

October 1, 2019

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

Prior Meeting Minutes:

A motion was made to approve the minutes for September 17th. 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 items to the agenda.

Administrative: Payroll Verification September 2019, Haul Route Agreement Prince Inc.

Correspondence: Michelle Bakken notice of violation, MACo renewal of Health Ins rates

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

Previously Approved Administrative Items:

Resignations: Miranda Edde DCCF C/O 9-15-19

New Hires: Benita Whiteman, Fill-In Kitchen Assistant, Richey Sr. Center 10-1-19

Travel Requests: Travel requests were approved for:

- Brandi Reinhart to travel to Helena Oct. 7-11 for TAC Training
- Vickie Boje to travel to Helena Oct. 7-11 for TAC Training

Corrections Facility Administration: The Corrections facility administration and non-union staff were placed on the county Step/Grade Scale effective on the employees longevity date.

1)Crrctn
Adm
Step/Grad

Resolution #2019-34 Amended Budget FY20- A resolution amending the adopted final 2019-2020 budget in the general fund for Communications Tower Grant revenue and expenses was not included. Also an item for the Bridger Pipeline that was included twice was corrected with this resolution dated 9-13-2019.

2)Res
2019-34
Amended
Budget

Resolution #2019-35 Amended tax levy- A resolution amending the tax levy to be fixed reducing the countywide mill levy for the budget amendment on Resolution #2019-34.

3)Res
2019-35
Amended
Tax Levy

Single Audit Certification Form-The commissioners approved a Single Audit Certification form for FAA Airport Improvement Program Grant on 9-23-2019.

4)Single
Audit
Certif
FFA
Grant

ROMA Workplan Action For Eastern MT-The commissioners acknowledged the receipt of the Results Oriented Management and Accountability (ROMA) workplan for Action for Eastern Montana.

5)ROMA
Workplan
Action for
Eastern
MT

New Administrative Items

September Payroll The board of Commissioners certified the payroll warrants register total and the Invoice Journal total for the month of September 2019 and noted they were in agreement. \$774,995.63

PAYROLL EXPENSE FOR PERIOD OF SEPT 1 – SEPT 30, 2019

Employer costs include gross plus taxes and benefits including Health & Life Ins for 2 pay periods

FUND	ACCT	DEPT	DEPARTMENT	Amount	FUND	ACCT	DEPT	DEPARTMENT	Amount
1000	410100	10	Commissioner	17,531.27	2300	420100	110	Public Safety-Sheriff	57,583.91
1000	410340	20	Justice Court	8,472.28	2300	420100	120	Sheriff OVT	
1000	410540	30	Treasurer	18,031.99	2300	420130	133	Public Safety-Cty Pri	
1000	410600	40	Elections	3,727.53	2300	420140		Stonegarden Grant	747.83
1000	410800	45	Human Resources	5,095.68	2300	420230	133	Public Safety-Co. Jail	36,172.91
1000	410940	60	Clerk & Recorder	19,488.24	2300		122	STEP Grant	
1000	411100	70	Attorney	29,362.33	2300	420343	493	Prob Compliance Gr	
1000	411136	76	Victim Witn Adv		2371	410551	548	Ins Fund Gen Govt	16,838.37

DAWSON COUNTY BOARD OF COUNTY COMMISSIONERS
 COUNTY OF DAWSON
 GLENDIVE MT – October 2019

2358

1000	411230	80	Maintenance	3,762.31	2371	420551	548	Ins Fund Public Safety	13,624.14
1000	411235	85	Safety Director		2371	430551	548	Ins Fund Public Works	17,540.00
1000	411600	100	Supt of Schools	5,135.14	2371	440551	548	Ins Fund Public Health	5,994.83
1000	420600	140	D.E.S.	5,046.93	2371	450551	548	Ins Fund Social & Economic Svcs	3,292.50
1000	420643	143	Home Preparedness		2371	460551	548	Ins Fund Culture & Recreation	2,892.94
1000	420800	150	County Coroner	792.40	2388	411136		Victim Witness Adv	2,453.06
1000	430912	155	Cemetery	13,924.86	2390	420142	126	Drug Forfeiture	249.14
1000	440140	170	Public Health	31,187.01	2404	430263	635	4M FP Lighting	66.30
1000	440160	180	Sanitarian	7,319.40	2407	430263	650	7M HP Lighting	18.77
1000	450410	230	County Agent	2,862.44	2505	431200	645	5M WG Dike	937.86
1000	460433	240	Parks	1,927.72	2510	430600	660	WG Public Works	-
1000	460452	250	Glendive Museum	8,970.01	2514	430500	665	14M HP Irrig	3,259.97
1000	460453	255	Richey Museum	546.97	2524	430500	675	24M FP Water	5,775.04
2110	430230	325	Road	61,387.43	2531	430600		31 M HP Sewer	-
2110	430247	320	Gas Tax		2546	430595	697	46M FP Irrigation	2,061.67
2130	430244	405	Bridge	-	2548	430600	691	48 WG Sewer	8,925.69
2140	431100	415	Weed	4,763.96	2830	430800	552	Junk Vehicle	1,232.98
					2960	440100	810	BCHP Grant	-
2160	460210	430	Fair	-	2960	440112	812	PHSI Grant	
2170	430310	460	Airport Maintenance	6,316.71	2960	440150	828	Emergency Preparedness	2,544.89
2180	410331	470	Clerk of Court	9,896.16	2960	440170	800	Nurse MCH Grant	845.50
2180	410334	480	Bailiff	192.49	2960	440171	840	MEICHV Grant	7,268.81
2200	440700	510	Mosquito	1,182.38	2960	440172	825	Immunization Grant	-
					2960	440173	830	WIC Grant	2,406.15
2220	460110	500	Library	10,272.75	2960	440175	832	Miami Health Grant	
2220	460111	500	Library-Richey	1,267.05	2960	440176	826	Immun Infrass Grant	
2250	411010	530	County Planning		2960	440177	833	Tobacco Grant	3,940.46
2252	411010	606	Flood Plain		2960	440190	890	Family Planning	7,191.15
2253	431392	611	Forest Park Zoning		2960		829	PHER Grant	
2254	431394	614	Highland Park Zoning		2960	450328	842	Stepping On Gr Hlthy Com-Parent Resource Center	
2280	450310	537	Sr. Citizens Center	28,689.42	2962	440114	850		1,084.27
2280	450320	538	Homemaker Grants	1,534.18	5712	420210	135	Public Safety-Admin	32,081.69
2280	450321	531	Respite Care	2,136.87	5712	420230	130	Public Safety-St. Pri	204,534.18
2280	450323	533	Congregate Meals Grant	5,075.11	7370	450312	600	Urban Transportation	16,674.83
2280	450326	526	Meals on Wheels	446.36					
2280	450329	529	Health Screening	410.41					
				316,755.79	Subtotal				458,239.84
					Total				774,995.63

Haul Route Agreement-The road department submitted a haul route agreement with Prince Inc. for hauling and transportation of oversized and heavy loads of equipment and aggregate to and from the Dawson County Timber Creek Opencut Mining Pit on Section 27 of Township 14 North Range 53 East in Dawson County Montana. The commissioners reviewed the agreement. A motion was made to approve the agreement. The motion was seconded. All voted in favor. Motion carried.

6) Haul Route Agreement-Prince Inc

Old Business:

Board appointments needed: HP Irrigation Board, Board of Appeals

New Business:

7)WIC
Satellite
Agmt

WIC Satellite Agreement-The health department presented an agreement with the Wibaux Health Department to renew an agreement for October 1, 2019 – September 30, 2020 to extend services for Women Infants and Children (WIC) program per mutual covenants as outlined in the agreement. A motion was made to approve the agreement. The motion was seconded. All voted in favor. Motion carried.

8)Encroach
ment
Permits-
Ames Const
Idland
Cattle Co

Encroachment Permits-Encroachment permits were submitted for the following locations: The commissioners reviewed them:

- **Ames Construction**-Road 303, Open Cut on Sections 11 & 2, T17N R56E1/2. A motion was made to approve the permit. The motion was seconded. All voted in favor. Motion carried.
- **Idland Cattle Co.**-An approach on to 688 County Road 405. Section 17, T19N, R50E. A motion was made to approve the permit. The motion was seconded. All voted in favor. Motion carried.

9)Opencut
Operations
Agreement
Prince Inc

Opencut Operations Agreement-An agreement was submitted by the Road Department for an agreement with Prince Inc. to conduct Opencut Operations under the County's permit subject to the terms of the agreement. A motion was made to approve the agreement. The motion was seconded. All voted in favor. Motion carried.

10)WG Fire
District

WG Fire District Board Appointment-A resignation was received from Glenn Quinnell on the West Glendive Fire District Board as he was appointed to the Dawson County Rural Fire District Board. A recommendation was received from the current WG Fire District Board to appoint Shay Williamson. A motion was made to appoint Shay Williamson to complete the term for Glenn Quinnell on the West Glendive Fire District Board. The motion was seconded. All voted in favor. Motion carried.

11)Health
Depart
Write-offs

Health Department Write Off Charges-A request was received from the health department to write off Immunization charges for June totaling \$4,571.02. The majority being Medicare and Medicaid adjustments. Write off requests for July totaling \$159.81 and for August \$85.59. These adjustments are made due to contract agreements with individual Health Insurances through the Health Department. The commissioners questions the large amount in June. The clerk and recorder referred to the notation from the Health Department director that this was at the fiscal year end and appears to be charges for the year and not just one month. A motion was made to approve the write-offs for the health department. The motion was seconded. All voted in favor. Motion carried.

12) Service
Provider
Designation

Service Provider Designation Form-Alcohol Tax Dollars-The clerk & recorder noted that she contacted the state regarding the tax dollars since District II Drug and Alcohol closed. They have now resent the form for them to designate another entity to receive the tax dollars. The commissioners noted that the state had informed them that EMCMHC has hired some of the employees that were at the District II office. The other entity Prairie Hills Recover Center, the commissioners stated they were not familiar with it and believe it to be out of the county. A motion was made to designate that the tax dollars be allocated 100% to EMCMHC. The motion was seconded. All voted in favor. Motion carried.

13)
Resoluton-
IRS Tax
Exempt
Bonds

Resolution 2019-___ Policy Concerning Compliance with IRS requirements for Tax Exempt Bonds issued by the county. The clerk & recorder informed the commission that a draft policy was submitted to her from Bond Counsel, Mike Dockery requiring this resolution. She stated that it was still in draft form and recommend that they table this item until it can be completed in a final format. A motion was made to table the item. The motion was seconded. They all voted in favor. Motion carried.

Correspondence/Information:

- Bid Opening for WG Sewer line replacement on October 9, 2019. 12:00 p.m.
- Thank you from Retiree, Patty Atwell.

- DEQ public notice of application for Construction Dewatering General Permit Statewide permitting owners/operators of construction dewatering operations that discharge to state surface waters renewal for five years.
- Notification of removal of Sheana Rose as substitute judge for Justice Court and appointment of Josie Wetz.
- A Notice of Violation was sent to Michelle Bakken regarding a recreational vehicle on Highland Park Road.
- A notice was received from the MACo Health Care Trust with renewal rates for the upcoming calendar year.

14)Notice
of Violation
M Bakken

Public Comment:

None

Meeting adjourned at 10:25 a.m.

DATED this 1st day of October 2019.

Gary Kartevold, Chairman

Dennis Zander, Member

Joe Sharbono, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder

October 9, 2019

Commissioner Kartevold opened the meeting at 10:00 a.m., with Gary Kartevold and Dennis Zander present. Also present were Sam Maetzold and Shirley Kreiman Clerk & Recorder.

15)bid
opening
Forest
Park
Sewr

Commissioner Kartevold stated this was a special meeting to open bids for repairs on Sewer Lines in Forest Park Subdivision.

One bid was received from JR Civil LLC in Billings Montana. Bid amount: \$94,504.65

The commissioners did not see an estimated start date and will check on this. They will forward to the engineer and public works for review. The bid will not be awarded until it has been reviewed.

Public Comment: None

DATED this 9th day of October 2019.

Gary Kartevold, Chairman

Dennis Zander, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder

October 10, 2019

Commissioner Kartevold opened the meeting at 3:30 p.m., with Gary Kartevold, and Joe Sharbono present. Also present was Shirley Kreiman Clerk & Recorder. Commissioner Kartevold stated that they had consulted with Chad Hanson Engineer and Brett Irigoien County Attorney in regards to awarding the bid for the sewer repairs in Forest Park. The bid came in higher than anticipated and was over the \$80,000 requirement for notice. Due to the urgency of the situation and the fact that several entities had been contacted to submit bids it was agreed they could award the bid. Commissioner Sharbono made a motion to award the bid to JR Civil in Billings. The motion was seconded. All voted in favor. Motion carried.

16) bid
award
forest
park sewr
repair

DATED this 10th day of October 2019.

Gary Kartevold, Chairman

Joe Sharbono, Member

October 15, 2019

Commissioner Kartevold opened the meeting at 5:30 p.m., with Gary Kartevold and Dennis Zander, present. Also present were Mike Haggerty, Chad Knudson, Ranger Review Reporter and Shirley Kreiman Clerk & Recorder.

Public Hearing: Budget Increase Junk Vehicle Grant and General Fund DES Communications Tower. No public comment was received.

17)public hearing budget increase

Prior Meeting Minutes:

A motion was made to approve the minutes for October 1, 9&10, 2019. 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 items to the agenda: Correspondence: MDOT and MDOR. The motion was seconded. All voted in favor. Motion carried.

Previously Approved Administrative Items:

Resignations: Kelly Murray, Seasonal Cemetery Worker 9-26-19, Casey VeRoye Seasonal mosquito sprayer 9-26-19, Brittnee Schwindt, Seasonal Weed sprayer 9-26-19, Lindsay Tennant, Seasonal Laborer, WGPW 9-27-19

Travel Requests:

- Pam O'Brien to Helena Nov 13-15 for Early Childhood Community Coalition Meeting

MACo Health Care Trust-Final Renewal Rates January 1, 2020-December 31, 2020- Commissioners approved plans to be offered, RM2000, RM3000, BP2000, HD3000, HD5000, County Contribution of \$855 applied to any plan choice. Approved on 10-7-2019.

18)MACo Health Care Trust Renewal Rates

Capital Outlay Authorization-Authorization was granted to the Sheriff Department to purchase a Dodge Durango on October 2, 2019. Masons have donated \$29,000, the county will pay the remainder of \$3,999.

19)Capital Outlay Sheriff

Correction on the Attachment to Resolution #2019-35 Fixing Tax Levy-Fund 2648 \$67.00 per parcel was corrected to \$67.00 per EDU/Equivalent Dwelling Unit)

20)Res #2019-35 Correction to attachment Fixing Tax Levy

Old Business:

Bid Award for Forest Park Sewer repairs-The bid was awarded to JRCivil in Billings on October 10, 2019. It was noted that the bid bond had the wrong county name on it and the certificate for liability insurance was outdated. The company was contacted and they have sent the correct bid bond and updated certificate.

21)Bid Award Sewer Repair Forest Park

New Business:

Final Plat-Haggerty Seven Mile Subdivision Phase II-Mike Haggerty stated he was present to address any questions. A preliminary plat was submitted on October 6, 2015. On September 19, 2018 a one year extension was granted. There were 19 conditions of approval. The commissioners reviewed the staff report and the 19 conditions. It was noted that all proposed traffic signs have been installed, internal subdivision roads are constructed per county engineering standards, a certificate of MDEQ approval with lot layout and storm plan were submitted, a storm water pollution prevention plan was submitted to MDEQ, attached letter of concurrence from utility companies were submitted, final plat is in substantial compliance with the preliminary plat review, the final plat complies with state surveying requirements, all improvements are in place prior to final plat approval, a road and storm water maintenance agreement is attached, an agricultural covenant for Lot 14 is submitted and shown on the face of the plat, remediation of lot 13 is complete, MDEQ approval of storm water plan is submitted, a centralized mail delivery was installed in a location approved by postmaster, an area delineated as native growth protection area is shown on plant and road and storm water maintenance agreement, flood plain variance for lots 6-12 were approved by MDEQ, MDEQ attached approval letter addressing placement of drain field location on lot 6, drain field sites have been staked on all lots, encroachment permits have been obtained. An easement is noted on final plat by lot 4 & 5 to provide future access to adjoin lot. In addition to the 19 conditions, park dedication requirement, certificate of title abstracter, a space for county treasurer certification, conformity with subdivision regulations. The staff

22)Subdivision-Haggerty seven mile drive Phase II

recommends approval of the final plat. A motion was made to accept the staff report (MNR-FP-19-01 as findings of fact and the Final Plat of the Haggerty Seven Mile Drive Phase 2 Subdivision be approved. The motion was seconded. All voted in favor. Motion carried.

23) River
Road
RSID#47
contract
Kuehn
Trenching

River Road Irrigation RSID#47 Contract-Kuehn Trenching-A contract was submitted for approval from the River Road Irrigation Board RSID #47 for maintenance agreement for the pipeline to draining and winterizing the irrigation system, repairing breaks and leaks and notifying line locators. The maintenance agreement is with Kuehn Trenching in the amount of \$5,000 per year for filling and draining the system and an additional \$35.00 per hour for labor or \$100.00 per hour for machine operation. Claims to be submitted quarterly in the amount of \$1,250.00. A motion was made to approve the contract. The motion was seconded. All voted in favor. Motion carried.

24)Res
2019-36
Policy IRS
requirem
Tax Exempt
Bonds

Resolution #2019-36 Adopting a policy concerning compliance with IRS requirements for Tax Exempt bonds issued by the County-The clerk and recorder stated that this is now a requirement for tax exempt bonds and submitted by bond counsel. A motion was made to adopt the policy and resolution 2019-36. The motion was seconded. All voted in favor. Motion carried.

25)amendm
ent to
Ordinance
#11 Vicious
Animals

Amendment to Ordinance #11 Vicious Animal Ordinance-The commissioners noted this resolution was requested by the Sanitarian and County Attorney. The ordinance was read. It was noted that if the first reading passed, the ordinance would be posted and published prior to the second reading to held on November 5, 2019. A motion was made by Commissioner Zander to accept the amendment to ordinance #11. The motion was seconded by Commissioner Kartevold. All voted in favor. Motion carried.

26)amendm
ent to
Ordinance
#1 Vicious
Dogs

Amendment to Ordinance #1 Vicious Dog Ordinance-The commissioners noted this resolution was requested by the Sanitarian and County Attorney. The ordinance was read. It was noted that if the first reading passed, the ordinance would be posted and published prior to the second reading to held on November 5, 2019. A motion was made by Commissioner Zander to accept the amendment to ordinance #1. The motion was seconded by Commissioner Kartevold. All voted in favor. Motion carried.

27)Encroac
hment
permits mid
rivers

Encroachment Permits-Mid Rivers-Following review of the encroachment permits from Mid-Rivers a motion was made to approve the following encroachment permits:

- Section 19&20, T19N, R52E, bore/case crossing on County Road 427
- Section 29&30, T19N, R52E, bore/case crossing on FAS 470
- Section 5&6, T18, R52E, bore/case crossing on FAS 470

28) Eastern
MT
Industries
support

Request for annual support from Eastern Montana Industries-A letter of request for support was received from Eastern Montana Industries. The Clerk & Recorder noted that they have given \$500 in the past and the last given was in October 2018. The item died for a lack of a motion.

29)Res
2019-37
WG Sewer
Utility
Billing
Procedure

Resolution 2019-37 Resolution establishing procedure for Utility Billing for the West

Glendive Sewer-A resolution establishing a quarterly billing period, 5% compounded interest rate for late payments and landowner responsibility for payment was presented. A motion was made to approve the resolution. The motion was seconded. All voted in favor. Motion carried.

30)2019-38
Res
Directing
County
Treasurer to
Take Tax
Deeds

Resolution 2019-38 Resolution directing the County Treasurer to Take Tax Deeds-A motion was made to approve the resolution to take tax deeds for the following properties:

RTN 6723, RTN 6722, RTN 6721, RTN 5536, RTN 4711, RTN 6087, RTN 5607, RTN 6437, RTN 5032, RTN 6405, RTN 7877, RTN 6403, RTN 6402, RTN 6404, RTN 4668, RIF 2464, RTN 6631

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

Correspondence/Information

Keystone Pipeline: Notice from United States Department of State regarding Keystone XL Pipeline that the Draft Supplemental Environmental Impact Statement for the proposed pipeline is available on the Department's website for public review and comment beginning October 4, 2019. The comment period ends November 18, 2019. A public meeting will be in Billings MT on Tues, October 29 at the Billings Hotel & Convention Center 4:30 to 7:30 p.m.

MT Pollutant Discharge Elimination System Permit: Notice from DEQ on deficiency for MT Pollutant Discharge Elimination System permit Application. Incomplete information regarding location of outfall 001 and design flow rate. Also requested WET testing reports for all failed tests. Requested information must be submitted by October 28, 2019. The commission notes they are in contact with Great West Engineering to get the information submitted.

River Road RSID #47 Bond-Copy of notice to Stockman Bank from Crowley Fleck on opinion regarding River Road District #47 Bond

MDOT-Glendive Urban Allocation Report-The allocation report was received for the Glendive region from the Montana Department of Transportation.

MDOR-Plains Pipeline-A notice was received regarding a refund to Plains Pipeline on Centrally Assessed properties.

Public Comment: None

Meeting adjourned at 6:15 p.m.

DATED this 15th day of October 2019.

Gary Kartevold, Chairman

Dennis Zander, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder

October 22, 2019

Commissioner Kartevold opened the meeting at 10:00 a.m., with Gary Kartevold, Joe Sharbono and Dennis Zander, present. Also present were Barb Roehl and Doug Keever.

New Business

31) West
Glendive
Public
Works
Personnel
Meeting

West Glendive Pubic Works Personnel Meeting- Commissioner Kartevold opened the meeting to any public comment, hearing none Commissioner Kartevold closed the meeting at request of Doug Keever. After the closed personnel discussion Commissioner Kartevold reopened the meeting and a motion was made to suspend Doug Keever for 3 days without pay. The motion was seconded and all voted in favor. Motion carried.

Public Comment: None

Meeting adjourned at 10:25 a.m

DATED this 22th day of October 2019.

Gary Kartevold, Chairman

Joe Sharbono

Dennis Zander, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder