

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

**Friday, January 8, 2021**

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, January 8, 2021. Present were Commissioner Laurie Johnston, Duane Simons, and Administrative Assistant Dawn Terrill. Commissioner Roman Zylawy was absent.

Commissioner Laurie Johnston called the meeting to order at 10:00 AM.

**Commissioner Duane Simons was sworn in by Commissioner Laurie Johnston, Vice Chair**

**Administrative Business:**

Adopt Resolutions:

**Commissioner Simons moved and Commissioner Johnston seconded to appoint Commissioner Zylawy as Board Chair. Motion carried unanimously.**

**Commissioner Simons moved and Commissioner Johnston seconded to appoint Commissioner Johnston as Vice- Chair. Motion carried unanimously.**

**Commissioner Johnston moved and Commissioner Simons seconded to approve and adopt Resolution No. 1-8-2021 (a); A RESOLUTION ESTABLISHING REORGANIZATION OF THE BOARD OF THE COUNTY COMMISSIONERS, MINERAL COUNTY**

**Roman Zylawy-Chair**

- Resource, Conservation & Development
- BREDD Economic Development Board
- Union Negotiator
- County Employee Drug Testing
- Area VI Agency on Aging
- Weed Board
- Juvenile Detention Regional Board

**Duane Simons**

- Health Board Chair
- Human Resource Council

**Laurie Johnston**

- Hospital Board
- Transportation Board
- Local Emergency Planning Committee
- Conservation District
- DUI Task Force
- Resource Coalition

**Motion carried unanimously**

**Commissioner Johnston moved and Commissioner Simons seconded to approve Resolution No. 1-8-2021(b); A RESOLUTION PROVIDING FOR THE PUBLIC PARTICIPATION AND ESTABLISHING REGULAR MEETING DATES AND TIMES OF THE BOARD OF MINERAL COUNTY COMMISSIONERS FOR CALENDAR YEAR 2021 which will be every Friday of the month from the hours of 9:00 am until 4:00 pm or until business is complete. Motion carried unanimously**

**Commissioner Johnston moved and Commissioner Simons seconded to approve and adopt Resolution No. 1-8-2021(c); A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS SETTING THE DAILY RATE FOR PAYMENT OF COSTS FOR USE OF DETENTION CENTER which will be set at \$79.50/day with a one-time booking fee of \$25.00 per incident. Motion carried unanimously**

**Commissioner Johnston moved and Commissioner Simons seconded to approve and adopt Resolution No. 1-8-2021 (d); A RESOLUTION TO ESTABLISH TRAVEL, MEALS AND LODGING RATES FOR CALENDAR YEAR 2021 AS FOLLOWS:**

The mileage rate shall be 56 cents per mile for the first 1,000 miles of travel within each month. The rate for mileage over 1,000 is 3 cents less per mile.

**PER DIEM RATES**

<u>IN-STATE</u>	<u>OUT-OF-STATE</u>
\$7.50 Morning meal	\$ 13.00 Morning meal
\$ 8.50 Mid-day meal	\$ 14.00 Mid-day meal
\$ 14.50 Evening meal	\$ 23.00 Evening meal
TOTAL \$ 30.50	TOTAL \$ 50.00

**LODGING RATES**

Mineral County policy is to follow the State of Montana travel reimbursement policy. The in-state lodging reimbursement rate is \$96 plus tax, with the exception of the communities listed in Exhibit A (attached).

1-0340.25 (MCA 2-18-501) In-State travel-lodging reimbursement rates at actual cost subject to federal per diem cap.

Except as provided for in section 1-0340.30 (MCA 2-18-501) you are eligible to be reimbursed your actual out-of-pocket lodging expenses, not to exceed the federal per diem room rate for the location involved, plus the taxes on the allowable cost, for any location in Montana.

Standard Rate	Applies for all locations without specified rates.	\$96	\$151	\$41.25
Big Sky West Yellowstone Gardiner (Oct. 1 - May 31)	Gallatin/Park	\$124	\$185	\$45.75
Big Sky West Yellowstone Gardiner (June 1 - Sept. 30)	Gallatin/Park	\$241	\$302	\$45.75
Helena	Lewis & Clark	\$103	\$169	\$49.50
Kalispell Whitefish (Oct. 1 - June 30)	Flathead	\$96	\$157	\$45.75
Kalispell Whitefish (July 1 - Aug. 31)	Flathead	\$177	\$238	\$45.75
Kalispell Whitefish (Sept. 1 - Sept. 30)	Flathead	\$96	\$157	\$45.75
Missoula October 1-May 31	Missoula	\$96	\$157	\$45.75
Missoula June 1 – Sept 30	Missoula	\$131	\$192	\$45.75

**Motion carried unanimously**

**Commissioner Johnston moved and Commissioner Simons seconded to approve and adopt Resolution No. 1-8-2021 (e); A RESOLUTION TO SET OFFICIAL HOLIDAY FOR CALENDAR YEAR 2021 as follows:**

<b>Holidays</b>	<b>Observed</b>
New Year's Day	Friday, January 1
Martin Luther King Jr. Day	Monday, January 18
Presidents Day	Monday, February 15
Memorial Day	Monday, May 31
Independence Day	Wednesday, July 4
Labor Day	Monday, September 6
Columbus Day	Monday, October 11
Veterans' Day	Thursday, November 11
Thanksgiving Day	Thursday, November 25
Christmas Day-observed	Friday, December 24

**Motion carried unanimously**

**Commissioner Johnston moved and Commissioner Simons seconded to approve payroll liabilities for payroll paid on December 31, 2020, for the amount \$72,415.95 with check numbers 18086 through 18102 with voided numbers 18086 through 18097, and electronic check number 68953. Motion carried unanimously.**

**Commissioner Johnston moved and Commissioner Simons seconded to approve claims paid on January 8, 2021, for the amount \$86,412.75 with claim numbers 37791 through 37841 and warrant numbers 13290 through 13340. Claim number 37253 is void and check number 12750 canceled. Motion carried unanimously.**

**Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of December 31, 2020. Motion carried unanimously.**

## Schedule A Discussion

**Present:** Eric Tomasik- Forest Service 9 Mile District Ranger, Carole Johnson-Forest Service Superior District Ranger, Nate Kegel-Forest Service Engineer, Jared Koskela- Forest Service Engineer, Mike Frawley- Forest Service Engineer, Brian Story- Forest Service Engineer, Paige Maul- Forest Service Engineer in training, Jason McLees-Road Foreman

Nate-

- introduces Paige Maul, two-year internship converted to permanent
- states that Schedule A has little change, one being that the remaining section of Little Joe Rd not belonging to the county is now clearly designated as Forest Service up to the state line and tweaked the schedule to more accurately reflect Forest Service length of Cedar Creek Rd
- presents focus on maintenance, maintenance is where the biggest inefficiencies occur
- project agreements with the county road department have gone very well
- would like to use the county on Tamarack Creek (project agreement)
- funding to complete what was started with ARA- very minimal impact to the county
- lists draft agenda items as:
  - review and discuss 2021 maintenance plans
  - timber sale haul and purchaser performance
  - Lolo Maintenance Program (blading, brushing, and dust abatement)
  - County maintenance program
- Review and discuss potential project agreements
  - Route of the Olympian Maintenance and Resurfacing \$500k
  - Fish Creek Road maintenance and resurfacing \$650K
  - Cedar Creek Rd maintenance and resurfacing \$275K
  - Little Joe Road maintenance and resurfacing \$1.5 M
  - Trout Creek Road resurfacing-\$300K
  - Tamarack Creek Rd \$100K
- asks Jason how he'd like to proceed/Response from Jason is to give him a call in about 1 ½ weeks

Jason

- requests communication on project maintenance
- would like to see Schedule A to check for accuracy

**CARES ACT money, update on old and new vehicles, request for 7<sup>th</sup> dispatcher and jailer to be hired, request to advertise deputy vacancy-Sheriff Toth**

**Present:** via teleconference is Ellen Donohue- County Attorney, in attendance, is Mike Toth-Sheriff

Sheriff

- the office is down to five vehicles, everyone but the sheriff has a patrol vehicle
- the new vehicles are not off the assembly line yet
- asks for permission to advertise to fill a vacated deputy position/Response- yes
- training for the detention officers has started and includes taser, handcuffing, searching, how to handle a prisoner, and defense tactics; Missoula gave the office two tasers (older models)
- two at a time will go to Sanders County to learn booking software
- deputies are working 12- hour shifts to cover the vacated position
- will wait to ask for the 7<sup>th</sup> dispatcher and jailer
- states the need for an administrative position and will formally ask for such a bit later
- detention officers will be working 4-10-hour days
- states food letter is needed /Ellen states she believes she has something from the past and will send it/advertising for bids will be necessary

Commissioner Johnston comments that she wants to see the jail opening at a very gradual pace, little by little.

**Commissioner Johnston moved and Commissioner Simons seconded to approve advertising for a vacant deputy position. Motion carried unanimously.**

**Public Comment**

There were no comments taken

Commissioner Simons excused himself from the meeting at 12:20 PM

Meeting adjourned at 1:00 PM

**The next regular meeting will be Friday, January 15, 2021, 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, January 15, 2021

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, January 15, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill.

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

#### **New in-car video cams, wall décor/decal, 911 system, call log recorder**

Present: via teleconference is Ellen Donohue-County Attorney, in attendance is Mike Toth- Sheriff,

Mike-

- asks when the 911 system can be ordered/Response; the COVID check will be cut soon

Commissioner Zylawy asks for clarification of which dollar amount goes with the 911 system/Response \$194,000, then asks if the sheriff has gone through the money from COVID to see what he has available/Response: Sheriff has a very good idea what portion of the incoming COVID money is for his department

Mike-

- explains the need to get the call log recorder ordered; present system old and undependable
- summarizes payment options
  - pay in full- approximately \$20,000
  - five-year payment plan
- will bring in actual estimates next week
- the in-car video cams will be a contract with yearly payments for six years; the goal is to get Fleet 3 which won't be available until the end of this year, so the company will install Fleet 2 and replace and install it Fleet 3 is out, and will bring in the price next week, and the newest addition at the end of the six years will be installed
- body cams are doing the job intended- confirms with Ellen that they're making her job easier as well
- gives update on impound and vehicles
  - impound lot has been broken into, states security is needed at the impound lot/Ellen states the huge liability for the vehicles in the impound lot and suggests security possibilities
- Commissioner Johnston asks how the pending sale of the impound vehicles /Response more time is available now to focus on the vehicles

Commissioner Zylawy suggests moving forward on an auction for the vehicles that are cleared for sale- Ellen agrees with this idea

Mike asks if storage fees for a particular vehicle could be charged- the fee would be approximately \$92,000 Response/ Ellen believes it's possible

- Moving the gold car in the lot to the impound lot

Commissioner Simons asked if there's another place the cars could be placed/Response- Use the county lot and suggest giving the Sheriff four spots to make it possible for a positive response

Ellen suggests leaving the white Honda here because it runs and the air conditioning works

Commissioner Zylawy asks about the vehicles stored in the fire hall/ Response is that the vehicles are part of a North Dakota theft ring and it will take a lot of work

- new cars slated to arrive in February
- shows a facsimile of a law enforcement decal with Mineral County patch to be placed on the wall near dispatch; approximate cost is \$440.00 to come out of drug forfeiture equitable sharing money for image improvement

Commissioner Zylawy estimates that the Sheriff's portion of the COVID money will be exhausted with the items discussed today with \$194,000 for replacing the 911 system, \$20,000 for the call recording log, cameras for the cars at approximately \$94,000-(which the sheriff reports could be made in installments of \$16,000 for six years), totaling his approximate \$315,000 COVID reimbursement money. The Sheriff responds that the total should be more because he originally was getting \$394,000. Discussion of monies and reimbursement results in Commissioner Johnston reminding that Kelann, Clerk and Recorder, will have the totals.

Commissioner Johnston points out that the Sheriff's Office is over in their supply budget by \$500.00 and over by \$1000.00 for Capital Outlay.

Commissioner Johnston requests a meeting with the Undersheriff today for time card review and shift differential and a few ideas for an easier reporting system.

- states he has talked to Ellen about writing a letter to renegotiate a contract with Montana Highway Patrol for the office space they are occupying

Ellen clarifies it's not a re-negotiation because the county was not aware of the agreement made between the MHP and the former sheriff; a letter will be written explaining the situation and that the county is not in a position to give the office space as goodwill; requests a hard copy of the agreement to proceed with the letter

Commissioner Zylawy asks if the county should mail it to the colonel in Helena/ Response is yes



## Update on CVA Grant

**Present:** via teleconference were Ellen Donohue- County Attorney and Gayle Seratt-Executive Director of Coalition for Families in Sanders County, in attendance were Mary Furlong- Healthy Relationships, and Patti Curtin- CVA

Gayle-

- introduces self and program- a non-profit community advocacy group serving all of Sanders County
- non-profit status for 25 to 30 years, providing services to victims of crime with a focus on:
  - victims of domestic and sexual abuse, victims of stalking and child abuse
- exceptional experience in administering grants; currently flush
  - has learned that they have extra VOCA funds
  - hears there is a need in Mineral County for a community-based advocate
  - has received approval for one of her advocates to provide on the ground services for Mineral County victims at a ¾ time position as a SCCFF employee and will share expertise in potential law enforcement training in areas of domestic and sexual abuse, victims of stalking, and child abuse; the advocate will start two weeks from January 15, 2021
  - SCCFF (Sanders County Coalition for Families) will provide an advocate come to Mineral County and help the Mineral County Helpline, the County Attorney's office as well as Mary's position to step in and write the upcoming VOCA grant- through the Montana Board of Crime Control
  - The grant start date would be July 1, 2021, and is a two-year grant
- SCCFF writing the grant would allow their administrative expertise to handle the financial and narrative reports, the programmatic work that happens in the office
- this is a great opportunity to help Ellen
- asks for permission to move forward with writing the grant under SCCFF and contract with Mineral County to provide the funding for the CVA's as they are right now under Mineral County; there is a 20% match required but the 20% could come through the office space that the CVA's use as well as the Helpline hours
- asks for the blessings of the commissioners, stating that it will not cost the county any money and SCRFF will pay the wages of the advocate they send to Mineral County
- through the rural grant, SCCFF can pay a full-time domestic, sexual violence detective and one of his specialties is ongoing training of law enforcement with quick Inservice training

Commissioner Johnston and Simons respond with yes and thank Gayle

With the new grant- VOCA II Ellen will still be the supervisor- there will be no drastic changes other than SCCFF taking over administration of the grant

Commissioner Johnston clarifies that SCCFF will provide the 30 hours per week advocate with no cost and will provide the office space by collaborating with Mary Furlong's office

**Commissioner Johnston moved and Commissioner Simons seconded to enter into a cooperative agreement with Sanders County Coalition for Families. Motion carried unanimously**

Ellen will have an MOU for the VOCA piece ready today for Commissioner Zylawy to sign

### **Forest Service Update**

**Present:** Carole Johnson- Superior District Ranger, Eric Tomasic-9 Mile District Ranger

Carole-

- it's been busy after the holidays
- Plains Ranger District manager has left for BLM in Missoula, starting Jan 4 there is an acting District Ranger for 120 days
- On the planning side:
  - reviewing Redd Bull Draft decision this afternoon
  - a few minor edits and then it will go to Carolyn for final review; expecting to have a draft decision
  - waiting for official language for the whitebark pine out of the regional office for Cruz Anne; expecting to get that finalized very quickly
  - with the Redd Bull sale there is some whitebark pine there's a possibility it will be necessary to consult with US Fish and Wildlife, which could slow up the timeline
  - working on the sale and road packages for CruzAnne, expecting a 3<sup>rd</sup> quarter sale; the board feet projected was 10 million, but it looks more like 14 million
  - project for this summer is Superior North
- On the timber side:
  - thinning at Quartz Flat Campground and Sloway Campground is planned; there have been pockets of some pine beetle
  - Quartz Flat Rest Area has a contractor starting demolition sometime in February
  - there are eight active timber sales
  - for the IFG St Regis mill, there are 10 million board feet in the yard but would like to get 13 million before spring break up
  - storm damage resulted in extensive blowdown in Tamarack Creek Drainage; concern with extensive blowdown will be prime spots for beetles and insects
  - the full extent of blowdown isn't known yet
  - more reported theft in the Jam Cracker area is reported by loggers
- Rec and Trail Side:
  - applied for a grant for historical mining signs up Cedar Creek, working with the Historical Society match (pictures); signs run about \$2000.00
  - two scoping letters for trailhead up Thompson and Deer Lick Park coming out
  - no power at Savanac; Nancy headed up there to find the reason

- Personnel Side
  - position for a sale administrator to replace Ben Fierro was advertised and brought in four applicants; none met the qualifications so it will be re- advertised outside of the agency
  - temp hiring is going on and going well except for bunkhouse space; not as many locals apply so out of area come in and with COVID Regulations available bunkhouse space is minimal
  - Bruce Erickson retired in December- the position will be advertised soon

800 acres will be planted but because of weather the number of trees available is down

Eric:

- Soldier Butler has a new lawsuit- same two groups going against the grizzly policy
- no objections yet for Sawmill Petty
- pine sale will be offered in April for Soldier Butler
- Fish and Wildlife is getting an opinion for the Clearwater Crossing trail bridge- it should go in this summer
- Someone cut forest service fence and let 60 horses out

**Request to cancel stale dated checks**

**Present:** Mary Yarnall- Mineral County Treasurer

Mary requests approval to cancel stale dated checks, most of which are refunds from the Clerk and Recorder’s Office and the Treasurer’s Office, in the amount of \$185.98, with Resolution NO. 2021 1-15-2021 : A Resolution Cancelling Uncalled Warrants Drawn On Wells Fargo Bank NA With A Date Of Issuance Between July 1, 2014, And November 30, 2017, From The Treasurer’s Office Accounting Department Pursuant To Section 7+6-2607 MCA

**Commissioner Zylawy moved and Commissioner Johnston seconded to approve with Resolution 2021 1-15-2021: A Resolution Cancelling Uncalled Warrants Drawn On Wells Fargo Bank NA With A Date Of Issuance Between July 1, 2014 And November 30, 2017 From The Treasurer’s Office Accounting Department Pursuant To Section 7-6-2607 MCA. Motion carried unanimously**

Mary states that Raymond James has requested a legal document for investments by the Treasurer’s Office

**Commissioner Johnston moved and Commissioner Simons seconded to approve a Raymond James Resolution of Governing Body Unincorporated Association. Motion carried unanimously**

## **Department Director Meeting**

**Present:** Mary Yarnall- Treasurer, Mike Toth- Sheriff, Kim Tarron- Justice Court Clerk, Dale Magone- Justice of the Peace, Kelann McLees- Clerk and Recorder, Norm Naef- Maintenance Director, Andy Short-Environmental Health and Planning Director, Lori Dove- DES Coordinator, Jaime Talbot- Clerk of District Court, Ellen Donohue- County Attorney

Commissioner Johnston reminds directors at the beginning of the meeting that offices should never close without discussion with and permission from the commissioners; it is mandated that offices are to remain open. She also states that offices should not be left unattended during break time and breaks within an office should be staggered. In discussion, it is stated that offices are never unattended and Department Directors will decide how breaks are taken. Commissioner Johnston tells that the community observes and asks questions, so everyone should be mindful.

Each Department Director tells of events in their office. Highlights from the reports are:

Ellen-

- Patti Curtin applied and was selected to take over the vacant CVA position and that Tamera Clemts has been hired to fill Patti's CVA position. Tamera will start on Monday, January 25, 2021.

Mike-

- Reports the jail is near ready for opening

Commissioner Johnston lets everyone know the jail will open very slowly and will start with only the prisoners from Mineral County

Jaime

- In her first few days as the newly elected official for District Court, things are running smoothly and the new clerk, Brittani Managhan, is a perfect fit for the office
- asks for ideas and suggestions for change

Lori-

- reports the LEPC bylaws have been updated

Kelann-

- reports work is back to normal after the election and while hectic, things ran smoothly
- tells that the county is getting \$527,000 Cares reimbursement money

Kim and Dale-

- report the new system purchased with CARES reimbursable dollars is wonderful

Norm-

- reports that all (but one) emergency exit sign lights had to have replacement batteries
- jail maintenance is going well

Mary –

- tells that there are \$28,000 in mobile home delinquencies and could use the sheriff's help-letterhead to mail notices would be great

Andy

- all business is up from previous years and implementing new fees has brought in a \$20,000 difference

### **Adopt Pre-Disaster Mitigation Plan**

**Present-** Lori Dove- DES Coordinator

- asks for the adoption of the Pre-Disaster Mitigation Plan

**Commissioner Johnston moved and Commissioner Zylawy seconded to approve the By- Laws of the Mineral County Local Emergency Planning Committee. Motion carried unanimously.**

### **Administrative Business**

**Commissioner Johnston moved and Commissioner Zylawy seconded to approve payroll paid on January 15, 2021, for the amount \$ 98,407.16 with check numbers 18103 through 18118 and electronic check numbers 68889 through 68952. Motion carried unanimously.**

**Commissioner Zylawy moved and Commissioner Johnston seconded to approve minutes of January 8, 2021. Motion carried unanimously**

**JVs reviewed by Commissioner Johnston and income statement reviewed by Commissioners Johnston, Simons and Zylawy**

**Documents signed:**

Satisfaction of Mortgage between Mineral County and Trout Eddy Holdings, LLC., signed by  
Commissioner Zylawy

Satisfaction of Promissory Note between Mineral County and Mineral Community Hospital, signed by  
Commissioner Zylawy

Commissioner Simons excused himself from the meeting at 12:00 PM

Meeting adjourned at 3:00 PM

**The next regular meeting will be Friday, January 22, 2021, 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, January 22, 2021**

The Board of County Commissioners of Mineral County, Montana met in regular session on Friday, January 22, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill.

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

MACo HCT- Pam Walling on behalf of MACo Trust, and Joanne Romasko Health Care Trust Administrator

Pam and Joanne spoke on behalf and the Health Care Trust and asked if Mineral County was having any issues that needed discussing or resolved/Response- no

Discussion centers around the Healthy is Wellness Program and keeping the County Healthy; mention of the electronic insurance forms have been evolving and continue to get better

Pam will call or email Commissioners' Assistant Dawn Terrill with information about the annual blood draw

**Board of Health**

See Commissioners' Assistant for minutes

**Jail issues: food service, Turnkey (software used to collect fees for food and commissary), other jail software, request to purchase in- car cameras, request to purchase call recorder, request date to purchase 911 system**

**Present:** Mike Toth-Sheriff, Joe Hendrick-Durango's, late in arrival Jessica Connolly- Finance

Mike-

- Turnkey is coming on February 2 to update the system; the paperwork is signed except for adding Kim and myself to the account and remove Boone and Roni
  - Turnkey will be training the Detention Officers via ZOOM on Wednesday, January 27
  - debit cards will be issued instead of checks unless going to another jail
  - explains prisoner's ordering online for snacks
  - the office gets a percentage of what prisoners spend

Commissioner Johnston cautions that someone must keep track of balances/ Response- the Turnkey Software should take care of that

- discusses a bid letter for meals- one cannot be found
- searching for meal criteria and will then deliver to Durango's and Whipped Up for bids
- will check for meal criteria with Missoula
- plans to bring four Mineral County prisoners from Sanders County here for one week or two, tell the deputies to arrest only if they have to, then we'll bring ten prisoners brought in from Missoula

Commissioner Johnston expresses caution and concern with ten prisoners this early

Commissioner Zylawy asks if Missoula will provide Detention Officers for the inmates sent to Mineral County/ Response from Mike "that's why we start with four, we could do five. "

- states they're not paying the \$75.00 per day – only \$65 or \$68.00 per day -Missoula DOC inmates
- will request low -level prisoners/Response from Commissioner Zylawy: we could handle 10 if they're low level
- shows alternative to previous holding chair- the wrap- sitting position and prisoner is "wrapped" and can't move, other than wiggle
  - includes the optional purchase of a soft helmet
  - if purchased, with all materials, it's \$4097.00, if just the wrap it's \$1400.00
- requests the commissioners consider a future purchase of scanning cards that will scan if guards are checking on inmates (to eliminate escapes) appx cost \$20,000

Commissioner Simons asks if the ceiling alarm is working /Response from Mike is that he'll look into it

- one of the last steps for the jail is figuring out the food and getting jailors trained in serving food

Commissioner Johnston asks if the detention officers learned from Sanders County/Response from Mike is that they learned the computer system, ADSI

- reviews the Call Log situation and costs- paid outright will be \$20,000 or it can be paid annually at \$3950.00 for five years with a one-time fee of \$1500.00 for installation

Commissioner Zylawy summarizes this is the system that's been discussed previously /Response: yes Commissioner Zylawy wants to bring Jessica Connolly into the meeting for the status of COVID refund for the Sheriff's Office

Commissioner Johnston states her belief that the 911 and the Call Log Systems are imperative

Jessica Connolly arrives at 11:20 AM

Commissioner Zylawy summarizes the COVID money situation for Jessica and the needs of the Sheriff's Office

- questions if time payments can occur when spending COVID/ Response is that annual payments can be made with the already reimbursed COVID money

Jessica informs the Commissioners that she wants to be sure the accounting is done correctly and gives an example



- proposes moving the COVID money by journal voucher from this fund to Public Safety, the amount that goes to general fund gets moved over there, based on what fund spent it
  - expenditures and revenues have to be in the same fund
- then, take the money designated for the sheriff and transfer it to Sheriff Capital Projects Fund, a 4000 Fund
- we create a resolution and transfer the money to the Sheriff Capital Projects Fund and from there the necessary systems and materials can be purchase- this does not affect the budget
- informs that the Commissioners should have a plan before moving forward
- recommends paying the system costs in full rather than in installments
- request from MACo what they reimbursed so we get the true reimbursement
- will request the information from MACo today
- believes the only department that warrants a Capital Projects Fund is the Sherriff's Office

Commissioner Johnston asks if it all must be spent this budget year/Response- no

Sheriff Toth wants to see the total accounting before moving into "said fund"

**Per Jessica's consult, Commissioner Zylawy moved and Commissioner Simons seconded to authorize the sheriff's request to purchase the new Call Recorder system for \$20,250.00 to be paid with the CARES money out of the Sheriff's new Capital Project Fund 4000. Motion carried unanimously.**

Commissioner Johnston states the need to move on the 911 Emergency System.

**Commissioner Johnston moved and Commissioner Simons seconded to authorize the start of purchasing the 911 Emergency System and software with some hardware in the back to be paid out of the Sheriff's new Capital Project Fund 4000 for \$194,000. Motion carried unanimously**

Jessica asks what's needed for radios/Response Mike explains the radio signals- repeaters- need to be relocated or some maintenance. Commissioner Johnston states the Fire Districts will need to chip in on this

Jessica Connolly excuses herself from the meeting

## **Public Comment**

**Present:** Jason McLees- Road Foreman

Jason-

- presents updates;
  - a tree fell across the county snowplow truck during the powerful wind storm
  - a tree fell across his pick-up truck
  - while checking things at the county truck shop, he slipped on ice, fell, hit his head, and received a serious concussion
- asks for permission for a power pole placement at Sawmill Gulch- the estimate is \$6500.00; would add a light pole

Commissioner Simons asks Jason to check on propane engine heaters

- discusses the forest service projects and will work with Nate to pare it down

## **Request for Department credit card- Action Item**

**Present:** Jamie Talbot Clerk of District Court

Jaime-

- requests a credit card for buying office supplies

**Commissioner Johnston moves and Commissioner Simons seconded to approve authorization for a credit card to Jaime Talbot in District Court. Motion carried unanimously**

## **Administrative Business**

**Commissioner Johnston moved and Commissioner Zylawy seconded to approve payroll liabilities for pay period January 18, 2021, for the amount \$28,613.42 with check number 18120 with check number 18199 number void due to the wrong amount. Motion carried unanimously.**

**Commissioner Johnston moved and Commissioner Zylawy seconded to approve claims paid on January 22, 2021, for the amount \$59,370.22 with claim numbers 37843 through 37899 and warrant numbers 13342 through 13399. Warrant number 13353 is void due to the wrong amount and number 13399 was reissued. Motion carried unanimously.**

**Commissioner Zylawy moved and Commissioner Johnston seconded to approve minutes of January 15, 2021. Motion carried unanimously.**

**Documents signed:**

Montana Department of Administration Local Government Entity Certification stamped for Commissioner Johnston by Dawn Terrill

Letter to Trail West Bank requesting Mary Yarnall be placed as a signer on account # 1049792, Detention checking account, signed by Commissioner Zylawy

Vault Rental Agreement between Mineral County and Human Resource Council, signed by Commissioner Zylawy

Purchase Agreement between Mineral County Sheriff's Office and Equature for the 911 Caller Logger for \$20,250.00, signed by Commissioner Johnston

Commissioner Simons excused himself from the meeting at 12:00 PM

Meeting adjourned at 3:00 PM

**The next regular meeting will be Friday, January 29, 2021, 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, January 29, 2021**

The Board of County Commissioners of Mineral County, Montana, met in regular session on Friday, January 29, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill.

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

**Jail update, new patrol car update, applications and interviews update, request to purchase in-car cameras- Action Item- Cancelled.**

Resolution 1- 29- 2021 A RESOLUTION ADOPTING A MINERAL COUNTY SHERIFF CAPITAL IMPROVEMENTS PLAN- Action Item

Commissioner Johnston moved, and Commissioner Simons seconded to approve Resolution 1- 29- 2021, A RESOLUTION ADOPTING A MINERAL COUNTY SHERIFF CAPITAL IMPROVEMENTS PLAN. Motion carried unanimously.

**Requesting Zoom (for virtual attendance) for Commissioners Meetings**

**Present:** Diane Magone- citizen, Jaime Talbot- Clerk of District Court, Patti Curtin- CVA, Kim Taron- Justice Court Clerk, Melanie Batt- County Attorney Administrative Assistant, Dale Magone- Justice of the Peace, Dan Jessop- Matt Rosendale Field Representative, Mary Furlong- Healthy Relationships, via teleconference was Ellen Donohue-County Attorney

Diane-

- asks the commissioners for consideration of providing virtual access to commissioners' meetings

Discussion between attendees and commissioners ensues, with ideas and support statements expressed by the attendees

Ideas suggested included:

- requiring self-identification when joining a meeting
- gavel to gavel versus beginning to end
- requests to have virtual meetings as a permanent means of attending

- recommendations to post the meetings on the county website as well as You-Tube
- acknowledgment of the tough decision ahead of the commissioners on the issue of holding virtual meetings
- request to resolve the issue of virtual meetings within the next couple of weeks/Response: yes

Commissioner Zylawy, Johnston, and Simons state a willingness to look into and perhaps give virtual access a try. Commissioners Johnston and Simons would like several different virtual platforms researched and discussed at another meeting.

**Commissioner Zylawy moved, and Commissioner Simons seconded to have the Commissioners' Assistant research having a virtual meeting program license and to discuss the issue of virtual meetings with Open Meeting Laws presenter Dan Clark, MSU, at Monday's Board Training. Motion carried unanimously.**

#### **Public Comment**

**Present:** Dan Jessop- Matt Rosendale Field Representative

Dan introduced himself to the commissioners and inquired about the needs of Mineral County.

#### **Administrative Business**

**Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll paid on January 29, 2021, for the amount \$98,538.15 with check numbers 18121 through 18131 and electronic check numbers 68824 through 68887. Motion carried unanimously.**

**Commissioner Zylawy moved, and Commissioner Johnston seconded to approve minutes of January 22, 2021. Motion carried unanimously.**

#### **Documents signed:**

State Trails Advisory Committee Re: MT Trail Stewardship Grant- Heart Lake Area Trail System, signed by Commissioner Zylawy, Johnston, and Simons.

Off-Highway Vehicle Advisory Committee-RE: OHV grant- Savenac Creek Motorized Trail Improvements signed by Commissioner Zylawy, Johnston, and Simons.

Off-Highway Vehicle Advisory Committee-RE: Summer Motorized Trail Pass Grant- submitted by Montana Nightriders, signed by Commissioners Zylawy, Johnston, and Simons

State Trails Advisory Committee Re: RTP Grant-Phase 2 of Murphy Creek Trail System, signed by Commissioners Zylawy, Johnston, and Simons.

DPHHS TASK ORDER AMENDMENT NUMBER ONE TASK ORDER FOR COVID IMMUNIZATION SERVICES TASK ORDER NUMBER 21-07-4-31-129-0, signed by Commissioner Zylawy.

Credit Card Policy cardholder agreement for Maintenance, Sheriff, and Clerk of District Court, signed by Commissioner Simons.

Schedule A Road Maintenance Agreement, signed by Commissioners Zylawy, Johnston, and Simons.

Commissioner Simons excused himself from the meeting at noon.

Meeting adjourned at 3:00 PM.

**The next regular meeting will be Friday, February 5, 2021, in the Commissioners Meeting Room.**

**Minutes were taken by  
Dawn Terrill  
Mineral County Commissioners' Assistant**