

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

**August 4, 2023**

The Board of County Commissioners of Mineral County, Montana, met in a Regular session on Friday, August 4, 2023. Present were Commissioner Duane Simons, Commissioner Roman Zylawy, and Commissioner Dawn Terrill.

**9:00 AM- 10:00 AM Administrative Business:** Pay Claims for August 4, 2023, Approve minutes for July 21 and July 28 2023; sign documents as needed

**Commissioner Simons moved, and Commissioner Zylawy seconded to approve claims in the amount of \$199,491.17 with claim numbers 41960 through 42065 and warrant numbers 17477 through 17582. Motion carried unanimously**

Signed Letter to Grant Variance for Parcel B-2 (see Topic minutes below)

**10:00 Break**

**10:05 AM Call Meeting to order, Pledge of Allegiance.**

Meeting called to order

Pledge of Allegiance led by Commissioner Terrill

**10:05-10:35 Public Comment**

**Present:** Glen Koepke- citizen

Commented on the 4-H Barn having a pole/beam replaced.

**10:45 AM - 11:00 AM Request to apply for Childhood Lead Poisoning Prevention -Action Item;**  
Health Department

**Present:** Jenn Donovan-Health Department, Andy Short-Land Planner

Jenn explained how this Grant would provide outreach and provide resources for people regarding the prevention of Lead poisoning to children. Jenn Requests that we apply for the \$20,000.00 dollar Grant as there is no cost to Mineral County and her staff can accommodate the work.

**Commissioner Simons moved, and Commissioner Zylawy seconded to apply for the Grant in the amount of \$20,000.00 dollars for Childhood Lead Poisoning Prevention. All were in favor. Motion Carried.**

**11:00 AM- 11:30 AM Variance request approval to allow transfer of Parcel B-2, COS #674 – Action Item- Andy Short Environmental Health and Planning Director**

**Present:** Andy Short-Environmental Health and Planning Director, Candis Hampton-Environmental Health and Planning assistant, Ron Warren-Rocky Mountain Surveying, Jody Calhoun-citizen, Dave Gull-citizen.

A Survey was done in 2022 for a family transfer split Parcel B-2. The law and SB 158 state that they can't convey the land until two years have passed OR a variance is granted by the Commissioners. Calhoun and Gull are married and have extenuating circumstances that prompt the request for variance.

**Commissioner Zylawy moved, and Commissioner Simons seconded to grant the Variance request and approve to allow transfer of Parcel B-2 COS#674. All were in Favor. Motion Carried**

**Meeting adjourned at 3:15 PM**

**The next regular meeting will be Friday, August 11, 2023, in the Commissioners' Meeting Room.**

**Minutes were taken by**

**Roman Zylawy**

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

**August 10, 2023**

The Board of County Commissioners of Mineral County, Montana, met in a Special Work session on Thursday, August 10, 2023. Present were Commissioner Duane Simons, Commissioner Roman Zylawy, and Commissioner Dawn Terrill.

**11:00 AM Roundtable session with IMEG Engineering and Slate Architecture Firm**

Present: Mark Bellon, IMEG Engineer- Scott Cromwell, SLATE Architecture- Jim Debree, citizen- Sharon Patterson, citizen-Denley Loge, State Legislator

Scott Cromwell has some expertise in County courthouse remodeling and repairs. He has done work for many other counties in Montana and works in tangent with various Engineering firms. Scott And Mark toured the county building and the grounds with Mineral county maintenance employee Norm Naef. They identified some of the issues needing the most attention in and around the Courthouse including windows, doors, Front step Pillars, parking lot and drainage problems around the building.

They suggest we start out with a feasibility study and cap it at 50,000 dollars. A Conditions and assessment report would establish cost and we would put out a RFQ for bid. The preliminary site inspection today was free and if we move forward, they could also help secure some matching fund grants to bring down costs.

The meeting ended with them agreeing to come back in a couple of weeks with starting the public process of RFQ and eventually solicit contractor bids.

Meeting adjourned at 11:30 AM

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

**August 11, 2023**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, August 11, 2023. Present were Commissioner Roman Zylawy, Commissioner Duane Simons, and Commissioner Terrill

**9:00 AM Admin Business**

**Present:** No one was present

**Commissioner Zylawy moved, and Commissioner Simons seconded to approve Payroll in amount of \$82,937.10 Check numbers 19109 through 19118 and Electronic deposits # 64259 thru 64192. Motion carried unanimously.**

**Documents Signed:** Resolution #8-11-2023

Updated LEPC bylaws , signed by Commissioner Terrill.

Revision of Mineral County Hazardous Materials Operations.

Rate of pay change form for promoted dispatcher Lisa Denn, and the decrease of pay for Tiffani Amberson moving down from supervisor to regular dispatcher.

All commissioners signed the Final Plat for the Pat Anderson Minor Subdivision

**10:05 AM Recite Pledge of Allegiance**

Meeting called to order

Pledge of Allegiance led by Commissioner Terrill

**10:05AM -10:35 AM Public comment**

**Present:** Kirk Krutilla-citizen, Bill Hower-citizen, Wendy Galarza-citizen

Kirk Spoke about the TV reception being poor out on Diamond road east of Superior. Next Bill Hower talked about his tax dollars being collected and the TV antenna needed to be on the north side of I-90 and the Clark fork on the mountain. The annual tax collected is 5.00 dollars a year and the Superior TV district only serves that small area, not the entire county.

**10:35 AM – 10:45 AM 2023 County Sand Material Bid- ACTION ITEM Road Foreman McLees**

**Present:** Anna Marie White-citizen, Jason McLees-Road Foreman

Just One bid was received by the county from MIH construction and Foreman McLees opened it. The amount was to screen and provide 4,000 yards of sand material for \$8.00 dollars a yard.

**Commissioner Simons moved, and Commissioner Zylawy seconded to award the bid to MIH Construction for that amount to total \$32,000 dollars for the 4,000 yards. Motion carried unanimously.**

**10:45 AM-11:00 AM Transfer Management of Investment funds to D.A. Davidson financial- ACTION ITEM Merry Mueller, County Treasurer**

**Present:** Anna Marie White-citizen, Merry Mueller-Treasurer

Merry Mueller said the investment committee group and herself decided to no longer use the services of Raymond James and UBS for the CD's and other investments. She asked that the Commissioners authorize the moving of investment funds to the financial services of D.A. Davidson broker/financials company.

**Commissioner Simons Moved and Commissioner Zylawy Seconded the motion to move all Investment funds to D.A. Davidson. Motion carried unanimously.**

**11:00AM-11:15 AM Resolution # 8-11-2023 -ACTION ITEM- to cancel uncalled Warrants issued between June 15,2021 to March 11, 2022. Deputy Treasurer Claudia Boyer**

**Present:** Anna Marie White-citizen, Claudia Boyer- Deputy Treasurer

Pursuant to MCA section 7-6-2607 Old Warrants issued that have not been cashed or Called upon, may be cancelled with a resolution to clear them from the system. Claudia provided Four uncalled warrants issued by Mineral county that totaled \$63.60

**Commissioner Simons moved, and Commissioner Zylawy seconded to approve Resolution #8-11-2023 and cancel the warrants. Motion carried unanimously.**

**11:15 AM – 11:20 AM Request to fill the vacant Dispatch Supervisor position and promote a current dispatcher to Supervisor. And grant them the supervisor rate of pay. 1.00 dollar more per hour. ACTION ITEM- Per Sheriff Funke**

**Present:** Anna Marie White-citizen, Pat and Don Pickering-citizens

Dawn Terrill spoke on behalf of the Sheriff explaining the dispatch situation. The longstanding dispatch Supervisor decided to cease the extra duties and responsibilities and go back to being a regular dispatcher. Another dispatcher was willing to accept the new vacancy as Supervisor and the request was that commissioners approve the demotion of one, and promotion of the other.

**Commissioner Zylawy moved, and Commissioner Simons seconded to make Lisa Denn the new Dispatch Supervisor and award her the \$1.00 dollar more an hour raise.**

**11:30 AM- 12:00 PM Final Plat Approval for Pat Anderson Minor Amended subdivision- ACTION ITEM with Andy Short Environmental Health and Planning Director**

**Present:** Pat and Don Pickering-citizens, Candis Hampton- Environmental Health and Planning Assistant, Andy Short-Environmental Health and Planning Director, Anna Marie White-citizen, Ginny Tubbs-citizen.

Andy Short presented the final Plat approval that Amended the plat of Lot 1 to the Pat Anderson Minor Subdivision. The relatively small split into two lots received no opposition and Andy recommended we approve the final Plat.

**Commissioner Simons moved, and Commissioner Zylawy seconded to approve the Final Plat of the Pat Anderson Minor subdivision. Motion Carried unanimously.**

**Meeting adjourned at 2:30 PM**

**The next regular meeting will be Friday, August 25, 2023, in the Commissioners' Meeting Room.**

**Minutes were taken by**

**Roman Zylawy**

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

**August 25, 2023**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, August 25, 2023. Present were Commissioner Duane Simons, Commissioner Roman Zylawy, and Commissioner Dawn Terrill.

**9:00 AM Administrative Business**

**Commissioner Zylawy moved, and Commissioner Simons seconded to approve payroll in the amount of \$105,591.96 with check numbers 19119 through 19129 and Electronic check numbers 64189 through 64120. Motion carried unanimously.**

**Documents Signed:** DNRC Haugan/Milwaukee road cleanup extension date. To extend finish date to December 2024.

Sign the St. Regis Sewer District ARPA Minimum Avocation Grant (MAG)

**10 AM – 10:05 AM Commissioner Terrill called meeting to order- recite the pledge of allegiance**

Meeting called to order

Pledge of Allegiance led by Commissioner Terrill

**10:05 AM PUBLIC COMMENT**

**Present:** No people present and no comment given.

**10:35 AM Fairboard meeting with Commissioners**

No Fair board members present. No meeting occurred

**11:00 AM Amend the Vicious Dog Resolution- ACTION ITEM**

**Present:** Wally Congdon, Deputy Co. Atty.- Ginny Tubbs, citizen- Merry Mueller, Treasurer.

Discussion with Deputy Co. Atty about language in the Resolution and how to word the Ordinance. There is a need to clarify distinctions of private property protection and when a dog is contained in a fenced area being aggressive.

**Commissioner Simons moved, and Commissioner Zylawy seconded to amend the Vicious Dog Resolution. Motion Carried**

**11:10 AM Approve Alberton, St.Regis and Superior school Districts 2023-2024 Budgets-ACTION ITEM**

**Present:** Merry Mueller, Mineral County Superintendent.

Merry presented the prepared budgets of each school and their approved signatures from school district officials. After some questions and discussion, a motion was considered.

**Commissioner Simons moved, and Zylawy Seconded to approve the 2023-2024 Budgets of Alberton School District, St. Regis School District and Superior School District. Motion carried**

**Meeting adjourned at 3:45 PM**

**The next regular meeting will be Friday, September 1, 2023, in the Commissioners' Meeting Room.**

**Minutes were taken by**

**Roman Zylawy**