

**Glacier County Commissioners**  
**Thursday, August 3, 2023**  
**Regular Meeting**  
**Cut Bank, MT**

The Glacier County Board of Commissioners met at a regularly scheduled meeting at 9:00 a.m. on Thursday, August 3, 2023. Commissioners Mary Jo Bremner, Vernon “Napi” Billedeaux, & John B. Overcast were present. Mandi Bird Kennerly taking minutes.

**Present at the meeting:** Laurie Elhard and Carol Larson Public; Michael Kittson, Glacier County Human Resources Director

**Present via GoToMeeting:** Port Authority; Snoop

**A. Roll Call**

The meeting was called to order at 9:00 a.m.

**B. Approval of Agenda**

Commissioner Billedeaux motions to approve the agenda with no changes; Commissioner Overcast seconds the motion; motion carried.

**NEW BUSINESS:**

**C. Discussion/Approval: Resolution No. 2023-09 Appointing Election Administrator (MCA 13-1-301) – Glacier County Commissioners**

Michael Kittson, Glacier County Human Resources Director presents Resolution No. 2023-09 Appointing Election Administrator per MCA 13-1-301 where the governing body of the county designates another official or appoints an election administrator.

**RESOLUTION NO. 2023-09**

**A RESOLUTION APPOINTING ELECTION  
ADMINISTRATOR**

**WHEREAS**, Montana Code Annotated§ 13-1-301(1), MCA, provides that the "county clerk and recorder of each county is the election administrator unless the governing body of the county designates another official or appoints an election administrator"; and

**WHEREAS**, there are no statutory qualifications for the position of election administrator; and

**WHEREAS**, appointing an election administrator will professionalize the position by requiring minimum education and experience requirements for candidates for the position; and

**WHEREAS**, appointing an election administrator will require a job description that is established, reviewed, and updated regularly, based on state and federal best practices; and

**WHEREAS**, the Glacier Board of County Commissioners will fund the Election administrator as a full time position that no longer divides his or her time and attention with other major government operations; and

**WHEREAS**, appointing an election administrator removes the requirement that while running for office, the administrator ensures the integrity of an election while being physically removed from the election he or she is charged with overseeing; and

**WHEREAS**, appointing an election administrator will allow Glacier County to engage in succession planning for an increasingly technical and complex position;

**NOW, THEREFORE, BE IT RESOLVED** by the Glacier Board of County Commissioners, hereby removes the position of election administrator from the duties of the Glacier County Clerk and Recorder and establishes an election administrator position that will be appointed by the Board of County Commissioners; and

**BE IT FURTHER RESOLVED** that the Glacier Board of County Commissioners directs the Human Resource Office to advertise for the position of Election Administrator for a minimum of thirty (30) days and, thereafter submit the pool of applicants to the Glacier Board of County Commissioners for review; and

**BE IT FURTHER RESOLVED** that the Glacier Board of County Commissioners will appoint from the pool of applicants a qualified candidate to serve in the election administrator position; and

**PASSED AND ADOPTED THIS 3<sup>RD</sup> day of AUGUST, 2023.**

**ATTEST:**

**BOARD OF GLACIER COUNTY COMMISSIONERS:**

/s/ Mandi Bird Kennerly, Clerk & Recorder

/s/ Mary Jo Bremner, Chair

/s/ Vernon Billedeaux, Vice-Chair

/s/ John B. Overcast, Member

**Commissioner Billedeaux motions to approve Resolution No. 2023-09 Appointing Election Administrator; Commissioner Overcast seconds the motion; motion carried.**

**OTHER BUSINESS:**

**D. Review/Sign: Payroll/Claims**

***Dated for August 3, 2023***

**CLAIMS APPROVED FOR PAYMENT**

<b>FUND</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
1000	General Fund	\$ 647,740.32
2110	Road Fund	\$ 10,979.27
2140	Weed Control	\$ 67.40
2180	County District Court	\$ 164.81
2220	Library	\$ 432.54

2283	Hospital / Nursing Home - From 7900	\$ 37,537.50
2300	Public Safety (Law)	\$ 6,538.24
2850	911 Emergency (Sheriff)	\$ 501.93
2968	Chronic Disease Prevention Grant	\$ 1,333.85
2971	Women Infants & Children (WIC)	\$ 102.50
2972	Family Planning Grant	\$ 903.81
2976	Immunization Grant	\$ 448.40
2991	American Rescue Plan Act	\$ 5,800.00
7302	West End Cemetery	\$ 590.73
	<i>TOTAL CLAIMS</i>	<i>\$ 713,141.30</i>
	<i>TOTAL PAYROLL</i>	<i>\$ 210,170.50</i>
	<b>TOTAL PAYROLL &amp; CLAIMS</b>	<b>\$ 923,311.80</b>

**E. Public Comment**

There was no public comment.

**F. Next Meeting – Tuesday, August 8, 2023 – Browning**

Commissioner Overcast motions to adjourn the meeting at 9:48 a.m.; Commissioner Billedeaux seconds the motion; motion carried.