

**Regular Meeting  
October 11, 2016**

PRESENT: Commissioner Tucker Hughes  
Commissioner Cody McDonald  
Commissioner James Moore

Also present: Co. Extension Agent Katie Hatlelid  
Clerk & Recorder Amanda Kelly  
Road/Weed/Bridge Supervisor Roger Riley  
Sheriff Jon Schmitt  
Russell Country Sportsman Jim McCollum and Steve Sin  
Robin Baker

Commissioner Moore moved to approve October 11, 2016 Agenda, second Commissioner Hughes, motion passed.

Commissioner McDonald moved to accept the amended October 4, 2016 Minutes, second Commissioner Moore, motion passed.

Katie Hatlelid – presented an email from Lee Hansen to please accept his letter as notice of his immediate resignation on the Judith Basin County Weed Board. Commissioners prepared ad for the Judith Basin Press; announcing opening position on the Weed Board.

Roger Riley – discussed the possibility of future Benchland Road improvements.

Jim McCollum, Steve Sin and Robin Baker – discussion about removing the Wilderness Study Area designation in the Middle Fork of the Judith River and Big Snowies.

Commissioner McDonald moved to nominate Jeana Noel of Hobson, MT to serve as a Judith Basin County Representative on the Central Montana Tourism Board, second Commissioner Moore, motion passed.

Sheriff Schmitt – discussed Hobson Senior Center

Commissioner received call from John Talle – to discuss the potential members for the Ackley Lake Board. (1) Commissioner, (1) Business Person, (1) Water Board Member (1) City Commission, Parks People and DNRC.

Commissioners received September 2016 County Reconciliation reports for the Clerk & Recorder Amanda Kelly and Treasure Tammy Zier.

Roger Riley – discuss Excavator bid opening set for next week. Discussion with Roger concerning public complaints about road department issues.

## QUARTERLY DEPARTMENT HEAD / SAFETY MEETING

Present: Amanda Kelly, Clerk & Recorder  
Katie Hatlelid, JB County Extension Agent  
Tammy Zier, Treasure  
Heather Perry, County Attorney  
Rodney Ridgeway, Maintenance  
Suzanne Aune, JB County Ambulance Coordinator  
Jon Schmitt, Sheriff/Coroner  
Jim Moore, Commissioner  
Jeanne Lillegard, Librarian  
Bonnie Ostertag, DES Coordinator  
G.C. Tucker Hughes, Commissioner  
Roger Riley, Road/Bridge/Weed  
Cody McDonald, Commissioner  
Julie Peevey, Clerk of Court  
Larry Carver, Justice of Peace

Safety Coordinators Suzanne Aune present video on Work Place Ergonomics and discussion of the materials presented.

**Clerk & Recorder Amanda Kelly:** office is busy preparing for the November General Election. Special Interest groups around the state are promoting the absentee ballot option and the election office has received multiple applications from our voters currently the county is at approximately 35% of our voters are choosing the option to receive their ballots at home. Absentee ballots will be mailed to the voters on October 14<sup>th</sup>. Office is also working on the Annual Financial Statement which is due to the State on December 31<sup>st</sup>.

**Treasure Tammy Zier:** office has received the Real Estate Tax download from the Department of Revenue, there was a slight holdup on Central Assessed portion due to the state working with Northwestern Energy so tax statements will be printed and mailed soon.

**County Attorney Heather Perry:** Criminal side of the office is clicking along, drug cases often turn into other drug related activities which results in further charges, etc.. Administrative Assistant Amanda Steele becoming a full-time employee has been essential. Heather appreciates the cooperation she has received from all the departments allowing her time to research and respond to issues that she is consulted on. Commissioners have been working on a updated Personnel Policy Handbook for several months, Heather is currently reviewing the 1<sup>st</sup> draft and has set the goal date to have it reviewed and sent to all departments by November 1<sup>st</sup>. Heather stressed the importance that everyone must take the time to review the draft in detail paying special attention to the grievance policy section and make comments back to her. Goal date is to adopt December 31<sup>st</sup>.

**Maintenance Rodney Ridgeway:** Boiler is up and running and have been working on painting the storage garage. Still need to winterize the museum and the sprinkler system.



**Sheriff Jon Schmitt:** The officers had a busy summer and have been wrapping up the cases this fall. Jon has received a good response to applicants for the Sheriff Office Dispatch position. Jon's goal is to hire as soon as possible and have the start date December 1, 2016.

**Commissioner Jim Moore:** Jim gave a brief report on the following meetings he has attended lately, MACO District meeting in Lewistown, excellent Air Force Terrorism Training, MACO Annual Convention, Missile meeting, monthly Mental Health Board.

**Librarian Jeanne Lillegard:** Library's building project plans have been finalized. They have scaled back the project equal to the funds that have been raised. Plans are to break ground on April 1<sup>st</sup>, 2017 with a completion goal date of February 2018. Jeanne reported that the fund raising efforts were very successful and our local Stockman Bank made a contribution of \$25,000. Board also received a letter from the LeRoy Strand Estate with a promised contribution (value unavailable at this time). Other than that the Winter Schedule is in full swing, stories hours have started and the ladies are busy with daily patrons.

**DES Coordinator Bonnie Ostertag:** State Grant that funds her office at 50% year begins October 1<sup>st</sup>. Bonnie has updated the County Operation Plan and is in the process of getting signatures from the Commissioners and the Incorporated Towns. County residents continue to build structures and are keeping her active with Rural Addressing. Bonnie is working on an upcoming workshop in conjunction with the Forest Service and DNRC; this workshop will be preplanning for who pays, get agreements in place, Local partnerships with State and Federal. County Attorney Heather Perry is working with the Judith Basin Rural Fire District putting together an agreement for the Raynesford Repeater Site with the land owner and Malmstrom Air Force Base. Julie Peevey asked where the Courthouse Security Plans were; Bonnie will apply for a Home Land Security Grant this year for funding the project.

**Commissioner Tucker Hughes:** also attended Air Force Terrorism Training and reported it was excellent and he learned allot. Commissioners have been working with Stahly Engineering and NE45 Architecture on plans for 3<sup>rd</sup> Floor remodel, West Wall maintenance and an elevator. Final estimates should be provided shortly. Also Judge Carver and the Commissioners have been looking into a sound system for the courtroom.

**Ambulance Coordinator Suzanne Aune:** Ambulance volunteers are busy and organizations of the units need to be looked into and adding modify scheduling county-wide might become necessary. It is becoming more and more evident that the volunteer numbers are just too low and with jobs and personal lives it is difficult to get crews together. Group discussed several options.

**County Extension Agent Katie Hatlelid:** FTPT Administrative Assistance position is still open. Katie is working both ends of her office and has been limited to offer workshops for producers because of all the 4-H duties at this time.

**Road/Weed/Bridge Supervisor Roger Riley:** Been consulting with Malmstrom Air Force base on missile road maintenance; all the Charlie Flight Missile Roads will be bid for work this summer. Roger has also been working the MDT on Secondary Highway roads for box culverts, bridges and gravel. JB County has 5 Secondary roads county maintains gravel and MDT maintains paved. However, if the county were to pave any additional roads they would be responsible to maintain them. Road crew crushed

approximately 45,000 yards of gravel this summer. Roger also reported that the Weed Grant work was successful this summer. County Weed Board Meeting is set for October 12<sup>th</sup> at 6:00 p.m. They will be discussing grant applications for next season and report on this year's accomplishments.

**Commissioner Cody McDonald:** Commissioners and Judge Carver have been consulting with firms on improving the sound system in the courtroom (several complaints were received after the trials this summer). It has been decided to start with the sound system and then if further improvements need to be made on the acoustics and carpeting they will be looked into. Cody and Jim attend a meeting on Ackley Lake-information has been release that the state doesn't want to be involved. The lease has been renewed until December 2017 and it has been decided to establish a Study Group and see what can be done to keep the Lake Accessible to the public. Maintenance costs, responsibility and stocking will need to be planned.

**Clerk of Court/Supt of Schools Julie Peevey:** Courts have been keeping busy. Julie reported that she received all the paperwork necessary from the schools to set up Transportation and Retirement funds. School enrollment is holding at the same lower levels.

**Justice of Peace Larry Carver:** Judge Carver has at least (2) upcoming Jury Trials scheduled. With the reorganization in the Highway Patrol the county is back to occasional coverage from their department. Larry has checked with the State and they will be willing to help with the courtroom sound system which will cut the county expense approximately in half.

ATTESTED:

  
CHAIRMAN TUCKER HUGHES

  
CLERK & RECORDER AMANDA KELLY