

Glacier County Commissioners
Tuesday, May 25, 2021
Regular Meeting
Browning, MT

The Glacier County Board of Commissioners met at a regular meeting scheduled meeting at 9:00 am on Tuesday February 26, 2019. Commissioners Mary Jo Bremner, Michael DesRosier, and John B. Overcast was present. HR Director Michael Kittson taking minutes.

Present for the meeting: Glacier County Treasurer Don Wilson, John McGill, Mike Kittson, GC Human Resource Director

A. Roll Call

Meeting called to order @ 9:00 a.m. by Chairwoman Bremner. All members present. Pledge of Alliance recited.

B. Approval of Agenda

Chairwoman Bremner ask for any changes or additions to the agenda. No additions or changes voiced. Commissioner Bremner asks for a motion to approve the agenda, **Commissioner Overcast motions to approve the agenda; Commissioner DesRosier seconds with comments: “ask that future agenda includes Browning Community comments as item”.** Agenda approved for business.

NEW BUSINESS:

C. Discussion/Approval: 2021 Charging Home Stampede 4-H Fair Contribution (\$5,000.00) – Glacier County Commissioners/Verna Billedeaux, MSU Blackfeet Extension

Commissioner Bremner discusses the request for 4H, historically Glacier County contributes \$5,0000 to the Charging Home Stampede Fair. Commissioner DesRosier added positive comments regarding local 4H group. Commissioner Overcast asked about the contribution to the Tri-County fair, he adds that the county should be giving equal amounts to each fair. Commissioner DesRosier adds the Charging Home Stampede is in our county and if we are giving more, I’m ok with that. Commissioner Bremner adds comments about historical fair and the importance in the community. Commissioner Bremner ask for a motion to approve the contribution.

Commissioner DesRosier makes motion, Commissioner Overcast approves with reservations the contribution is equal to the tri county 4H. Motion carried. No public comment.

D. Discussion/Approval: April 2021 Cash Report – Glacier County Commissioners

Commissioner Bremner asks Don Wilson, Treasurer to present the April 2021 Cash Report. Treasurer Wilson discusses the cash report and that it’s an internal working document. Commissioner DesRosier gives historical accounting of the cash report process to the Commissioners from the Treasurer. Treasurer Wilson discusses a process to submit the cash report before the deadline (20th of the month) to ensure the report is reviewed and accepted by the commissioners before or on the 20th of the month. Commissioner Bremner asks for a motion to see and review the April Cash Report on or about the 20th of the month to have a

submitted cash report to review. Commissioner Bremner calls for motion to accept April 2021 Cash Report.

Commissioner DesRosier makes a motion to accept the April 2021 Cash Report; Commissioner Overcast seconds the motion; motion carried. No public comment.

E. Discussion/Approval: PT/FT Executive Assistant or Administrative Assistant Position – Michael Kittson, Glacier County Human Resource Director

Commissioner Bremner and Michael Kittson, Glacier County Human Resource Director discuss the need for the position of a part-time or full-time Executive or Administrative Assistant to the Board of County Commissioners. Such as when the board passes a resolution to get things done within the county that do not get done. Commissioner Bremner feels like the Board needs someone to follow up and help with the research items. Commissioner DesRosier adds to keep track of some of the business that gets pushed off and forgotten about. He feels the position needs to be full time, maybe we could use part of the Recording Budget to fund the position. Commissioner DesRosier adds he feels the position should answer to the HR Director for daily supervision budget paid by the commissioner budget. Commissioner Bremner adds comments about the importance of recording minutes and resolutions for accurate recordings. Commissioner Overcast adds he feels the position should be part time with movement to full time as the position gets busier. Commissioner Bremner wants to review the budget to see if the position can be full or part time. Discussion continues as Michael Kittson, HR Director constructs the job description and compiles proposed budget for full time and 32 hour a week part time position for a future meeting. Commissioners will table until the next meeting in Cut Bank to review documents submitted by Michael Kittson, HR Director. Commissioner DesRosier motions to table, Commissioner Overcast seconds. Motion to table until Thursday approved. No Public Comment.

OTHER BUSINESS:

F. Public Comment

G. Next Meeting – Wednesday, May 26, 2021 – East Glacier

Meeting adjourned.