

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
OF MINERAL COUNTY, MONTANA**

Friday, June 5, 2020

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, June 5, 2020. Present were Commissioner Duane Simons, Commissioner Laurie Johnston, and Administrative Assistant Dawn Terrill. Commissioner Roman Zylawy was absent

Commissioner Laurie Johnston called the meeting to order at 9:00 AM

Awarding Optional Bid Item- Action

Present: Nate Kegel-Forest Service, Jason McLees- Road Department

Nate:

- funding sources have come in to complete the optional bid item on the Cedar Creek Gravel Crushing and Stockpile Project/Cedar Creek Road Funding- see Summary of Available Funding and Schedule of Items
- asking to move forward with the 5000 yards
- total of \$203,514.53 Cedar Creek Road Construction and RAC Cedar Creek Road
- agrees to widen the newly constructed section
 - awarded base contract of \$100,00 to Woods
 - \$49,600 to Meadow Creek Contracting for replacement of gravel
 - net to be obligated is \$53,890.53- only need \$35,000 for this
 - agrees to widen that section with the extra money as long as Meadow Creek can do it while they're there/Response-Yes

Commissioner Simons moved and Commissioner Johnston seconded to approve awarding optional bid item to Woods Contracting for Cedar Creek Gravel Crashing and Stockpile. Motion carried unanimously

McCracken Addiction and Substance Abuse Counseling Presentation for Alcohol and Drug Money

Present: Stewart and Michelle McCracken- McCracken Addiction and Substance Abuse Counseling;
Nancy Smith – Choices for Change Counseling, via teleconference, Ellen Donohue- County Attorney

Stewart-

- introduces self and business, McCracken Addiction and Substance Abuse Counseling
- explains his modalities of treatment
- deals with the here and now; one on one
- donates time as needed

Michelle-

- introduces self and her role as a peer counselor in McCracken Addiction and Substance Abuse Counseling

Ellen-

- acknowledges significant drug and alcohol problems in Mineral County needing the resources available

Discussion will continue on another date for Commissioner Zylawy to be informed

Elk Run II @ St Regis Subsequent Minor Subdivision

Present:

Andy Short- via teleconferencing was Environmental Health and Planning and Shawn Rowland – Consultant; in attendance was Candis Hampton -- Environmental Health and Planning Administrative Assistant, , and Glenn Koepke- resident

Andy-

- five lot residential subsequent minor subdivision

Five variances have been requested and recommended approved with conditions:

Variance #1: The applicant is requesting to vary from the MCSR Section 6.8.4.3, which states that dead end roads/streets without cul-de-sacs must conform to the design specifications in Road Diagrams (following Table1.) Other types of road endings are permitted by variance only, and must conform to AASHTO guidelines.

Variance #2: The owners are requesting to vary from Table 1: Mineral County Subdivision Road Design Standards, 2, Minimum roadway (driving surface) width, of the MCSR. The owners would like to continue to use Sharon’s Way with a 20.0 minimum roadway width and extend Sharon’s Way with 20.0 minimum roadway width an additional -180 feet.

Variance #3: The owners are requesting a variance from section 6.6.1 of the MCSR which states that “No lot may be divided by a public road, alley or right -of-way or access easement. Lot 5 of Elk Run has an access easement which runs through it. The easement may or may not provide legal access to Lot B of Forest Acres Minor Subdivision. The easement was existing during the review of Elk Run at St. Regis.

Glenn-

- states the weeds are really bad creeping around Sharon’s Way- asks who will manage those weeds/Response: The homeowner will be responsible, but the developer is responsible during this time/ a plan on how to mitigate the weed will be filed

Commissioner Simons moved and Commissioner Johnston seconded to accept the Variances 1,2,3 for Elk Run II with conditions. Motion carried unanimously

See Environmental and Health for more information

Roger’s Ranchettes Subdivision Final Plat Approval

Present: Andy Short-Environmental Health and Planning, Candis Hampton- Environmental Health and Planning Administrative Assistant, Roger Brockway-subdivision owner, Michelle Parkin- First American Title

Commissioner Johnston moved and Commissioner Simons seconded to approve the final plat of Roger’s Ranchettes Subdivision Final Plat seconded to accept the Variances 1,2,3 as documented. Motion carried unanimously

Public Comment:

Present: Glenn Koepke- resident

Glenn:

- informs that the Trail Rail Run will proceed tomorrow with precautions

Airport Board Transfer Entitlement and Purchase of a hangar

Present: Gordon Hendrick-Airport Board, Steve Temple- Airport, Denley Loge- Montana House of Representatives, Glenn Koepke- resident

Steve:

- money has been banked from grants for a master plan revision for the airport, costs continue spiraling at every step of the plan
- the airport entitlement money could go for building six new hangars
- recommends transferring (loaning) \$76,495.00 of Grant Entitlement dollars to Dawson Community Airport to show good faith to the FAA and will protect FAA money for the next cycle; the money will be given back when the six hangars are built

Commissioner Simons moved and Commissioner Johnston seconded approve the transfer of \$76,495.00 to Dawson County Airport. Motion carried unanimously

Steve:

- Five hangars are in disrepair, when they become available the county should buy them to help start removing blight and refreshing the airport the FAA entitlement monies to build a new hangar
- one hangar, the largest, is available, with the owner willing to sell for \$12,000. With CARES money it could be purchased; current rent is discussed
- asks if the commissioners are comfortable with this plan before he airport board gives an offer/Response: The commissioners are agreeable to the proposed plan
- mowing is needed- a contractor would be hired, budget is there for hiring

St Regis Resort Board Grant Request

Present: Mark Bellon- Civil Engineer, Glenn Koepke- resident, Denley Loge-MT State representative, George Bailey (arrives 10 minutes into the presentation by Mark)- Director

Mark:

- is hired to obtain a grant sponsored by the Resort Board for many projects in St Regis, one of them the Walkability Master Plan
- is here to give unofficial/draft documentation, will officially present the information at a later date

George:

- issue of easement maintenance with MTDOT must be resolved

Denley-

- signage for the existing park is a necessity- the park is not being used as it should
- think more of a parking area, for unloading bikes, mountain bikes and atvs, to access the trails rather than a second park limited to pedestrians

Commissioner Johnston states the protocol for going forward is for the Resort Board to work through Emily and follow her direction

Request for retro pay

Present: Patti Curtin

Patti:

- was a county employee in the Sheriff's Department July 1 to Feb 1 this year
- dispatchers were given retro in April, she should get the retro also; \$860.00
- has consulted an attorney and will move forward if not paid
- spoke to Ellen, who asked how the conclusion was reached for only presently employed dispatchers to get the raise and if state or union law is being followed; Patti tells that state law supersedes union law

Duane-

- No former employees got the raise

Patti acknowledges this to be true, but states she is not a former employee.

Commissioner Johnston:

- Patti changed positions and was not employed by the Sheriff's Department when the .58 raise was given to those employed as a dispatcher for the time period in question (July 2019 -April 24, 2020, with the pay and retro beginning on April 27, 2020)
- .58 was given to the positions, not to the employee. At the time of the .58 wage increase, the county was dealing with the union and state laws, the commissioner's attorney was in contact with Sheriff Department union reps. The commissioners were advised to go forward as if there's a union. The Health Dept retro pay being referenced was for the positions and the employees still in those positions, had they quit or gone to a different position, they would not be eligible for the pay

Patti asks who will be contacting Ellen- the commissioners or her, then asks if she should hire her own attorney

Patti asks for agenda time on June 12 and is told to contact the Commissioner's Assistant to set a time

Administrative Business:

Commissioner Simons moved and Commissioner Johnston seconded to approve payroll paid on June 5, 2020, for the amount of \$ 93,183.02 with check numbers 17874 through 17880 and electronic check numbers 69875 through 6969932. Motion carried unanimously.

Commissioner Simons moved and Commissioner Johnston seconded to approve minutes of May 29, 2020. Motion carried unanimously.

Jessica Connelly was present to discuss a DFC grant that ended in 2016 that required 100% match (most of which is in kind.) The grant was shared with Sanders County. The Health and Human Services Representative needs a final close out report. Jessica reported to the representative that she does not have records for the match. The concern is not the match but closing the grant. With the guidance of Joe Santos, the Health and Human Services Representative, Jessica has completed the report closing the grant and requests a commissioner sign the report. Commissioner Johnston signed the document.

Commissioner Johnston and Simons were in attendance for the resource

Documents signed:

Roger's Ranchettes Subdivision final plat, signed by Commissioners Johnston and Simons

SAMHSA Award Federal Financial Report for DFC Grant, signed by Commissioner Johnston

Memorandum of Understanding between Mineral County and MCEDC Administration of work for CDFA # 10.446CRCDI, signed by Commissioners Johnston and Simons

Meeting adjourned at 4:30 PM

The next regular meeting will be Friday, June 12, 2020, in the Commissioners Meeting Room

Minutes were taken by
Dawn Terrill
Mineral County Commissioners' Assistant

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
OF MINERAL COUNTY, MONTANA**

Friday, June 12, 2020

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, June 12, 2020. Present were Commissioner Roman Zylawy, Commissioner Duane Simons, Commissioner Laurie Johnston, and Administrative Assistant Dawn Terrill.

Commissioner Zylawy called the meeting to order at 9:30 AM

The Canvass of 2020 federal primary Election held on June 2, 2020

Present: Kelann McLees-Election Administrator/Clerk and Recorder, Kasey Feasel-Deputy

Commissioner Zylawy read the ballot results, the General Election results can be obtained in the Clerk and Recorder/ Elections Office.

Retro Pay Discussion

Present: Patti Curtin- former dispatcher/current CVA

Patti-

- asks for the .58 raise that was released retroactively for dispatchers on April 24, 2020
- tells she is still a county employee, thus is eligible for the retro pay

The commissioners explained the raise was released for the position of dispatch with the intent that those in the position when the raise was released would be paid retroactively

Commissioner Johnston voices concern that to make an exception to one will set a precedence

Commissioner Zylawy and Simons agree that Patti worked many hours and this exception could be made

Friday, June 19, 2020, has been set for a decision regarding this request and will be an ACTION ITEM

Dispatch Holiday Discussion

Present: Mike Boone-Sheriff, Steve Trollope -Undersheriff, Kelann McLees- Clerk and Recorder

Commissioner Johnston relays that without union in place, the personnel policy must be followed and will dictate a change in the present dispatcher/deputy holiday pay. If a banked holiday is not used within three months, it will be paid out.

An email will be sent to dispatchers and deputies alerting them to the change.

DPHHS Designation of Earmarked Alcohol Tax Money- Action Item

Present: Nancy Smith- Choices for Change Counseling (State Approved Agency)

Nancy is asked to discuss credentials, she refers to the packet provided earlier

Commissioner Johnston asks for an annual copy of the state audit report

Commissioner Simons moves and Commissioner Zylawy seconds to designate Choices for Change to receive 100% of the alcohol tax money. Motion carried unanimously

Public Comment

No comment was received

Salary Compensation Board Meeting

Present: Kim Taron- Justice Court Clerk, Dale Magone-Justice of the Peace, Kathleen Brown- Clerk of District Court, Kelann McLees-Clerk and Recorder, Mike Boone- Sheriff, Steve Trollope- Undersheriff, Jaime Talbot- District Court Clerk, Judy Stang- Board Member, via teleconference was Ellen Donohue- County Attorney, Mary Yarnall- Treasurer

The commissioners are asking for budget recommendations from the Salary Board

Kelann gives an Elected Officials pay Schedule FY 2020-2021 spreadsheet with five different percentages and tells that the cost of living is 1.9%

Commissioner Zylawy tells that the state of MT recommends 1.9 %,

There was speculative discussion about offices and their desire for more employee's vs wage increase

Has the Dept of Revenue given any indication if the valuations will be going up/Response- No

The Public Safety Fund is negative and will need the accountant to adjust from another fund

Judy Stang moves and Mike Boone seconds to recommend a 2.5% increase and 1% on the base for elected officials' longevity if the money is available. Motion carried unanimously

Fire Preparedness

Present: Carole Johnson- Superior District Ranger, Eric Tomasik-9 Mile District Ranger, Dewey Arnold- 9 Mile District FMO, Jim Ward-Superior District FMO, Glenn Koepke- resident, Mike Boone- Sheriff, Steve Trollope- Undersheriff Amy Lommen- Health Department

Carole-

- discusses fire season 2020 and the differences in managing fires with COVI-19 guidelines

Jim-

- Washington Office and Missoula gives directives
- rapid containment is the goal, risk evaluation, and aviation resources will be essential

Hopes are to limit out of area resources to keep potential COVID -19 away from Mineral County

If outside crews must be brought in, the fire camps will practice social distancing, meals will be boxed and delivered to maintain isolation

Briefings will be done differently; instead of public meetings it's likely virtual meetings will be in place

Amy-

- new information has arrived, Mineral County will receive increased testing and cost relief
- the national guard will be in Mineral County to help with drive through testing
- entities are encouraged to contract with businesses that could offer quarantine quarters
- will check if Red Cross will not set up centers because of COVID19

Fire communication with commissioners will remain the same- Commissioner Johnston is the point of contact and she will alert Commissioners Zylawy and Simons

Administrative Business

Commissioner Johnston moved and Commissioner Simons seconded to approve payroll liabilities paid on June 12, 2020, for the amount of \$ 46,367.02 with check numbers 17881 through 17884. Motion carried unanimously.

Commissioner Johnston moved and Commissioner Simons seconded to approve claims paid on June 12, 2020, for the amount of \$67372.59 with claim numbers 36873 through 36939 and warrant numbers 12371 through 12437. Motion carried unanimously

Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of June 5, 2020. Motion carried unanimously

Documents signed:

DPHHS Drug and Alcohol Earmarked Money, signed by Commissioners Zylawy, Johnston and Simons

2020 Federal Fiscal Year Emergency Management Performance Grant Award Letter, signed by Commissioner Zylawy

School Nurse Contract with Superior School 2020-2021, signed by Commissioner Zylawy

Official Canvass Return Book Federal Primary 2020, signed by Commissioners Zylawy, Johnston and Simons

Official May 2020 Minutes, signed by Commissioners Zylawy, Johnston and Simons

Meeting adjourned at 5:00 PM

The next regular meeting will be Friday, June 19, 2020, in the Commissioners Meeting Room

Minutes were taken by

Dawn Terrill

Mineral County Commissioners' Assistant

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
OF MINERAL COUNTY, MONTANA**

Friday, June 19, 2020

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, June 19, 2020. Present were Commissioner Zylawy, Commissioner Duane Simons, Commissioner Laurie Johnston, and Administrative Assistant Dawn Terrill.

Commissioner Roman Zylawy called the meeting to order at 9:00 AM

Mineral County Economic Development

Present: Buddy Borden-GB Consulting, Patti Curtin-Area 6 Agency of Aging, Emily Park MSU Extension, Carol Young-MCEDC, Glenn Koepke- resident volunteer, Mary Furlong- Healthy Relationships, Scott Kinney-Superior School District Superintendent

Buddy is here to update on the housing study progress for Lake, Mineral and Sanders Counties

- the overall assessment will lead to a five-year strategic plan for each county
- a major component are surveys targeting special groups- residents and elected officials are the next target group
- Buddy will return at the beginning of September and put together a report by early October

Board of Health Meeting

See Commissioners' Assistant for minutes

Patti Curtin- Retro Pay- Action Item

Present- Patti Curtin

Patti-

- requests retroactive pay that was released to dispatchers be paid to her
- while she was not in the dispatcher position when the retro pay increase was released, she is still a Mineral County employee and should, therefore, be eligible for the retro pay

Commissioner Johnston moves to deny the request for the .58 retroactive pay for Patti Curtin because the retroactive wage increase was for the dispatcher position; while still a Mineral County employee she was not eligible because she changed positions before the release of the wage increase. Motion failed for lack of a second.

Further discussion ensues

Commissioner Zylawy moves to grant the raise that would have been paid had the union contract not been an issue she would have received the raise retroactively from July to January 31, 2020.

Commissioner Johnston voices concern that this exception will set a precedence. The motion carried with two aye and one nay.

Public Comment

No comment was received

Mike Boone- Personnel Matter- Closed

The meeting went into closed session at 1:15 PM

The meeting reconvened in open session at 1:30 PM

Administrative Business

Commissioner Johnston moved and Commissioner Simons seconded to approve payroll paid on June 19,2020, for the amount of \$ 87,803.26 with check numbers 17885 through 17894 and electronic check numbers 69815 through 69873. Motion carried unanimously.

Commissioner Simons moved and Commissioner Johnston seconded to approve minutes of June 12, 2020, with change. Motion carried unanimously.

Documents signed:

There were no documents signed

Meeting adjourned at 3:15 PM

The next regular meeting will be Friday, June 26, 2020, in the Commissioners Meeting Room

Minutes were taken by

Dawn Terrill

Mineral County Commissioners' Assistant

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
OF MINERAL COUNTY, MONTANA**

Friday, June 26, 2020

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, June 26, 2020. Present were Commissioner Zylawy, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill. Commissioner Laurie Johnston was absent

Commissioner Roman Zylawy called the meeting to order at 9:00 AM

Thompson Creek Trail Head Bid Opening and Award- Action Item

Present: Jason McLees- Road Foreman, Mike Frawley-Forest Service Engineer

There were three bids Trail Head (horse trailer parking area) for:

Haskins Excavating	\$8815.00
Hutchins Excavating	\$12680.00
Meadow Creek Contracting LLC	\$9085.00

The Engineers estimate is \$17,917.91

Mike Frawley calls Nate Kegal to discuss the bids

Jason McLees recommends awarding the bid to Haskins Excavating for the amount of \$8815.00

Based on the recommendation of the Road Foreman and the Forest Service

Commissioner Zylawy moved and Commissioner Simons seconded to award the bid to Haskins Excavating for the amount of \$8815.00. Motion carried unanimously

Fair Board Appointment

Commissioner Zylawy moved and Commissioner Simons seconded to appoint Sue Hazlett to the Mineral County Hospital Board vacancy based on the recommendation of John Woodland, Mineral County Hospital Board Chair. Motion carried unanimously

Public Comment

Present: Glenn Koepke- resident

Glenn asks if there has been a decision on the fair plan for 2020/ Response- No one is aware of the status of the fair

MACo District Meeting- via ZOOM

Present: Commissioners Zylawy and Simons attended via ZOOM

Administrative Business

Commissioner Zylawy moved and Commissioner Simons seconded to approve claims paid on June 26, 2020, for the amount of \$126,504.38 with claim numbers 36940 through 36998 and warrant numbers 12438 through 12495. Motion carried unanimously

Commissioner Zylawy moved and Commissioner Simons seconded to approve minutes of June 19, 2020, with three word changes. Motion carried unanimously

Commissioner Zylawy reviewed JVs and the income statement for the accounting period 5/20

Documents signed:

No documents were signed

Meeting adjourned at 4:00 PM

The next regular meeting will be Thursday, July 2, 2020, in the Commissioners Meeting Room

Minutes were taken by

Dawn Terrill

Mineral County Commissioners' Assistant

