

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS**

**OF MINERAL COUNTY, MONTANA**

**October 4, 2024**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 4, 2024. Commissioner Duane Simons and Commissioner Dawn Terrill were present. Commissioner Roman Zylawy was absent.

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

**Documents signed:** Chair Commissioner Terrill signed Order to Vacate Alleyway- Crows Nest Townsite lots 1-7 in Block 5 and lots 1-5 in Block 8

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

The Meeting was called to order at 10:12 AM

The Pledge of Allegiance led by Commissioner Terrill

**10:05 AM- 10:10 AM Approve minutes of 8-16, 2024 and to approve payroll of 9-6-24**

**Present:** RJ Kroupa- citizen, Jimmie Hatch citizen

Commissioner Terrill moved, and Commissioner Simons seconded to approve payroll of 10-04-2024 for 185,627.83 dollars, check numbers 660022 through 660027 and electronic check numbers 62140 through 62071, liability check numbers 660028 through 660028 as well as electronic liability checks 62070 through 62069. All in favor. Motion carried.

Commissioner Simons moved, and Commissioner Terrill seconded to approve minutes from September 6, 2024, and September 13, 2024. All in favor. Motion carried

**10:10 AM- 10:35 AM Public Comment:**

**Present:** Bob Kroupa- citizen, Jimmie Hatch- citizen, George Bailey- citizen

George Bailey informed the public about a grant for fiber optics in the St Regis area for businesses, churches, schools, and residents.

**10:35-10:45 AM Order to Vacate Alleyway- Crow's Nest Townsite lots 1-7 in Block 5 and lots 1-5 in Block 8 - Action Item Candis Hampton**

**Present:** RJ Kroupa- citizen, Jimmie Hatch citizen

Candis prefaced the request of a motion to approve **the** Order to Vacate Alleyway- Crows Nest Townsite lots 1-7 in Block 5 and lots 1-5 in Block 8 with the reminder this action had been discussed at an earlier meeting and the paperwork presented was the final step for approval.

Commissioner Simons moved, and Commissioner Terrill seconded to approve the Order to Vacate Alleyway- Crows Nest Townsite lots 1-7 in Block 5 and lots 1-5 in Block 8. All in favor. Motion carried.

**The regular County Business Meeting adjourned at 10:40 AM.**

**The next regular meeting will be Friday, October 11, 2024, in the Commissioners Meeting Room**

**Minutes were taken by Dawn Terrill**

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS**

**OF MINERAL COUNTY, MONTANA**

**October 11, 2024**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 11, 2024. Commissioner Duane Simons and Commissioner Dawn Terrill were present. Commissioner Roman Zylawy was absent.

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

**Documents signed:** Eligibility verification statement for MACo, signed by Commissioner Terrill; Letter of Support for the Optic Fiber Grant, signed by Commissioner Simons

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

The Meeting was called to order at 10:06 AM

The Pledge of Allegiance led by Commissioner Terrill

**10:05 AM- 10:10 AM**

**Present:** RJ Kroupa- citizen, Monte Turner- citizen

**Commissioner Terrill moved, and Commissioner Simons seconded to approve claims of 10-11-2024 for 160,373.47 dollars, check numbers 770476 through 770563 and claim numbers 44204 through 44291, liability check numbers 660029 through 660032. All in favor. Motion carried.**

**Commissioner Simons moved, and Commissioner Terrill seconded to approve minutes from October 04, 2024. All in favor. Motion carried**

**10:10 AM- 10:35 AM Public Comment:**

**Present:** Bob Kroupa- citizen, Monte Turner- citizen

No public comment was heard

**10:35 – 10:40 Airport Board Manager Recommendation**

**Present:** RJ Kroupa- citizen, Monte Turner- citizen, Shaw Smalley- citizen, Gordon Hendrick- citizen, Gary Bullock- citizen/ airport representative

Gary Bullock recommended approving Jim Silverman to the role of Chair and Manager of the Airport Board.

**Commissioner Simons moved, and Commissioner Terrill seconded to accept the recommendation of the airport board and appoint Jim Silverman as Chair and Manager of the Airport Board. All in favor. Motion carried.**

Gary Bullock informed the commissioners that the Airport Board now is a full board with five members and a leader.

**The regular County Business Meeting adjourned at 10:40 AM.**

**The Board of Health Meeting adjourned at 2:10 PM**

**The next regular meeting will be Friday, October 18, 2024, in the Commissioners Meeting Room**

**Minutes were taken by Dawn Terrill**

**PROCEEDINGS OF THE BOARD OF THE COUNTY COMMISSIONERS**

**OF MINERAL COUNTY, MONTANA**

**October 18, 2024**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 18, 2024. Present were Commissioner Dawn Terrill and Commissioner Roman Zylawy. Commissioner Duane Simons was absent.

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

**Documents signed:** Commissioner's signed the MSU Extension State of Montana agreement for split employment with Mineral County for employees Dave Brink and Emily Park and their accrued sick and annual hours. Commission Chair Terrill signed HRC home program income report for 3<sup>rd</sup> quarter 2024.

**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 10-11, 2024 and to approve payroll of 10-18-24**

**Present:** Bob Kroupa- citizen, Shawn Smalley-citizen.

**Commissioner Zylawy moved, and Commissioner Terrill seconded to approve the minutes of October 11, 2024. All in favor. Motion carried.**

**Commissioner Zylawy moved, and Commissioner Terrill seconded to approve payroll of 10-18-2024 in the amount of \$185,102.25 dollars, check numbers 660033 through 660037 and electronic check numbers 61999 through 62068 , as well as Liability check # 660038 and electronic liability checks # 61997 and 61998. All in favor. Motion carried.**

**10:10 AM- 10:35 AM Public Comment:** None was Received.

**10:35 AM- 10:40 AM Dispatch Supervisor requesting an increase in pay for a dispatcher- Amy Parks-ACTION ITEM**

**Present:** Bob Kroupa- citizen, Shawn Smalley-citizen.

Amy Parks is asking to raise dispatcher Mistydawn Holyoake's pay by .50 cents per hour. Amy says that she has become the person who keeps track of everyone's training in dispatch and maintains the records to send to POST for training credits. She will ensure all dispatchers are up to date on training. Commissioner Terrill responded that it is not a good time to ask for a wage increase. Especially since the budget just was approved and many other people have requests for their employees to get raises. Also, a new job description should be written to better understand the justification of such a raise. No action was taken on the agenda item.

**10:35 AM- 10:40 AM Dispatch supervisor requesting an increase in pay for dispatcher Amy Parks- ACTION ITEM**

**Present:** Bob Kroupa- citizen, Shawn Smalley-citizen, Amy Parks-DES Director, Matt Durande-citizen, Emily Park-ARPA fund manager.

Amy is requesting a pay raise of .50 cents per hour for a dispatcher that she says acts like a training officer. Amy said that Mistydawn maintains all the training files for dispatchers and maintains their POST training credits. She ensures that everyone is current and up to date on the required training for dispatch. Commissioner Terrill responded to the request and said that with the budget just being approved a few months ago, she feels that the timing is not good for such a pay increase. There was no action taken on the request.

**10:45 AM- 11:30 AM Request for ARPA funding for the Community Food Bank of Mineral County \$25,000- ACTION ITEM, MCEDC- for an unknown amount of money at this time, Trestle creek golf course-unknown amount at this time, St. Regis Cemetery Board-Unknown amount at this time- ALL Possible action Items.**

**Present:** Bob Kroupa- citizen, Shawn Smalley-citizen, Matt Durande-citizen, Emily Park-ARPA fund manager.

Emily presented a list illustrating the ARPA approved funds to date. The starting amount was \$854,000 dollars from the federal government. And the remaining funds not yet allocated equals \$258,900.50 dollars. Amy is presenting some requests today that equals \$96,406.75 dollars. The first request is to re-imburse the golf course for items that were taken in last summer's break in and theft of mowing equipment. The St. Regis cemetery is asking for \$1,406.75 cents. Commissioner Zylawy proposed not dealing with the cents and to simply round up to \$1,410.00 dollars.

**Commissioner Terrill moved, and Commissioner Zylawy seconded to approve the ARPA funds in the amount of \$1,410.00 dollars for the St. Regis Cemetery Board. All in favor. Motion carried.**

Emily talked about how the food bank was using some of their funds as match for a CDBG grant they were applying for through the city. This money going towards the grant match requirement is leaving less money for them to purchase commodities for the winter. A request of \$25,000.00 dollars is being made to help them buy food for the year.

**Commissioner Terrill moved, and Commissioner Zylawy seconded to approve ARPA funds in the amount of \$25,000.00 dollars for the Community Food Bank of Mineral County. All in favor. Motion carried.**

Next Emily talked about the Trestle Creek Golf Course and how they were a 501 C-4 when they organized in 1994, and they don't qualify for as many grants or federal funding as a 501 C-3 does. They are in the process of changing to a C-3 category, but right now they remain a C-4. The lack of funding opportunities is why they are seeking some ARPA money from the County to address a deteriorating deck and two ADA required ramps. Their total request is for \$70,000.00 dollars. Commissioner Terrill and Zylawy both thought that the amount seemed very high, and to help repair a golf course building that doesn't necessarily serve the residents of Mineral County the same way as food banks and public cemeteries. Emily said that the golf course did meet the requirements to obtain ARPA funding. Commissioner Zylawy said that he could consider the economic benefits from the golf course and how it brings visitors into the county. He said he also understood how government requirements for accessibility and maintaining ADA ramps, can be very expensive. Commissioner Zylawy proposed a lesser amount to only fix the two ADA ramps to the building, and he made the motion.

**Commissioner Zylawy moved to approve ARPA funding in the amount of \$40,000.00 dollars for the Trestle Creek Golf Course. There was not a Second to the motion. Motion then died.**

**The regular County Business Meeting adjourned at 11:32 PM. Commissioners adjourned for the day at 4:00 p.m. The next regular meeting will be Friday, October 25, 2024, in the Commissioners Meeting Room  
Minutes were taken by Roman Zylawy**

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

**October 25, 2024**

The Board of County Commissioners of Mineral County, Montana, met in a regular session on Friday, October 25, 2024. Present were Commissioner Dawn Terrill and Commissioner Duane Simons. Commissioner Roman Zylawy was absent.

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

**Documents signed:** Commissioner Terrill signed the CDBG Grant Application Resolutions 10-25-2024 A, 10-25-2024 B, and 10-25-2024 C were signed by Commissioner Terrill

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

Meeting was called to order

The Pledge of Allegiance was led by Commissioner Terrill

**10:05 AM- 10:10 AM Approve minutes of 10-18 2024 and to approve claims of 10-25-24**

**Commissioner Simons moved, and Commissioner Terrill seconded to approve claims in the amount of \$802,503.36 with check numbers 770654 through 770636 and claim numbers 44292 through 44364. Motion carried**

**10:35 AM Treasurer update and requesting to participate in the Montana Board of Investments Pool (STIP) If request granted, three Resolutions to be adopted**

**Present:** Shawn Smalley- citizen, arriving late was Wayne Cashman- citizen

Merry Mueller presented her recommendation for the county to participate in the Montana Board of Investments Pool (STIP)

**Commissioner Terrill moved, and Commissioner Simons seconded to adopt Resolutions 10-25-2024 A, 10-25-2024 B, and 10-25-2024 C to participate in the Montana Board of Investments Pool (STIP) based on the recommendation of Treasurer Merry Mueller. Motion carried.**

Please see the treasurer for more information

**11:05 Clerk and Recorder recommendations and appointments to the POST Election Audit Committee- Kelann McLees**

**Present:** Shawn Smalley- citizen, Mary Murphy Kellis- citizen

Kelann recommended seven electors of Mineral County for the purpose of serving as the election audit committee for the 2024 General Election

Recommendations were Merry Mueller, Kim Taron, Eve Heintz, Jennifer Dague, Brandy Taylor, Keanan Taylor , and Gloria Dominguez.

**Commissioner Simons moved, and Commissioner Terrill seconded to approve the electors recommended by Clerk and Recorder/ Elections Officer Kelann McLees. Motion carried.**

**The regular County Business Meeting adjourned at 11:06 AM.**

**The next regular meeting will be Friday, November 1, 2024, in the Commissioners Meeting Room**

**Minutes were taken by Dawn Terrill**

