Commissioner Zander opened the meeting at 10:00 a.m., with Dennis Zander and Joe Sharbono present. Also present were, Hunter Herbaugh Ranger Review Reporter, and Shirley Kreiman, Clerk & Recorder.

**Items to add to the Agenda:**

A motion was made to add the following items to the agenda:
- Previously approved administrative items: March 2021 Interest Clearing transfer
- Administrative items: Health Department Write offs for June
- Correspondence: City of Glendive letter regarding fireworks, DUI Task Force Plan

The motion was seconded. All voted in favor. Motion carried.

**Prior Meeting Minutes:**

A motion was made to approve the minutes for June 15-23, 2021. The motion was seconded. All voted in favor. Motion carried.

**Previously Approved Administrative Items**

- **Resignations:** Lewis Dobitz, Correction Officer 6-12-21, Chris Sadowsky Correction Officer 6-7-2021, Maria Najera Correction Officer 6-8-2021.

**Terminations:** Jerald Vigness, Weed Sprayer 6-9-2021

- **Great West Engineering Task Order**- An Amendment to Task Order to Owner-Engineer Agreement, Great West Engineering Amendment No. 1 to Task Order No. 1 prepare Grant application for the phase 1 & 2 collection System Rehabilitation project, signed on 6-30-21

- **Great West Engineering Amendment No. 1 Professional Services Contract Forest Park Subdivision Water Tanks**- An amendment for design, bidding, and construction management of new water storage tank, signed on 6-28-21.

- **Corland Construction Notice to Proceed-Airport Terminal**- A notice to proceed with Airport Construction to Corland Construction, Inc. was signed on June 22, 2021.

- **KUBL Agreement**- An Agreement between Dawson County and Contractor KUBL Group for Security Electronics System at Dawson County Correctional Facility was signed on 6-21-21.

- **Health Department Write Offs**- A Request from Health Dept to write off $380.85 for May 2021 was approved on May 23, 2021.

- **Grade Change Accounting Tech II**- An appeal was approved for an Accounting Tech II to be changed from Grade 13 to 14.

- **Health Contract-Home Visiting Program**- Amendment Number Two, Task order for Home Visiting Program Contract Number 20-25-5-41-170-0, extending the contract from June 30, 2021 to September 30, 2021, with an additional $23,658.06 was approved on June 16, 2021.

- **Transfer of Interest**- A motion was made to transfer funds from Interest Clearing fund to cover interest from investments to the appropriate designated funds in the amount of $10,849.67 for the month of March 2021. The motion was seconded. All voted in favor. Motion carried.

**Administrative Items:**

- **Health Department Write Offs**- The Health Department submitted a request to write off $556.50 for June 2021. A motion was made to approve the write-off request. The motion was seconded. All voted in favor. Motion carried.

**Old Business:**

**Unfilled Board Positions:**
- Highland Park Irrigation Board-1 member
- Bell Street Bridge Committee 3 members
Board Appointment: Library Board, Jon Fitch

New Business:

Memorandum of Understanding N-Triangle Ranch-The commissioners reviewed the MOU and noted that this has been revised a couple of times. They would like Darrel Sackman to review and approve the MOU, prior to them approving it and the item was tabled.

Bid Opening-Sr. Citizen Center Siding Repair and Painting-One bid was received from Bruce Miller Painting, Inc. for $45,500.00. There was some discussion regarding the cost and how much funding had been set aside. It was mutually agreed that they felt the funding was available from what had been set aside previously and from COVID-19 reimbursement. A motion was made to accept the bid. The motion was seconded. All voted in favor. Motion carried.

June Payroll- The board of Commissioners certified the payroll warrants register total and the Invoice Journal total for the month of June 2021 and noted they were in agreement.

Payroll Costs for the Month ending June 30, 2021
(Employer Costs Includes Gross plus taxes and benefits including Health & Life Insurance for 3 pay periods)

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County Right of Way Encroachment Permit-Petro Hunt LLC- Two encroachment permits were submitted from the Road Department from Petro Hunt LLC.

➢ Approach on County Road 523, T20N, R54E, Section 22
➢ Approach on County Road 540 in T18N, R54E, Section 14

The commissioners reviewed the permits and noted the Road Supervisor has approved the permits. A motion was made to approve the permits. Motion was seconded. All voted in favor. Motion carried.

County Right of Way Encroachment Permit-Agri Industries, Inc.- An encroachment permit was submitted from the Road Department from Agri Industries, Inc. A bore crossing on County Road 261, T13N, R53E, Section 16. The commissioners reviewed the permit and noted the Road Supervisor has approved the permit. A motion was made to approve the permit. Motion was seconded. All voted in favor. Motion carried.

County Right of Way Encroachment Permits-Mid-Rivers-Encroachment permits were submitted from the Road Department from Mid-Rivers Communications for bore crossings and parallel lines on the follow locations:

➢ County Road 539, T17&18N, R55&56E, Various Sections
➢ County Road 548, T18N, R55E, Sections 22&27
➢ County Road 551 & Intake Road, T18N, R56&57E, multiple sections
➢ County Road 555 (Canal Rd), T18N, R57E, Sections 19&20
➢ County Roads 549 & 530, T18, 19 & 20N, R55&56E, multiple sections
➢ County Road 532, T19N, R55&56E, multiple sections
➢ County Road 555, T18N, R57E, Sections 4&9
➢ County Road 238 & Seven Mile Drive, T16N, R54&55E, Sections 31&36
➢ County Road 238, T15N, R53&54E, Multiple Sections
➢ County Road 247, T15N, R54E, Sections 7.8, &17
➢ County Road 243, T15N, R53E, Sections 11&14
➢ County Road 437, T16N, R53E, Section 3
➢ County Road 230, T16N, R53&54E, multiple sections

The commissioners reviewed the permits and noted the Road Supervisor has approved the permits. A motion was made to approve the permits. Motion was seconded. All voted in favor. Motion carried.
Resolution No. 2021-15 Amending and Adopting Rules and Regulations for County Owned Cemeteries. Commissioner Zander noted that the Cemetery Board had recently met and submitted some changes for the Cemetery Rules and Regulations. They wished to have only one charge for weekend burials rather than two rates based on service times. The fees will be addressed in the fees resolution. A motion was made to approve Resolution 2021-15 Amending and Adopting Rules and Regulations for the County Owned Cemeteries. The motion was seconded. All vote in favor. Motion carried.

Resolution No. 2021-16 Non-Union Uniform Allowance-Commissioner Zander noted that this resolution was created to address the compensation for uniforms given to Non-Union staff and to address it via annual resolution rather than in policy. C&R Kreiman stated that the amount for Corrections staff was currently blank and she was reaching out to the warden for the exact amount. Commissioner Zander also noted that they were in negotiations with the Road Union and they wanted some consistency among personnel and suggested the item be tabled. Commissioner Sharbono agreed to table the item.

Resolution No. 2021-17 Fees for Services-Commissioner Zander noted this was an annual resolution setting fees for services by various departments. The fee changes that differed from last year were from the Cemetery Department as noted on Schedule A. Zander also noted that the various levels for zoning variance requests that was approved earlier this year also needed to be added to schedule A. A motion was made to adopt the Resolution including the correction to Zoning Variance Variance Level I $500, Level II Complex $1,000.00. The motion was seconded. All voted in favor. Motion carried.

Correspondence/Information:
- Notice of recommendation from County Compensation Committee for 3% increase in wages for elected officials
- Notice from DEQ that permit #MT0021733 has been changed to the status, not needed.
- DEQ public notice MT-21-17 City of Hamilton Wastewater Treatment Plant receiving water Bitterroot River. Public comments will be received until the close of business on July 29, 2021
- Notice of Intent sent to DEQ for Land Application of Sewage Sludge, Dawson County West Glendive Lagoon
- Letter from the City of Glendive of a vote by consensus to allow Fireworks in the City limits on July 4th between 11:00 a.m. and 11:00 p.m.
- Copy of the Dawson and McCone County DUI Task Force Mission statement notice as signed by Dawson County and McCone County as submitted to Kevin Dusko, State Highway Traffic Safety Bureau.

Public Comment: Hunter Herbaugh inquired about the start date on the airport. The commission noted that the notice to proceed was signed June 28th. He also inquired about the water tank installation. The commission noted that the engineers are working on it and require approval from DEQ, but they anticipate a September-October time frame for installation. As well he asked about the Prison Security Upgrades. The commission noted that they could not confirm an onsite start date as some equipment was being prepped offsite.

Meeting adjourned at 10:40 a.m.

Dated this 6th day of July, 2021.

Dennis Zander, Chairman

Joe Sharbono, Member

Attest:

Shirley A. Kreiman, Clerk & Recorder
July 7, 2021
City of Glendive – Dawson County
Floodplain Mapping/Section 205 Study Meeting

Attendees: Joe Sharbono, Dennis Zander, Brad Mitchell, Jerry Jimison, Frank Ceane, Kevin Dorwart, and Forrest Sanderson.

Meeting started at approximately 1:30 pm

There was a brief summary of the meeting that was attended by a subset of the group in Billings with the USACE (Corps).

There were 3 items that need some form of resolution:

1. A commitment to proceed with the Section 205 Study;
2. A decision on working with DNRC for new Floodplain Maps;
3. An agreement with Kristen at Headwaters for funding and assistance during the 205 study and mapping programs.

The main concern centered on the Floodplain Maps being completed before the 205 study and completion of the selected mitigation efforts. Other concerns discussed were costs and cost/share between the City and County, and the probability of FEMA stepping in and updating the Floodplain Maps via their processes.

The largest concern is the local match for the 205 study is about $500,000.00 and how it will be funded. Preferred solution is a 50/50 split.

The County will not sign off on the 205 Study without participation by the City of Glendive.

A MOU will need to be approved by the City Council to facilitate the arrangement. The County Attorney will draft the MOU. FUPR Committee meets on July 14 and Council for action on July 20.

There was discussion on obtaining grants from a variety of sources to offset project costs.

- RRGL
- CDBG, must meet income (LMI) targets
- TSEP
- Coal Board must be tied to coal.
- DNRC Technical Assistance grant

On the Floodplain mapping issue the discussion was on process, timing and hopes that the 205 process mitigations would have an impact on the maps.

Per DNRC the mapping exercise could take 4 to 10 years. At the longer end of the estimation the 205 work could in theory be completed.

There is a Zoom meeting with Kristen Smith on July 15 at 2 pm, the Commissioners will attempt to secure the Courtroom for the group to attend.

Meeting concluded at approximately 2:35 pm.

Dated this 7th day of July, 2021.

______________________________
Dennis Zander, Chairman

______________________________
Joe Sharbono, Member

Attest:

______________________________
Brad Mitchell

Shirley A. Kreiman, Clerk & Recorder
July 20, 2021

Commissioner Zander opened the meeting at 5:30 p.m., with Dennis Zander, Brad Mitchell and Joe Sharbono present. Also present were Thomas Togni, Hunter Herbaugh Ranger Review Reporter, and Shirley Kreiman, Clerk & Recorder.

Items to add to the Agenda: None

Prior Meeting Minutes: A motion was made to approve the minutes for July 6 & 7, 2021. The motion was seconded. All voted in favor. Motion carried.

Previously Approved Administrative Items

Resignations: Tim Zody Urban Transportation Bus Driver 6-24-2021

Retirement: Patricia Maddock 6-30-21, employed since July 1989 (32 yrs)

Transfer of Funds: Transfer of $4,764.12 from General Fund to HB473 Gas Tax Fund #2821 for a 5% match on Gas Tax Fund designated Road Fund Projects was approved for June 30, 2021.

Contract Amendment #3 for Child Maltreatment Prevention: Contract #2025700011, was extended through June 30, 2022. The annual requirement for Dark Money Declaration and Disclosure has been removed, liaison has been changed to Pam O’Brien. Attachment D was added for Budget 2021-2022 and Attachment H for Contractor’s Renewal Application 2021-2022. The amendment was signed by Chairman Zander on July 12, 2021.

Great West Engineering Contract Amendment: Amendment No. 1 to 2020 Preliminary Engineering Report was submitted to the County by Great West Engineering. The total project cost for Phase 1 and 2 Collection System Rehabilitation is $4,476,000.00. The proposal was accepted by the Commission on July 12, 2021.

ARPA Grant Certification: ARPA Water & Sewer Infrastructure Grant Certification Form was signed on July 12, 2021.

KLJ Engineering/Braun Intertec Agreement: Acceptance Soil Testing Authorization was granted for Glendive Airport Terminal Construction, for KLJ Engineering, Braun Intertec. General conditions, which provide additional terms, and are a part of the agreement was accepted by the commission on July 12, 2021.

Administrative Items:

June Claims: All claims against the County were audited and approved for the month of June 2012. This list contains all claims against the County including payroll withholdings, deductions and contribution warrants. $668,803.67 plus payroll $421,057.28 Total $1,389,860.95

Bruce Miller Painting Inc. Contract: A motion was made to approve a contract with Bruce Miller Painting, Inc for Repair and Painting of Sagebrush Alley Senior Citizen Center, $45,500. Clerk & Recorder Kreiman, noted that at the request of Bruce Miller a line was added that both parties could agree in writing to an extension of time to complete the project, beyond the October 31, 2021 deadline, when a penalty would occur if not completed. The motion was seconded. All voted in favor. Motion carried.

Audit Confirmation Notice, Olness & Associates, PC: Kreiman noted that they have moved the audit date back further from January to February and she has requested that the audit date be moved earlier, but has not yet heard back from them. The commissioners noted a concern about a penalty for a late annual financial report which is completed after the audit. Kreiman agreed she was also concerned about it. Commissioner Zander stated they would table the item until they heard back from Olness & Associates.
Travel Requests: A motion was made to approve the following travel requests,
• Request from Health Department for Valerie Meiers to attend HCHC, Hypertension training in Billings September 22-24.
  The motion was seconded. All voted in favor. Motion carried.

Old Business:
Board Positions, remaining to be filled:
  Highland Park Irrigation Board-1 members
  Bell Street Bridge Committee-3 members
  Fair Board-1 member, replace Kelstrep

N Triangle Ranch MOU: Memorandum of Understanding for the Land Application of Biosolids from the West Glendive Wastewater Lagoons with N-Triangle Ranch, Inc.- Tabled for Sackman Signature

Resolution 2021-16 Non-Union Uniform Allowance – Tabled due to ongoing union negotiations

New Business:

School Health Contract -Contract for School Health Services, Glendive Elementary School, $53,104 for 1,470 hours plus an additional 158 hours for school screenings, record maintenance, educational sessions and PIR activities. A motion was made to approve the contract. The motion was seconded. All voted in favor. Motion carried.

School Health Contract -Contract or School Health Services with Dawson County High School, $25,356 for nursing services of 790 hours plus an additional 58 hours for school screenings, record maintenance, educational sessions and PIR activities. A motion was made to approve the contract. The motion was seconded. All voted in favor. Motion carried.

Resolution #2021-18 Budgetary Transfers for FY21-Kreiman stated that a budget hearing will be necessary as there were a couple of funds that will need a public hearing for a budget increase where cash reserves were used. The item was tabled.

Correspondence/Information
• Carol Koppenstein-Copy of notice sent to Montana Supreme Court
• Carol Koppenstein-Notice of harassment, July 9, 2021
• Notice to Great West Engineering regarding potable water sources within proposed sewer line extension, dated July 13, 2021.
• DEQ Public Notice No. MT-21-15 July 12, 2021, Application for permit renewal from Glacier Point Water & Sewer LLC, with receiving water Class I Ground Water, Public Comment received until close of business on August 11, 2021.
• DEQ Public Notice No. MT-21-16 July 12, 2021, Application for permit renewal from City of Helena, with receiving water Effluent Ditch to Prickly Pear Creek, Public Comment received until close of business on August 11, 2021.
• Appraisal notices received from MT Department of Revenue for 000RIF2464, 000RWG4168,000RWG3032
• Support letter sent to Secretary of the US Dept of Transportation regarding Big Sky Passenger Rail Authority RAISE Grant Program
• Copy of proposed plans for sewer main extension in the Highland Park Subdivision as sent to MT DEQ for review, June 29, 2021.
Dated this 20th day of July, 2021.

______________________________
Dennis Zander, Chairman

_______________________________
Joe Sharbono, Member

__________________________
Brad Mitchell

Attest:

_____________________________
Shirley A. Kreiman, Clerk & Recorder