

- the sheriff brings forth the idea of having maintenance certified in maintaining jail locks; a school in San Diego is offered for \$1500.00 and \$105.00 per night hotel; air for \$350.00

Commissioner Zylawy asks if it's anticipated a locksmith will be needed/Response- it'd be for any kind of maintenance for the locks

Commissioner Simons asks if there will be a certification at the end of the class /Response- yes

Ellen asks if the county uses someone other than the lock company technicians/repair people from the lock company could void the contract? /Sheriff's Response: "my understanding is that it's the company putting it (the class) on

Ellen- asks if we have a maintenance contract / Response- No

Ellen restates her concern that the contract might have small fine print stating it could be void if someone other than people from the contract/Response- discussion of thoughts, thinking a contract would probably say a certified technician is required/ Response: Ellen clarifies the earlier statement that this certification is from the lock company /Response- yes

The Sheriff states the investment is a little more than \$2000.00

Ellen- asks if the maintenance director leaves, could he train the new person, or would they have to go to the school? / Response- probably have to go to school to be certified

Commissioners ask that this request be placed on the Agenda for April 9, 2021.

Approve Amending Westfall Major Subdivision Condition Amendment- Action Item- Andy Short

Present: Andy Short- Environmental Health and Planning Director

Andy explains the new lot owner wants his own driveway, the old will stay in place with the addition of the new. In research, Andy found no findings of fact for the shared driveway, therefore, Andy recommends approval with the original conditions remaining in place (and reads the conditions aloud).

Commissioner Zylawy moved and Commissioner Simons seconded to approve amending Westfall Major Subdivision Condition Amendment based on the recommendation of the planner. Motion carried unanimously.

Permission to use Courthouse lawn for the Car show- Action Item

Present: Mike Curtin- Car Show Member, Patti Curtin- citizen, Norm Naef- Maintenance Director

Mike asks for permission to use the Court House lawn on June 5, 2021, for the annual car show and agrees to work with the maintenance director (as he always has) for areas in the lawn to avoid

Commissioner Zylawy moved and Commissioner Johnston seconded to approve the Car Show using the Court House lawn on June 5, 2021. Motion carried unanimously.

Present highway animal control idea John Pidgeon

Request to fill Vacancy- Action Item- Jenn Donovan

Jenn is unable to be in attendance due to a vaccine clinic but sent an email to the commissioners asking to fill the vacancy left by RN Marcy Parsons. The Health Department would like to continue this position as a permanent position (of not less than 30 hours but up to 40 if/when needed).

Commissioner Johnston moved and Commissioner Simons seconded to approve the request to fill the RN vacancy as a permanent position. Motion passed unanimously.

Public Comment:

Present: Denley Loge- Montana State Legislature, Gordon Hendrich- TV Board Member

Denley gave a legislative update

Gordon relayed the recurring loss of tv stations

Introduction to Morrison and Maierle IT

Present: John Thomas- IT Systems, Thad McGrail- MM Systems, Julie Maloney- Morrison – Maierle Systems and David Foss- MM Systems, Mike Toth- Sheriff

Thad McGrail introduces himself, staff, and the IT System they represent.

The Commissioners thank them for their time and state proposals are not being solicited, but if and when they are, the opening for proposals will be advertised.

Administrative Business

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve claims paid on April 2, 2021, for the amount \$28,165 with claim numbers 38188 through 38226 and warrant numbers 13690 through 13729. Claim #38190 cancelled Motion carried unanimously.

Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of March 26, 2021. Motion carried unanimously.

Documents signed:

Meeting adjourned at 2:10 PM

Commissioner Zylawy left at 3:30 PM

The next regular meeting will be Friday, April 9, 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, April 9, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 9, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston arrived late, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill.

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

St Regis Shovel Ready Project

Present: Jerry Jones- St Regis Sewer District Chair, Mike Day- St Regis Sewer District Engineer, Glenn Koepke-citizen

Jerry explains the St Regis Sewer District would like to apply for funding from The American Rescue Plan money and the Engineer will explain the Shovel Ready project

This Shovel Ready Project (a construction project where planning and engineering is advanced enough that with sufficient funding, construction can begin within a very short time) being discussed is the appropriate repair of the sewer main that broke under the river two years ago; Mike explains the desire to complete this Shovel Ready Project, estimated at \$885,000, with funding Mineral County will receive from COVID relief money and/or The American Rescue Plan. The Project will be ready for repair in August or September.

Commissioner Zylawy states support of the funding but would like more information on the money that will be received by Mineral County before motioning to secure the funding

Phone Tree Discussion

Commissioner Johnston states her opinion that the community pays the wages of the county employees and believes they have the right to have a person answering the phones directly, Commissioner Simons voices his agreement and states the frustration of getting a phone tree rather than a person.

Because putting the phone tree in place was not discussed with the commissioners, there was an administrative decision to have the phone tree eliminated.

The American Rescue Plan Update

Present: Debra Francin- the office of Senator John Tester

The American Rescue Plan, the latest stimulus plan, passed. It seems there is approximately \$850,000 for the county for water, wastewater, broadband plus expenses incurred for COVID, essential workers during COVID. The money will come in two payments- one very soon and the next in about a year. There is talk about an infrastructure bill, but it is down the road a bit. Superior will get an additional (approximate) \$210,000.00 and Alberton will get \$110,000.00. St Regis is not incorporated, thus not getting their own money.

The senator wants to know if you have any plans for projects. Commissioners explain the Shovel Ready project in St Regis.

For infrastructure money, (not yet guaranteed) the senator's office would like to know of potential projects, and the commissioners repeat the Shovel Ready project.

Concerns for the Senator: PILT and SRS money; make the formula a little more fair to smaller counties/populations, maintain our stance on managing the timber base.

Board of Health Meeting

See Commissioners' Assistant for minutes

Airport Board Meeting- approve Engineering Bid- Action Item- and update

Present: Gordon Hendrick- Airport Board Member, Steve Brown- KLT, Engineer, Steve Temple- Airport Board Chairman, Peggy Temple-citizen

KLJ was the only bid received; KLJ has been a part of Board Projects for 18 years

Steve discusses a few projects and looks forward to continuing work with the Airport; discusses the proposals given to the commissioners.

Commissioner Zylawy moves and Commissioner Simons seconds to accept the engineering bid of KLK and have them as the engineers for the Mineral County Airport. Motion carried unanimously.

Gordon gives updates on future projects at the airport.

Commissioner Johnston moved and Commissioner Simons seconded to approve the request for FAA Approval Agreement for Transfer of Entitlements to Glendive Airport for \$150,000.00, to be paid back next year.

Public Comment

Present: Peggy Temple- citizen, Jesse Boettcher- visitor

Jesse inquires about the condition of the road up Dry Creek- although a paved road it is extremely gravelly with potholes and asks if the gravel could be cleaned up. The commissioners tell about the status of street sweeping and that with one employee out the road department is a bit behind.

MACo Town Hall

HWY Patrol Rental Agreement

Present: Shawn Smalley- Highway Patrol Sergeant, Mike Toth- Sheriff, Ellen Donohue- County Attorney

Sergeant Smalley speaks to the terms of the rental agreement for office space the Montana Highway Patrol occupies in the annex of the courthouse; once notified by the County Attorney that the existing contract wasn't valid (signed by the previous sheriff) without the Commissioners approving and signing (as an action item) he looked elsewhere for office space. Sergeant Smalley asks for approval to rent the room on a month -to- month contract until he can move.

The County Attorney will draw up a contract to suit the needs of the month to month contract

Commissioner Simons suggests a monthly rental fee of \$500.00; this fee will be presented in the contract to be accepted, or denied, by the main offices of MHP

Department Director Meeting

Present: Jaime Talbot- Clerk of Court, Kelann McLees- Clerk and Recorder, Ellen Donohue- County Attorney, Norm Naef- Maintenance Director, Lori Dove- DES Coordinator, Mike Toth- Sheriff, Andy Short- Environmental Health & Planning Director, Dave Brink- MSU Extension Agent, Mary Yarnall- Treasurer (arriving late), Dale Magone- Justice of the Peace (arriving late)

Commissioner Zylawy reminds everyone about MCA relating to hours of operation in offices run by elected officials and emphasized how MCA 7-2-2211 states offices (except the Treasurer's MCA 7-4-102) must stay open during 8 AM-5 PM office hours. Commissioner Zylawy asks everyone to remember they should stagger breaks, lunchtimes, etc., so offices are not closed; there have been complaints about offices being closed at various times during the 8:00 AM-5:00 PM workday.

Andy's office is very busy with sewer permits and will soon see major subdivision applications

Mike tells about the new cars and a new deputy, is looking to hire two detention officers. The Sheriff's Office is working with the feds for housing federal inmates.

Kelann tells that she is preparing for the Alberton School Trustee election (mail- in), the CARES reimbursement money (\$47,000) has been received for all of the video calls and will go to the General Fund

Lori is the volunteer coordinator for the vaccine clinic

Dale reports the audiovisual equipment is set up and is working very well. Kim has been going through non-payment files- going back ten years. The new collection service is working well.

Dave informs that spring is here and the Weed Department will be starting to bring out the equipment. This is the last season for his employee of 18 years and he'll be looking for someone to replace him and acknowledges the difficulty in finding a replacement; the position is for a technician, is seasonal (typically 6 months) work hours are weather dependent and is about 20 hours/week.

Ellen reports being very busy with lots of trials and lots of cases.

Mary informs they are busy in the office gearing up for taxes (dept of revenue dependent). Just received Forest Reserve money (\$660,000)

Norm has been busy replacing lights with LED bulbs. Expresses potential projects for the future and informs about old tools getting ready for replacement.

Jaime tells of having just finished the 5th trial, marriage licenses are picking up.

Dawn updates projects of the Safety Committee, and as HR, thanks everyone for putting forth a team effort with cooperation and communication.

Sheriff Toth-

- Notice of Sergeant acceptance: Officer Ryan Funke has accepted the position of Sergeant
- Locksmith school for Maintenance Director- Action Item

Commissioner Zylawy moved and Commissioner Simons seconded to move forward with the Maintenance Director, Norm Naef, attending the Locksmith School with the cost being split (50-50) between the Sheriff's Office and the maintenance budget. Motion carried unanimously.

- US Marshals and Federal Prisoners; Im working on a Federal Contract : the US Marshall's would like 10 beds; feds said its ok to put mattresses on the floor; The County Attorney cautions though mattresses on the floor are acceptable to the feds, it opens up all kinds of possibilities for bringing in scrutiny that the county doesn't need
- OLD Patrol cars and Joe Bettis. We owe him for all the transports we need to discuss signing over broken down Patrol vehicles...~~ACTION ITEM~~ The County Attorneys (Ellen and Deb Jackson) state the law requires actual appraisals of the vehicles; Deb believes the Kelly Blue Book will not work as an appraisal and will look for the state's definition of appraisal; Mike will inquire with FORD about automobile appraisals
- The new 911 system the one I would advise we go with.. ~~ACTION ITEM~~ Lumens vs Univision; Mike will ask lumens for clarification of some figures in the quote and will have them come back to present again
- 7th Jail spot switch to Dispatch then back to Jail once we have a employee exit. : To change the position opening will require an action item.
- Gordon asked me about IMPOUND lot?? Did we talk to Ellen? : Gordon Hendrick offered to do the leg work for cleaning up the impound; Deb tells Mike to have Gordon call her; Deb states procedures must be put in place and followed to prevent this from happening again lot; Deb states there is still a lot of work to be done
- ~~MHP Office?~~

Administrative Business

Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll paid on April 9, 2021, for the amount \$154,108.80 with check numbers 18194 through 18211 and electronic check numbers 68488-68553 with check number 18205 void because of error in computation. Motion carried unanimously.

Commissioner Johnston reviewed the JVs and income statement

Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of April 2, 2021. Motion carried unanimously.

Documents signed:

There were no signed documents.

Commissioner Johnston excused herself from the meeting at 1:10 PM

Meeting adjourned at 4:30 PM

The next regular meeting will be Friday, April 16, 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, April 16, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 16, 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.

Undersheriff Cashman- Move Detention position to Dispatch- Action Item

Commissioner Zylawy moved and Commissioner Simons seconded to move the previously approved position for Detention to Dispatch. Motion carried unanimously.

Jill's six- month review and possible action item-Mary Yarnall

Present: Mary Yarnall- Treasurer, Monte Turner- Journalist/citizen

Mary requests a wage increase for employee Jill Betts.

Commissioner Zylawy moved and Commissioner Simons seconded to approve a .50 increase for Jill Betts, effective Monday, April 19, 2021. Motion carried unanimously.

US Census Bureau Update- Lily Griego

Present: via teleconference was Lily Griego, in attendance was Monte Turner Journalist/citizen

Lily:

- 2020 Census data collection ended October of last year and we are expecting Apportionment data release at the end of April
- Redistricting data is expected to states in September of 2020
- We are currently asking folks to sign up for our National Data Summits
- We are currently offering localized Data Sessions to compliment the National program (through me)
- I am seeking a point of contact for the County to start that data session program

Pioneer bus barn on county land- plans/map viewing

Present: Monte Turner- Pioneer Council Vice Chair, Lynn Hellegaard- Pioneer Chair

The Pioneer Council updates on the proposed bus barn and asks if the commissioners are still willing to donate a portion of Parcel B (see maps on file with the Commissioners' Assistant)/Response- yes

Discussion regarding placement of the driveway prompts Lynn to research a different driveway approach and report back to the commissioners on what she learns.

Lynn and Monte will return as plans progress.

Clothing Allowance-Action Item - Maintenance Director

Present: Norm Naef- Maintenance Director

Norm presents a receipt for OSHA - approved safety/prescription glasses necessary to his work he recently purchased and asks if the Commissioners would help pay the balance after insurance. The balance after insurance is \$685.00.

Commissioner Johnston moved and Commissioner Simons seconded to approve paying the balance on the job necessary OSHA -approved safety/prescription glasses for the amount of \$685.00.

Public Comment

Present: Glenn Koepke- citizen

Glenn gives updates on the St Regis Park

Administrative Business

Commissioner Johnston moved and Commissioner Simons seconded to approve claims paid on April 16, 2021, for the amount \$79,788.84 with claim numbers 38190 through 38325 and warrant numbers 13730 through 13829. Warrant number 13739 and claim number 38235 is void due to lack of information. Motion carried unanimously.

Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of April 9, 2021, with changes. Motion carried unanimously.

Documents signed:

There were no documents signed

Meeting adjourned at 2:30 PM

The next regular meeting will be Friday, April 23, 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, April 23, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 23, 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.

Sheriff Toth

Present: Mike Toth- Sheriff

- Go over DIS price for new security cams and door entry ~~Action Item~~
 - tells the quote for security cameras throughout the courthouse is \$29,189.00; no action at this time
- Speak about DIS price for jail security updates:
- 911 system Action Item
 - recommends Lumens for the 911 system update
 - \$171,000 (includes equipment, labor, and installation) the first year, \$19,232.00 for each year thereafter for a total of five years

Sheriff Toth mentioned he expects to have federal prisoners by the end of the month.

Commissioner Johnston stated her objection to bringing in federal prisoners with the jail being understaffed and detention officers relatively new to the job. Response from the sheriff- "it'll be on my head".

Commissioner Johnston moved and Commissioner Simons seconded to approve the 911 System through Lumen's funded out of COVID money that was sought by the sheriff and received to be spent only by the Sheriff's Office. Motion carried unanimously.

MACo Renewal (Market Analysis, Liability, Claims Review, Property Coverage, Property Appraisals, Risk Management)

Present: Shannon Chamberlain- MACo, John McGree-Payne West Insurance

Shannon reviews history and present information determining rates for Property and Casualty Insurance for 2021-2022

See Renewal Meeting Packet in Commissioners Documents

Road Dept Updates

Present- Jason McLees- Road Foreman, Glen Koepke- citizen

- updates on blading and sweeping
- discusses the potential for adding an employee; will make a formal request on May 7, 2021

Public Comment

Present: Steve Temple- Airport Board Chair, Peggy Temple- citizen, Glen Koepke- citizen, Jesse Boettcher- citizen

Steve

- asks the commissioners for their schedule to set up the bicycle tour

Town Hall

Planning Office: Suggested Solutions

Present: Judy Stang- citizen, Ron Warren- RMS, Dave Mangold- citizen, Ed Green- citizen

- Concerns regarding the workload of the Planning Office and the lag in response time; solutions discussed include hiring additional office help for the EH&P Office; the workload has greatly increased with the influx of people moving into Montana- especially since the pandemic (COVID-19)

The Commissioners discuss ways, one of which may be a temporary reorganization, to get additional help in the Planner's Office and revisit the need at budget time

Administrative Business

Commissioner Johnston moved and Commissioner Simons seconded to approve payroll paid on April 23, 2021, for the amount \$105,333.59 with check numbers 18212 through 18233 and electronic check numbers 68421 through 68486. Check numbers 8212 through 18218 voids because of an error in printing amount. Motion carried unanimously.

Commissioner Simons moved and Commissioner Johnston seconded to approve minutes of April 16, 2021. Motion carried unanimously.

Documents signed:

Montana Association of Counties Property & Casualty Trust Acknowledgement Form for 2021-2022 PCT
Renewal Scheduled Property, signed by Commissioner Zylawy

HOME Program Income 2021 Quarterly

Meeting adjourned at 3:00 PM

The next regular meeting will be Friday, April 30, 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, April 30, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 30, 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 9:30 AM.

FLAP (Forest Land Access Program) Grant application discussion

Present: George Bailey- Resort District, Mark Bellon- IMEG Engineering, Carter Jasper-student, Willy Peck- IFG, Glen Koepke- citizen, Angelo Ververis- IFG, David Friedlander-IMEG Engineer, Carole Johnson- District Ranger, Nate Kegel- Lolo National Forest Engineer, Michael Frawley- Lolo National Forest Engineer

George-

- North Fork of the Little Joe paved up to the pass (14 miles) is a desire of the community, and has hired IMED Engineering
- FLAP requires a project match
- would like a letter of support from the Commissioners – the application is due the 15th of May

Carole-

- the forest service has been working with the resort district and has some Great American Outdoors money and Capital Investment being applied for to help with resurfacing (gravel) and reducing sediment to the Little Joe Creek

Commissioner Johnston asks if the county has to take over the future maintenance of the road if paved/Response- yes, the county or the state/ Commissioner Johnston states her support but also her concern knowing the county cannot pay for road maintenance

Concern regarding the responsibility for maintaining the road after paving is discussed; collaborative funding for maintenance is a strong content; Willy is confident the money can be found

The Commissioners will sign a letter of support for the project with the funding issues included

Rural Fire District Briefing

Present: Steve Temple- Fire Chief, Dan Faller-Rural Fire Board, Carl Metcalf- Rural Fire Board, Mary Jo Lommen- Mineral County Fire Warden, David Asey- Rural Fire Board, Glenn Koepke- citizen, Ken Quitt Rural Fire Board, Dan Arnesan- Rural Fire Board

Steve-

- tells that the rural fire board has received a petition to annex roughly 1350 acres to the Rural District
- the Rural Board has discussed the petition and decided that before considering the annexation:
 - the County Commissioners needed to be informed
 - a community meeting to engage the public within a five-mile radius of potential station sites would be needed

Discussion ensued with the concerns of funding (lack of), volunteers and training, being major factors in the consideration for two residents requesting the annexation.

Final thoughts are to engage the community wanting the annexation and see what fellow residents can come up with for solutions

Revisions to the Pioneer Council Bus Barn Plot Map-

Present: Lyn Hellegaard, Pioneer Council President, Toby McClue- Engineer, Susan Freeman- Pioneer Council driver, Lorie Phelps- Pioneer Council, MCPC dispatch, Laurie Fillo RN/ Pioneer Council, Glenn Koepke- citizen

Toby McClue shows five proposals for a new driveway approach to the Bus Barn; to turn and tie into McKinley is the easiest and most efficient approach. Option 3, extends McKinley Lane to the fence and the driveway will come off there; there is a power pole in the middle of the proposed extension of McKinley Lane.

Option 3 is the preferred proposal.

Fragrance - Free Building Discussion

Present: Jaime Talbot-Clerk of District Court, Melanie Batt- Legal Assistant, Kelann McLees- Clerk and Recorder

Due to concerns from customers and employees regarding adverse effects from scented perfumes, colognes and melt burners, the commissioners ask those in attendance for opinions on a scent- free building. The conclusion was not to amend the policy, at this time, for becoming a fragrance-free building.

Administrative Business

Commissioner Johnston moved and Commissioner Simons seconded to approve claims paid on April 30, 2021, for the amount \$53,774.54 with claim numbers 38326 through 38368 and warrant numbers 13830 through 13873. Claim number 38235 is reissued. Motion carried unanimously.

Commissioner Johnston moved and Commissioner Simons seconded to approve minutes of April 23, 2021, with changes. Motion carried unanimously.

Documents signed:

Task Order number 22-07-4-31-129-0 TO THE MASTER CONTRACT EFFECTIVE JULY 1, 2019 TO JUNE 30, 2026 BETWEEN THE STATE OF MONTANA, DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES AND MINERAL COUNTY, signed by Commissioner Zylawy

Task Order Amendment number 22-07-4-31-129-0 TO THE MASTER CONTRACT EFFECTIVE JULY 1, 2019 TO JUNE 30, 2026 BETWEEN THE STATE OF MONTANA, DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES AND MINERAL COUNTY, signed by Commissioner Zylawy

Road Projects Agreements between Mineral County and the USDA, Forest Service, Lolo National Forest-Forest Service Agreements #21-RO-11011600-037 Route of the Olympian Rails to Trails Maintenance and #21-RO-11011600-038 Cedar Creek Road #320Resurface and Drainage Repairs, signed by Commissioners Johnston, Simons and Zylawy

Notification of non- participation – Northwest Economic District, signed by Commissioners Johnston, Simons and Zylawy

Commissioner Simons excused himself from the meeting at 2:10 PM

Meeting adjourned at 3:10 PM

The next regular meeting will be Friday, May 7, 2021, in the Commissioners Meeting Room.

Minutes were taken by

Dawn Terrill

Mineral County Commissioners' Assistant