PROCEEDINGS OF THE BOARD OF THE COMMISSIONERS

MEAGHER COUNTY, MONTANA

Tuesday

November 2nd, 2021

8:30 a.m. – 3:00 p.m.

Met in Commissioner’s Chambers

**Meeting Called to Order:**

Chair Townsend called the meeting to order at 8:30 a.m.

**Commissioners Present:**

Chair Herb Townsend, Vice-Charmain Rod Brewer, and Commissioner Ben Hurwitz were present for the meeting.

**Minutes:**

**ACTION #1**

Commissioner Hurwitz moved to approve the Minutes from October 19th, 2021. Commissioner Brewer seconded the motion. A vote was taken and minutes were approved.

**Road Report – Jake Kusek:**

Chief Financial Officer Dayna Ogle entered the chambers at 9:00 a.m.

Ogle presented the Commissioners with truck bids from Bison Ford, GM-Global, and JimTaylor Ford. Ogle stated that Bison Ford quoted $45,700, GM-Global $52,530, and JimTaylor Ford $57,465.

**ACTION #2**

**Resolution Fiscal Year 21.22 - #33**

Commissioner Hurwitz moved to order a 2022 F350 truck from Bison Ford for $47,500. Commissioner Brewer seconded the motion. A vote was taken and passed. The issue is hereby resolved.

Ogle and the Commissioners then discussed placing the current Fire Chief truck out for bid when the new truck is received.

**Sheriff Report – Jon Lopp:**

Sheriff Jon Lopp entered the chambers at 9:30 a.m.

Lopp presented the Complaint Report for October 2021. Lopp updated the Commissioners on the Drug Dog training that Deputy Wilson will attend for six (6) weeks to train with the dog. Lopp and the Commissioners discussed the multiple uses of the K9 unit will complete for the office. Lopp and the Commissioners then discussed the complaint report and the current hunting season.

**Gypsum Mine Presentation – Ryder Juntunen:**

*Cancelled*

**Public Hearing – Policy Review – Holiday Pay:**

Chief Financial Officer/Human Resources Dayna Ogle entered the chambers at 11:00 a.m.

Ogle presented the Commissioners with payroll reports and holiday pay reports. Ogle asked the Commissioners about adding a cell phone allowance for the Courthouse Custodian’s position. Ogle and the Commissioners discussed the necessity of the allowance for the position.

**ACTION #3**

**Resolution Fiscal Year 21.22 - #34**

Commissioner Hurwitz moved to add a cell phone allowance for the custodian position starting in Pay Period 5. Commissioner Brewer seconded the motion. A vote was taken and passed. The issue is hereby resolved.

Ogle then presented the Commissioners with a request to change the rate of holiday pay given to part-time employees. Commissioners and Ogle discussed the current formula utilized to calculate holiday pay for part-time positions and the proposed flat rate amount. Ogle is proposing that full-time employees received eight (8) hours, part-time employees who work twenty (20) or more hours a week receive four (4) hours, and part-time employee who works twenty (20) hours or less a week receive wo (2) hours. Commissioners requested that Ogle contact the part-time County employees about the change and give a report from them during the second public hearing on the matter.

Ogle presented the Commissioners with an Audit Contract with Wifli for signature. Commissioners and Ogle discussed the contract and the cost of a Federal Single Audit for the county.

**ACTION #4**

**Resolution Fiscal Year 21.22 - #35**

Commissioner Hurwitz moved to hire Wifli as the Meagher County Auditor for Fiscal Year 20.21. Chair Townsend seconded the motion. A vote was taken and passed. The issue is hereby resolved.

**Public Comment:**

No Public Comment.

**Claims Approved:**

Commissioners were presented with Claim Check #58546 through Check #58562 totaling $13,740.69. All Checks were signed as presented.

**Meeting Adjourned:**

Meeting was adjourned at 11:30 a.m.

**Next Meeting:**

Commissioners are scheduled to meet Tuesday, November 9th, 2021.

Tuesday

November 9th, 2021

8:30 a.m. – 2:00 p.m.

Met in Commissioner’s Chambers

**Meeting Called to Order:**

Chair Townsend called the meeting to order at 8:30 a.m.

**Commissioners Present:**

Chair Herb Townsend, Vice-Charmain Rod Brewer, and Commissioner Ben Hurwitz were present for the meeting.

**Minutes:**

**ACTION #1**

Chair Townsend moved to approve the Minutes from November 2nd, 2021. Commissioner Brewer seconded the motion. A vote was taken and minutes were approved.

**County Attorney Report – Burt Hurwitz:**

County Attorney Burt Hurwitz entered the chambers at 9:00 a.m.

County Attorney Hurwitz updated the Commissioners on criminal and civil matters of the County. Commissioners and County Attorney Hurwitz discussed the appointment meeting for Senate District 15 that occurred on November 3rd, 2021; Dan Bartel was appointed to the vacant senate seat.

**Health Nurse Report – Eva Kerr R.N.:**

Health Nurse Eva Kerr R.N. entered the chambers at 10:00 a.m.

Kerr presented the Commissioners with the Health Report for October 2021. Kerr stated at this time one hundred (100) boosters have been given within the County and starting on Wednesday November 10th, 2021 the Health Office will have COVID19 vaccines available for five (5) through eleven (11) year old children. Commissioners and Kerr discussed current COVID19 cases in Meagher County, vaccination rates, and the homemaker program.

**Canvas Municipal General Election – Penny Plachy:**

Election Administrator Penny Plachy and Chief Financial Officer Dayna Ogle entered the chambers at 10:30 a.m.

Chair Townsend, Commissioner Brewer, Commissioner Hurwitz, and Chief Financial Officer Ogle canvassed the Tally Sheets from the Municipal General Election. Election results remained unchanged.

**Extension Report – Makayla Paul:**

Extension Agent Makayla Paul entered the chambers at 11:00 a.m.

Paul presented the Commissioner with an Extension report for October 2021. Paul stated that on December 8th, 2021 from 1:00 p.m. through 5:00 p.m. she will be hosting a Rancher Roundtable discussion at the Senior Center for Meagher County producers. Paul then updated the Commissioners on 4H programming workshops, Meagher County Fair book revisions, and 4H enrollment. Commissioners and Paul ended discussion on the Range Beef Cow Symposium that she will be attending next week in South Dakota.

**Lunch**

**Public Hearing – Policy Review – Holiday Pay:**

Human Resource Officer Dayna Ogle entered the chambers at 1:00 p.m.

Ogle presented the Commissioners new Holiday Pay Schedule. Holiday Benefit for Meagher County Employees will be; full-time employees receive eight (8) hours holiday pay, part-time employees who are scheduled to work at least twenty (20) or more hours a week receive four (4) hours holiday pay, and part-time employee who are scheduled to work less than twenty (20) hours a week receive two (2) hours holiday pay.

**ACTION #2**

**Resolution Fiscal Year 21.22 - #**

Commissioner Brewer moved to accept the Holiday Pay changes as presented and have the policy start with Pay Period 5. Hurwitz seconded the motion. A vote was taken and passed. The issue is hereby resolved.

Ogle will get updated pages to all County Employees and update the Meagher County Employee Policy Handbook accordingly.

**Website Concerns – Rebekah Luchterhand**

Treasurer Shannon Graham and Clerk & Recorder Penny Plachy entered the chambers at 1:30 p.m.

Clerk Luchterhand presented the Commissioners with a cost estimate from Municipal Impacts, a website hosting company. Luchterhand updated the Commissioners on formatting issues with the current Meagher County website and negative feedback received from public users. Commissioners, Luchterhand, and Graham discussed the County’s need for a more functional website that allows for online payments and ease of use for both the public and its administrators. Commissioners tabled formal decisions until the November 16th, 2021 meeting.

**Public Comment:**

No Public Comment.

**Claims Approved:**

Commissioners were presented with Claim Check #58563 through Check #58610 totaling $65,016.62. All Checks were signed as presented.

**Meeting Adjourned:**

Meeting was adjourned at 2:00 p.m.

**Next Meeting:**

Commissioners are scheduled to meet Tuesday, November 16th, 2021.

Tuesday

November 16th, 2021

8:30 a.m. – 2:00 p.m.

Met in Commissioner’s Chambers

**Meeting Called to Order:**

Chair Townsend called the meeting to order at 8:30 a.m.

**Commissioners Present:**

Chair Herb Townsend, Vice-Charmain Rod Brewer, and Commissioner Ben Hurwitz were present for the meeting.

**Minutes:**

**ACTION #1**

Commissioner Brewer moved to approve the Minutes from November 9th, 2021. Chair Townsend seconded the motion. A vote was taken and minutes were approved.

**Library Report – Jessica Ketola:**

Librarian Jessica Ketola entered the chambers at 9:00 a.m.

Ketola and the Commissioners discussed the Library closures in October and November due to COVID 19. Ketola updated the Commissioners on the Library Board’s decision to hire Paddock Heating & Cooling for the installation of a cooling system. Discussion ended on the upcoming holiday events that the library will host for the community.

**Road Report – Jake Kusek:**

Road Supervisor Jake Kusek entered the chambers at 9:30 a.m.

Kusek updated the Commissioners on winterization of the graders and grading of roads to smooth wash boarding from the dry summer. Kusek and the Commissioners then discussed the possibility of gravel crushing in 2022. Kusek stated that he was still in negotiations with a landowner near the Smith River Road on the west end of the county for potentially opening a new county gravel pit.

**Fire Report – Chad Evans & Jake Kusek:**

*Cancelled due to Fire Emergency in Sixteen Mile Creek Road*

**Meagher County Website – Rebekah Luchterhand:**

Commissioners and Luchterhand discussed the cost proposal from Municipal Impacts for yearly website hosting and tech support. Luchterhand stated that Municipal Impact will need three (3) business days to complete the takedown and setup of the website.

**ACTION #2**

**Resolution Fiscal Year 21.22 - #37**

Commissioner Brewer moved to hire Municipal Impacts to design and host the Meagher County Website. Chair Townsend seconded the motion. A vote was taken and passed. The issue is hereby resolved.

**Treasurer Report – Shannon Graham:**

Treasurer Shannon Graham entered the chambers at 11:00 a.m.

Graham presented the Commissioners with the October 2021 Cash Sheet and the quarterly Harmon Trust reports. Graham and the Commissioners discussed the STIP Investment Accounts and the monthly cash sheet.

**Lunch**

**Justice Court Records Project – Judge John Lesofski & Candi Richardson:**

Justice of the Peace John Lesofski, Clerk of Court Candi Richardson, and County Attorney Burt Hurwitz entered the chambers.

Lesofski, Richardson, Hurwitz, and the Commissioners discussed court procedural process and hard copy filing projects that the Clerk of Court will be assisting the Justice Court with over the next few months.

**Ambulance Incentive Pay – Dayna Ogle:**

Chief Financial Officer Dayna Ogle entered the chambers at 1:30 p.m.

Ogle presented the Commissioners with the Ambulance 2021 Incentive Pay for the qualified members.

**ACTION #3**

**Resolution Fiscal Year 21.22 - #38**

Commissioner Brewer moved to accept the presented Ambulance Incentive Pay list. Commissioner Hurwitz seconded the motion. A vote was taken and passed. The issue is hereby resolved.

**Public Comment:**

No Public Comment.

**Claims Approved:**

Commissioners were presented with Claim Check #586 through Check #586 totaling $. All Checks were signed as presented.

**Meeting Adjourned:**

Meeting was adjourned at 2:00 p.m.

**Next Meeting:**

Commissioners are scheduled to meet Tuesday, December 7th, 2021.