

**Regular Meeting
January 3, 2017**

PRESENT: Commissioner Don L. Hajenga
Commissioner Jim Moore
Commissioner Cody McDonald

Also present: Justice of Peace Larry Carver
Clerk & Recorder Amanda Kelly
Road/Weed/Bridge Supervisor Roger Riley
County Attorney Heather Perry
Shawn Blank

Commissioner Moore moved to elect Cody McDonald as the 2017 Presiding Officer of the Judith Basin County Commissioners (Resolution FY2017-09), second Commissioner Hajenga, and motion passed.

Commissioner Moore moved to approve the January 3, 2017 Agenda, second Commissioner Hajenga, motion passed.

Shawn Blank – has concerns with the Sheriff's office. Shawn is tired of the bias opinions from Sheriff office.

Commissioner Moore moved to pass Resolution FY2017-10/Adoption County Calendar and Commissioner Meeting dates, second Commissioner Hajenga, motion passed.

Commissioner Hajenga moved to pass Resolution FY2017-11/setting courthouse office hours, second Commissioner Moore, motion passed.

Commissioner Hajenga moved to pass Resolution 2017-12/setting county mileage and per diem reimbursement, second Commissioner Moore, motion passed.

Commissioner Moore moved to approve December 29, 2016 minutes, second Commissioner Hajenga, motion passed.

Commissioner Hajenga moved to not extend the warranty for the county server, second Commissioner McDonald, motion carried McDonald and Hajenga "For", Moore "Opposed", motion carried.

Roger Riley – has decided to take the MDT millings from the project in the Raynesford/Geyser area and discussed missile roads.

1st QUARTER DEPARTMENT HEAD MEETING

Present: Clerk & Recorder Amanda Kelly
JB County Extension Admin Assistant Sheila Dixon
Treasure Tammy Zier
County Attorney Heather Perry
Maintenance Rodney Ridgeway
JB County Ambulance Coordinator Suzanne Aune
Sheriff/Coroner Jon Schmitt
Commissioner James Moore
Librarian Jeanne Lillegard
DES Coordinator Bonnie Ostertag
Commissioner Don L Hajenga
Road/Bridge/Weed Supervisor Roger Riley
Commissioner Cody McDonald
Deputy Clerk of Court Bonnie Soulsby
Justice of Peace Larry Carver

Absent: County Extension Agent Katie Hatlelid
Clerk of Court Jennifer Taylor

County Attorney Heather Perry: noted the appointments Human Resource & Payroll Administrator/Amanda Kelly and Human Resource Director/Heather Perry and the difference of the rolls. Administrator is the day to day operations and resource however Director will be used for the legality question and answers.

Each employee will be given 90 minutes during work hours to read the newly adopted Personnel and Procedure Manual and 30 minutes to meet with Heather and Mandy to sign all the documents needed for the files and have any questions answered that they have after the review of the manual. Dates Heather will be available in January 5th, 6th, 11th, 18th, 19th, 24th, 26th and 27th. Department heads will need to make appoints with Heather and Mandy during these dates.

Clerk & Recorder Amanda Kelly: office has been working on the JB County Personnel & Procedure Handbook, County Calendar, Hobson Pool Election, regular work schedule and waiting for news on how the Special State Wide-Election will be handled.

Treasure Tammy Zier: office has been steady with tax payments due date was December 30, 2016 for the first half, there has been approximately \$74,000 protested but settlements are coming in. According to Roger the county should be receiving payment for the dozer and van any day.

County Attorney Heather Perry: nothing further

Maintenance Rodney Ridgeway: normal winter work schedule. Rodney was notified that he will have a Community Service worker and will check into WC Coverage and notify C&R Amanda Kelly of the status.

Ambulance Coordinator Suz Aune: noted that 2016 was probably the busiest year since she has been coordinator. Suz will be working with Co Attorney Perry and the commissioners on updating the County Ambulance Procedure manual also. The volunteers do fall under the JB County Personnel & Procedure Manual also and booklets and time slots will set up for them to meet with Heather and Mandy for the general county manual.

Sheriff Jon Schmitt: winter driving conditions usually equals traffic accidents, officers have been working on materials for trials and Jon is still waiting for his new truck which was ordered in June. Jon reported that Naomi is up to full speed on the office. 1.5 months of training was just perfect the only thing left is complete her CJIN Certification.

Commissioner James Moore: Mental Health Board hasn't meet for 2.5 months, board will have lots of new members and they will be pushing the legislature for financial help. Commissioner may be contacting departments on legislative issues during the session.

DES Coordinator Bonnie Ostertag: CHS Pipeline Emergency Training in Raynesford was well attended. Bonnie will be holding Government Operations during disaster for the Town of Stanford on January 9th and January 10th in Hobson / Operation Rolling Cow Training presented by Jeanne Rankin. March/Homeland Security Grants applications are due; JB County has been very successful in receiving this grant in the past, however criteria changes have been implemented and they are competitive.

Librarian Jeanne Lillegard: building project is moving forward; the board will hire a contractor on January 25th. Library received a donation from the Strand Foundation of \$60,000 and there is a possibility of more to follow.

Road/Weed/Bridge Supervisor Roger Riley: department plowing snow, getting paperwork from landowners completed for the missile road projects, keeping equipment maintained and the department will be moving the PHH to the Buffalo area when the weather improves. On January 25th Jim Muskovich will be holding a Safety Training at 7:00 a.m.

Commissioner Cody McDonald: welcomed Sheila Dixon to the Extension office. Commissioners have been working on solutions to keep Ackley Lake/State Park. This afternoon they will be attending a meeting with Fergus Co Commissioners to discuss options. MDT is planning on installing a round-a-bout at the Grass Range intersection. Area residents are opposed, so commissioners will try and work with the state on public's wishes.

Justice of Peace Larry Carver: new court reporting software has been completed and is being tested. Larry reported that he will be in/out of the office during the Legislative Session, as he represents his Association and will be in Helena several times.

Extension Admin Asst. Sheila Dixon: reported that Katie was in Bozeman attending workshops.

Commissioner Don Hajenga: Thanked Mr. Hughes and everyone for helping him with questions for the last couple of weeks. Don looks forward to working with everyone and is excited about his new job. Reminded everyone that if they have questions to ask directly. Don attended the Newly Elected Officials training that was sponsored by MACO, he was very impressed by the quality of education they provided.

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It was decided to continue the Quarterly Department Head meetings and Safety Training in 2017, followed by an employee sponsored luncheon for all to attend.


Meeting adjourned....

Larry Caver and Heather Perry: in to discuss Airport Maintenance Agreement.

JB County Commissioners traveled to Fergus County to meet with the Fergus County Commissioners on Ackely Lake State Park.

ATTESTED:


CHAIRMAN CODY MCDONALD


CLERK & RECORDER AMANDA KELLY