

Glacier County Commissioners
Tuesday, June 25, 2019
Regular Meeting
Browning, MT

The Glacier County Board of Commissioners met at a regular meeting scheduled meeting at 9:00 am Tuesday, June 25, 2019. Commissioners Michael DesRosier, Tom McKay and John B. Overcast was present, Clerk & Recorder Mandi Bird Kennerly and Melanie Heavy Runner taking minutes

Present at the Meeting: Mandi Bird Kennerly, Clerk & Recorder; Kyla Presnell, Public; David Anderson, Cut Bank Airport Authority; John McGill, Press; Chancy Kittson, GC CFO; Mike Kittson GC Human Resource; Don Wilson, Treasurer.

9:09 am meeting called to order

- A. Roll Call**
- B. Approval of Agenda: add Discussion on Auction Items**
- C. Reading of the Minutes: N/A**

NEW BUISNESS

D. Discussion/Approval: Glacier County Accounting & Financial Policy & Procedures Manual-Commissioners

Commissioner DesRosier stated that the accounting & financial policy & procedures needs to be updated but has come up a couple of times in audits. He stated that it needs to be reviewed and approved. Clerk & Recorder Mandi Bird Kennerly stated that it needs changes. Commissioner DesRosier stated that it is a work in progress and changes could be made as we go and the review of the Clerk & Recorder.

Commissioner DesRosier asked for motion to approve.

Commissioner McKay motions to approve Financial Policy & Procedure Manual; Commissioner Overcast seconded; motion carried.

E. Discussion/Approval: Resolution 2019-11-Cut Bank Airport Loan Resolution & Rules and Regulations Governing the Cut Bank Airport Authority

David Anderson from the Cut Bank Airport Authority stated that Federal and State require non discriminating clause. In 97-98 they used a template other airports used there were things in there that they didn't need.

GLACIER COUNTY RESOLUTION
CUT BANK AIRPORT AUTHORITY LOAN
RESOLUTION 2019-11

A RESOLUTION ENTITLED; "A RESOLUTION OF THE CITY OF CUT BANK AND COUNTY OF GLACIER, APPROVING A LOAN IN THE AMOUNT OF \$37,538.00,

TOGETHER WITH INTEREST THEREON AT THE RATE OF 2.25% PER ANNUM ON THE UNPAID BALANCE OF THE PRINCIPAL UNTIL PAID, FROM THE AERONAUTICS DIVISION OF THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF MONTANA TO THE CITY OF CUT BANK AND COUNTY OF GLACIER, FOR THE PURPOSE OF:

RECONSTRUCTION OF RAMP AT CUT BANK INTERNATIONAL AIRPORTS AS PART OF FAA GRANT 013-2018

AT THE CUT BANK INTERNATIONAL AIRPORT LOCATED IN GLACIER COUNTY MONTANA, PROVIDING FOR THE REPAYMENT OF LOAN, AND THE TERMS THEREOF.”

WHEREAS, the City of Cut Bank, and County of Glacier, hereinafter known as “SPONSOR”, has approval from the Aeronautics Division of the Department of Transportation of the State of Montana, hereafter known as “DIVISION”, for a loan of State funds in the amount of \$37,538.00 together with interest thereon at the rate of 2.25% per annum of the unpaid balance of the principal until paid, for the purpose of Airport Improvements described above.

The DIVISION, has prescribed the terms and conditions under which loan is to be repaid, to wit: Said sum \$37,538.00 together with interest thereon at the rate of 2.25% per annum on the unpaid balance of the principal until paid, must be repaid to the DIVISION, in annual installments in such payment amounts and in accordance with the schedule of repayments as set forth in the repayment schedule attached hereto and marked EXHIBIT “A”.

The SPONSOR accepts such DIVISION monies and agrees to expend same upon such terms and conditions as are prescribed by the DIVISION, and in accordance with the Airport Aid Application Section Four (Representations) and Section Three (Sponsor Assurances) and by this reference incorporated herein as though fully set forth.

NOW THEREFORE, IT IS RESOLVED by the City of Cut Bank, and County of Glacier, known herein as SPONSOR, as follows:

- 1.) SPONSOR, hereby agrees to receive and expend such loan totaling \$37,538.00 for the improvements of the Cut Bank International Airport, located in Glacier County, Montana, in the manner and form applied for, and as approved by the
- 2.) That in consideration of said loan, that SPONSOR, hereby obligated itself during the period of time as set forth in EXHIBIT “A”, to repay to the DIVISION, the loan of \$37,538.0, together with interest thereon at the rate of 2.25% per annum on the unpaid balance of the principal until paid, in annual installments in accordance with EXHIBIT “A”. The first of said payments, in the amount as stated in EXHIBIT “A” will be made on or before the date set forth in EXHIBIT “A”, in the full amount of the loan together with interest as aforesaid; and
- 3.) The SPONSOR shall have the right of prepayment of the principal and interest of the loan, or any part thereof, without penalty, at any time. Any prepayment shall be applied first to the interest then accrued at the time of payment and the balance of the payment

shall be applied to the principal balance of the loan at the time of prepayment. Any prepayment of principal shall accordingly reduce the amount of interest to paid on the loan. The prepayment shall not relieve the SPONSOR from making the next succeeding payment installment of installment when due until the total balance of the loan is paid in full.

- 4.) SPONSOR, in consideration of said loan does hereby obligate itself to include within its budget for the period of time during which loan is to be repaid, sufficient funds to pay and discharge loan together with interest thereon in the amount as stated in EXHIBIT "A".

Unanimously passed and approved by the County of Glacier Board of Commissioners on:

ADOPTED this 25th day of June, 2019.

/s/ Michael J. DesRosier, Commissioner Chairman
/s/ Tom McKay, Commissioner Vice Chairman
/s/ John B. Overcast, Commissioner Member
/s/ Mandi Bird Kennerly, Clerk & Recorder

Commissioner Overcast motioned to approve 2019-11 Cut Bank Airport Loan Resolution and Rules and Regulations; Commissioner McKay seconded; motion carried.

Don Wilson Treasurer asked if it had County Attorney approval. Clerk & Recorder Mandi Bird Kennerly stated that had already been done.

F. Discussion/Approval: Update Bank Access-Don Wilson, Treasurer

Treasurer Don Wilson stated that he is losing an employee and he has drafted a resolution to remove employee from all accounts. As of 5:00 pm Friday, June 28, 2019 the employee will be removed from all accounts. Clerk & Recorder Mandi Bird Kennerly asked that this be put on the July 2, 2019 agenda for official approval. Don Wilson stated that he needs it for the bank to remove the employee they are asking for it.

**GLACIER COUNTY RESOLUTION
UPDATE OF BANK ACCESS
RESOLUTION 2019-12**

WHEREAS, the Board of Glacier County Commissioners is the duly elected governing body for Glacier County, a political subdivision of the State of Montana; and

WHEREAS, it is requested to remove Megan Kriskovich from access to all accounts and allowed activities to the following banks, Stockman Bank, Cut Bank Branch, Native American

Bank of Browning and First Interstate Bank of Cut Bank, effective June 28, 2019 at 5 O'clock pm, and

IT IS FURTHER RESOLVED that the County Commissioners will, upon a new hire, will request access to all accounts.

ADOPTED this 25th day of June, 2019.

/s/ Michael J. DesRosier, Commissioner Chairman

/s/ Tom McKay, Commissioner Vice Chairman

/s/ John B. Overcast, Commissioner Member

/s/ Mandi Bird Kennerly, Clerk & Recorder

Commissioner McKay motioned to approve Resolution 2019-12 for the removal of Megan Kriskovich from the bank accounts Stockman Bank, Native American Bank and 1st Interstate Bank; Commissioner Overcast seconded; motion carried.

G. Discussion/Approval: March & April 2019 Cash Reports

Treasurer Don Wilson presented the Commissioners with updated correction for February and also has May cash report. Clerk & Recorder Mandi Bird Kennerly asked that this be put on the July 2, 2019 agenda for official approval. Don stated that he has been working with Magda, went back to November for tax receipts 9 million was collected. Magda is helping research on the distribution of funds only 5 million was accounted for. Contacted Blackmountain and so far they don't have any answers yet. Don called on 6/24/19 and they are still working on it. He also stated that the full amount couldn't be distributed because of protested but with this big difference. Over 3 million not on distribution, staff is going thru reports at Blackmountain. They are trying to figure out where the discrepancy is, Blackmountain is where our mistake is. Don stated that they thought maybe it was a posting error but can't find no human error. He told the commissioners that he may have prior month adjustments to prior reports. There is a problem with the month of June 2018 but his issue is November 2018. Don stated that the correction on annual financial reports need permission from the auditors, Magda and the Commissioners and he will not touch until he gets permission. Don also submitted the February correction and cash reports for March & April to DOA.

Commissioner McKay motioned reaffirming March, April & May Cash Report Balances; Commissioner Overcast seconded; motion carried.

Kyla Presnell asked Treasurer Don Wilson if the numbers had changed, Don stated no. Kyla asked why it didn't match, Don stated transfers don't always match because of schools.

H. Discussion/Approval: Contract Approval with I.H.S. Browning-Commissioners

Commissioner DesRosier stated that previous Department Head entered into contracts without commissioner approval. Commissioners are the only ones who can enter in

contract. GC CFO Chancy Kittson is heading up with a new contract which was signed 2 weeks ago. We need to reaffirm commissioners approving contract with I.H.S. Commissioner DesRosier stated they have reviewed the contract as well as legal counsel.

Commissioner Overcast motion to approve new contract with I.H.S; Commissioner McKay seconded; motion carried.

OLD BUSINESS:

I. Discussion/Approval: Mercantile Building-Commissioners

Commissioner DesRosier stated they have had numerous meetings with Amy Overstreet and Stahly on the rehabilitation of the old Mercantile Building. This is an ongoing process and project we are looking for money and working with Sweet grass Development. Stahly is analyzing stability issues and Sweet Grass is looking for a grant. Commissioner McKay stated that they have decided to leave this on the agenda since it is ongoing. Commissioner DesRosier stated that this is going to enhance the community of Cut Bank, it is just a matter of time and money. David Anderson from the Cut Bank Airport Authority stated that he was surprised that they do not have a formal work group. Commissioner DesRosier stated that they have committed \$17,000 and some labor. He also stated they it won't require a Geo Tech Engineer, but they are working with Stahly.

J. Discussion: Auction Items

Commissioner DesRosier stated that the auction is going thru an auction service out of Belgrade. They are going to auction 5 ambulances, they will put out a notice locally. They are going to take the ambulances to Belgrade, if someone locally was to buy them we would bring them back at no cost. Commissioner DesRosier stated that this is the same discussion just reaffirming. Clerk & Recorder Mandi Bird Kennerly aske GC CFO if he ever got the fixed assets from Bob Denning, Chancy stated no. Kyla Presnell asked if the ambulances were running. Commissioner DesRosier stated 2 we would haul as 1 needs tires and the other has mechanical issues, and the other 3 we would drive. She also asked what they are charging the county. GC CFO stated they are charging us 10%.

OTHER BUISNESS:

K. Public Comment

Kyla Presnell stated that in prior notes it stated that they would that the 1st study by July 8th. Commissioner DesRosier stated they had to draw the plans on what it needs. She also asked if any could be there when they looked at the basement. Commissioner DesRosier stated no because it was hazardous, probably just the engineers. Kyla asked when they start tearing it down can people take anything, like old flooring and shelving. Commissioner DesRosier stated that it would be up to the Contractor and he believes Nygard Construction is who Amy contacted.

L. Next Meeting-Wednesday, June 26, 2019-Babb

Commissioner Overcast motion to adjourn @ 10:00 am; Commissioner McKay seconded; motion carried.