

February 6, 2018

Commissioner Kartevold opened the meeting at 10:00 a.m., with Gary Kartevold, Douglas A. Buxbaum and Dennis Zander present. Also present were, Mary Jo Gehmert, Forrest Sanderson, Preston Salisbury, Tom Staigle, Chad Knudson, Ranger Review Reporter, and Shirley Kreiman, Clerk & Recorder.

Public Hearing on protests for River Road Irrigation Pipeline RSID District #47

Commissioner Kartevold read the two protests that were received one from William and Wendy Millspaugh and the other from co-owners of 505 River Road, Elaine Salisbury, Lorna Salisbury, Lauren Rogers, Preston Salisbury and Darcy Salisbury. The floor was opened for comment.

1) Public Hearing River Road Irrigation Pipeline RSID

Preston Salisbury- stated that he was present because he wanted to know where they are with the project. His problem was that when the project was initially discussed, the cost was \$400,000, now the engineers have estimated the cost at \$600,000. In his experience, once engineers are involved the cost will increase more and you are probably looking at \$750,000 before it is done. The tone of the initial meeting was this is a good idea. Then a qualified engineer had to be consulted, that would be the next step. Now we are 2 or 3 steps further and we're to a point of committal without an adequate quote of the cost. This is wastewater from Buffalo Rapids. Is there a contract with Buffalo Rapids? Do I have benefits that will outlive the life of the contract?

Commissioner Zander-I'll address where we are with the project. The process was started by residents. They had a local engineer give them a ballpark quote. The residents took a vote which there was enough interest in the project, which was enough to get a proposal and hire an engineer. He gave us an estimate on the cost in order to begin the process on the formation of the district. Today we have now gone through the protest period and it has closed.

Commissioner Buxbaum-In regards to Buffalo Rapids. River Road was an irrigation unit at one time, but was subdivided into residences. There is no guarantee of water for anyone, but Agriculture does take precedence over the residential users. In the last 2 or 3 years, the water has been better than ever, but there is not guarantee there will always be water. With a pipeline system it should be easier and more fairly distributed. We understood there were problems where some residents had water and some didn't or it was blocked or running all over. It is not actually wastewater, it is an open ditch. It should be safer and more evenly distributed when underground.

Tom Staigle-When the project began, former Commissioner LaBree explained the cost to be about a cup of coffee a day. It has turned into a cup of Starbucks coffee a day. When they come in digging and they dig up a mass of underground lines and wires and they dig up Mid-Rivers phone lines, I'm concerned the costs will increase.

Commissioner Zander-There will be a call before a dig for a line locate. Should there be a bad locate that would be on Mid-Rivers.

There being no further comment, the Protest Hearing was closed.

Public Hearing on Budget Increases for Sr Citizen Grants, Health Grants and Victim Witness Grant-

Commissioner Kartevold opened the floor to comments- No comments were given.

2) Public Hearing Budget Increases

Prior Meeting Minutes:

A motion was made to approve the minutes for January 16, 2018. The motion was seconded. All voted in favor. Motion carried.

Items to be added to the agenda:

A motion was made to added the following items under previously approved administrative items.

- Board appointment-Carol Wolff
- Contract amendment-Department of Corrections.

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

Previously Approved Administrative Items:

Audit Contract-An amendment to Standard Audit Contract, increase in fee from \$17,200 to \$20,000 due to federal grants exceeding \$750,000 requiring a single audit, was approved on January 31, 2018.

3) Audit Contract Olness & Associates

4) MOU
 Dawson Co
 Economic
 Developme
 nt Council

Memorandum of Understanding -Dawson County Economic Development Council –A
 Memorandum of Understanding allowing a DCEDC employee on group health insurance was approved on January 29, 2018.

Local Workshop Training –The commissioners approved the following employees to attend an Excel Workshop at Dawson Community College during work hours on January 5th and 6th: Denise Alberts, LeAnne Cantrell, Barb Roehl, Rob Tompkins, Susie Frank, Katie Mills.

Board Appointments-The following board appointments were made

- District II Alcohol and Drug Board-James Holderman
- Policy Committee, Jayne Mitchell
- Tax Appeal Board, Pat Mischel and Donna Buxbaum, 3 yr. term
- Land Advisory Board, Richard Crouch, Alan Doane, 3 yr. terms
- Airport Board, Mark Simon, 3 yr. term
- Cemetery Board, Don Nentwig, 3 yr. term
- Planning Board, David Hrubes & Jim Kutzler, 2 yr. term
- County Council on Aging-Carol Wolff 3, yr. term

5) Contract
 Amendment
 Dept of
 Corrections

Department of Corrections Contract Amendment-A contract amendment with the Department of Corrections to increase the per diem rate from \$76.21 to \$79.21 effective July 1, 2015 was approved by the commissioners on February 5, 2018.

New Administrative Items:

January Payroll- The board of Commissioners certified the payroll warrants register total and the Invoice Journal total for the month of January 2018 and noted they were in agreement.

PAYROLL EXPENSE FOR PERIOD OF January 1 - January 31, 2018
 (Employer Costs Includes Gross plus taxes and benefits including Health & Life Insurance for 3 pay periods)

| FUND | ACCT | DEPT | DEPARTMENT | Amount | FUND | ACCT | DEPT | DEPARTMENT | Amount |
|------|--------|------|----------------------|-----------|------|--------|------|---------------------------------|-----------|
| 1000 | 410100 | 10 | Commissioner | 23,662.49 | 2300 | 420100 | 110 | Public Safety-Sheriff | 74,312.16 |
| 1000 | 410340 | 20 | Justice Court | 12,238.14 | 2300 | 420100 | 120 | Sheriff OVT | |
| 1000 | 410540 | 30 | Treasurer | 25,914.85 | 2300 | 420130 | 133 | Public Safety-Cty Pri | |
| 1000 | 410600 | 40 | Elections | 3,921.84 | 2300 | 420230 | 133 | Public Safety-Co. Jail | 54,124.98 |
| 1000 | 410800 | 45 | Human Resources | 7,209.40 | 2300 | 420140 | | Stonegarden Grant | 897.87 |
| 1000 | 410940 | 60 | Clerk & Recorder | 27,190.33 | 2300 | | 122 | STEP Grant | |
| 1000 | 411100 | 70 | Attorney | 33,132.95 | 2300 | 420343 | 493 | Prob Compliance Gr | |
| 1000 | 411136 | 76 | Victim Witn Adv | | 2371 | 410551 | 548 | Ins Fund Gen Govt | 23,088.64 |
| 1000 | 411230 | 80 | Maintenance | 25,983.28 | 2371 | 420551 | 548 | Ins Fund Public Safety | 20,273.14 |
| 1000 | 411235 | 85 | Safety Director | | 2371 | 430551 | 548 | Ins Fund Public Works | 20,892.84 |
| 1000 | 411600 | 100 | Supt of Schools | 7,423.11 | 2371 | 440551 | 548 | Ins Fund Public Health | 7,237.83 |
| | | | | | | | | Ins Fund Social & Economic Svcs | 4,373.83 |
| 1000 | 420600 | 140 | D.E.S. | 7,291.60 | 2371 | 450551 | 548 | Ins Fund Culture & Recreation | 4,978.09 |
| 1000 | 420643 | 143 | Home Preparedness | | 2371 | 460551 | 548 | Victim Witness Adv | 370.86 |
| 1000 | 420800 | 150 | County Coroner | 1,234.62 | 2388 | 411136 | | Drug Forfeiture | 87.67 |
| 1000 | 430912 | 155 | Cemetery | 17,830.03 | 2390 | 420142 | 126 | 4M FP Lighting | 76.97 |
| 1000 | 440140 | 170 | Public Health | 41,821.18 | 2404 | 430263 | 635 | 7M HP Lighting | 23.07 |
| 1000 | 440160 | 180 | Sanitarian | 10,578.13 | 2407 | 430263 | 650 | 5M WG Dike | 1088.25 |
| 1000 | 450410 | 230 | County Agent | 4,150.20 | 2510 | 430600 | 660 | WG Public Works | |
| 1000 | 460433 | 240 | Parks | 2,402.01 | 2514 | 430500 | 665 | 14M HP Irrig | 66.73 |
| 1000 | 460452 | 250 | Glendive Museum | | 2524 | 430500 | 675 | 24M FP Water | 6,855.74 |
| 1000 | 460453 | 255 | Richey Museum | | 2546 | 430595 | 697 | 46M FP Irrigation | 2,501.70 |
| 2110 | 430230 | 325 | Road | 77,458.08 | 2830 | 430800 | 552 | Junk Vehicle | 1,806.43 |
| 2110 | 430247 | 320 | Gas Tax | | 2960 | 440100 | 810 | BCHP Grant | |
| 2130 | 430244 | 405 | Bridge | | 2960 | 440112 | 812 | PHSI Grant | 1,799.47 |
| 2140 | 431100 | 415 | Weed | 7,851.96 | 2960 | 440150 | 828 | Emergency Preparedness | 4,141.62 |
| 2140 | 431100 | 114 | Weed Summer Help | | 2960 | 440170 | 800 | Nurse MCH Grant | 263.80 |
| 2160 | 460210 | 430 | Fair | 5,400.29 | 2960 | 440171 | 840 | MEICHV Grant | 5,192.59 |
| 2170 | 430310 | 460 | Airport Maintenance | 9,177.66 | 2960 | 440172 | 825 | Immunization Grant | 191.60 |
| 2180 | 410331 | 470 | Clerk of Court | 14,351.02 | 2960 | 440173 | 830 | WIC Grant | 3,090.24 |
| 2180 | 410334 | 480 | Bailiff | | 2960 | 440175 | 832 | Miami Health Grant | |
| 2200 | 440700 | 510 | Mosquito | 1,990.56 | 2960 | 440176 | 826 | Immun Infrs Grant | |
| 2200 | 440700 | 115 | Mosquito Summer Help | | 2960 | 440177 | 833 | Tobacco Grant | 5,645.60 |
| 2220 | 460110 | 500 | Library | 17,662.40 | 2960 | 440190 | 890 | Family Planning | 7,563.26 |
| 2220 | 460111 | 500 | Library-Richey | 1,204.72 | | | | | |

| | | | | | | | | | | |
|------|--------|-----|----------------------------------|------------|------|--------|-----|----------------------------------|------------|--------------|
| 2250 | 411010 | 530 | County Planning | | 2960 | | 809 | III-F Grant | | |
| 2252 | 411010 | 606 | Flood Plain | | 2960 | | 829 | PHER Grant | | |
| 2253 | 431392 | 611 | Forest Park Zoning | | 2960 | 450328 | 842 | Stepping On Gr | | |
| 2254 | 431394 | 614 | Highland Park Zoning | | 2962 | 440114 | 850 | Hlthy Com-Parent Resource Center | 2,347.54 | |
| 2280 | 450310 | 537 | Sr. Citizens Center | 6,991.19 | 5310 | 430601 | 691 | MSSD #1 | 10,953.03 | |
| 2280 | 450320 | 538 | Homemaker Grants | 3,060.77 | 5712 | 420210 | 135 | Public Safety-Admin | 46,194.06 | |
| 2280 | 450321 | 531 | Respite Care Congregate Meals | 2,572.17 | 5712 | 420230 | 130 | Public Safety-St. Pri | 311,900.87 | |
| 2280 | 450323 | 533 | Grant | 7,942.51 | 7370 | 450312 | 600 | Urban Transportation | 26,929.63 | |
| 2280 | 450329 | 529 | Health Screening | 424.15 | | | | | | |
| | | | | 408,071.64 | | | | | Subtotal | 649,270.11 |
| | | | | | | | | | Total | 1,057,341.75 |

District II Alcohol and Drug Board-A motion was made to approve Joan Dickson to the District II Drug and Alcohol Board. The motion was seconded. All voted in favor. Motion carried.

Health Department Write-Offs-A motion was made to approve the request from the health department director to write off the following adjustments for contracts with individual health insurance providers, October \$35.03, November \$30.09, December \$16.34. The motion was seconded. All voted in favor. Motion carried.

Old Business:

Bid Award Command Center Trailer-It was noted that two bids were received past the deadline from Jeff Jackson in Belton SC and Gerling & Associates in Sundbury OH. Mary Jo Gehmert was present and stated that she reviewed the bids along with Jeff Gates with the State DES office. Darren Hagen with Search and Rescue also looked at the bids. They specifically looked at what was bid off the specs. She said they were pretty much the same comparing apples to apples. She did not that she had called to the 2 lower bids requesting a drawing of the trailer and Nomad was the only company that complied with the request. She stated that they favored Nomad because their generator was located in an insulated box within the trailer rather than on the hitch as the 2 other companies were. Nomad would also be closer if they had problems. In consideration of these items they were recommending that the bid be awarded to Nomad. The commissioners asked how long it would be before they would fulfill the order if the bid was awarded to them. Mary Jo said that when she spoke to them they estimated 4-6 months. A motion was made to award the bid to Nomad. The motion was seconded and all voted in favor. Motion carried.

6) Bid Award Command Center Trailer

New Business:

Amended Resolution #2018-1 Setting Per Diem/Travel Rates for 2018-The commissioner read the paragraph from Resolution 2018-1 that they were amending to clarify that the travel reimbursement for .33 less than the regular rate when using a personal vehicle rather than a county vehicle was for out of town travel and did not apply to in town work related travel. A motion was made to approve the resolution. The motion was seconded. All voted in favor. Motion carried.

7) Amended Resolution #2018-1

Resolution #2018-2 Budgetary Amendment-The commissioners noted that there was no comment at the public meeting regarding the budgetary amendments and the amendments were increased due to grants being received for Sr. Citizens, Immunization, Best Beginnings WIC and Victim Witness Grants. A motion was made to approve the budget amendments. The motion was seconded. All voted in favor. Motion carried.

8) Res #2018-2 Budgetary Amendment

Resolution #2018-3 Return to Work Policy-Resolution #2018-4 Alcohol and Controlled Substance Policy- A motion was made to table these items and have the policy committee review them. The motion was seconded. All voted in favor. Motion carried.

Springhill Ranch Conservation Easement-Forrest Sanderson, county planner was present and presented his staff report. He noted the conservation easements are more often seen in western Montana and not so much in the eastern part of the state. They are a tool used by landowners to manage their assets. This is a large easement covering 15,000 acres across Dawson and Wibaux Counties. Fish, Wildlife and Parks negotiated terms and they carry certain rights and privileges. They can be cash or tax benefits. Mr. Sanderson stated that his evaluation found the easement to be in compliance with the Dawson County Growth Policy, the various sections of the US and

9) SpringHill Ranch Conservation Easement

Montana Tax Code, the property owners voluntarily entering into the agreement, Montana Department of Fish, Wildlife and Parks to be a qualified tax exempt, public entity, thereby he recommended the approval. The commissioners discussed their role in conservation easements. Mr. Sanderson stated that they are required to examine and advise the conservator. The easement is in perpetuity. They discussed if FWP had the option to back out at this point and public hearings were conducted by the State of Montana. Commissioner Buxbaum made a motion to approve the easement. Commissioner Zander seconded the motion. Commissioner Kartevold stated he had some heartburn over the fact that FWP can't address the weed problems in Makoshika Park but they can shell out money for the easement. Mr. Sanderson stated that the easement holds the landowner responsible for weed control. Buxbaum and Zander voted in favor of the motion Kartevold voted against.

11) River Rd Irrigation Pipeline RSID

River Road Irrigation Pipeline RSID District-Commissioner Zander noted that upon review of the filed protests and comments made during the public hearing during this meeting he was asking for a resolution to create the River Road Irrigation Pipeline Special Improvement District #47 to be placed on the next agenda for consideration.

Correspondence/Information:

- Memorandums from DNRC regarding funding sources of SRF Loan as requested by auditor.
- Notice from Stahly Engineering regarding Dawson County Airport Road Professional Services Proposal
- Update from DEQ regarding rulemaking process for technologically enhanced naturally occurring radioactive material (TENORM). Due to the comments received in prior public hearings revisions to the rules will be made and will have at least one more public hearing on the revised rules. Another notice will be sent to interested parties.
- Notice of Final Project closeout TSEP Project Contract #MT-TSEP-CG-15-720B
- MT Fish Wildlife & Parks proposing to adopt administrative Rules for the Wildlife Habitat Improvement Program. Comment period ends February 16, 2018
- Montana Department of Transportation invitation to Glendive District TCP Annual Meeting-Glendive on February 20, 2018 at 1:00 p.m. at MDT's office
- Notification from MT Dept of Labor and Industry for Teamsters Union Petition Road and Bridge Department

Public Comment:

12)Planner Contract

Forrest Sanderson-He had two matters he wanted to discuss with the commissioners.

1. The contract for his planning services expires on June 30th and he wanted to make the commissioners aware of this and they have three options, they may extend the contract for 1 year, they can procure another service, or hire their own staff member.
2. He has heard some rumbles about Keystone looking at changing their campsite structure. They were originally planning two campsites, one in Baker and one in McCone County. He heard they were now looking at satellite camps. He wanted to note that these camps would be subject to review in Dawson County under the building for lease or rent policy and may include RV's & hookups with subdivision review and approval process.

13)Keystone campsites

The commissioners wondered why they had not heard about this matter yet. Mr. Sanderson knew that the legal team had been in contact with Fallon County and could not imagine that their engineer would not be coming forth with the information shortly.

The meeting adjourned at 11:05 a.m.

DATED this 6th day of February 2018.

Gary Kartevold, Chairman

Dennis Zander, Member

Douglas A. Buxbaum, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder

February 20, 2018

Commissioner Zander opened the meeting at 5:40 p.m., with Dennis Zander and Douglas A. Buxbaum present. Also present were, Chad Knudson, Ranger Review Reporter, and Shirley Kreiman, Clerk & Recorder.

Prior Meeting Minutes:

A motion was made to approve the minutes for February 6, 2018. The motion was seconded. All voted in favor. Motion carried.

Items to be added to the agenda:

A motion was made to add the following item under administrative items: Travel Request for Rob Tompkins. The motion was seconded. All voted in favor. Motion carried.

Previously approved Administrative Items:

Travel Requests:

- Mary Jo Gehmert to Sidney on February 20th for pipeline meeting
- Pam O'Brien to Helena for MT Children's Health Data Partnership Project

Interest Clearing Transfer-A transfer was approved for Interest Clearing transfer of \$33,039.42 to designated funds for the month January 2018.

Tax Assessment correction- The commissioners approved an assessment change for MSSD#1 from the State to the City of Glendive for Eyer Park and West Park.

14) Tax
Assesmt
MSSD
City of
Gl/State
15) DWare
Software
Agreeme
nt

D-Ware Software Agreement-An agreement was approved for the Software License with D-Ware Inc. for use by the Dawson County Road Department.

Board Appointments made:

- Highland Park Irrigation Board, Rick Micheletto, 3 yr. term
- River Road Irrigation Pipeline Board-3 yr staggering terms
- Bill Labree
- Mike Mills
- Gordy Mills
- Jerry Zander
- LaVonne Kautzmann
- Bob Jones
- Betty Lou Eggert

New Administrative Item:

A motion was made to approve the travel request from Rob Tompkins to attend a boiler seminar in Billings, March 6-8. The motion was seconded. All voted in favor. Motion carried.

New Business:

Resolution #2018-3 Return to Work Program-The commissioners stated they had reviewed the updated return to work policy following review by the policy committee. The resolution was read. A motion was made to approve the Return to Work Program. The motion was seconded. All voted in favor. Motion carried.

16)Resolution
#2018-3
Return to
Work
Program

Resolution #2018-4 Alcohol and Controlled Substance Policy- The commissioners stated they had reviewed the updated Alcohol and Controlled Substance Policy following review by the policy committee. The resolution was read. A motion was made to approve the Alcohol and Controlled Substance Policy. The motion was seconded. All voted in favor. Motion carried.

17)Resolution
#2018-4
Alcohol and
controlled
substance
policy

Resolution #2018-5 Resolution to Create River Road Irrigation Pipeline Special Improvement District #47-Commissioner Zander noted that there were two additions to the resolution from the original resolution of intent as recommended by the County Attorney. The legal description has also been updated. The resolution was read. A motion was made to approve the resolution. The motion was seconded. Commissioner Zander noted that he has previously abstained from voting as he has special interest in the area with his parents as residents, but in the absence of Commissioner Kartevold he will be voting. All voted in favor. Motion carried.

18)
Resolution
#2018-5
Creation of
River Road
Irrigation
Pipeline
Special Impr
Dist #47

19) Wang
Cracker
Box Creek
Boundary
Line
Adj/agg
lots
Exempt
Survey

Wang-CrackerBox Creek Boundary Line Adjustment/Aggregation of Lots Exempt Survey-

The commissioners reviewed the planners report regarding the survey. It was noted this is a Certificate of Survey proposing to aggregate lots and relocate boundaries between existing tracts in the Sections 5 and 6, Township 13N, Range 54E, Section 31 and Township 14 North, Range 54 East. There are three existing tracts of records included in this survey, one of which is a lot with a platted subdivision. Upon approval two tracts will remain. Total acreage involved is 495.31 acres. It was noted that the survey and claimed exemptions do not create a rebuttable presumption of an attempt to evade subdivision review by §VI-E-4 or §VI-E-5 of the Dawson County, City of Glendive and Town of Richey Subdivision Regulations. A motion was made to approve the use of the claimed exemptions and authorize the Clerk & Recorder to file the Certificate of Survey as proved in the Dawson County and Town of Richey Subdivision Regulations.

Correspondence:

- Notice from DNRC of proposed land sale T14N, R54E, S 36 S1/2, Sale on March 22, 2108 at the Dawson County Courthouse. For information, contact Chris Pileski with DNRC Eastern Land Office.
- Notice from MT Dept. of Transportation of Fuel Tax Allocation \$31,723.46 to Dawson County.
- Representation Letter to Olness and Associates in connection with audit ending June 30, 2017.
- Notice from MT Dept. of Revenue regarding closure of local Dept. of Rev offices.
- Notice to Treasurer on February 6th to distribute oil & gas revenue per schedule.
- Notice to Olness and Associates regarding corrective action plan for the year ended June 30, 2017.

Public Comment: None

The meeting adjourned at 6:10 p.m.

DATED this 20th day of February 2018.

Dennis Zander, Acting Chairman

Douglas A. Buxbaum, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder