

PROCEEDINGS OF THE BOARD OF THE COMMISSIONERS
MEAGHER COUNTY, MONTANA

Tuesday

March 19th, 2024

1:00 p.m. – 4:00 p.m.

Met in Commissioner's Chambers

Meeting Called to Order:

Chair Brewer called the meeting to order at 1:00 p.m.

Commissioners Present:

Chair Rod Brewer, Vice Chair Ben Hurwitz, and Commissioner Errol Galt were present for the meeting.

Minutes:

ACTION #1

Commissioner Galt moved to approve the Minutes from March 12th, 2024. Commissioner Hurwitz seconded the motion. A vote was taken and minutes were approved.

Monthly Library Report – Shannon Washburn

Library Co-director, Shannon Washburn entered the chambers at 1:25 p.m.

Washburn, who is the Co-Director of the Library and has also been the Children's Programmer for the last 7-years, introduced herself to the Commissioners. Washburn stated, between 2015-2021 the library consistently saw 8000-9000 items checked out each year. In 2022 the number dipped slightly to around 7000. However, in 2023 there was a significant jump with approximately 10,500 items checked out. 2024 is already on track to exceed that number.

Washburn expressed her gratitude for the Dorothy Louise Kyler Fund for Children's Programming, which has made it possible for her to finally order programs from her accumulated list. This list has been growing over the past seven years, and now she can bring those long-awaited programs to life. Among the exciting additions is a train table. Washburn shared with the Commissioners that she travels to the Springdale Colony monthly to conduct story-time sessions. As summer approaches, she is diligently preparing the Summer Reading Program for the community

Washburn informed the Commissioners that the library is recommending Kaitlyn Cook of Martinsdale to join the library board. The Library Board will reach out to Commission Clerk Jennifer Deems to include this on the agenda for Commissioner approval

Monthly Treasurer Report – Maura Kusek


Treasurer, Maura Kusek entered the chambers at 2:00 p.m.

Kusek presented the Commissioners with the February Treasurer cash sheet for signature.

Kusek presented the Commissioners with a resolution to add her to the Higgins Scholarship Fund in STIP.

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Recorded at 11:10 AM on 4/5/2024 Fee: \$0.00

Liv A. West Clerk & Recorder, MEAGHER COUNTY By 

RESOLUTION AUTHORIZING PARTICIPATION IN THE MONTANA BOARD OF INVESTMENTS
SHORT-TERM INVESTMENT POOL (STIP)

CERTIFICATE AS TO
RESOLUTION NO. 78 AND ADOPTING VOTE

Political Subdivision: County of Meagher
Governing Body: Board of County Commissioners

Type, date, time, and place of meeting: A County Commission meeting held on March 19, 2024
at 2:10 o'clock p.m. in Meagher County, Montana.

Members present: Ben Hurwitz
Errol Galt

Members absent:

I, the undersigned, being the qualified and acting recording officer for the political subdivision identified above ("Participant"), certify that the attached RESOLUTION AUTHORIZING PARTICIPATION IN THE BOARD OF INVESTMENTS SHORT-TERM INVESTMENT POOL AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS RELATED THERETO and Exhibits A and B ("Resolution"):

- (1) is a true and correct copies of the original Resolution on file in the Participant's original records.
- (2) was approved and adopted by the Participant's Governing Body as required by law; and
- (3) has not been amended or repealed.

DATED this 19th day of March, 2024.

By [Signature]
Its Chairman

RESOLUTION NO. _____

RESOLUTION AUTHORIZING PARTICIPATION IN THE MONTANA BOARD OF
INVESTMENTS OF SHORT-TERM INVESTMENT POOL AND AUTHORIZING THE
EXECUTION AND DELIVERY OF DOCUMENTS RELATED THERETO

BE IT RESOLVED BY THE Board of County Commissioners (the "Governing Body")
of Meagher County (the "Participant") AS FOLLOWS:

ARTICLE I

DEFINITIONS

The following terms will have the meanings indicated below for all purposes of this Resolution unless the context clearly requires otherwise:

"Account" means a specific Participant Bank account to be used in conducting STIP Program transactions.

"Agreement" means the agreements of the Participant contained within this Resolution.

"Authorized Representative" means the officer or official of the Participant designated and authorized by the Governing Body to act on behalf of Participant in the STIP Program.

"Authorized Delegate" means any officer, official, or employee of the Participant delegated authority by the Authorized Representative to initiate transactions using the STIP Program.

"Bank" means a financial institution designated and authorized to send and receive money on behalf of the Participant for purposes of participation in the STIP Program.

"Board" means the Board of Investments, a state agency organized and existing under the laws of the State.

"Exhibit A" means the STIP Participation Information Sheet attached to and incorporated into this Resolution as provided in Article IV, Section 3.01.

"Exhibit B" means the Electronic Funds Transfer Authorization Form attached to and incorporated into this Resolution as provided in Article IV, Section 3.01.


"Governing Body" means the governing body of political subdivision (Participant) authorized by Montana state law to participate in the STIP Program.

"Participant" means the political subdivision requesting participation in the Board's STIP Program.

"Short-Term Investment Pool" means the Board's investment program administered under the direction of the Board of Investments as authorized by the Unified Investment Program and as more fully defined and described by the Montana Code Annotated and in the Board's Governing Policies. "Short-Term Investment Pool" is synonymous with "STIP" and "Program" as used in this Resolution and Exhibits A and B.

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Liv A. West Clerk & Recorder, MEAGHER COUNTY By  _____

Section 1.05 Change of Authorized Representative. Any change to the Authorized Representative requires a new Resolution adopted by the Governing Body. However, the absence of an Authorized Representative does not nullify the current authority of the Authorized Delegate(s) to make STIP transactions.

Section 1.06 Annual Confirmation. The Board will annually confirm with the Governing Body and the Authorized Representative the:

1. Name of the Authorized Representative;
2. Name(s) of any Authorized Delegate(s); and
3. Name of the Bank and the associated Account Numbers (truncated).

Section 1.07 Effective Date. Participant's Agreement will take effect when the Resolution Certificate, this Resolution, and completed and executed Exhibits A and B are received by the Board. The Participant's Agreement will stay in effect until terminated in writing by the Governing Body.

ARTICLE II

MISCELLANEOUS

Section 2.01 No Guaranteed Return. The Governing Body understands and agrees that there is no minimum or maximum interest rate or any guaranteed rate of return on STIP shares or funds invested in STIP shares.

Section 2.02 Voluntary Participation. By adopting this Resolution, the Governing Body acknowledges that it is not compelled to participate in STIP, that its participation in STIP is voluntary, and agrees to the Board's administration and governance of the Program according to the Board's policies, procedures, and participation requirements.

Section 2.03 Responsibility for Participant Mistakes. The Governing Body and Participant agree to hold harmless the state of Montana, the Board, and the Board's members, officials, and employees for the acts, omissions, mistakes, and negligence of the Participant, Governing Body, and their members, officials, and employees, including but not limited to an Authorized Representative or Authorized Delegate who, for any reason, is not qualified or mistakenly listed with the Board as a permissible representative to authorize transactions using the STIP Program, incorrect instructions as to amounts or timing of sales or purchases, or missed deadlines.


Section 2.04 No Warranty. The Governing Body and Participant agree that the Board makes no warranty that funds will be immediately available in the event of any failure of a third party or that Governing Body will not suffer losses due to acts of God, natural disasters, terrorism or threats of terrorism, civil disorder, medical epidemics or other calamities, or other market dislocations or interruptions.

Section 2.05 Participation Conditions; STIP Administration. The Governing Body and Participant acknowledge and agree that the Board will allow participation in STIP by and conduct STIP business with only those parties it determines are qualified and authorized to participate in the Program who abide by the Board's policies, procedures, and participation requirements. The Governing Body and Participant understand that the Board administers the STIP Program subject to Montana law and prudent fiduciary practices as required by Montana law and Board policy and that the Board is legally charged to manage the Unified Investment Program, which includes STIP, in accordance with the prudent expert rule as set forth in Montana law.

Section 2.06 STIP Not Insured Against Loss. The Governing Body and Participant understand and acknowledge that the Board's STIP Program is NOT FDIC insured or otherwise insured or guaranteed by the federal government, the state of Montana, the Board, or any other entity against investment losses.

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Liv A. West Clerk & Recorder, MEAGHER COUNTY By 

SHORT-TERM INVESTMENT POOL PARTICIPATION AGREEMENT

Section 1.01 Participation Agreement. The Governing Body requests participation in the STIP Program and agrees that Participant will comply with and be bound by all laws, policies, procedures, and participation requirements applicable to the Program, as may be amended from time to time.

Section 1.02 STIP Program. STIP is available to state and local governments to serve their short-term cash flow and deposit needs. The Program's objectives are to preserve capital and maintain high liquidity. The Program has the following attributes:

- 1) STIP transactions are fixed at \$1 per share;
- 2) STIP interest on pool assets accrues daily;
- 3) STIP earnings distribution methods are:
 - (a) Interest is distributed at the beginning of the month and can be distributed as cash to the designated Bank; or (b) earnings can be reinvested into STIP;
- 4) Buying or selling shares in STIP requires one (1) business day's notice (transactions for which notice is received after 2:00 p.m. will be processed two (2) business days after receipt of the original notice);
- 5) Access to STIP is only through the Board's electronic web-based portal (no cash, checks or notifications by fax, phone or email will be accepted);
- 6) The Board's STIP web portal provides real-time information on each account including investment balances, buys, sells, pending transactions, and transaction notes, as determined by the authorized user; and
- 7) The Board reports the Short-Term Investment Pool on a Net Asset Value (NAV) basis on its financial statements. A NAV per share of STIP will be reflected on the Board's website for each month-end period.

Section 1.03 Review of Policies, Procedures, and Participation Requirements. Participant represents that it has reviewed to its satisfaction all Board policies, procedures, and participation requirements applicable to the STIP Program. See, Board Governance Policies 40.600, 40.601, and 40.602.

Section 1.04 Authorized Representative: The Governing Body designates Maura Kusek, who holds the position of Meagher County Treasurer as the Participant's Authorized Representative to execute transactions between STIP and the Bank.

The Governing Body (check one) DOES DOES NOT allow the Authorized Representative to appoint and remove additional Authorized Delegate(s) on behalf of the Participant. If "DOES" is checked, any addition or removal of an Authorized Delegate requires notice via the submission of a completed Exhibit A (STIP Participation Information Sheet) to the Board by the Authorized Representative before transactions will be accepted and processed.

The Governing Body designates and authorizes the Participant's Bank, (the "Bank"), identified in Exhibit B, with the Account Number and American Bankers Association (ABA) Number, for settlement of STIP participant transactions. The account is a (check one): Checking account Savings account .

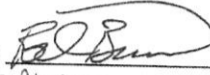
The Governing Body (check one): DOES DOES NOT allow the Authorized Representative to change either the Bank or the Account. If 'DOES' is checked, the Board will notify both the office of the Authorized Representative AND the office of the Governing Body within three (3) business days that such a change has been made.

The Governing Body (check one): DOES DOES NOT allow the Authorized Representative to change the earnings distribution method. If DOES NOT is checked, the Governing Body chooses the following earnings distribution method (check one): Reinvest cash earnings into STIP Distribute cash earnings to the Bank .

EXHIBITS A AND B

Section 3.01 Approval and Adoption of Exhibits A and B. Attached to this Resolution are Exhibit A, the STIP Participation Information Sheet, and Exhibit B, the Electronic Funds Transfer Authorization Form, which together provide the instructions required by the Board to enable Participant's participation in the STIP Program. The Governing Body and Participant represent that Exhibits A and B have been completed and executed by the Participant's Authorized Representative and that Exhibits A and B must be complete and accepted by the Board before participation is allowed in the STIP Program. Exhibits A and B are hereby incorporated into and made a part of this Resolution and are approved and adopted by the Governing Body as if set forth fully herein.

APPROVED AND ADOPTED by the Board of County Commissioners this 19th day of March, 2024.

By 
Its Chairman

Attest:

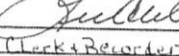
By 
Its Clerk & Recorder



Exhibit A

STIP PARTICIPATION INFORMATION SHEET					
STIP Program Manager Montana Board of Investments boi_stip@mt.gov PO Box 200126 Helena, MT 59620-0126 Phone 406.444.0003				<i>For Official Use Only</i> STIP DATA INVEST TA ACCT ID	
Requests must be submitted by Authorized Representative of the Participant.					
<i>The STIP Participant listed below agrees to participate in the STIP Program as established under § 17-6-204, MCA, and the terms and conditions of STIP operations as determined by the Montana Board of Investments as follows:</i>					
Section 1. STIP Participant Information Summary					
STIP Participant Name →	Meagher County Higgins Scholarship Fund			Tax Identification Number (TIN) →	81-6001393
Mailing Address →	PO Box	City →	Wint Slpbr Spgs	State →	MT Zip → 59645
STIP Account # → <i>(For official use only)</i>					
Authorized Representative Name, First →	Maura	Name, Last →	Kusek	Title →	Meagher County Treasurer
Telephone Number →	406-547-3027	Fax Number →	406-547-3036	E-mail →	mkusek@meagherco.net
Section 2. Investment and Earnings Information					
The STIP Participant has the option to either reinvest their earnings or distribute earnings.					
Check one box only.					
Reinvest Earnings <input type="checkbox"/>			Distribute Earnings <input checked="" type="checkbox"/>		
Section 3. Authorized Delegates					
The Authorized Delegate(s) whose name(s) appears below is (are) authorized to purchase and sell shares in STIP for the Participant.					
Name, First →		Name, Last →		E-Mail →	
Name, First →		Name, Last →		E-Mail →	
Name, First →		Name, Last →		E-Mail →	
I hereby certify as the Authorized Representative of the STIP Participant that the information contained herein is true, accurate and complete as of the date hereof.					
Signature →	Maura Kusek			Date →	3/19/2024
Printed Name →	Maura Kusek			Title →	Meagher County Treasurer

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Liv A. West Clerk & Recorder, MEAGHER COUNTY By

A handwritten signature in black ink, consisting of several loops and a vertical stroke, positioned at the end of the line.

Exhibit B

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM			
STIP Program Manager Montana Board of Investments boi_stip@mt.gov PO Box 200126 Phone 406.444.0003		Helena, MT 59620-0126	
Local Government Name:		Meagher County Higgins Scholarship Fund	
STIP Account #: <i>(For official use only)</i>			
<p>I, the undersigned, a duly Authorized Representative of the local governing board, hereby authorize the Montana Board of Investments to initiate electronic debit and/or credit to the account listed below. The Authorized Representative acknowledges the origination of ACH transactions to the listed account complies with the provisions of federal law.</p> <p>Any sale, purchase, or distribution of funds will be made by Electronic Funds Transfer or wire debiting or crediting to the appropriate treasury or shareholder bank account. Please specify the local government depository.</p> <p align="center">Check one transaction type only.</p> <p> Checking Account <input type="checkbox"/> Savings Account <input checked="" type="checkbox"/> </p>			
Name of Bank →	Bank of the Rockies	Routing/ABA No →	■■■■■■■■
Address →	PO Box 709		
City →	White Sulphur Springs	State →	MT Zip → 59645
Account Number →	■■■■■■■■		
I hereby certify as the Authorized Representative of the STIP Participant that the information contained herein is true, accurate and complete as of the date below.			
Signature →	Maura Kusick	Date →	3/19/2024
Printed Name →	Maura Kusick	Title →	Meagher County Treasurer
Please notify the Board if you have applied a filter or a block to your account.			

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Liv A. West Clerk & Recorder, MEAGHER COUNTY By 

Monthly Extension Report – Makayla Paul:

Extension Agent Makayla Paul entered the chambers at 2:30 p.m.

Paul gave the commissioners an update on 4-H. Pigs, Goats, and Lambs must be in possession by April 15th, 2024. Paul stated that she recently went to Camp Counselor training in Wheatland County. All five Counselors from Meagher County were able to attend this training. 4-H Camp is June 3-7, 2024 at Camp Rotary. Paul stated, she will be attending a 4-H Camp clean-up on April 27th. 4-H Demonstration Day will be held on April 14th. Paul informed the commissioners that 4-H will be hosting a Stir-ups cooking contest on May 5th. This contest is completed at Montana 4-H Congress but this will be the first time is held in Meagher County. Paul will attend the Annual 4-H update in Bozeman on April 9th – 11th.

Paul stated she in the 7th week of the Strong People Strong Bodies program. There are 5-10 people in each class, which is held twice a week at Stone Temple Fitness. The Final class will be held on April 24th.

Paul is working to get the Leadership47 program up and running in Meagher County. Leadership47 is a subset of Big Sky, Big Leadership. The Program is to help build the skills of community-based leaders so they can work more effectively for positive change in the community. Paul has an advisory team that has already had its first meeting to create a mission and goals for the program. The team hopes to launch the program in September of 2024

Paul informed the Commissioners that she did receive the grant for Geospatial Skills Camp for Rural Montana Youth from Montana State University. The Camp will Run June 10 – 14, 2024. Youth will learn skills related to geographical information systems, local problem solving, and aerial imaging.

Paul is working on scheduling programming for pesticide credits in May. Paul stated she will be offering multiple credit opportunities for private applicators since this is the last year of the private applicator cycle.

Paul was contacted by Fish, Wildlife and Parks regarding hosting an educational workshop for the public on April 29th on Grizzly Bear Education. FWP will also be hosting mini-workshops at White Sulphur Springs School.

Paul will be attending Nutrition Conference in Bozeman on April 16th & 17th and Ag Agent Update on April 30th – May 2nd in Billings. Paul will be defending her Master's thesis on April 27th and will graduate with her Master's degree on May 10th.

Harmon Fund Resolution:

Commissioner Galt moved to transfer funds from US Bank to STIP. Commissioner Hurwitz seconded the motion. A vote was taken and passed.

Resolution FY 23.24 # 79

WHEREAS, the Harmon Investment is currently held by US Bank and,

WHEREAS, the interest rate at Montana Board of Investments, Short Term Investment Pool (STIP) is more lucrative for Meagher County and,

WHEREAS, the Meagher County Commissioners passed Resolution FY 23.24 #76 authorizing participation in the Montana Board of Investments Short Term investment Pool for the Harmon Investment and,

WHEREAS, Meagher County Commissioner wish to liquidate the investment with US Bank and transfer the money to the Meagher County Treasurer and,

WHEREAS, the Meagher County Treasurer will transfer the funds from the liquidation into the Montana Board of Investments, Short Term Investment Pool (STIP) account setup up for the Harmon Investment.


NOW THEREFORE LET IT BE KNOWN AND HEREBY RESOLVED that the Meagher County Board of Commissioners are liquidating the Harmon Investment held at US Bank and moving the funds to the account set up for the Harmon Investment (Resolution FY 23.24 #76) at the Montana Board of Investments, Short Term Investment Pool.

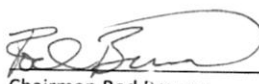
Dated this 19th day of March 2024,

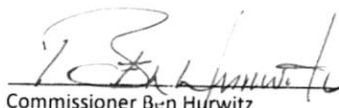
Board of County Commissioners:




Attest:


Liv A. West
Clerk & Recorder


Chairman Rod Brewer


Commissioner Ben Hurwitz


Commissioner Errol Galt

HR Update / Finance Report – Dayna Ogle:

Chief Financial Officer, Dayna Ogle entered the chambers at 2:50 p.m.

Ogle presented the Commission with the amortization schedule for the Ambulance building. The interest rate has increased to 5.75% for Fiscal Year 2024-2025. The interest payment for the next fiscal year has not substantially increased over previous years due to the decrease in the principal amount owed.

Ogle presented a handout for allowable uses of the Secure Rural Schools Title III funds. Commissioners and Ogle discussed several options for the use of the funds. Ogle will follow up with Fire Chief Jake Kusek.

Ogle requested to hire a temporary building maintenance person to fill in while Bill Dutton is away caring for a family member. Dutton is expected to be back to work the beginning of April

Resolution FY23.24 # 80

Commissioner Hurwitz moved to hire a temporary building maintenance person. Commissioner Galt seconded. A vote was taken and passed. The issue is resolved.

Road Report – Jake Kusek

Road Supervisor, Jake Kusek entered the chambers at 3:15 p.m.

Kusek informed the Commissioners that they are still working on the permit for the gravel pit at Fort Logan. He is hoping it will be completed by the end of June 2024.

The Commissioners asked Kusek to an appraisal on the 2008 Cat 143M grader.

Kusek informed the commissioners that he is applying for a grant through the Department of Natural Resources and Conservation (DNRC) for wildland fire instruments.

Kusek and the Commissioners discussed the use of Title III monies. They discussed what can be purchased with the money, like new radios for the fire crew. \$6,000 may be used to cover the balance owed on the Search and Rescue Drone.

Public Comment:

Meagher County Dispatcher Tamra Bears entered the chambers at 3:30 p.m.

Bears came to discuss her Public Employee Retirement System contributions. Contributions were not deducted from her paychecks, resulting in back contributions owed by both the County and herself. Bears believes she should not be responsible for the back contributions since the error was not her fault. Ogle stated that employees have a responsibility to ensure their paychecks reflect their correct pay / hours worked along with deductions to their pay. Commissioners will further discuss the issue at the April 2nd, 2024 Commission Meeting.

Claims Approved:

Commissioners were presented with Check # 61250 through Check # 61266 totaling \$33,216.02 and electronic check# -99961 through check# -99965 Totaling \$1,096.80. All Checks were signed as presented.

Meeting Adjourned:

Meeting was adjourned at 4:00 p.m.

Next Meeting:

Commissioners are scheduled to meet Tuesday, April 2th, 2024.



CLERK & RECORDER



CHAIRMAN





VICE-CHAIRMAN



COMMISSIONER

Note: Minutes taken by Clerk to the Commission Jennifer Deems
Distributed April 2nd, 2024 to Chairman Brewer, Vice Chair Hurwitz and Commissioner Galt, and Clerk & Recorder West.

A handwritten signature in black ink, consisting of a stylized, cursive 'L' followed by a flourish.