 2011** as presented by Kate Salois, Treasurer with a cash total of \$26,438,613.32 for all county funds.

<b>Revolving</b>	\$4,486.00
<b>A101</b>	\$3,370,014.05
<b>A2</b>	\$0.00
<b>Motor Vehicle</b>	\$101,964.00
<b>Taxes</b>	\$97,703.02
<b>Co Tax Sale</b>	\$0.00
<b>Warrant Correction</b>	\$0.00

<b>MSR</b>	\$0.00
<b>Warrants Paid</b>	(\$2,676,727.58)
<b>Treasurers</b>	
<b>Disbursements</b>	(\$214,644.54)
<b>County Payroll ACH</b>	(\$142,481.48)
<b>Warrant No GL County</b>	\$0.00
<b>Misc.</b>	\$0.00

Total Cash derived with the beginning balance of \$25,898,299.85 plus receipts and charges of \$3,574,167.07 less payments and credits of \$3,033,853.60 to equal the ending balance of \$26,438,613.32. Bank Balances were as follows:

<b>Native American Bank</b>	\$113,201.01
<b>NH Bond- Bank of GI Cty</b>	\$0.00
<b>Bank of Glacier County</b>	\$734.92
<b>Stockman bank</b>	\$13,832,886.19
<b>SMITHBARNEY</b>	\$0.00
<b>RBC</b>	\$4,380,441.20
<b>WACHOVIA</b>	\$1,000,000.00
<b>DAD</b>	\$7,110,000.00
<b>Cash in Safe</b>	\$1,350.00
<b>TOTAL</b>	\$26,438,613.32

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

**11:00 a.m. Discussion/Approval: Maintenance Request Form**

The Commission asked the Maintenance Supervisor, Lyle Salois what his thoughts were on the maintenance request form that had been presented. Salois stated that the form will help in keeping him and the maintenance department organized. Salois question who prioritizes the requests. The Board told Salois that he will prioritize them.

Commissioner Tony Sitzmann motioned to approve the maintenance request form. The further discussion included Salois keeping a file that is accessible for both himself and Bobby Guardipee (Annex Maintenance) in order for the work to be completed in a proper timeline. Clerk & Recorder Hall added that the only copy she would like a copy of the request forms is the requests that directly affect the inventory. Commissioner Ron Rides At The Door seconds the motion, the motion carried by Board vote.

**11:45 a.m. Approval of Minutes**

The Commission reviewed the minutes from September 12, 2011. Tony Sitzmann motioned to approve the minutes from September 12, 2011 as presented by Nikki Lako, Administrative Assistant for the Board of Commissioners. Commissioner Ron Rides At The Door seconds the motion, the motion carried.

**12:00 pm Lunch**

**1:30 p.m. Discussion/Approval: Department of Revenue Recertification**

Commissioner DesRosier opened the discussion by stating that the county is working with Department of Revenue (DOR) regarding MATL and their recertification values. The county has three (3) options; Class 14 – 3%, Class 9 – 12% or certify at 0%. Clerk & Recorder Hall recommended that the county do the recertification so the county doesn't lose funds. The recertification will have a quick turnaround in order to set the mill levies. The Board asked how this would affect other counties. The response was that MATL is 90% in Glacier County and this only affects completed work. JoAn Printy of the local DOR recommended to the county that they take the lesser value, so the county won't have to pay funds back.

Commissioner Tony Sitzmann motioned to request a recertification of the taxable value from 12% to 3% as previously recommended by the Department of Revenue in Helena.

Commissioner Ron Rides At The Door seconds the motion, the motion carried by Board vote. The Board clarified the percentages with the certification numbers.

### **2:00 p.m. Discussion/Approval: Radio Tower**

The Board met with Charles Farmer, DES to discuss his interest in maintaining contracts, etc regarding the radio tower north of Cut Bank. It is currently under EMS and the Board would like for Farmer to assume these duties. The Commission made sure that Farmer could handle the additional work load. Any communications (letters, emails, contracts, etc) will be process thru Charles Farmer. Commissioner Ron Rides At The Door motioned to approve Charles Farmer as the “director” of the radio tower documents. Commissioner Tony Sitzmann seconds the motion. The motion carried with a unanimous Board vote.

### **3:00 p.m. Conference Call: Taxes, Penalties & Interest – Colleen Billman**

Colleen Billman was present via conference call. Billman explained that she purchased her home a year ago. A few months ago Billman tried to pay the taxes, but she never received a tax bill. Two weeks ago Billman received a delinquent notice. She doesn't have a problem paying her taxes, but she didn't receive an invoice until the delinquent notice. After reviewing the tax documentation Commissioner Sitzmann replied that the Commission doesn't make a habit of eliminating penalties and interest. He continued by stating that the county is only a collector of the tax funds. Commissioner Tony Sitzmann motioned to legate/abates the penalties and interest for 2010 at 315 9<sup>th</sup> Ave SE, Cut Bank. For further discussion, Billman stated that she would be in tomorrow to pay the taxes now that this has been done. Commissioner Ron Rides At The Door seconds the motion, the motion carried.

### **3:10 p.m. Discussion/Approval: Hiring of Administrative Assistant/Legal Secretary – County Attorney (continued)**

County Attorney Berkram returned to the Commission Chambers to revisit the discussion/approval of the hiring of an administrative assistant/legal secretary for the county attorney's office. Berkram contacted MACo attorney Jack Holstrom and he recommended an in-house advertisement for the position and to follow the personnel manual for the county. The commissioners explained that in-house advertising could be a memo distributed to all departments with the position description, etc and having it posted for five (5) days.

### **3:30 p.m. Discussion: WIC Contract – Michelle Harrell**

The discussion is regarding the WIC contract and County Attorney Berkram urged the Board to stick to the agenda discussing the contract. Michelle Harrell, WIC Coordinator detailed a phone call from Lora Wier, Teton County when she informed Harrell that Glacier County no longer receive the WIC Contact thru Teton County (lead agency for the five county region).

Berkram is concerned that if the contract is being terminated, it needs to be put into writing. When they say the contract is being terminated, it means that Teton County is not renewing the contract with Glacier County. Harrell explained that once the state took over the WIC program, Glacier County fell into the region with Teton County. Sylvia Berkram, former Clerk & Recorder used to prepare and submit the expenditure reports. The annual contract is from September – October. Berkram added that the population of Glacier County whom utilize the WIC program will still be served, just not by Michelle Harrell at this time. Harrell reported that she was having difficulty with some report(s) and that she was receiving additional training, monitoring and corrective action.

Wier notified Kathleen Barbie on September 26<sup>th</sup> and Michelle Harrell on September 27<sup>th</sup>. On September 26<sup>th</sup> Wier notified Hall to get on the Commissioners agenda regarding the contract. The Board is concerned that they weren't notified until after the fact and then not have time to meet with us until October 13<sup>th</sup>. At this time Harrell requested to close the meeting as she would like to discuss personnel matters regarding this issue. At 3:45 p.m. the Board closed their chambers to the public.

There being no further business for the day, the meeting adjourned at 4:30 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