

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

Friday, November 5, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, November 5, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill. Videotaping the meeting was.

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

Request to move one detention position to dispatch for training until the position in dispatch opens- estimated time of one month.

Undersheriff Wayne Cashman

Present: Wayne Cashman-Undersheriff

Wayne

- explained wanting to move an approved detention spot into dispatch for training a new dispatcher
 - the dispatch position is not vacant at this time but is expected to be vacant in a month

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve the move from a detention position to a dispatch position for training purposes. Motion carried unanimously.

Gate across Donally Lane at Cattleguard- Kevin Donally

Present: Andy Short- Environmental Health and Planning Director, Jason McLees- Road Foreman

Kevin:

- theft of hay has Donally and Dr Gould in agreement to put a gate at the entrance to Donally Lane

Jason:

- the road has to be abandoned by the county and made a private road- otherwise as a county road it cannot have a gate
- told that there is a process to follow for the county to abandon the road
- there are three property owners that would need to be notified

Andy:

- all adjacent landowners must be notified; it is a public process; typically, the requester pays all noticing fees
- told Kevin he should start by sending a letter to EP&H stating the proposal; all landowners a part of the letter; have the title company do the research

Mineral County Policy 2.0 Employment Policies Amendment: Urgent circumstances as deemed by the commissioners will allow for a rate of pay increase

Present: Claudia Boyer – Treasurer’s Office, Mary Yarnall- Treasurer, Deb Fauser- citizen, Dave Moore- Shyrock Lot 27 owner, Chris Lane- Shyrock Developer, Don Warnken- MIH Contractor, DeAnne Lane- Shyrock, Rose Lare- CEO Shyrock,

Commissioner Zylawy explained the reason for the policy amendment is that sometimes circumstances are urgent and a pay hike is necessary, as in Public Safety (Sheriff’s Office) thus the amendment to the policy

Mary:

- asked if this amendment will be used for her office should she need an employee and can’t find one at the lower rate of pay

Commissioner Zylawy stated the operative words were urgent circumstances and if she can show that it’s urgent with her office being on the brink of collapse, the commissioners will consider it, and further explains this urgent circumstance was a matter of public safety and keeping the jail open.

Commissioner Simons moved, and Commissioner Johnston seconded to amend policy 2.0 and approve Urgent circumstances as deemed by the commissioners will allow for a rate of pay increase. Motion carried unanimously.

Shyrock Motorcoach Community Phase 1B- Preliminary Plat Approval- Environmental Health & Planning

Present: Andy Short- Environmental Health and Planning Director, Shawn Rowland- Consultant REC, LCC Claudia Boyer – citizen, Deb Fauser- citizen, Dave Moore- Shyrock Lot 27 owner, Chris Lane- Shyrock Developer, Don Warnken- MIH Contractor, DeAnne Lane- Shyrock, Rose Lare- CEO Shyrock, Danielle Hagemo- citizen, Gerry Sawyer- Shyrock lot owner

Shawn summarized the history of the Shyrock property

Andy presented several recommended conditions to be met for the proposed “Shyrock Motorcoach Community: Phase 1B Subdivision” (The full report can be seen in the Environmental Health and Planning Office and in the Commissioners Documents)

One Shyrock lot owner voiced displeasure with several on-going changes and one Shyrock lot owner voiced pleasure with owning two lots in Shyrock.

Commissioner Johnston moved, and Commissioner Simons seconded approval of the Shyrock Motorcoach Community Phase 1B- Preliminary Plat with recommended conditions made by Environmental Health & Planning

Public Comment

Present: Patti Curtin- CVA

Patti:

- having learned from the Safety Committee that slips and falls on an employee's own time (coming in to the building, leaving the building, break time), asked if there are plans for the parking lot to be resurfaced/Response- yes, the intent was for it to be done before winter, but it will have to wait until spring

Request for ARPA funds- Town of Superior- Brenda Schneider/Roni Philips

Present: Roni Phillips- Mayor, Chris Hayes- RPA Project Manager, Mike Day- SRSD Engineer, David Hubler- Town Council Ward 1, Kelly Dillon. Brenda Schneider- Superior Town Clerk/ Treasurer, Lisa Hulder- citizen, Pattie Curtin- citizen

Roni:

- referenced the request letter sent (see Commissioners documents)
- explained the city has applied for ARPA;
 - they have current funding for \$2 million
 - \$4.9 million is needed
- asked for consideration of the county contributing \$500,000.00

Commissioner Simons told that they need to talk to Emily Park-she is putting an evaluation committee together and the committee will make the recommendations

Commissioner Zylawy stated that money is restricted, but they want to help as many and as much as they can; Emily Park's committee will study and determine how funding will be spent

St Regis Sewer District

Present- Jerry Jones St. Regis Sewer Board member, Mike Day-SRSD Engineer

Mike-

- presented the history of the breach in the St Regis Sewer main
 - the cost of the project to fix the breach is \$1 million
 - will apply for competitive grant
- asked for \$400,000 maximum toward the project

Administrative Business

Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll paid on November 5, 2021, for the amount of \$103,531.06 with check numbers 18463 through 18471 with electronic check numbers 67459 through 67527. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Simons seconded to approve minutes of October 29, 2021. Motion carried unanimously.

Documents signed:

There were no documents signed

Meeting adjourned at 3:40 PM

The next regular meeting will be Friday, November 12, 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, November 12, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, November 12, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill. Videotaping the meeting was Mary Furlong.

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

MACo Town Hall Marijuana Regulation Taxation via Zoom

Appoint Mineral County Tax Appeal Board applicant Polly McNeal to finish unexpired term of Phil Donally

Commissioner Simons moved, and Commissioner Johnston seconded to appoint Polly McNeal to fill the unexpired term of Phil Donally on the tax appeal board. Motion carried unanimously.

Public Comment

There were no comments received.

Discuss a new process and timeline for developing a management plan for FWP lands in Fish Creek

Present: Liz Bradley- FWP, Wildlife Biologist, Hope Stockwell-FWP, Parks and Outdoor Recreation Division Administrator, Loren Flynn- FWP, Regional Park and Recreation Manager, Randy Arnold- FWP, Regional Supervisor, Mike Thompson- FWP, Wildlife Manager, Dennis Yarnall – citizen, and Jim Cyr- citizen

Randy-

The purpose of this meeting is to introduce Hope Stockwell filling the new position of Parks and Outdoor Recreation and to ask the commissioners what they would like to see in the planning effort.

Hope-

- introduced herself and her credentials
- explained the new division of Parks and Outdoor Recreation and all of the areas/projects the division will oversee for better efficiency; a focus on Fish Creek

Commissioner Johnston asked if the plan including park development /Response- there will be action on the ground and the expectations are not yet set/ holistic management

Commissioner Zylawy inquired about the intent to maintain the current acreage in the state park/Response- that could be on the table

Discussion of visions for greater campsite experiences and management was brought forward.

Commissioner Johnston stated she'd like to see a greater stake in the maintenance on Fish Creek Road- Forest Service grading and Fish and Game perform dust abatement.

Commissioner Zylawy would like to see more activity options for everybody.

Administrative Business

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve claims paid on November 12, 2021, for the amount of \$116,046.09 with claim numbers 39146 and 39186 through 39048 and warrant numbers 14700 through 14761. Claim number 39146 paid on October 29 was reissued- warrant number 14660 void and reissued due to being made to the wrong vendor. Claim number 39047, warrant number 14559 void due to credit. Claim number 39075, warrant number 14587 void due to credit, claim number 39149 warrant number 14663 void due to duplicate payment. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll liabilities in the amount \$59,511.94 and paid with check numbers 18472 through 18475. Motion carried unanimously.

Documents signed:

FY 2022 Extension Services Agreement between Montana State University Extension and Mineral County. The agreement covers the period beginning July 1, 2021, ending June 30, 2022, for the of amount of \$98,628.05, signed by commissioners Johnston, Simons, and Zylawy.

Meeting adjourned at 3:00 PM

The next regular meeting will be Friday, November 19, 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, November 19, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, November 19, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill. Videotaping the meeting was Mary Furlong.

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

Sheriff–Undersheriff

Present: Randy Mitchell- citizen, Kim Mitchell-citizen

- Jail update- employees and inmate numbers; jail upgrades previously started and stopped; the door fobs are installed
 - Two new detention officers were hired- Kevin Lowry and Sharon Rizzi
 - Door fobs installed on Sheriff Office general entrance and back door
 - 22 inmates-11 inmates from US Marshals; 3 or 4 from Dept of Corrections- \$6000.00 has been received from the Marshals inmates and \$6000.00 from the state
 - Revisiting scanner on jail cells with smartphones will be revisited at another time- CARES Act money
 - Fister Electric stated to the undersheriff that there are unfinished jobs in the jail since the last closing; they will submit a bid: Commissioner Johnston requested a printout of the sheriff's office financial budget

Teleworking/Remote Work Policy Amendment p5 1:6 Telework/Remote working may only be granted with the prior approval of the commissioners

Present: Patti Curtin- CVA

Commissioner Zylawy explained the policy addition of 1.6: Teleworking/Remote Work Policy Amendment p5 1:6 Telework/Remote working may only be granted with the prior approval of the commissioners; under unique circumstances, a Department Head would bring the request for employee telework/remote work to the board.

Commissioner Zylawy stated that the county is in the business of customer service and customers are best served face to face.

Patti asked about being quarantined and working from home/Response- the policy states that quarantine status is covered by, and for use of, sick time.

Commissioner Johnston moved, and Commissioner Simons seconded to approve Policy Amendment 1.6 Teleworking/Remote Work Policy Amendment p5 1:6 Telework/Remote working may only be granted with the prior approval of the commissioners. Motion carried unanimously.

Board of Health Meeting

See Commissioners' Assistant for minutes.

DNRC Floodplain Mapping Outreach Specialist- Update floodplain maps and next steps

Present: Andy Short – Environmental Health and Planning Director, Denley Loge- MT State Legislator, Peggy Temple- citizen, Glenn Koepke- citizen, Lori Dove- MCDES Coordinator, Tiffany Lyden- DNRC, Doug Brugger- DNRC, via virtual attendance were: Chris Dorscher- FEMA Contractor, Larry Schock- DNRC, Nadene Wadsworth-DNRC, Matt McGlone- FEMA Contractor, and Traci Sears- DNRC

Tiffany gave a presentation to update the county on the progress of the Flood Plain Maps project; the purpose of the project is to show the areas at risk of flooding with a 100-year flood event, planning for septic and subdivision purposes, and emergency management.

- As new data is gathered, maps need to be updated
 - Mineral County's maps were produced in 1978
- Asked Andy what they (DNRC) could do to lessen his workload on this project/Response- Andy requests they (DNRC) complete drafting the regulations, tracking

Work on the new maps will continue

Public Comment

Present: Denley Loge- MT State Legislator, Peggy Temple- citizen, Glenn Koepke- citizen

Denley-

- Reported that the Transportation Committee made a recommendation to the governor to change the five-year replacement license plate for another year at least; presently there is an aluminum shortage thus paper plates are being issued

Glenn-

- Glacier Country Tourism: Destination Stewardship to engage more local communities; Glacier Park is overwhelmed and would like to push tourism out to outlying areas
 - suggested small communities work together to help manage tourism locally

Bid Opening and Award-Cedar Creek Road Reconstruction-Road Foreman-Jason McLees

Present: Jason McLees – Road Foreman, Carole Johnson- Forest Service Superior District Ranger

Jason:

- stated there are two bids and proceeded to open and read the bids aloud

MeadowCreek Contracting	\$178,591.49
Haskins Excavating	\$73,713.00

Jason recommends accepting Haskins Excavating pending Nate's (Forest Service) approval

Commissioner Johnston moved, and Commissioner Simons seconded to approve Haskins Excavating bid for the amount of \$73,713.00 contingent upon Nate's approval. Motion carried unanimously.

Administrative Business

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve payroll paid on November 19, 2021, for the amount of \$108,679.10 with check numbers 18476 through 18487 with electronic check numbers 67390 through 67457. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve minutes of November 5, 2021, and November 12, 2021. Motion carried unanimously.

Documents signed:

Job Change Form for Melanie Batt moving from the Administrative Assistant position for the County Attorney's Office to the Health Department as a Clinical Investigator, signed by Commissioner Zylawy.

Meeting adjourned at 3:00 PM

The next regular meeting will be Friday, November 26, 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, November 26, 2021

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, November 26, 2021. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston, and Administrative Assistant Dawn Terrill. Commissioner Duane Simons was absent. Videotaping the meeting was Mary Furlong.

Commissioner Roman Zylawy called the meeting to order at 10:00 AM.

Sheriff Toth-

1. Jail Lieutenant and pay rate for the position discussion
2. Sheriff to discuss unfinished jail work started from 3 years ago
 - as discussed last week by Undersheriff Cashman, work on the jail was halted when the jail last closed; a bid is coming from Fister and will be presented to the commissions
- ~~3. Virtual Training Equipment purchase – Action Item~~
- ~~4. Purchase Smart phone scanning for Jail Security – Action Item~~

Early Childhood team to Request permission to participate in the following grant project: April Quinlan

Present: via teleconference was April Quinlan- Parents as Teachers Program Supervisor

April-

- explained she was asking permission to accept the \$6000.00 from Montana Community Child Care Innovations Pilot
 - there is no match required
 - this money will be used as a supplement to other grants

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve the request to participate in the Montana Community Child Care Innovations Pilot. Motion carried unanimously.

Public Comment

There were no comments received

Discussion of missing daughter Rebekah Barsotti- Angela Mastrovito

Present: Angela Mastrovito- Rebekah's mother, Gerald Mastrovito- Rebekah's (step) dad, Lance Jasper- Attorney, Deb Sheppard- citizen, Amy Or- citizen, John Baker- citizen, Melissa Jurasovich- citizen, Marlene Austin- citizen, Dennis Lazzar- citizen, Wayne Cashman- Undersheriff, Mike Toth- Sheriff, Kat Thompson- citizen, Ellen Donohue- County Attorney, Debbie Peters-citizen, Jesse Sankey- citizen, Tamara Wiewieck- citizen, Mary Jo berry (arrived late)- citizen

Angela Mastrovito explained presenting to the commissioners to ask that they direct the sheriff to ask for state and federal help in searching for her daughter. Angela outlined what has been done and what has not been done in the search.

Attorney Lance Jasper requested asking the sheriff to call DCI to help with the investigation.

Citizens voiced frustration at the status of the investigation.

Sheriff Toth agreed to call DCI to request their help.

Administrative Business

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve claims paid on November 26, 2021, for the amount of \$97,069.48 with claim numbers 39226, 39229, and 39249 through 39334 and warrant numbers 14762 through 14849. Claim numbers 39226 and 39229 were submitted and approved on 11/12/2021 but were not processed. Motion carried unanimously.

Commissioner Johnston reviewed JV's for September and October 2021-2022

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve minutes of November 19, 2021. Motion carried unanimously.

Documents signed:

Job description for the Legal Assistant and Administrative Assistant for the County Attorney's Office, signed by Commissioner Zylawy and Commissioner Johnston.

Meeting adjourned at 3:00 PM

The next regular meeting will be Friday, December 3, 2021, in the Commissioners Meeting Room.

Minutes were taken by

Dawn Terrill

Mineral County Commissioners' Assistant

