

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

Friday, April 1, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 1, 2022. Present were Commissioner Roman Zylawy and Commissioner Duane Simons. Commissioner Laurie Johnston and Administrative Assistant Dawn Terrill were absent.

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

There were no agenda items on this day.

Administrative Business

Commissioner Simons moved, and Commissioner Zylawy seconded to approve claims paid on April 1, 2022, for the amount of \$210,861.19 with claim numbers 39766 through 39862 and warrant numbers 15282 through 15378. Motion carried unanimously.

Documents signed:

There were no documents signed.

Meeting adjourned at 2:30 PM

The next regular meeting will be Friday, April 8, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

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

Friday, April 8, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 8, 2022. Present were Commissioner Roman Zylawy and Commissioner Duane Simons. Commissioner Laurie Johnston and Administrative Assistant Dawn Terrill.

Commissioner Roman Zylawy called the meeting to order at 11:30 AM

Public Comment

No comments were received

Forest Service Ranger Discussion

Present: Gloris Castles- citizen, Tom Castles-citizen, Randy Mitchell- citizen, Kim Mitchell- citizen, Nick Jose- Sun Mtn Lumber, Denley Loge- MT State Representative, Peggy Stevens- citizens, Chris Ganger- Ninemile District Ranger, Carolyn Upton-Lolo Forest Supervisor, Lorie Cotter- FMO- Forest Service, Glenn Koepke-citizen, Shane Hendrickson-Acting Ranger Supervisor, Willy Peck- MCRC, Carole Johnson arrived late

Carolyn Upton discussed Carole Johnson's retirement and the search for her replacement. She queried the commissioners regarding a new ranger.

The commissioners stated that Carole's work needs to be respected and carried forward; they stated they do not want to lose any ground in the progress they have achieved with Carole's help. Carolyn Upton agreed.

Carolyn stated the Forest Service continues to move forward to find grants for taking the ownership and maintenance of the Saltese Trestle.

Carolyn explained she followed through with questions to BLM regarding the Idaho Montana State Line Border dispute. The cost of a survey is too expensive for Carolyn's Forest Service budget. Denley Loge agreed to contact Senator Daines about the potential for funds.

Commissioner Johnston requested the new ranger, and the acting ranger, follow Carole's lead and bring a Forest Service update to the commissioners' meeting on a monthly basis. Commissioner Johnston directed the Forest Service representatives to contact Administrative Assistant Dawn Terrill.

Administrative Business

Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll paid on April 8, 2022, for the amount of \$185,424.11 with check numbers 18608 through 18622 and electronic deposits 66673 through 66742. Motion carried unanimously.

Commissioner Johnston reviewed JVs for December, January, and February FY 21-22

Documents signed:

ORDER VACATION OF ALLEY LOCATED BETWEEN LOTS 1-22; BLOCK 82 OF THE AMADOR TOWNSITE, BOOK OF TOWNSITES NUMBER 6, signed by Commissioner Zylawy as per the outcome of the public meeting on March 18, 2022.

Supplemental Healthy Montana Families Task Order #22-25-8-4-41-178-0 for Mineral County Health Department (ARPA funded) signed by Commissioner Zylawy.

2022 Connecting SUD Prevention Efforts to Early Childhood Coalitions (Year 3) Project MOU, signed by Commissioner Zylawy

Promissory Note and Security Agreement amended to include current payment schedule in the amount of \$21,793.85 for Western Montana Specialty Foods, Inc, signed by Commissioner Zylawy.

Meeting adjourned at 4:15 PM

The next regular meeting will be Friday, April 15, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

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

Friday, April 15, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 15, 2022. Present were Commissioner Roman Zylawy, Commissioner Laurie Johnston and Administrative Assistant Dawn Terrill. Commissioner Duane Simons was absent to attend the County Forest Summit in Helena.

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

9:00 AM MACo Town Hall Meeting via Zoom

10:00 AM Clark Fork Meadows Major Subdivision

Present: Albert Walsh- property owner, George Sherwood- property owner, Donna Sherwood- property owner, Sean Amudson- consultant, Andy Short- Environmental Health and Planning Director, Candis Hampton - Environmental Health and Planning Assistant, Richard Crain- Real Estate Agent

Andy-

- introduced the staff report which is his report along with comments from the Planning Board
- stated the project is within the 60-day deadline
- showed an aerial of the property

Sean-

- 2 miles west of Dry Creek exit
- 17.7 acres, open unit
- residential and light agriculture- no agricultural water
- 14 lots- each served by individual septic and well
- overhead powerlines will be removed and placed underground
- there will be a mailbox cluster
- there is a fire suppression system, devised with the help of Jerry Dockett, from a stand-alone well, operated by the HOA
-

Andy reviewed the conditions and the request for a variance from regulation 6.8.9 requiring secondary access within the subdivision. Andy requested approving the variance.

Commissioner Zylawy moved, and Commissioner Johnston seconded granting the variance with no conditions. Motion carried unanimously.

Commissioner Johnston moved and Commissioner Zylawy seconded to approve the Preliminary Plat of the Clark Fork Meadows Major Subdivision with the recommended conditions. Motion carried unanimously.

11:00 AM Request to advertise and fill a Road Department vacancy

Present: Jason McLees- Road Department Foreman

Jason requested advertising and filling a vacancy due to a resignation.

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve Jason advertising and filling a vacant position for a road department employee at \$18.00 per hour. Motion carried unanimously.

11:10 AM Request to fill Deputy County Attorney full-time vacancy and part-time office administrative assistant vacancy-

Present: Ellen Donohue- County Attorney, Deb Jackson- Deputy County Attorney, Jaime Talbot -Clerk of District Court, Wendie Richards- Safety Committee

Ellen requested approval to advertise for a Deputy County Attorney needed in May given her resignation for May 6, 2022.

Ellen requested approval to hire recent applicant Lorna Sharkey to fill the recently vacated position of her Administrative Assistant

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve advertising for the full-time Deputy County Attorney position and to hire Lorna Sharkey for 24 hours per week at the wage she is currently making. Motion carried unanimously.

11:25 AM Safety Committee requests an update on the status of the parking lot replacement

Present: Wendy Richards- Safety Committee, Jaime Talbot- Safety Committee

Wendy asked for the status of replacing the courthouse parking lots

Commissioner Johnston stated that the intent is to move forward with replacement; new quotes are needed and likely only one lot per year will be replaced, but the process should begin this year.

11:30 AM Public Comment

Present: County Attorney- Ellen Donohue, Deb Jackson- Deputy County Attorney, Andy Short-Environmental Health and Planning Director Rick Seemann- citizen, LeRoy Godin- citizen, Wayne Cashman- Undersheriff, Andy Short-Wendy Richards- citizen, Jaime Talbot- citizen, Richard Ford- citizen, Kevin Valerio- citizen

Comments came from the citizens regarding Coleman's Corners and the lack of ownership of a particular house with the death of its owner.

Comments included the mess, the stealing, and the drug abuse taking place on that property. Because there is no owner to the property, there isn't a law to protect the property or the neighbors.

Ideas were generated for finding the recipient bequeathed the house. The stated hopes were that with ownership the property could be cleaned up and vagrants could be removed.

Administrative Business

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve payroll liabilities paid on April 15, 2022, for the amount of \$33,969.53 with check numbers 18623 through 18624. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve claims paid on April 15, 2022, for the amount of \$92,714.00 with claim numbers 39863 through 39938 and warrant numbers 15379 through 15454. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve minutes of March 25, 2022, April 1 and April 8 2022. Motion carried unanimously.

Documents signed:

Montana Board of Control CESF Grant, signed by Commissioner Zylawy

Meeting adjourned at 3:45 PM

The next regular meeting will be Friday, April 22, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

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

Friday, April 22, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 22, 2022. 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

9:00 AM Motion Amendment for part-time County Attorney Administrative Assistant

Commissioner Johnston moved, and Commissioner Simons seconded to amend the motion approved at the April 15, 2022, meeting to hire a permanent, part-time employee by striking the words "the same wage she is currently at" and replacing them with "the wage \$12.00 per hour", so the amended motion will read "to hire Lorna Sharkey as a permanent, part-time employee at the wage of \$12.00 per hour". Motion carried unanimously.

9:10 AM Two Fair Board appointments

Commissioner Johnston moved, and Commissioner Simons seconded to appoint Brittney Kottre and Maura Johnson to the Fair Board to fill the unexpired terms of Nancy Parkin and Carole Johnson. Motion carried unanimously.

9:20 AM Library request to hire two short term employees

Commissioner Johnston moved, and Commissioner Simons seconded to allow the Library Director, Guna Chaberek, to hire two short - term employees. Motion carried unanimously.

9:30 AM Burn Permit Tracking program

Present: Wayne Cashman- Undersheriff, Tifani Amberson-Dispatcher, Lori Cotter- Forest Service, Bob Henderson- Forest Service, entering late was Mike Curtin-citizen and Glenn Koepke- citizen

Tifani and Lori explained the tracking program available for burn permits. The tracking program will help manage call- ins regarding burns. There is an annual fee for the county to be a part of the tracking program website (\$55.00). The Undersheriff committed to paying the fee. Discussion ensued regarding the option of charging the burn permit users a nominal fee (\$3.00 to \$5.00).

Commissioner Zylawy moved, and Commissioner Simons seconded to move forward with the Burn Permit Tracking Program without charging a fee to the public for at least the first year of operation. Motion carried unanimously.

9:30 AM Request to spend \$5000.00 of CARES ACT money to finish dispatch update

Present: Wayne Cashman- Undersheriff, Tifani Amberson-Dispatcher, Glenn Koepke- citizen

Undersheriff Cashman stated the remodeling of the dispatch center needs to be completed and would like to spend \$5000.00 of the Sheriff's Office Cares Act fund to do so and to complete training.

Commissioner Johnston moved, and Commissioner Simons to allow the Sheriff's Office to spend \$5920.00 out of their CARES Act fund for training on the electronic doors and to complete wiring. Motion carried unanimously.

9:45 AM Request for a Letter of Support for Broadband Internet

10:00 AM MACo Renewal

Present: Shannon Chamberlain- MACo and Krui Siewing- Payne West Property and Casualty Representative

Shannon reviewed the policy that was approved in January 2022. A big change is MACo no longer has Cyber Security. The county will need to submit applications to companies that insure for Cyber Security.

11:30 AM Public Comment

Present: Kim Mitchell- citizen, Mike Curtin-citizen, Glenn Koepke- citizen, Virginia Turner- citizen, Bobby Carroll-citizen, Kevin Valerio- citizen, arriving late were citizen Dian Magone and Montana State Representative Denley Loge

A citizen exclaimed discontent with two commissioners because of their email response to an impending political ad.

A citizen addressed one of the commissioners and presented the current state representative's voting record.

A question was asked about bringing businesses to Mineral County

Another citizen voiced concern that the community and hospital be together working for the success of the community and hospital.

A thank you was given to the commissioners for the new lawnmower for St Regis Park

Administrative Business

Commissioner Johnston moved, and Commissioner Simons seconded to approve payroll paid on April 22, 2022, for the amount of \$103,826.85 with check numbers 18625 through 18635, and electronic deposit numbers 66601 through 66671. Motion carried unanimously.

Commissioner Johnston moved, and Commissioner Zylawy seconded to approve the minutes of April 15, 2022. Motion carried unanimously.

Documents signed:

HOME Program Income 2022 Quarterly Reporting Form, signed by Commissioner Johnston.

Meeting adjourned at 2:30 PM

The next regular meeting will be Friday, April 29, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
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Friday, April 29, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, April 29, 2022. Present were Commissioner Roman Zylawy, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill. Commissioner Laurie Johnston was absent.

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

9:30 AM Appoint Deputy County Attorney Deb Jackson to fulfill the unexpired term of County Attorney Ellen Donohue

Present: Gordon Hendrick- citizen, Patti Curtin- CVA, Tamera Clemts- CVA, Ellen Donohue- County Attorney, Deb Jackson- Deputy County Attorney, Mary Furlong- CVA, Jaime Talbot- Clerk of District Court, Wendie Richards- Justice Court Clerk, and Kim Taron- Justice Court Clerk

Commissioner Simons moved, and Commissioner Zylawy seconded to appoint Deb Jackson to fulfill the unexpired term of County Attorney Ellen Donohue on May 6, 2022. Motion carried unanimously.

9:35 AM Rural Grant and re-authorization for CVA Tamera Clemts

Present: Gordon Hendrick- citizen, Patti Curtin- CVA, Tamera Clemts- CVA, Ellen Donohue- County Attorney, Deb Jackson- Deputy County Attorney, Mary Furlong- CVA, Jaime Talbot- Clerk of District Court, Wendie Richards- Justice Court Clerk, and Kim Taron- Justice Court Clerk

Re-authorization of the MOU for SCCFF (Sanders County Coalition for Families) was necessary to transfer from County Attorney Ellen Donohue to County Attorney Debra Jackson.

Ellen explained that the **Missoula County Rural Program, Fiscal Year 2022-25**, the CVA position held by Tamera Clemts, is up for a three-renewal contract.

Commissioner Zylawy moved, and Commissioner Simons seconded to go into another three-year contract with the Missoula County Rural Program. Motion carried unanimously.

9:55 AM-10:00 AM Adopt a new Salary Resolution that will supersede the original, incorrect Salary Resolution. (Salary Resolution 8-27-2021 B is incorrectly written due to a cut/paste error: Whereas the compensation board has recommended the following: 3.5 % increase for the fiscal year 2022 to read 3.0 % increase)

Commissioner Zylawy moved and Commissioner Simons seconded to adopt a new Salary Resolution: Resolution 4-29-2022. Motion carried unanimously.

10:00 AM CDBG (Community Development Block Grant) Public Hearing- Emily Park

See Emily Park, MSU and Economic Development Agent for Mineral County, to view the minutes.

Public Comment

Present: Jessica Nagy- Elementary Principal, Shane Quick- Superior School Board Member, Logan Labbe- Superior High Scholl Principal, Tamara Starkel- Area VI Agency, Mary Murphy- Senior Center, Debra Regan- citizen, Lori Cotter-USFS District Fire Management Team, Norm Naef- Maintenance Director, Scott Kinney- Superior School District Superintendent, Emily Park- MSU and Economic Development Agent for Mineral County, Denley Loge- Mt State Representative, Steve Clairmont- citizen

Discussion continued from CDBG (Community Development Block Grant) Public Hearing; the groups present presented their ideas for using county land near the schools, with the county building a structure to hold school activities, a senior center, and the Fair Board. The building would be open for public use.

Administrative Business

Commissioner Simons moved, and Commissioner Zylawy seconded to approve claims paid on April 29, 2022, for the amount of \$32,279.73 with claim numbers 39939 through 39987 and warrant numbers 15455 through 15501. Claim numbers 39985 and 3986 were skipped due to clerical error. Motion carried unanimously.

Commissioner Simons moved, and Commissioner Zylawy seconded to approve the minutes of April 22, 2022. Motion carried unanimously.

Documents signed:

Missoula County Rural Program, Fiscal Year 2022-25 Agreement, signed by Commissioner Zylawy via DocuSign/D Terrill

MOU for SCCFF (Sanders County Coalition for Families) to transfer from County Attorney Ellen Donohue to County Attorney Debra Jackson, signed by Commissioner Zylawy.

Salary Resolution: Resolution 4-29-2022, signed by Commissioners Zylawy, Simons, (and later) Johnston.

Meeting adjourned at 2:30 PM

The next regular meeting will be Friday, May 6, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

