

**Glacier County Commissioners
Thursday, March 18, 2021
Regular Meeting (GoToMtg)
Cut Bank, MT**

The Glacier County Board of Commissioners met at a regular scheduled meeting at 9:00 am Thursday, March 18, 2021. Commissioners Mary Jo Bremner, Michael J. DesRosier & John B. Overcast were present and Austin Parrent taking minutes.

Present at the meeting: Carol Larson, Public; LeAnne Kavanagh, Press; Carolyn Berkram, Glacier County Justice of the Peace; Mandi Kennerly, Glacier County Clerk & Recorder; Brenda Schilling, Glacier County Regional Port Authority Executive Director; Vernon ‘Napi’ Billedaux, Glacier County Sheriff; Janine R. Scott, Glacier County Clerk of District Court; Laurie Elhard, Public; Marlene Luedtke, Public

Present via Go To Meeting: (2) Callers; Austin; Elaine; Jimmy; Jody Hickey; Lyndie Kraft; Mike Kittson; Stephanie Eney; TM; Tom; v billedaux

A. Roll Call

Meeting called to order @ 9:01 a.m.

B. Approval of Agenda

C. Approval of the Minutes: 2/18 & 2/23/2021

Minutes from 2/18 & 2/23/2021 were tabled to the commissioner meeting held on April 6, 2021.

D. Review/Sign: Payroll & Claims

**Dated for March 18, 2021
PAYROLL & CLAIMS APPROVED FOR PAYMENT**

<i>FUND</i>	<i>ACCOUNT</i>	<i>AMOUNT</i>
1000	General Fund	\$ 26,678.42
2110	Road Fund	\$ 39,772.04
2140	Weed Control	\$ 82.50
2180	County District Court	\$ 524.55
2220	Library	\$ 1,471.40
2230	Ambulance	\$ 1,703.93
2250	City/County Planning	\$ 1,000.00
2300	Public Safety (Law)	\$ 7,503.90
2360	Museum	\$ 1,780.28
2410	Glacier Park Lights	\$ 529.37
2850	911 Emergency (Sheriff)	\$ 42.90
2863	Glacier County Transit	\$ 277.68
2918	Sheriff Law Enf Grant - Stonegarden	\$ 1,238.29
2960	Health Grants - Emerg Prep	\$ 6,932.49
2979	Immunization Reimbursement	\$ 79.00
7302	West End Cemetery	\$ 328.14
	TOTAL CLAIMS	\$ 89,944.89
	PAYROLL	\$ 190,756.37
	TOTAL PAYROLL & CLAIMS	\$ 280,701.26

OLD BUSINESS:

E. Discussion/Approval: Browning Satellite Office Purchase (Blackfeet Constuction Supplies Building – Harry Barnes) – Mary Jo Bremner, Glacier County Commission Chair (Tabled from 2-15-2021)

There was no discussion on this agenda item as the building purchase was discussed in previous meetings. This agenda item is the official approval of the purchase of the Browning Satellite Office Building.

Commissioner DesRosier motions to approve the purchase of the Browning Satellite Office building formerly known as Blackfeet Construction Supplies; Commissioner Bremner seconds the motion; motion carried.

NEW BUSINESS:

F. Discussion/Approval: Executive Meeting (Chair, Clerk & Recorder, Finance & Treasurer) – Mary Jo Bremner, Glacier County Commission Chair

Clerk & Recorder Mandi Kennerly presented a solution to the vacant elections position in regard to providing birth and death certificate services at the Browning Satellite Office. The position cannot be filled currently due to budget constraints. Additionally, issuing vital records requires a lengthy period of training time before someone can be deputized and issue birth and death certificates on the Clerk & Recorder's behalf. Her solution involved having staff at the satellite office accept birth and death certificate applications on behalf of the Clerk & Recorder's office for the time being. They will then receipt the money and send the application to the Clerk & Recorder's staff via email to process and then they will send certified copies of the birth or death certificate being applied for out in the mail the same day.

Commissioner Bremner requested that the Clerk & Recorder write a letter to the commissioners explaining this and stated she will meet with her later to discuss it further and make a plan moving forward.

G. Discussion/Approval: Elected Officials Meeting – Mary Jo Bremner, Glacier County Commission Chair

Carolyn Berkram, Glacier County Justice of the Peace, starts off the elected official's section of the meeting. Her deputy is Bonnie Martin who has been with the county for over thirty years. They do misdemeanor traffic and criminal offenses in glacier county, they do civil matters when the claim is under \$12,000.00, they issue orders of protection as well. All citations come from the sheriff's office and highway patrol. Their budget total last year was roughly \$135,000, out of that roughly \$126,000 is employee costs. Everything else that comes out of their budget, such as supplies, is roughly \$9,525.00.

For the coming year Carolyn would like to add a part-time employee as her current deputy's spouse recently retired which may lead to her retirement in the coming years. She also needs the part-time employee to help cover during the summer months as her deputy plans on using accrued vacation leave.

Janine Scott, Clerk of District Court, presented her section of the elected official's meeting. District court handles all civil cases that are not allowed in justice court and they do marriage and divorce certificates as well. She welcomes the commissioners, as she has in the past, to come up and sit to observe court. She also mentions there will be a jury trial on March 29, 2021 which will need a bailiff. As far as their budget goes, she mentions that it has been decreased every year even though their court load has increased significantly. Budgeting for district court expenditures from year to year can be difficult as there is no way to tell how much they will need to commit to juvenile detention and warm springs (Montana State Hospital, psychiatric facility) each year.

Sheriff Vernon "Napi" Billedeaux starts his section of the meeting. He has 25 employees over at the Sheriff's office, which has the second largest budget behind the road department. They currently have the jail SCRAM program which offers electronic monitoring services for petty crimes. He states feeding and housing one criminal costs roughly \$112.00 per day and the SCRAM program has helped immensely during the COVID-19 pandemic because it has reduced the number of inmates housed in the jail.

Napi mentions the Sheriff's office gets a few large grants yearly, such as the Stonegarden grant, where his deputies go and help border patrol and usually come back with vehicles and equipment. There are 1.9 million acres to cover in Glacier County. He currently employs twelve deputies and one was dropped last year due to budget constraints. The coroner's costs have increased this year as well.

Napi talks briefly about COVID-19 prevention in the jail and how the County Health Nurse has helped by testing employees and inmates. The biggest issue the Sheriff's office currently faces is needing the jail to be funded. As for search and rescue, he states that Walter Barry, Del Bonita Fire Chief, is spearheading this as he has a full fire department and the Sheriff's office can help by making equipment available like boats and ATVs.

Clerk & Recorder Mandi Kennerly begins her section of the elected officials meeting. She does budgeting and accounting services for Glacier County but the duties have been lessened due to the C.F.O. role. Chancy Kittson, C.F.O., works on the budget with her. The Clerk & Recorder's office sends out department reports at the start of each month. The reports that get sent out include budget vs. actual reports, cash reports, and revenue reports to help department heads stay on top of their budgets. She also goes over how birth and death certificates are issued and talks briefly about the relationship between Vital Records of the State of Montana and the Clerk & Recorder's office. Her office handles all elections, accounts payable, and recordings.

Mandi mentions the commissioner's minutes are also done by Clerk & Recorder staff, which means 76 agendas and meeting minutes are done yearly. She would like the commissioners to hire a part-time assistant to take care of their agendas and minutes.

Mandi's goal is to provide the best services possible to the public. She would like to have records from recordings digitized which would cost roughly \$300,000 and would like to use the incoming ARPA Funds money to do this.

Commissioner Bremner mentions that they have been discussing hiring an administrative assistant.

Treasurer Don Wilson begins his portion of the meeting. He agrees with Clerk & Recorder Kennerly about digitizing documents as his office has a lot of permanent records that could be digitized which would help with immensely with space. His office currently has four employees located in Cut Bank and two in Browning at the satellite office, all of which collect taxes, do vehicle registrations, and license plates. He states that the satellite office is overwhelmed and would like to take one employee from Cut Bank and move them to the Browning Satellite Office at least three days of the week.

Don further states that tax liens are coming up. If someone is delinquent on their taxes prior to 2020, they give notice and then if those taxes are not paid they will sell the tax liens. The owner has three years to come back and pay the amount owed in full otherwise the new owner will eventually take ownership over the property. A lot of taxes are being collected through the sale of tax liens. He further states that their office also does the tax distribution, and pays the schools as well.

Commissioner Bremner thanks everyone for showing up and presenting.

Clerk & Recorder Kennerly asks for the Go To Meeting to be made available at the Browning Satellite Office Meetings. Commissioner Bremner agrees that the Go To Meetings do need to be available at the Browning Satellite Office as well.

Treasurer Wilson also mentions he is in the process of trying to get the driver's examiner to be reinstated to travel to Browning one day per week. He has put in a request for this to happen but has not heard back from the DMV yet.

OTHER BUSINESS:

H. Public Comment

I. Next Meeting – Tuesday, March 23, 2021 – Browning

Commissioner Overcast motions to adjourn the meeting; Commissioner DesRosier seconds the motion; meeting adjourned @ 10:51 a.m.