

JUDITH BASIN CO COMMISSIONER MINUTES / FY16

REGULAR MEETING

JULY 7, 2015

Present: Commissioner Tucker Hughes
Commissioner Cody McDonald
Commissioner James Moore

Also present: Amanda Kelly; Clerk & Recorder
Bonnie Ostertag; DES Coordinator
Mike Bossen
Larry Clark
Jim Sparks

Commissioner McDonald moved to approve July 7, 2015 Agenda, second Commission Moore, motion passed.

QUARTERLY DEPARTMENT HEAD MEETING WAS ATTENDED BY:

Present: Suzanne Aune, Ambulance Coordinator
Larry Carver, Justice of Peace
Katie Hatlelid; Extension Agent
Tucker Hughes; Commissioner
Amanda Kelly; Clerk & Recorder
Jeanne Lillegard; Librarian
Cody McDonald; Commissioner
James Moore; Commissioner
Bonnie Ostertag; DES Coordinator
Julies Peevey; Clerk of Court/Supt of Schools
Heather Perry; County Attorney
Rodney Ridgeway; Maintenance
Roger Riley; Road/Weed/Bridge Supervisor
Jon Schmitt; Sheriff
Tammy Zier; Treasurer

Heather Perry; County Attorney: Criminal clicking along; Felony cases high. HB123 requires all (Closed Meeting Minutes) to be held in a secure location in the County Attorney's office, which brings up the lack of security of the courthouse, offices and storage facility. This is a liability issue for the county. Heather is still thinking of a solution; possibly one locking file cabinet and a possible camera on the County Attorney door.

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Amanda Kelly; Clerk & Recorder: HB334 requires all elected or appointed boards in Judith Basin County to record their approved minutes with the Clerk & Recorder's office. Sally has developed a department within our document software that the minutes received will be recorded. FY15-16 Budget work is in full swing. Compensation Board made a recommendation to the Commissioners for E.O. Salaries and has been adopted thru the Resolution process by the commissioners. Commissioners have also passed Resolution #2016-02 prior notification to commissioner before purchasing any items costing more than \$1,000.00 (copies will be distributed). Mandy asked the board when they would like to begin meeting with departments on setting hourly wages? Response: place meetings on next week's agenda. County Liability/Property Insurance claims will be handled thru the Commissioners and Clerk & Recorder's office for FY15-16 who will then in turn make contact directly with MACO Insurance. Commission Hughes explained this on a trial basis (past history of agent involvement seemed insignificant enough to give it a try. The premium cost savings to the county was a significant.

Bonnie Ostertag; DES Coordinator: Suzanne Ruff is doing a great job with the County website. Concerning courthouse security; expenses could possibly be ran thru her office grant or Homeland Security Grant. Bonnie suggested putting together a group with each floor represented to come up with a plan for what is needed. Julie Peevey, Tammy Zier, Jon Schmitt, Jim Moore & Bonnie Ostertag will work together and bring the suggestion to the commissioners.

Larry Carver; Justice of Peace: With misdemeanors down, Larry has been on the courts automation programming. During the trial last Thursday the temperature in the courtroom was unbearable. Group discussed: portable air-conditioners, adding central air to the heating system, electrical shortage, and sound system in the courtroom.

Tammy Zier; Treasurer: Tammy conferred that Suzanne Ruff is doing a great job with the website also and encouraged everyone to be in contact with her if they would like things added. Jim Moore suggested have the JB Press do an article on the County website to help get the word out to the public. PP Taxes due end June, MH due end of July. Tax Lien Sale is set for July 31, 2015. Percentage of delinquency is consistent with past history. A.T. & T has settled the protest so, that final paperwork will be completed soon.

Tucker Hughes; County Commissioner: MACO has just completed the update templates for a Policy book, commission will be review and updating our policy's as time allows. Tucker thanked all the departments for working with them on the budget process. Weed Grant provided for helicopter spraying of noxious weeds again this year, program has been very successful we have 26 cooperators involved this year. Michele and Jim Sparks have worked diligently to make the program successful.

Roger Riley; Road/Weed/Bridge Supervisor: department replaced bridge on the North 7 Mile road, graveling on the Ubet Road in the Buffalo area. Missile program is providing gravel work on the roads North of Geyser. The missile road program is a tremendous help to Judith Basin County as these projects are very expensive. Commissioners and Roger inspected two bridges on the Ross Fork that

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could be possible TSEP projects. Otherwise department has kept busy answering phone with complaints and an occasional complement.

Julie Peevey; Clerk of Court/Supt of Schools: Julie was able to make the final distribution to the schools for Transportation and Retirement, thanked Tammy for pulling the reports in a timely fashion. School Bus Transportation meeting is set for July 21, 2015. All the commissioners are invited to attend, but only one member can vote. Department should be receiving school budgets in August, at that time Transportation and Retirement mills will be set. Courts have 13 new cases filed and marriage licenses have been at an all-time high of 1-May and 4-June.

Cody McDonald; Commissioner: Tucker and Roger covered everything. Cody did question on the minute filing requirement for Multi-Jurisdictional Board minutes such as HRDC or Health Board? Unknown at this time, possibly with the official MCA is published the answer will be available.

Kathie Hatlelid; County Extension: last three months have been very busy. (2)-4-H Camps, several workshops, Regal Pasture Management Workshop, etc. Katie is putting materials together for a fall workshop in our area on pasture management. JB Co. 4-H Fair starts August 5th with interviewing. Administration Assistant position application closes on July 16th, Katie is hoping to have the successful candidate in place for Fair week. Katie has installed shelving in the back of the red storage shed and would like all departments with materials in the shed to organize them as soon as possible.

Jeanne Lillegard; Librarian: Summer is a busy time in the library, this year there are 115 participants in the reading program. Ladies have been finishing up year-end status and numbers are up in all areas. Building committee has contracted a professional grant writer to assist in finding foundations that might help out the project. Other than that everything is okay and happy in the library world.

Rodney Ridgeway; Maintenance: Rod also suggested the portable air-conditions for the courtroom. Commissioner McDonald asked Rod to check into the cost of installing central air thru the boiler.

Suzanne Aune; Ambulance Coordinator: Ambulance calls are about the same. Department is always looking for new volunteers. October 14th & 15th there is a safety workshop in Billings if anyone is interested. May 20th put together a CPR class and had 5 attendees from the courthouse. Group talked about holding exercise drills at department meetings.

Jon Schmitt; Sheriff: Jon and Bonnie have been looking into options for courthouse security and Jon thinks it is great that a committee has been formed to help out. The Re-group option that was reviewed earlier for public notification hasn't come down in price since last viewed. Website and Facebook messaging ideas will be looked into. Otherwise the department is busy handling all the summer traffic. Jon reminded everyone to drive safe and cautious.

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Jim Moore; Commissioner: State Mental Health Board faces huge challenges with funding. The department runs in the red the majority of time. Their accountant has retired so another position needs to be filled. Commissioner Hughes, Commissioner Moore and Clerk & Recorder Amanda Kelly participated in the district Council on Aging at the Geyser Senior Center in June. Our three centers put together a great meal. Next meeting is scheduled for Big Timber. Smart Flooring will begin installing carpet squares in the museum on the 12th, Jim plans on helping Tess and Sharon move items.

Tucker Hughes; Commissioner: At the last District Health Board meeting it was decided to restructure the Junk Vehicle program and contracting out the pickup of vehicles.

Bonnie Ostertag; DES Coordinator: Tuesday morning, Fire Conference calls have started up. Out of the NE Region Blaine Co. is the only county under restrictions. Fire Chief Steve Hedstrom makes the determination on if burn permits are allowed or not.

Heather Perry; County Attorney: reported that the Legislature did not pass legislation for a State Crime Lab in Billings and due to budget cuts the Missoula Crime Lab is overloaded with work and staff. At this time the east half of the state will send bodies for autopsy to Rapid City and west half go to Washington.

Meeting adjourned....

Commissioners meet with Mike Bossen and Larry Clark – Commissioner Hughes discussed County Employee Policy and how it works. Larry discussed earlier winter plowing, vacation scheduling, sign placement on road work and asked about the 2015-16 salary schedule. Larry and Mike would like the commissioner to come down to the county shop and visit with the crew.

Jim Sparks – discussed White Top Project; Jim is working on finalizing the project.

Commissioner Moore moved to pass Resolution #2016-1 – Reorganization of the Judith Basin County Weed Board, second Commissioner McDonald, motion passed.

Commissioner McDonald moved to pass Resolution #2016-02 – Prior notification of spending over \$1,000.00, second Commissioner Moore, motion passed.

Commissioner McDonald moved to pass Resolution #2016-03 – Establishing public posting location, second Commissioner Moore, motion passed.

Bonnie Ostertag – discussed JB County Courthouse Security System. Commissioner Moore moved to approve Emergency Operation Center Plan, second Commissioner McDonald, motion passed. Commissioner Moore moved to approve Annex L Plan Debris Management, second Commissioner McDonald, motion passed.

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Stahly Engineer sent: Courthouse Preservation Project Agreement Form. Commissioner Moore moved to accept, second Commissioner McDonald, motion passed. Commissioner McDonald moved to sign Notice to Proceed on the project, second, Commissioner Moore, motion passed.

PUBLIC HEARING: FY15 Budget Amendments

Commissioner McDonald moved to approve Resolution #2015-17 FY15 Budget Amendments, second Commissioner Moore, motion passed.

Commissioner Moore so moved to accept Planning Assistance Agreement with Jim Yeagely, second Commission McDonald, motion passed.

Commissioner Moore so moved to approve Commission Minutes June 29, 2015, second Commissioner Hughes, motion passed.

Attended: Compensation Board Meeting (approve minutes 6/16/15)

ATTESTED:


Amanda H. Kelly; Clerk & Recorder


G.C. Tucker Hughes, Chairman