

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

October 7, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 7, 2022. Present were Commissioner Roman Zylawy, Commissioner Duane Simons, and Administrative Assistant Dawn Terrill.

9:00 AM Request to advertise for Extension Office Administrative Assistant and fill a vacancy

Present: Emily Park- MSU Extension Agent, Dave Brink- MSU Extension Agent, Carole Young- citizen

Dave and Emily requested advertising and filling the full-time Administrative Assistant position left vacant by resignation in August 2022.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve the request to advertise and fill the 40- hour- per -week vacancy for an Administrative Assistant in the MSU Extension Office. Motion passed unanimously.

9:15 AM Discuss and appoint BSPRA (Big Sky Passenger Railroad Authority) Representative

Present: Denley Loge- MT. State Representative, Wally Congdon- citizen, Steve Moats- citizen, Carole Young- citizen, Emily Park- citizen

Diane Magone and Wally Congdon spoke on their own behalf for an appointment as BSPRA (Big Sky Passenger Railroad Authority) Representative.

A citizen spoke on behalf of the work completed thus far by Diane Magone for the BSPRA

A citizen reminded the commissioners that the economic side of the BSPRA is the most important consideration.

Commissioner Zylawy moved, and Commissioner Simons seconded to appoint Diane Magone as Representative to the Big Sky Passenger Railroad Authority. Motion carried unanimously.

10:00 AM **Preliminary Plat Approval/Denial-Amd Pat Anderson Minor AMD Lot 1 Subdivision**

Present: Candis Hampton- Environmental Health and Planning Assistant, Andy Short- Environmental Health and Planning Director, Don and Patti Pickering- subdivision participants, Ron Warren- RMS, Kim Kinzie- RMS, Jen Dague- 1st American Title representative, Bill Woodford- citizen

Andy recommended the three variances (the full document can be viewed in the Commissioners documents or the Environmental Health and Planning Office)

Commissioner Simons moved, and Commissioner Zylawy seconded to approve the three stated variances. Motion carried unanimously.

Public Comment:

Present: Wayne Cashman- Undersheriff, Bill Woodford- citizen

No comments were received.

1:00 PM Appoint Commissioner for the vacant seat

Present: Clayton Ward- citizen, Julye Miller- citizen, Laurie Johnston- citizen, Kat Thompson- citizen, Julie Prater- citizen, Denley Loge- citizen, Wally Congdon- Deputy County Attorney, Glenn Koepke- citizen, Candis Hampton- citizen, Kelann McLees- citizen, Kasey Feasel- citizen, Keenan Taylor- citizen, Jaime Talbot- citizen, Claudia Boyer- citizen, Jill Betts – citizen, Alisha Boyce- citizen, Jen Dague- citizen, William Woodford- citizen

There was a total of six candidates passed forward from the Republican Central Committee.

Candidates Dawn Terrill and Bill Woodford were proposed by Commissioner Simons and Commissioner Zylawy to fill the vacancy left by Commissioner Laurie Johnston.

Commissioner Simons moved, and Commissioner Zylawy seconded to appoint Dawn Terrill to the two-year unexpired term of Commissioner. Motion carried unanimously.

Administrative Business

Commissioner Zylawy moved, and Commissioner Simons seconded to approve payroll paid on October 7, 2022, for the amount of \$106,818.92 with check numbers 18792 through 18805, and electronic deposit numbers 65755 through 65825. Motion carried unanimously.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve the minutes of September 30, 2022. Motion carried unanimously

Documents signed:

TASK ORDER AMENDMENT NUMBER 1 TASK ORDER FOR DEVELOPMENT OF A COMMUNITY HEALTH ASSESSMENT TASK ORDER NUMBER 22-07-1-174-0, DOCU SIGNED BY Commissioner Simons

Meeting adjourned at 4:00 PM

The next regular meeting will be Friday, October 14, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS

OF MINERAL COUNTY, MONTANA

October 14, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 14, 2022. Present were Commissioner Roman Zylawy, Commissioner Duane Simons, and Commissioner Dawn Terrill.

10:00 AM Superior and Ninemile updates- Chris Gauger

Present: Sara Alberts- Acting Superior Forest Service District Ranger, Chris Gauger- Ninemile District Ranger, Abby Lane- new Superior District Ranger

Abby introduced herself.

Chris gave a brief update for Ninemile.

Sara gave a brief update on Superior. Sara informed the commissioners she will now return to her district in Troy, Montana.

Public Comment:

There were no comments received.

Administrative Business

Commissioner Simons moved, and Commissioner Zylawy seconded to approve claims for the amount of \$152,922.63 with claim numbers 40652 through 40721 and warrant numbers 16166 through 16285. Warrant numbers 16229 and 16234 are void. Motion carried unanimously.

JVs and income statement for 8/22 FY 22-23 were reviewed by Commissioner Zylawy.

Meeting adjourned at 4:00 PM

The next regular meeting will be Friday, October 21, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

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

October 21, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 14, 2022. Present were Commissioner Duane Simons, and Commissioner Dawn Terrill. Commissioner Roman Zylawy was absent.

9:30 AM Snow Removal and Rights of Way-encroachments-Action Item- Deputy County Attorney

Present: Jason McLees- Road Foreman, Wally Congdon- County Deputy Attorney

Juliet Miller- citizen, Clayton Ward- citizen, Gretchen Webb- citizen, Glenn Koepke- citizen, Kat Thompson- citizen, Cynthia Luce- citizen, , Dan Clemts- citizen, and Tamera Clemts

Attorney Congdon explained the difficulties in snow plowing and parked cars; Jason suggested mailing postcards as reminders about parking and potential penalties for blocking the path of the snow plows.

Commissioner Terrill moved, and Commissioner Simons seconded to approve the idea of educating the public about parking and snow plowing through postcard mailings. Motion carried unanimously.

9:45 AM Discussion for follow up from Commissioners on adherence to the law- County Attorney Deb Jackson

Present: Deb Jackson-County Attorney, Wally Congdon- Deputy County Attorney, Juliet Miller- citizen, Clayton Ward- citizen, Gretchen Webb- citizen, Glenn Koepke- citizen, Kat Thompson- citizen, Cynthia Luce- citizen, Sharon Patterson- citizen, Rick Miller- citizen, Dan Clemts- citizen, Tamera Clemts, and Wayne Cashman

Attorney Deb Jackson explained the need to revise Policies and Procedures to include specific training needs for Detention Officers. The greatest concern is that Detention Officers understand what can and cannot be communicated to inmates.

Undersheriff Cashman voiced the willingness of the sheriff's department to work with the county attorney to update and enforce training policies and procedures.

10:00 AM Request to amend Policy and Procedures process for hiring and interviewing the Sheriff's Office -Deb Jackson

Present: Deb Jackson- County Attorney, Wally Congdon- Deputy County Attorney, Juliet Miller- citizen, Clayton Ward- citizen, Gretchen Webb- citizen, Glenn Koepke- citizen, Kat Thompson- citizen, Cynthia Luce- citizen, Sharon Patterson- citizen, Rick Miller- citizen, Dan Clemts- citizen, Tamera Clemts, and Wayne Cashman

Attorney Jackson reported that Mineral County has been ordered to make specific changes to the hiring process including changes in background checks for hiring in the Sheriff's Office; the attorneys will meet with the Sheriff's Office to make changes as needed.

All policy changes will be brought forth and sent to MACo General Counsel for approval before approved by the commissioners.

10:30 AM Hackman request for septic approval, prior to final plat approval - Thompson DeBorgia Rd, DeBorgia Big Cir Acres Tract B -Action Item- Andy Short

Present: Wally Congdon- Deputy County Attorney, Juliet Miller- citizen, Clayton Ward- citizen, Kat Thompson, Cynthia Luce- citizen, Miles Hackman- citizen requesting septic permit, and Cheryl Hackman- citizen requesting septic permit

Andy explained the circumstance of the septic request from the land owner. The land owner has complied with the conditions of the preliminary plat and while awaiting the septic approval permit has requested the commissioners grant the permit, which is recommended by Andy.

Wally recommended another solution, based on previous cases, whereby the landowner does not need the approval of the commissioners under these specific circumstances, and Andy agrees. No action item is needed.

Public Comment

Juliet Miller- citizen, Clayton Ward- citizen, Kat Thompson, Cynthia Luce- citizen

A citizen asked a question about another citizen (non-employee) and was directed to ask the people involved- the commissioners have no comments regarding citizens

Administrative Business

Commissioner Terrill moved, and Commissioner Simons seconded to approve payroll and liabilities for the amount of \$103,058.88 with check numbers 18813 through 18825. Check numbers 18811 and 18812 are void. Motion carried unanimously.

Commissioner Terrill moved, and Commissioner Simons seconded to approve minutes for October 14, 2022. Motion carried unanimously.

Documents signed: TASK ORDER Amendment Number THREE TASK ORDER FOR Healthy Montana Families TASK ORDER 23-25-5-41-178-0

Meeting adjourned at 12:00 PM

The next regular meeting will be Friday, October 28, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill

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

October 28, 2022

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 28, 2022. Present were Commissioner Duane Simons, Commissioner Roman Zylawy, and Commissioner Dawn Terrill.

9:00 AM Request to advertise and fill the vacancy that will be left by Kim's move to Judge

Present: Gretchen Webb- citizen, Kim Taron- Justice of the Peace elect, Wendie Richards- Justice Court Clerk, Mary Yarnall- Treasurer, Merry Mueller- Treasurer elect

Kim Taron requested a full-time position to fill the upcoming vacancy. Kim agreed that with the new hire her office will implement breaks as outlined in the policy manual.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve filling the upcoming vacancy in Justice Court for \$13.00 per hour. Motion carried unanimously.

9:30 AM Request to advertise and fill clerk position for January vacancy that will be left by Mary Yarnall's retirement and clerk Merry Mueller moving into her position as Treasurer

Present: Mary Yarnall- Treasurer, Merry Mueller- Treasurer- elect

Mary requested to fill the upcoming vacancy that will be left by her retirement.

Dawn Terrill moved, and Commissioner Simons seconded to approve filling a full- time vacancy in the Treasurer's Office for \$13.00 per hour. Motion carried unanimously.

11:30 AM _____ Public Comment

There were no comments received.

12:00 PM Mineral County MT Rails-Trails/Rails-to-Trails Conservancy Presentation- Diane Magone, et al

Present: Steve Moats- citizen, Denley Loge- MT House RepHD14, Amy Helena-DNRC, Jim Goss- citizen, Mavia- Johnson-citizen, Todd Smith- 5 Valleys Chapter RMEF, Doug Austin- citizen, Dana Austin- citizen, Kevin Belonger- citizen, Diane Magone- MT Rails to Trails President, Bert Lindler

Mineral County MT Rails-to-Trails and the national Rails-to-Trails Conservancy met to discuss the construction of the Great American Rail-Trail which will eventually connect Washington DC with the coast of Washington and will run through Mineral County lengthwise once it is completed which includes the already constructed Route of the Olympian. Kevin Belanger, Project Manager of the Great American Rail-Trail, also discussed the portion of a recent Economic Impact Study that focuses specifically on the economic effect that the Trail will potentially have on our county.

Board members of the local group (Diane Magone, Bert Lindler, Dick Darne, Jim Goss, and Brooke Lincoln) and Amy Helena, Missoula Unit Manager, DNRC, were introduced.

This event was a part of a day-long tour that also included discussions of two prospective projects that are priorities for the local group: an alternative route near Tarkio through DNRC land (to avoid dangerously narrow I-90 bridges) and the restoration of the Saltese Trestle.

Administrative Business

Commissioner Simons moved, and Commissioner Zylawy seconded to approve claims for the amount of \$43,062.73 with claim numbers 40682 and 40771 through 40804 and warrant numbers 16288 through 16322. Warrant number 16322 is disallowed. Motion carried unanimously.

Commissioner Simons moved, and Commissioner Zylawy seconded to approve minutes for October 28, 2022. Motion carried unanimously.

Meeting adjourned at 4:00 PM

The next regular meeting will be Friday, November 4, 2022, in the Commissioners' Meeting Room.

Minutes were taken by

Dawn Terrill