

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

June 7, 2024

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, June 7, 2024. Present were Commissioner Duane Simons, Commissioner Dawn Terrill and Commissioner Roman Zylawy.

9:00 AM- 10 AM Administrative Business- in individual offices of Commissioners

Documents signed: Commissioner Zylawy signed the revised payment schedule with First Capital Equipment Leasing Corp. Exhibit B-2. The new payment schedule reflects less money to account for the wrecked Sheriff vehicle.

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

Meeting was called to order

Pledge of Allegiance led by Commissioner Terrill

10:05 AM- 10:15 AM Approve minutes of May 31, 2024 and to approve Claims for June 7, 2024

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Penny Henderson-citizen.

Commissioner Zylawy said that he was not able to complete the minutes from May 31 and would have them ready for the June 14 meeting.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve Claims in the amount of \$339,037.29 dollars with check numbers 18893 through 18955. Claim numbers 43373 through 43435. All in favor. Motion carried.

10:15 AM- 10:35 AM Public Comment: There was No Public comment received.

10:35 AM – 10:40 AM Resolution to sell aged jail generator to St. Regis Fire Dept. – ACTION ITEM

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Penny Henderson-citizen.

Commissioner Zylawy explained the process for old or aged County property and how to auction, sell or dispose of it. Typically, property must be assessed and then if high in value, put out and noticed publicly. But if the property goes to a Political subdivision of the County, that is not required. Per MCA 7-8-101

the Commissioners may transfer the property for a minimal amount of money to the political subdivision. The St. Regis fire department has expressed interest in having the older generator and they believe they can work on it to eliminate the knock and fix any bearings or other parts that may be required for it.

Commissioner Simons moved, and Commissioner Zylawy seconded to approve Resolution number 6-7-2024 (A) and transfer ownership of the old generator to St. Regis Fire Department for the amount of Ten dollars. All in favor. Motion carried.

10:45 AM – 11:10 AM Resolution of Intent to Adopt a Vicious dog Ordinance-ACTION ITEM

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Penny Henderson-citizen, Glen Koepke-citizen, Wally Congdon-Deputy County Atty., Jen Dague-citizen, Michelle Stump-citizen, Alysha Boyce-citizen.

Wally explained how this wasn't a resolution for the ordinance, it was just the Resolution of intent to pass an ordinance. And that if passed, there would be two public hearings on the subject before a vote for the ordinance could take place. The two public hearings would provide input from the public to help develop the language that would be acceptable to have in the ordinance. The first public meeting will be on June 14, 2024 at 1 p.m. in the Commissioner meeting room. And the second hearing will be on June 21, 2024 at the same location and time.

Commissioner Simons moved, and Commissioner Zylawy seconded to approve Resolution number 6-7-2024 (B). All in favor. Motion carried.

1:00 PM- 1:40 PM IMEG Engineering Update and recommendations for Detention center repairs and CDBG grant application. Emily Park and Mark Bellons. WORK SESSION

Present: Norm Naef-Maintenance, Wayne Cashman -Undersheriff, Shawn Smalley-citizen, Emily Park-CDBG Grant administrator, Mark Bellons-IMEG Engineering.

Mr. Bellons provided an update on how their assessments came in on the building, and ranked the priorities. He also talked about the CDBG grant and how it would make for improvements with less of the county dollars going towards it. Mr. Bellons talked about the two-year cycles that most grants run on, and the need for a PAR (preliminary Architecture report). A PAR could also get a grant through the Department of Commerce and help with the Planning grant. In addition to the CDBG grant, and the Department of Commerce grant, Bellons said that there is a Heritage foundation grant that could

provide \$ 500,000.00 dollars or more for Courthouse improvements and repairs. After much discussion about the grants and the timelines, it was decided to have Emily and Mark pursue the application for a grant to obtain a PAR, the deadline is soon: June 28, 2024. It's a straightforward application that can be done easily. Then we would proceed on to the next steps for RFQ's and RFP's. The work session concluded at 1:55 pm.

The regular County Business Meeting adjourned at 1:55 PM. Commissioners adjourned for the day at 4:00 p.m. The next regular meeting will be Friday, June 14, 2024, in the Commissioners Meeting Room Minutes were taken by Roman Zylawy

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS
OF MINERAL COUNTY, MONTANA
June 14, 2024**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, June 14, 2024. Present were Commissioner Duane Simons, and Commissioner Dawn Terrill. Commissioner Roman Zylawy was away attending the multi county district meetings in Polson.

9:00 AM- 10 AM Administrative Business- in individual offices of Commissioners

Documents signed: Fishers Maintenance Agreement for MSU (Dave Brink), Mineral County Library, Canon copier, model DXC58501, signed by Commissioner Dawn Terrill.
Election results signed by Commissioners Simons and Terrill.

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

Meeting was called to order
Pledge of Allegiance led by Commissioner Terrill

10:05 AM- 10:10 AM Approve minutes of June 7, 2024 and to approve Payroll for June 14, 2024

Present: Bob Kroupa- citizen, Ginny Tubbs- citizen, Shawn Smalley- citizen, Curtis Cochran- citizen

Commissioner Simons moved, and Commissioner Terrill seconded to approve minutes of June 7, 2024. Motion carried

Commissioner Simons moved, and Commissioner Terrill seconded to approve Payroll in the amount of \$ 186,421.90 with check numbers 19386 through 19393; Electronic check numbers 62718 through

62646, Liability Check numbers 19394 through 19397 and Liability electronic check numbers 62645 through 62643. All in favor. Motion carried.

10:10 AM- 10:30 AM Public Comment:

Present: Diane Magone- citizen, Bob Kroupa- citizen, Mary Murphy- Kellis- citizen, Ginny Tubbs- citizen, Shawn Smalley- citizen, Glenn Koepke- citizen, arriving late was Emily Parks- citizen

No public comment was received

10:35 AM Forest Service Update

Present: Diane Magone- citizen, Bob Kroupa- citizen, Mary Murphy- Kellis- citizen, Ginny Tubbs- citizen, Shawn Smalley- citizen, Glenn Koepke- citizen, arriving late was Emily Parks- citizen

Abby highlighted the following:

- **RAC:** Combining Mineral and Missoula RAC. Both are in similar spots. The dollars will be kept separate.
- **Little Joe Road-** graveling will commence start at mile post 10. Closure in effect will start 7/8 through 9/01
- **Firewood-** Firewood roads open on Monday, June 10
- **NEPA:** Redd Bull 2 is now the top priority for the district
- **Timber-** Two Fish DXP advertised now, July 11 is the bid opening; Miller from Superior North Q4
- State is packaging the Bald Brian GNA, should be out next week
- **Silviculture-** just finished planting 40,000 WBP in the Deep LO Fire scar
- **Recreation:** All campgrounds are open- starting to see lots of visitors on the Forest, Passport on Time volunteer weel is 6/24-6/28 at Savenac
- **Forest Plan Revision:** team is working on developing alternatives based on comments, thanks us for being a part of the process, Mineral County comments will be integrated in the alternatives

Update for Ninemile

- Lifelight training and exercise 5th, cross agency drill
- Numerous resources to New Mexico to aid their firefighters
- Fire prevention held a birthday party for Smokey Bear on 1June for about 100 people (mostly kids)
- **Other Hiring/Changes in Staffing:** Seasonal, PSE and 1039s 100% onboard
- District FPO/Front Ranger Ben King will be out and about on the District to help supplement our LEO's
- **Partnerships-** Iowa State University edu/working at Clearwater Crossing in our ongoing partnership
- MCCs working at the crossing, towards Greenwood Cabin
- GBCA Weeds Crew pack support in the Great Burn
- **Timber:** Sawmill Petty, two sales are seeking Integrated Resources Service Contract) funding support from Region. Field Trip to potential bidders May 23, bidding closes June 13 at 1600.
- **Soldier Butler:** Bo/s/ concurrence for Griz & Wolverine has been returned from USFWS. Drafted the supplemental EA. Working with OGC to determine path forward. Going to court to lift the

injunction as the decision is still valid

- **Westside Ninemile**, refining the proposed action with IDT and in response to comments. Received and reviewing the contracted Biological Assessment, on track to sign DN, Q3 2024
- **Northern Region Pack Train /Ninemile Wildlands Training Center/ Winter Stocks Boarding Program**: Basic packing this week, Horse handling techniques next week, international programs next two weeks

11:10 AM Fairboard request for county funds (ARPA?) to hire for a feasibility study (to determine status of Quonset hut and determine if a new build is the only option or if the historical Quonset hut can be saved and updated) Possible Action Item- Ginny Tubbs

Present: Sydney Conrow- Cataldo- citizen, Bob Kroupa- citizen, Curtis Cochran- citizen, Emily Park- citizen, Shawn Smalley- citizen

Ginny Tubbs, stated she is present as an individual, not a representative of the fair board, then, presented a plea to study the possibility of saving the Quonset Hut rather than assuming a new building is needed.

Emily Park, representing the Economic Development Committee, explained the process and indicated that all county buildings will be included in the study to update the courthouse.

Plea for study of Quonset hut is noted

11:30 AM Primary Election Canvass of Election Results- Kelann McLees- Action Item

Present: Bob Kroupa- citizen, Shawn Smalley- citizen

Commissioner Simons moved, and Commissioner Terrill seconded to accept the election results of June 2, 2024. Motion carried.

1:00 PM First Public Hearing on County Vicious Dog Ordinance

Present: Wally Congdon- Deputy County Attorney, Ginny Tubbs- citizen, Shawn Smalley- citizen, Glenn Koepke- citizen, Sydney Conrow Cataldo- citizen, Liz Gupton-citizen

Liz Gupton spoke about the need to include dogs at large in our ordinance; Commissioner Terrill assured everyone that dogs at large, along with nuisance dogs, would be addressed after the vicious dog ordinance was concluded.

Several changes were recommended to the ordinance as presented; those changes will be made and seen in a revised ordinance to be viewed online and at the June 21st meeting. Dates for a first and second reading will be announced

2:00 PM Salary Compensation Board

Present- Kelann McLees- Salary Board Member/Clerk and REcorder, Shawn Smalley-citizen, Ginny

Tubbs- salary compensation board member, Wayne Cashman- Undersheriff

Options for elected official increases were presented by Kelann McLees.

Commissioner Terrill moved, and Commissioner Simons seconded to recommend a \$1.00 increase for elected officials and employees for the new budget /fiscal year. Motion carried.

Mineral County Revolving Loan Fund- Emily Park- Action Item

See Emily Park for minutes

The regular County Business Meeting adjourned at 4:00 PM. Commissioners adjourned for the day at 4:00 p.m. The next regular meeting will be Friday, June 21, 2024, in the Commissioners Meeting Room Minutes were taken by Dawn Terrill

PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS

OF MINERAL COUNTY, MONTANA

June 21, 2024

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, June 21, 2024. Present were Commissioner Duane Simons, Commissioner Dawn Terrill, and Commissioner Roman Zylawy.

9:00 AM- 10 AM Administrative Business- in individual offices of Commissioners

Documents signed: None

9:50 AM Commissioner Simons fell ill and went home.

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

Meeting was called to order

Pledge of Allegiance led by Commissioner Terrill

10:05 AM- 10:10 AM Approve minutes of June 14, 2024 and to approve Claims for June 21, 2024

Present: Diane Magone-citizen, Bob Kroupa-citizen.

Commissioner Terrill said that the June 14 minutes were not completed. Will be on agenda next week.

Commissioner Zylawy moved, and Commissioner Terrill seconded to approve Claims in the amount of \$ 258,234.22 dollars with check numbers 18956 through 19008. Claim numbers 434736 through 43487. All in favor. Motion carried.

10:10 AM- 10:30 AM Public Comment:

Present: Diane Magone-citizen, Bob Kroupa-citizen.

Diane Magone updated on the subject of the Rails to trails five county grant projects. The awarding of the five-county grant should be announced soon.

10:35 AM– 11:10 AM Mineral County Revolving Loan Fund Request- Emily Park- ACTION ITEM

Present: Diane Magone-citizen, Bob Kroupa-citizen, Kevin Donnally-citizen, Emily Parks-Revolving loan fund manager, Merry Mueller-Treasurer, Jim Debree-citizen, Debra Jackson-County Attorney, Wally Congdon-Deputy County Attorney.

The Mineral County Revolving loan fund consists of six voting members. All three Commissioners, the County Attorney (Deb Jackson), County Treasurer (Merry Mueller), and one at large (Jim Debree) citizen member. Emily Parks sits as an advisory member. Emily explained how Mr. Donnally is asking for a \$25,000-dollar loan to rebuild the engine and transmission in his 2004 Kenworth truck for his business. Discussion was about collateral, liens, and personal guarantee certificates. Emily is tasked with placing liens on property for the revolving loan program. The economic development program and the revolving loan fund was started years ago from a grant, which is taxpayer dollars and requires fiduciary

responsibility on the part of the board. The board felt that the current application met the standard of a solid loan, but just needed some paperwork to be cleared up regarding the collateral.

Merry Mueller moved, and Jim Debree seconded to approve the rollover loan amount that is ending December 2024, into the new loan of \$25,000 dollars contingent upon a lien release from Northwest Farm Bureau on the 2000 trail King trailer and the 2004 Kenworth. All in favor. Motion carried.

1:00 PM-2:00 PM 2nd Public Hearing on County Vicious Dog Ordinance- PUBLIC HEARING-ACTION ITEM

Present: Bessie Spangler-citizen, Melanie Batt-citizen, Glen Koepke-citizen, Wally Congdon-Deputy County Attorney.

The Second Public hearing on the county vicious dog ordinance was held with very little public attendance. The description and definition of a vicious dog was discussed. Part of the discussion was also around the fact that the Deputy County attorney assumed that immediately following the Public hearing, the Commissioners would adopt the Resolution. Commissioner Terrill and Zylawy expressed concern that shouldn't be the case since the resolution wasn't yet on the website for public notice or awareness on how the ordinance might look and read.

Commissioner Zylawy moved, and Commissioner Terrill seconded to read and consider to adopt the Resolution on next weeks agenda, 6-28-2024. All in favor. Motion carried.

The amended and revised form will be posted on the County website for the public to review and the resolution to adopt will be on the agenda for June 28, 2024. Then a Second reading of the final version will be on the agenda for July 12, 2024. If passed, the Ordinance will be effective on August 12, 2024.

The regular County Business Meeting adjourned at 2:00 PM. Commissioners adjourned for the day at 4:00 p.m. The next regular meeting will be Friday, June 28, 2024, in the Commissioners Meeting Room Minutes were taken by Roman Zylawy

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

June 28, 2024

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, June 28, 2024. Present were Commissioner Duane Simons, Commissioner Dawn Terrill and Commissioner Roman Zylawy.

9:00 AM- 10 AM Administrative Business- in individual offices of Commissioners

Documents signed: Commissioners signed the material change to conditions and preliminary plat approval for Shyrock motorcoach community phase II major subdivision. Commissioners signed Resolution #6-28-24 (A) changes to covenants to Albert's Riverside Acres (book of townsites #211) Commissioners signed Resolution # 6-28-24 (B) to adopt Mineral County Vicious Dog Ordinance.

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

Meeting was called to order

Pledge of Allegiance led by Commissioner Terrill

10:05 AM- 10:10 AM Approve minutes of June 14 and June 21, 2024 and to approve Payroll for June 28, 2024

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Shaia Maturino-citizen, Mary Murphy-Kellis-citizen, Emily Park-Mineral County Economic Development Corp.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve Payroll in the amount of \$183,528.47 dollars. Check numbers 19398 through 19407, electronic checks numbers 62642 through 62574 and liability checks numbers 19408 through 19411, and electronic liability check numbers 62572 and 62573. All in favor. Motion carried.

10:10 AM- 10:30 AM Public Comment:

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Shaia Maturino-citizen, Mary Murphy-Kellis-citizen, Emily Park-Mineral County Economic Development Corp.

Emily spoke as a representative for Mineral County Economic Development Corp. and wanted to give the Commissioners a heads up about the intent to come back on agenda to apply for a grant through the county. She said that the SMART grant they applied for last year is open again this year and the deadline is July 12, 2024.

10:30 AM- 10:35 AM Request permission to apply for the Bright Futures B-5 Strengthening Families Grant, No Match and no cost to County. A One-year grant for \$4950.00 dollars-April Quinlan- ACTION ITEM

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Shaia Maturino-citizen, Mary Murphy-Kellis-citizen, Merry Mueller-Treasurer, April Quinlan-Health Dept.

April explained how the health department wanted to apply for the grant that helps mothers of babies from birth to age five ensure healthy options and resources. It's a one-year grant that would expire May 31,2025 and has no in kind or matching money required,

Commissioner Zylawy moved, and Commissioner Simons seconded to approve the request of the health department to apply for the Bright Futures B-5 Strengthening Families Grant of \$4950.00 dollars. No match or in-kind money required. All in favor. Motion carried.

10:35 AM- 10:45 AM Treasurer's Update-Merry Mueller-DISCUSSION

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Shaia Maturino-citizen, Mary Murphy-Kellis-citizen, Merry Mueller-Treasurer.

Merry went over the Bank reconciliation worksheet as well as the list of CD's and bonds invested with the DA Davidson investment co. The finances are doing well with the recent CD's earning 4.7% and 5.1% interest.

10:50 AM- 11:50 AM Albert's Riverside Acres-Proposed Covenants, Conditions and Restriction Amendment-Andy Short-ACTION ITEM

Present: Bob Kroupa- citizen, Shawn Smalley-citizen, Shaia Maturino-citizen, Mary Murphy-Kellis-citizen, Candis Hampton-Planning assistant, Andy Short-Land Planner, David Broughton-HOA president of Albert's Acres, Casey Broughton-Secretary of HOA Albert's Acres.

David talked about how when the 23 lot subdivision was created 25 years ago, nobody knew what an air B N B was. And the covenants restricting businesses from the subdivision needed adjusting to address some of those issues. Commissioner Zylawy asked if Mike, Jody and Dennis Albert were aware of the changes, and David replied yes. He said that when they asked for replies on the proposed changes in the HOA, they received 17 YES votes, 1 NO vote, and 5- NO REPLIES. There was no opposition attending the meeting, and no opposition was heard by the Commissioners.

Commissioner Zylawy moved, and Commissioner Simons seconded to approve Resolution # 6-28-24 (B) amending the covenants, conditions and restrictions for Albert's Riverside Acres. All in favor. Motion carried.

11:55 AM- 12:00 PM Designate Providers and Allocate Mineral County Alcohol Tax money for Treatment and Prevention- ACTION ITEM

Present: Shawn Smalley-citizen

After discussing the available providers in the county, it was decided to allocate the monies fairly and give each provider half. Choices for Change and Frontier counselling.

Commissioner Zylawy moved, and Commissioner Simons seconded to allocate Fifty percent to Choices for Change, and Fifty percent to Frontier counseling from the Mineral County Alcohol Tax money for treatment and Prevention. All I favor. Motion carried.