

**Glacier County Commissioners
Tuesday, July 13, 2021
Regular Meeting
Browning, MT**

The Glacier County Board of Commissioners met at a regular scheduled meeting at 9:00 a.m., Tuesday, July 13, 2021. Commissioners Mary Jo Bremner and John B. Overcast was present. Commissioner DesRosier is absent.

Present at the Meeting: John McGill, Press; Chancy Kittson, Glacier County CFO; Mike Kittson, Glacier County Human Resource Director; Eve The Boy, Glacier County C&R – Elections; John “Snoop” Evans, Glacier County Road Supervisor; Shannon Pepion, Glacier County Maintenance; Tom McKay, Public

A. Roll Call

Meeting called to order at 9:10 a.m.

B. Approval of Agenda

Commissioner Overcast motions to accept the agenda; Commissioner Bremner seconds the motion; motion carried.

C. Reading of the Minutes: n/a

NEW BUSINESS:

D. Discussion: Satellite Office – Mary Jo Bremner, Glacier County Commission Chair

Commissioner Bremner states that Siyeh Development Corporation is going to buy the current Browning Satellite Office. So, we need to have our new Browning Satellite Office up and running. The last time Siyeh took over one of our buildings they only gave Glacier County 48 hours to move. Tom McKay, Public confirms this as he was a commissioner at the time. Bremner states that we will not occupy the current building much longer. We’ve been looking at the finances and trying to get our other building up and running, but the process has been slow. We are hoping that Siyeh will be more gracious in giving us a better timeline in moving outside of the 48 hours. Lucky for us we do have a building and we do have a place to eventually move to. I talked to Shannon Pepion, Glacier County Maintenance & Jason Canney, Glacier County IT Services Contractor regarding the computer/internet service that will be needed and they will get right on getting that to get the office up and running. We will need to get bids for some of the other stuff that we need such as the Flooring & Concrete work. Shannon states that we need to get (3) bids for every job that is needed. We will need bids for the Flooring & Concrete, which is usually broke out into two different bids. Commissioner Bremner asks if (1) contractor could do one large bid for the entire project and sub contract out what they don’t specialize in. Shannon states that the county could put out (1) large bid that will require them to finish all the jobs requested. Shannon states that the maintenance department will be doing all the painting.

Commissioner Bremner states that she wants to have a wall put up and a women’s only bathroom for the privacy of the ladies who work in the office. The other bathroom that is in the building will be a public restroom. The back offices can wait to be remodeled until a later date as long as the wall is put up. We have agreed to house an Extension Agent that is scheduled to be here in two weeks. So, in the meantime we will need to put her in one of the

back rooms, but we will need to get it cleaned out. Commissioner Bremner introduces Eve The Boy who will be filling the vacant Clerk & Recorder – Elections position in the Browning Satellite Office.

E. Discussion: Human Resources Update – Mike Kittson, Human Resource Director

Commissioner Bremner asks Mike Kittson, Glacier County Human Resource Director to give an update on any positions that are open/closed. Mike states that the Commissioner Administrative Assistant position has closed and he will just need to get the applications at the State of Montana Job Service office. I will be putting a ratings committee together to rate the applicants. Then depending on how many applications we have I will put together a separate committee together for interviews and I would like a recommendation from the board on how you would like to handle this. Commissioner Bremner and Overcast state that this should go on the next agenda. Kittson, states that the other position that is open is the Library Director and that he is working with the State Librarian Director on this. The Library Board will be making a selection and notifying me. Commissioner Bremner states that she will get this on the agenda for the commissioners to approve the Library Board Recommendation. We also have the District Court Position. I would like a recommendation from the board on this. Commissioner Bremner states that she also add this to another meeting agenda.

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

Commissioner Bremner states that she needs to apologize to Mike Kittson, Glacier County Human Resource Director & Chancy Kittson, Glacier County Chief Financial Officer as she just added them to the agenda without telling them. She then asks how the budget process works? Do you already know how much everyone will get in the new fiscal year? Chancy states that he is preparing budget workbooks right now. We base our budgets now on actuals from the previous fiscal year where expenditures & revenues are concerned. We also work on looking deep into the revenues we will be receiving in the next year. I'm hoping to have the budget worksheets emailed out by the end of the day, depending on how the meetings go today. I've already been working with the bigger departments as it's a little more time consuming. Talk about increased costs in the new fiscal year. Although, we are in better times versus in the past where we really didn't know where we were. There is talk about the CARES Act monies, ARPA & what will be needed to get the new Browning Satellite Office up and running. Chancy also states that the auditor got back to me to do the Audit Exit Conference. There is talk about when it would be best to schedule this meeting. It is decided that Chancy will email Clayton and get a date set and then coordinate.

OTHER BUSINESS:

G. Public Comment

Mike Kittson, Glacier County Human Resource Director states that he has talked with the DES Director and Deputy DES Director regarding the Stage I Fire Restrictions.

Commissioner Bremner asks if this can be added to Tuesday's agenda. Mike will make sure he requests.

Commissioner Overcast would like to discuss two items: Tri-County Fair donation and the fence behind the Cut Bank Mercantile Building. Commissioner Bremner feels that the Tri-

County 4-H Donation should be on the next agenda. The fence behind the Merc is being handled by Shannon Pepion and John “Snoop” Evans. It is a work in progress.

H. Next Meeting – Monday, July 19, 2021 – Cut Bank

Commissioner Overcast motions to adjourn at 10:02 a.m.; Commissioner Bremner seconds the motion; motion carried.