

**Glacier County Commissioners
Thursday June 25, 2020
Regular Meeting (GoToMtg)
Cut Bank, MT**

The Glacier County Board of Commissioners met at a regular meeting scheduled meeting at 9:00 am on Thursday June 25, 2020. Commissioners Michael DesRosier, Tom McKay and John B. Overcast was present. Crystal R. Cole Deputy Elections Assistant taking minutes.

Present for the meeting: Linda Luther, Carol Larson, Kim Stoltz, Kristine Schwindt, Marlene Luedtke, Public; LeAnne Kavanagh, Press Kayleigh Rust, NTI Promotion Director; Dennis Seglem, Bob Bacon, Museum; David Irvin, NTI Director; Janine Scott, GC Clerk of District Court; Bob Olson, District Court Judge; Chancy Kittson, GC CFO; Don Wilson, GG Treasurer

All GotoMeeting Attendee's: (21) callers; A (2), Andrews, Austin, Cheryl Burris, Chrissy Grimm, City Court, Ctb, D, DRI (3), Den (2), Elaine, Gloria, J (2), Jimmy, Laurie Czech, Linda Burley (2), Sarah Converse, Tasha Stiner (2), Teresa Coen, Lockley Bremner, Ron, Public; Brian Kavanagh, Press; Carolyn Berkram, GC Justice Court; Janine Scott, GC Clerk of District Court

A. Roll Call

Meeting called to order at 9:06 a.m.

B. Approval of Agenda

Approved at 9:49 a.m.

C. Reading of the Minutes: 3/30, 4/2, 4/7, 4/14, 4/16, 4/20, 4/28 & 4/30/2020

Commissioner McKay motions to approve the minutes from 3/30, 4/2, 4/7, 4/14, 4/16, 4/20, 4/28 & 4/30/2020, Commissioner DesRosier seconds the motion; motion carried.

D. Review/Sign: (9:00-10:00 a.m.) Payroll/Claims

Dated for June 25, 2020

CLAIMS APPROVED FOR PAYMENT

FUND	ACCOUNT	AMOUNT
1000	General Fund	\$ 34,419.88
2110	Road Fund	\$ 6,582.45
2140	Weed Control	\$ 108.70
2150	Predatory Animal	\$ 53.50
2180	County District Court	\$ 73.60
2220	Library	\$ 251.45
2230	Ambulance	\$ 3,590.81
2250	City/County Planning	\$ 1,000.00
2280	CB Senior Citizen Center	\$ 20,639.00
2282	CB Senior Citizen Center-AGNG SERV--Transportation	\$ 26,554.50
2300	Public Safety (Law)	\$ 7,679.53
2410	Glacier Park Lights	\$ 529.59
2960	Health Grants - Emerg Prep	\$ 719.99
2979	Immunization Grant	\$ 417.09
7901	Hospital/NRMC Fund	\$ 97,000.00
	TOTAL CLAIMS	\$ 199,620.09
	PAYROLL	\$ 171,870.71

	TOTAL PAYROLL & CLAIMS		\$ 371,490.80
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NEW BUSINESS:

E. Discussion/Approval: Hire District Court Clerk – Janine Scott, Glacier County Clerk of District Court & Robert “Bob” Olson, District Court Judge

Janine Scott, Glacier County Clerk of District Court advises that her previous clerk resigned due to the furlough. Janine goes on to explain that her office is an essential service office that has never had an increase in staff in the 25 years she held office, she also states that her office needs 2 full time deputies plus herself to keep the District Court office running efficiently. Commissioner DesRosier expresses that the county has also grown in 25 years and states that he understands that filling the District Court Clerk position is essential. District Court Judge Bob Olson stated that even with COVID-19 still going on, things for Law Enforcement are getting back to normal. Olson advised that Glacier County averages 425 cases and the other three surrounding counties average 250 cases. Commissioner DesRosier stated that he believes it is important and essential, and after talking with the County Attorney it is necessary. DesRosier asks for motion that this be approved.

**Commissioner Overcast motions to approve the District Court Clerk Hire;
Commissioner McKay seconds the motion; motion carried.**

F. Discussion: Glacier County Financial Update – Chancy Kittson, Glacier County Chief Financial Officer

Chancy Kittson, Glacier County CFO stated there are several projects under radar that not only require himself but also the Clerk & Recorder and the Treasure, those project include: dealing with the DOR, overpayments, withheld funds, CARES Act, EMS/IHS issue, close out and finalizing the process between the school districts and the county. Chancy stated all of these items play a significant part in identifying what the county’s true financial picture is. Chancy states the unfavorable furlough plan that had to happen help line the county’s resources with the actual expenditures. Chancy states that although the county may have turned a corner, he has created a spending plan as he knows all departments are eager to get back to what is considered normal. Chancy stated he developed a 6-month spending plan that will take the county through June 2020 to November 2020 and that will give insight on what the actual costs are and cash revenues. Chancy states that one thing to consider if the county is to “ramp” up to 100%, is that it he projects it would cost \$3,746, 000.00 to reach December 1, 2020. He goes on to state that although that is a realistic number, there will always be unforeseen numbers, and that there cannot be any decisions made at this time and he cannot provide any recommendations due to not having accurate numbers. Chancy explains that the Treasurer’s Office is busy getting caught up on things, and that both that office along with the Clerk & Recorder’s Office was short staffed during the tax season period, so there is no final tax revenue number at this time; He adds that he spoke with Don Wilson, Glacier County Treasurer on 6-24-2020 and they came up with a preliminary number, but even with that number he is not in the position to say to “ramp” things up. Chancy stated that when he spoke to the Treasurer Wilson advised him he would have a number for him to “plug in” very soon, but right now only using an estimated number, he foresees the county returning back to 100% on

a 6 month plan, but reminded everyone again there are going to be variables that play in as well. Chancy added it will also depend on where the county sits with the close out with the Browning School District and what we have as actual revenue, he stated with the taxes being distributed, the tax revenue at this point is roughly at 80%, but with some of those being protested and delinquent it plays a big part in how the county will decide to move forward. Chancy stated there is a long-term spending plan that is a part of the county's correction action plan on moving forward with the State, but again, that is based on realistic numbers put together to see what the county is looking at. Chancy stated if the numbers are accurate after coming out of the furlough with savings, we will experience a breakthrough of not having to spend tax money before a tax season is over, he stated the county is in a position to operate within its means until the next tax season, which will allow the county to be able to start creating a carryover; he added this would also eliminate the county from going into a furlough. Chancy stated having access in this period to the DOA, DOR and MOU money agreement plays a huge part in the first 6 months, also with the budgeted P.I.L.T. this year to help offset the public safety and with a couple revenues we would come to December 1, 2020 with a 1.3 million carry over; with that being said the county can see light at the end of the tunnel and that number is not including the I.H.S. funding claim, that claim would be an addition to that.

CFO Chancy Kittson gave a CARES Act funding update stating the county has requested the first reimbursement as well as submitted reimbursement costs. The initial costs were over \$200,000.00, but after getting in touch with the State and going over what was eligible it was closer to \$150,000.00. C. Kittson advised that reimbursement cost ranges from March 12, 2020 – May 3rd, 2020, and that it has been rounded down to uniformed officers, EMS responders, and county health nurses, he also stated that Public Safety operation alone is near \$100,000.00 a month. County Attorney Terryl Matt asked if the CARES Act cover all of Public Safety, Chancy advised only through said period, but there is anticipation that the period will be extended through however long they determine CARES Act to be in place.

CFO Chancy Kittson gave an update on the I.H.S. claim for the GC EMS services project, he stated the data gathering is 90% complete with supportable claims equaling 1.1 million. County Attorney Terry Matt explains that they are amending law suit filed in Federal Court against IHS, but the federal system does not allow for the reamendment so she pulled the complaint and that the county will have to back drop and follow the administrative process that requires to file a claim with the contracting officer at I.H.S., Jerry Black Terryl states that the I.H.S.'s Administrative Regulations are written by the CFR and states that Mr. Black has 30 days to respond to any claims, however, if the case is complex, he could have as much time as he wants, there is that caveat in that regulation. Terryl also states her concern of giving Mr. Black incomplete documents would give I.H.S. good cause to delay "for who knows how long", she also stated that she advised the CFO Chancy Kittson, GC EMS and the group to make it easy and simple to read so that Mr. Black does not second guess the claim. Chancy explained that all who had helped gathered documents have gone over 6,000 pieces of paper and 900 claims. Terryl advised once the contracting officer makes a decision, the matter will be filed in the Court of Claims in Washington DC, not in the District Court in Great Falls. Commissioner Overcast asked Terryl if the process through Court of Claims is the same as it would be in District Court, Terryl advised Commissioner Overcast that it would be a longer process.

CFO Chancy Kittson gave an update on the GC EMS services, stating with the mill levy failing and the financial position the county is in, the GC EMS services are still identified as an essential service. Chancy stated he was given the latitude by all 3 commissioners to discuss the EMS services with Cherie Taylor, Chief Executive Officer (CEO) at Northern Rockies Medical Center (NRMC), he stated that they have went over where NRMC is on their end and realistic time frame on how to move forward. Chancy stated that they have discussed options but they need to make sure them options meet the MCA guidelines, one of them options was to continue to fund the EMS with the 1.34 mills they currently receive to the NRMC; he also stated that the realistic date is looking to be August 1, 2020 and that NRMC Human Resource department is working with the county Human Resource department to transition the services and staff. Chancy advised the county is transferring EMS equipment to NRMC to continue services, however, in the event EMS does not work out at NRMC then the EMS equipment would revert back to the county, OR, if NRMC decides to sell the EMS equipment then the funds would come to the county; Chancy stated that NRMC's CEO agreed to have that inserted into the contract language their attorney is drafting up, once that draft was complete they will send the County Attorney a copy to review, he stated that they are mirroring a lease agreement the county has with the hospital facility. Press Editor LeAnne Kavanagh asked Chancy if the county could lease the EMS equipment and tie that into the agreement is it states in MCA leasing is less restrictive then donating, Chancy stated they are exploring all options to see what the simplest way is to speed up the process, he stated the county is essentially proving all the information they have to NRMC to look at the liability of it such as expenditures, revenues reports as well as historical data compiled of what it cost to run the EMS department, he stated that NRMC is eager to work with the county and that they are keeping in contact with the employees as it is important to keep them comfortable with the cross over, NRMC stated it doesn't do them good if they have the services with the staff! Commissioner DesRosier asked if the revenues provided to NRMC are billable and not just the collected, Chancy advised "yes", that the report is a year to year of what was projected as revenue and then what was actually realized and received, he also stated Kalispell Regional Medical Center (KRMC) is on board as well with NRMC, KRMC had one of their staff members do a tour at the EMS building. Chancy stated that NRMC has a good working relationship with KRMC, and there is discussion that they foresee some type of partnership down the road. Discussion goes on between Treasurer Wilson and CFO Kittson about the partnership and agreement between Glacier County, NRMC and KRMC. Chancy stated they are moving as quickly as possible as requested by the NRMC, and that he spoke with Treasurer Wilson to see what the cost would be for county to operate the EMS services one more month, he stated last month alone was at \$18,000.00, however July is a busy month to actually project what it would cost. Chancy also stated NRMC got their board to approve positions and the go ahead to advertise them.

CFO Chancy Kittson advised going back to the spending plan, EMS required an operation that was a burden on the county; He stated with the financial position the county is in and moving forward, this is a situation that the county needs to stay away from. Chancy stated with the Public Safety on the Primary ballot there was no way to predict if it would have passed, but if it had then it would of changed the direction of budgeting, but now that it's not there and if it does pass on General ballot, we still won't see any revenue until next year in May of 2021, so that makes it more excremental to A). Know where we're at, and B). Still looking at essential services, which is the biggest thing till were out of the dark. Commissioner Overcast asked

“how can you get a solid number if you don’t know what position we’re in with the Browning Schools, how can you figure anything out, I’m sure we owe them money”, Treasurer Wilson stated he spoke with Chancy and they took the worst-case scenario number, Treasurer Wilson stated he went back to when the numbers matched the school ledger, which was in June of 2014 and calculated month by month errors. He stated in this process he came up with three errors, one being tax receipting, second being interest payables, and the third being Journal Vouchers (JV’s). Treasurer Wilson stated he has completed both the tax receipting and interest payables, and has begun working on the JV’s, which at this point, what he has gone through is now at \$234,000.00 to the county side. He stated the worst-case scenario number is reducing and that the JV’s not only include Browning District School alone, but also the Cut Bank and East Glacier School District, however, 95% is Browning School’s. Treasurer Wilson explains how he keeps in contact with all School District Clerks before he makes any corrections, and that by working with the worst-case scenario number things can’t get worse, if there are to be changes it would be better for accounting and a good thing for the county. Commissioner DesRosier reminds Treasurer Wilson that they need a number so that Chancy can use it on his spending plan, Treasurer Wilson stated that he does have that number, and that’s what Chancy has been using to compile his spending plan. County Attorney Terryl Matt asked Treasurer Wilson when he expects to know the exact number, Treasurer Wilson explains the issues he is having figuring out the JV’s, and that it is difficult when previous employees made a change in the system without leaving a comment or reason as to why the change needed to take place. Terryl asked Treasurer Wilson how he knows of an incorrect JV, he explains how Black Mountain Software alerts of an incorrect JV, which is a problem created by the person who generated the JV. Commissioner DesRosier asked if this is the only thing holding up the final tally, Treasurer Wilson stated “yes”. Commissioner DesRosier stated the county is under deadlines to get the final number and that they need to know that “like yesterday”. Treasurer Wilson advised he realizes that he keeps saying “right away”, however, he explains his issues of not being able to fully focus his time on getting the number and waiting on the school clerks to respond on his corrections, he stated that he does not know what his protocol is on giving the schools a time to respond. Commissioner Overcast advised Treasurer Wilson to do whatever it takes as it is hard for CFO Chancy Kittson to do his job when we don’t have an accurate account. Treasurer Wilson explains his how he gets more done working from home or in the evenings and how he needs a quiet working environment, which he does not get with the high volume of traffic the Treasurer’s Officer gets on a daily basis, Commissioner DesRosier stated there was an office built in the vault of the Treasurer’s Office and to use it. Commissioner DesRosier asked Treasurer Wilson where the county was at with the tax collections, Treasurer Wilson advised he posted all the taxes, but advised this year is a “bit funky” due to 5-31-2020 landing on a Sunday, so by law, payers had an extra day, taking taxes into the month of June, which he would not be posting until the second week of July. Treasurer Wilson also stated that he could not come up with a total number without posting taxes, and that it would not account for all delinquent taxes. DesRosier asked D. Wilson if delinquent tax payers made aware, Treasurer Wilson stated he is sending out a post card, something that has never been done. He also stated that phone calls are coming in from mobile home owners asking why they did not receive a tax bill, and that he is finding out that the DOR at some point decided to take mobile homes made after a certain date off the tax rolls.

CFO Chancy Kittson stated that Department Heads expressed their concerns on how the implementation of the purchase orders would work, he stated to have a smooth process it would be a good idea to get something out to the vendors so that they are made aware of the process. Chancy advised that the audit is underway and that the county is bumping up to the deadline of June 30, 2020, he stated that he would know more after the meeting as he has a telephone appointment with Clayton Johnson, Wipfli at 11 a.m. today, also that this has been a better audit since the previous audits in the past. Commissioner DesRosier advised Chancy that once he gets a short time to address the finding then they will schedule an exit for the auditors. Chancy stated that he will contact with Department Heads just as he did the previous year once he gets the corrective action plan.

CFO Chancy Kittson stated with the DOR/DOA agreement to access the withheld funds that DOR questioned, the submitted plan was approved on June 18, 2020. Chancy stated that is was discussed that Public Safety, County Health and D.E.S were identified as eligible costs; He stated that was for a period of March 25, 2020 to November 30, 2020. Chancy also stated the entire amount of the accessible through that MOU is \$1,234,818.00, however, using a consultant, \$880,000.00 is actually counties portion, he adds that the county's request for the reimbursement was approved by DOR for \$311,072.00, and of that payment a \$199,198 is to the other tax identities. Chancy stated that they are anticipating electronic payment by the end of the week for County Government, Elementary and High School Retirement, County Wide Transportation, School Levi Districts 404, 1400, and 1402, and stated that the treasurer is aware and committed to distribute those payments out as soon as we have it. County Attorney Terry Matt asked when the next request is going to get done, Chancy advised the county needs to first spend \$100,000.00 on Public Safety, County Health and D.E.S activities as well as what the quarterly amounts are, he also stated after looking at the numbers it looks like the county is close to that number. Press Editor LeAnne Kavanagh asked for the worst-case scenario number, Chancy advised it is 1.5 Million to School District #9 alone.

G. Discussion/Approval: FY 2020-2021 Northern Transit Interlocal \$5,000.00 & Glacier County – Commissioners

NTI Director, David R Irvin, explains that Glacier County Transit gave a record high of 4,014 rides this past year, which is 16% higher the previous year, he also stated that is a 47% increase since 2016. David states that they provide essential service to individuals who have no means to get to medical appointments in Great Fall and/or Kalispell, he states that they run full capacity on their two new days to Kalispell, and that 38% of the rides are for medical reasons. Commissioner DesRosier asked David if COVID-19 slowed anything down or if they restricted travel. David replied back stating they shut down all travel until the Governor opened up phase one, and right now they have riding restrictions in place to follow social distancing. David stated they are receiving 100% federal funding through the CARES Act for Glacier, Toole and Pondera County Transits. David stated that the state also gave them 1 out of 7 ADA Dodge Caravans, and they are supporting local businesses by advertising on the sides of the van. David ended his presentation by stating we would love to have Commissioner Overcast on the Transit Board. Commissioner DesRosier stated CFO Chancy Kittson needed little more time to look at the funding, but they do support the transit 100%. Commissioner DesRosier stated they will meet in July, once he gets an update from Chancy, they will schedule it to be on an agenda in the future.

H. Approval: MOU Predator Control Fund w/ Montana Wool Growers Association & Glacier County – Commissioners

Commissioner DesRosier explaining what this item is, stating that this is something they as commissioners sign every 1-2 years. Commissioner DesRosier states it is not a very big amount and that the number comes from the State, he states that it allows them to utilize those funds if they have a problem the requires them to respond and they need to tap into what the State put forward.

Commissioner McKay motions to approve the MOU Predator Control Fund for the period: July 1, 2020 to June 30, 2021 Predator Control Fund; Commissioner Overcast seconds the motion; motion carried.

OTHER BUSINESS:

I. Public Comment

Discussion on the option of Glacier County taking away a portion of library funding so the City of Cut Bank can take over, and county giving that portion back into the Browning Library. Commissioner DesRosier explains the process would have to start with the Librarian. Discussion on how many County Offices are still not open and how many furloughs are still out there. Commissioner DesRosier stated he does not know the exact numbers; however, the Library and Museum are still financially closed. Commissioner Overcast stated the Museum is still open but just voluntarily. Commissioner DesRosier stated that the Weed Department is not operating this year as well. Discussion about cash reports being turned into the state and if they are being accepted, Commissioner DesRosier stated that he knows that Magda Nelson, Finance Consultant turned in a couple and as far as his concerned they are being accepted, but the CFO C. Kittson usually informs them of that status and they haven't talk to him about them up to this time.

J. Next Meeting – Tuesday, June 30, 2020 – Cut Bank (Special Meeting- Closed Session)

Commissioner McKay motions to adjourn at 11:38 a.m.; Commissioner Overcast seconds the motion; motion carried