

February 9, 2016

Commissioner Buxbaum opened the meeting at 10:00 a.m., with Doug Buxbaum, Adam Gartner and Gary Kartevold present. Also present were, Mary Kubesh, Dianna Broadie, and Shirley Kreiman, Clerk & Recorder.

Prior Meeting Minutes:

A motion was made to accept and approve minutes for January 19th and 28th, 2016. The motion was seconded. All voted in favor. Motion carried.

1) PUBLIC
HEARING
BUDGET
INCREASES
FOR 15/16

Public Hearing-Budget Increases-Chairman Buxbaum asked the Clerk & Recorder to comment on the purpose of the increases. She stated that due to the storm damage last July, there were a number of expenses and that the County received reimbursement from MACO for the proposed budget increases. There was also grant funding not known at the time of budget preparation for Immunization Grant, Tobacco Prevention Program, Buckle up grant, as well as unanticipated fines for the law library. The floor was opened for comments regarding the budget increases. No comments were received.

Items added to posted Agenda: Bid Award for HS Generator, District II Alcohol & Drug board appointment, travel requests for Steve Engebretson and Vickie Boje.

2) CENEX
PIPELINE
ENCROACH
MENT
PERMITS

Previously Approved Administrative Items:

Encroachment Permits-8 County encroachment permits were authorized to Cenex Pipeline, LLC relating to road crossings for a 48 mile pipeline replacement job between Glendive and Sidney.

3) MSU
EXTENS
SERVICES
AGRMT

Extension Services Agreement-A 2016 Extension Services Agreement was approved between Dawson County and Montana State University for providing extension services to the county. \$85,682.35 County Funding, \$35,000.00 MSU Funding.

Travel Requests-Travel requests were approved for:

- Mike Botch to travel to Billings Feb 2 for Wastewater Certification Exam
- Robert Andress to Bozeman Feb 1-6 for Criminal Interview and Interrogation techniques.

4) CONTRACT
MELISSA
SKERRITT-
SAGEBRUS
H ALLEY
JANITORL
SVC

Sagebrush Alley Center Contract-A contract was approved between the Sagebrush Alley Center and Melissa Skeritt for janitorial services in the amount of \$50.00 per week effective January 7, 2016.

New Administrative Items:

Travel Requests-A motion was made to approve the travel request for:

- Dawn Kingstad to Lewistown Feb 5-6 for Offline 2016 Library Assn Conference
- Steve Engebretson to Bozeman Feb 15-17 for MTASCD Board meeting and MTASCD Best practices meeting
- Steve Engebretson to Great Falls, Mach 20-23 for MACSS Spring Conference
- Vickie Boje to Great Falls, April 11-14 for Co Treasurer's Certification School

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

Olness & Associates Representation Letter-A motion was made to approve sending a representation letter to Olness and Associates regarding the audit of the Dawson County Financial statements for June 30, 2015. The motion was seconded. All voted in favor. Motion carried.

5) OLNES
AUDIT
RESPONSES

Olness & Associates Audit Responses-A motion was made to approve the audit responses to the schedule of findings and questions costs for the fiscal year ended June 30, 2015. The motion was seconded. All voted in favor. Motion carried.

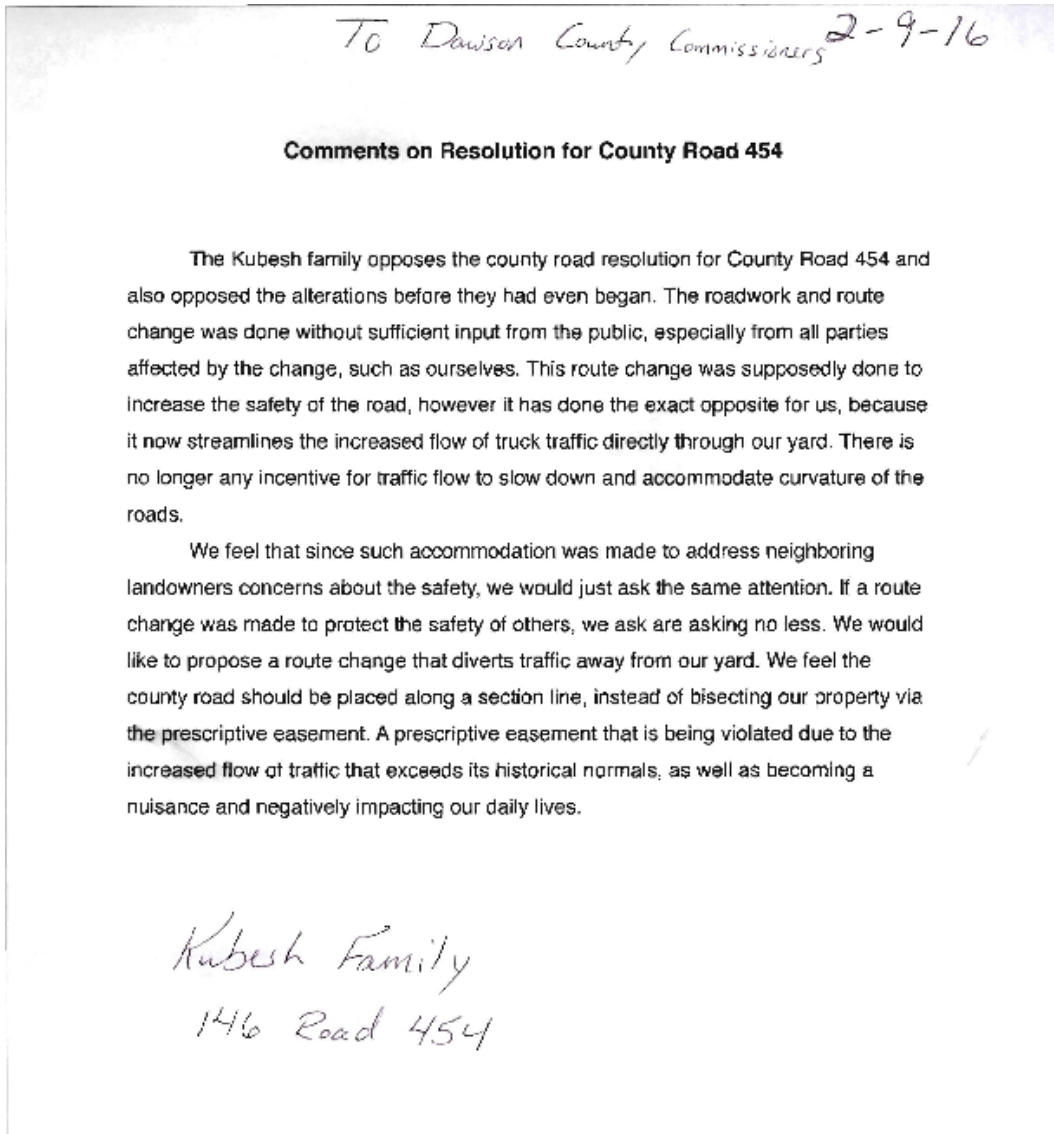
Old Business:

Planning Board-Commissioner Gartner stated they are still waiting on a response from the city. Dianna Broadie asked if she could just appoint a county planning board. Commissioner Gartner stated he would like to connect with the city one more time before she does that.

New Business:

The floor was opened to comments. Mary Kubesh stated that she was present to represent her family and would like to comment on the proposed resolution to update the road description for the portion of Road 454 that is to be abandoned when a curve was removed. She read the following statement.

6) ROAD 454
KUBESH



Resolution #2016-2 Budgetary Amendment-A motion was made to approve the budget amendment for FY15/16 for the following unknowns: to increase Fund 2960 for: Immunization Grant for Carryover for \$4,870.17, Immunization Grant for \$6,093.00, Tobacco Grant for \$4,000, Fund 2962 for Buckle up Grant for \$4,480.65, Fund 2707 for Law Library fines \$460.77, Insurance from Storm damage Funds 1000-\$51,055.49, 2110-\$54.77, 2170-\$4,483.41, 2190-\$21,000, 2220-\$20,950, 2280-\$2,775.00. Line item transfers were also included for Fund 2960, and 1000. The motion was seconded. All voted in favor. Motion carried.

7) RES #2106-
2 BUDGET
AMENDME
NTS

Resolution #2016-3 Resolution to Amend Described Road 454-The commissioners stated that they felt it was necessary for easement purposed to amend the road description to accurately reflect the road as it had been altered per the attached map to remove a dangerous curve and was straightened at request of the landowner by petition. A motion was made to approve the resolution. The motion was seconded. Mary Kubesh restated her opposition to the amendment as she felt the public was not made aware of the change and would like the same accommodation made on the dangerous portion of their road that cuts through their farm. Commissioner Gartner stated that this was a long talked about change as the road had a problem with drifting shut in the winter, but they did not have the funding to redo it. They received funding for the gravel and since it affected only one landowner, and had their permission, they proceeded with the project. This resolution would update the road description of Road 454 to reflect the change that was made. All voted in favor of adopting the resolution. Motion carried.

8) RES
#2016-3
AMEND
ROAD 454

4 Lazy J Minor Subdivision-Dianna Broadie reviewed the subdivision and staff report with the commissioners. This is an expedited plat. It would have been handles as a family transfer

9) 4 LAZY J
MINOR
SUBDIVISIN

except that the land is held by an LLC, which cannot do a transfer. There is one change that she has discussed with the surveyor. She will no longer require a road and utility easement as the actual road #315 differs from what the map shows and does extend to the proposed lot. This is a 20.02 acre lot with an existing home, Section 24 T 17N R56E. She recommended plat approval with the condition that it meet state surveying requirements. A motion was made to accept the findings of fact, the staff report, and approve the plat with the standard conditions. The motion was seconded. All voted in favor. Motion carried.

10)
Generator
Bid

Generator Bid-Commissioner Buxbaum inquired about the High School generator and installation bids as he was not present on the day the bids were opened. Commissioner Gartner stated that they received only 1 bid. They have been trying to get in contact with Mike Mills at MDU as there were 3 options presented by the TW Enterprises, Inc. The difference in the bid options were due to requirements of MDU. There is a significant cost difference. A motion was made to award to the bid to TW Enterprises, Inc. with the exception to chose the option after communicating with MDU and what their requirements will be. The motion was seconded. All voted in favor. Motion carried.

Correspondence/Information

- Dawson County Treasurer's Cash Report for the Quarter ending December 2015
- Notice of delinquent FY2015 Annual Report

Public Comment:

Mary Kubesh asked how the commissioners were going to protect the Kubesh family on the road? The trucks were coming like crazy this past windy weekend. There is a huge safety issue. There are a number of bridges on this route. They cross a narrow 1 lane bridges and the safety is not good. They asked that they be considered and change the route of the road that cuts through their farm and place it along a section line. They own property on both sides of the road and their safety should be as important as the curve that was taken out.

The meeting adjourned at 10:45 a.m.

DATED this 9th day of February, 2016.

Douglas A. Buxbaum, Member

Gary Kartevold, Member

Adam J. Gartner, Member

ATTEST: _____
Shirley A. Kreiman, Clerk & Recorder

February 16, 2016

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

Prior Meeting Minutes:

A motion was made to accept and approve minutes for February 9th, 2016. The motion was seconded. All voted in favor. Motion carried.

Items added to posted Agenda: Junk Vehicle Hauler Contract, Board Appointments, request to close Health Department, Health Dept. write-offs, encroachment permits

Previously Approved Administrative Items:

Utility Easements West Glendive/Dawson County Wastewater System Improvements

Project-On February 12th the Commissioners approved a Utility Easement for approximately .5 acre of permanent easement for the purpose of building and maintaining a new sewer force main across the MDT property and the right to use the hatched area for 2 years from the county's acceptance of the offer for the value of \$4,050, repair any damages to the existing storm drain, fences, paved area and millings or other property.

11) UTILITY
EASEMENTS
MDT
WASTEWATER
PROJECT

Travel Authorizations-The following travel authorizations were previously approved.

- Jen Fladager to Miles City, Feb 23 for AWR330 FEMA emergency management training
- Jen Fladager to Great Falls March 22-24 for BACI 2.0 Institute strategic planning session

Conaway Construction Agreement-An agreement was signed on February 11, 2016 for Conaway Construction to provide painting at the Frontier Gateway Museum for \$8,152.73.

12) CONAWAY
CONSTRUCTION
AGREEMENT

Memorandum of Understanding-A memorandum of understanding was made between Dawson County, Dawson County Health Department, DES, District Sanitarian, Glendive Medical Center, Dawson County Sheriff's Department, Dawson County Disaster & Emergency Services to concurrently operate Regroup mass notification system.

13) MOU –
REGROUP
MASS
NOTIFICATION
SYSTEM

2016 Board Appointments-The following board appointments have been made:

Airport Board

Bruce Downs, reappointment

Alcohol & Drug Board

James K. Holderman, reappointment

Bell Street Bridge Committee-

Jerry Jimison, reappointment

Ann Aldinger, reappointment

Joe Drivdahl, reappointment

Cemetery Board

Lance Silha-reappointed

Health Board

Kevin Pena, required

Jerry Jimison, reappointed

Land Advisory Board

LeeAnn Loucks, reappointed

Library Board

MaryAnn Clingingsmith-New for resigned position

14) BOARD
APPNTMENTS
2016

County Council on Aging-

CC Clark, Bloomfield at large position, reappointed

Ellen Robinson, Richey at large position, reappointed

Terry Meyers, reappointed

Connie Udem, reappointed

Fair Board

Larry Evans, reappointed

Troy Kaufman, reappointed

Eric Smeltzer, reappointed

Planning Board

Doug Byron, finish vacated position

Ira Zuroff, reappointed

Salary Compensation Board
 Steve Olson, reappointed

Weed Board
 Alan Klempel, reappointed

Zoning & Planning Commission
 Hilary Hopfauf-reappointed

Zoning Board of Adjustments
 Bruce Raymond, reappointed

There are still 6 positions remaining that have not been filled: Land Advisory Board, Local Housing authority board, Richey Cemetery Board, 2 Tax Appeal Board, and Zoning Board of Adjustments.

New Administrative Items:

15)BELL STREET BRIDGE GIERKE/BURMAN WEDDING

Bell Street Bridge Liability Release Form-Gierke/Burman Wedding-A request was received from Ashten Gierke to host a wedding on the Bell Street Bridge on September 3rd at 5:30 p.m. The Commissioners reviewed the request form which prohibits vehicles on the bridge, garbage and litter to be disposed of and cleaned up with a \$25 deposit fee. A motion was made to approve the request. The motion was seconded. All voted in favor. Motion carried.

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 \$2,298.36 for the month of January 2016. The motion was seconded. All voted in favor. Motion carried.

16)JUNK VEHICLE HAULER CONTRACT CRISAFULLI BROS

Junk Vehicle Hauler Contract-A motion was made to renew the junk vehicle hauler contract with Frank and Dick Crisafulli dba Crisafulli Brothers for the removal of junk vehicles as defined by law and located in Dawson County. The rate was increased from \$80 to \$100 per junk vehicle. The motion was seconded. All voted in favor motion carried.

Health Department – A request was received from the health department to close on March 24th, the day of the Health Fair at the EPEC. A motion was made to approve the request. The motion was seconded. All voted in favor. Motion carried.

Health Department Write-offs-A request was received from the health department to write off insurance claims of \$69.69 for 13 clients for the month of December and \$1,138.57 for the month of January. Of that amount \$1,000 was for Home Care Services for 1 client and remaining was individual insurance providers. A motion was made to approve the request to write off the bad debt. The motion was seconded. All voted in favor. Motion carried.

17)ENCROACHMENT PERMITS TONGUE RIVER ELECTRIC ROAD 130

Encroachment Permits-An encroachment permit was received from Tongue River Electric Coop to bury 14,588 feet of underground wire and 3,000 feet of overhead on 35’ poles on county parallel to Road 130, T13, R54 Sections 3, 4, & 8. Road Supervisor, Joe Sharbono has investigated the permit request and recommended approval. A motion was made for the approval of the permit. The motion was seconded. All voted in favor. Motion carried.

Old Business:

18)PLANNING BOARD

Planning Board-Commissioner Gartner stated that the city and county have come up with a tentative agreement for a joint planning board and have forwarded it to their respective attorneys.

New Business:

Payroll Warrants Register December & January Payroll- The board of Commissioners certified the payroll warrants register total and the Invoice Journal total for the months of December 2015 and January 2016 and noted they were in agreement.

PAYROLL EXPENSE FOR PERIOD OF DEC 1 - DEC 31, 2015

(Employer Costs Includes Gross plus taxes and benefits including Health & Life Insurance for 2 pay periods)

UND	ACCT	DEPT	DEPARTMENT	Amount	FUND	ACCT	DEPT	DEPARTMENT	Amount
1000	410100	10	Commissioner	15,295.25	2300	420100	110	Public Safety-Sheriff	43,352.77
1000	410340	20	Justice Court	8,125.53	2300	420100	120	Sheriff OVT	
1000	410540	30	Treasurer	17,407.58	2300	420130	133	Public Safety-Cty Pri	
1000	410600	40	Elections	3,248.34	2300	420230	133	Public Safety-Co. Jail	34,358.40
1000	410800	45	Human Resources		2300		121	EUDL Grant	

DAWSON COUNTY BOARD OF COUNTY COMMISSIONERS
 COUNTY OF DAWSON
 GLENDIVE MT – February 2016

1790

1000	410940	60	Clerk & Recorder	18,057.71	2300		122	STEP Grant	
1000	411100	70	Attorney	29,550.16	2300	420343	493	Prob Compliance Gr	3417.68
1000	411136	76	Victim Witn Adv	717.30	2371	410551	548	Ins Fund Gen Govt	14,531.17
1000	411230	80	Maintenance	5,193.70	2371	420551	548	Ins Fund Public Safety	12,483.03
1000	411235	85	Safety Director	2,259.09	2371	430551	548	Ins Fund Public Works	12431.62
1000	411600	100	Supt of Schools	4,998.54	2371	440551	548	Ins Fund Public Health	3,836.09
								Ins Fund Social & Economic Svcs	1,960.07
1000	420600	140	D.E.S.	2,751.30	2371	450551	548	Ins Fund Culture & Recreation	2,344.05
1000	420643	143	Home Preparedness		2388	411136		Victim Witness Adv	2,601.75
1000	420800	150	County Coroner	808.38	2390	420142	126	Drug Forfeiture	
1000	430912	155	Cemetery	10,488.82	2404	430263	635	4M FP Lighting	49.62
1000	440140	170	Public Health	23,035.44	2407	430263	650	7M HP Lighting	14.06
1000	440160	180	Sanitarian	6,800.00	2505	431200	645	5M WG Dike	710.41
1000	450410	230	County Agent	2,711.80	2510	430600	660	WG Public Works	
1000	460433	240	Parks	1,568.29	2514	430500	665	14M HP Irrig	301.89
1000	460452	250	Glendive Museum		2524	430500	675	24M FP Water	4,441.52
1000	460453	255	Richey Museum	714.43	2546	430595	697	46M FP Irrigation	1,608.90
2110	430230	325	Road	49,139.79	2830	430800	552	Junk Vehicle	754.88
2110	430247	320	Gas Tax		2960	440100	810	BCHP Grant	
2130	430244	405	Bridge		2960	440112	812	PHSI Grant	921.76
2140	431100	415	Weed	4,995.72	2960	440150	828	Emergency Preparedness	2,738.20
2140	431100	114	Weed Summer Help		2960	440170	800	Nurse MCH Grant	993.04
2160	460210	430	Fair	3,238.31	2960	440171	840	MEICHV Grant	2,549.41
2170	430310	460	Airport Maintenance	5,873.52	2960	440172	825	Immunization Grant	80.83
2180	410331	470	Clerk of Court	9,384.66	2960	440173	830	WIC Grant	1,701.22
2180	410334	480	Bailiff		2960	440175	832	Miami Health Grant	
2200	440700	510	Mosquito	1,265.21	2960	440176	826	Immun Infrans Grant	
2200	440700	115	Mosquito Summer Help		2960	440177	833	Tobacco Grant	4,214.36
2220	460110	500	Library	14,251.22	2960	440179	838	Baci	
2250	411010	530	County Planning	2,993.18	2960	440190	890	Family Planning	4,247.10
2252	411010	606	Flood Plain	527.87	2960		809	III-F Grant	
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	1,709.51
2280	450310	537	Sr. Citizens Center	4,543.36	5310	430601	691	MSSD #1	6,863.28
2280	450320	538	Homemaker Grants	1,684.43	5712	420210	135	Public Safety-Admin	28,002.01
2280	450321	531	Respite Care	501.91	5712	420230	130	Public Safety-St. Pri	197,747.80
			Congregate Meals Grant	3,906.19	7370	450312	600	Urban Transportation	16,214.59
2280	450323	533	Grant						
2280	450325	539	RSVP Federal						
2280	450329	529	Health Screening	304.44					
			256,341.47					Subtotal	407,181.02
								Total	663,522.49

PAYROLL EXPENSE FOR PERIOD OF JAN 1 - JAN 31, 2015

(Employer Costs Includes Gross plus taxes and benefits including Health & Life Insurance for 2 pay periods)

FUND	ACCT	DEPT	DEPARTMENT	Amount	FUND	ACCT	DEPT	DEPARTMENT	Amount
1000	410100	10	Commissioner	15,851.36	2300	420100	110	Public Safety-Sheriff	45,336.16
1000	410340	20	Justice Court	8,246.58	2300	420100	120	Sheriff OVT	
1000	410540	30	Treasurer	17,085.52	2300	420130	133	Public Safety-Cty Pri	
1000	410600	40	Elections	3,210.00	2300	420230	133	Public Safety-Co. Jail	35,803.95
1000	410800	45	Human Resources	896.81	2300		121	EUDL Grant	
1000	410940	60	Clerk & Recorder	18,668.32	2300		122	STEP Grant	
1000	411100	70	Attorney	29,361.35	2300	420343	493	Prob Compliance Gr	3315.93
1000	411136	76	Victim Witn Adv	691.80	2371	410551	548	Ins Fund Gen Govt	14,096.22
1000	411230	80	Maintenance	5,398.51	2371	420551	548	Ins Fund Public Safety	12,042.43
1000	411235	85	Safety Director	221.76	2371	430551	548	Ins Fund Public Works	11762.45
1000	411600	100	Supt of Schools	4,998.34	2371	440551	548	Ins Fund Public Health	3,696.21
								Ins Fund Social & Economic Svcs	1,871.35
1000	420600	140	D.E.S.	4,214.54	2371	450551	548	Ins Fund Culture & Recreation	2,263.86
1000	420643	143	Home Preparedness		2388	411136		Victim Witness Adv	2,535.11
1000	420800	150	County Coroner	808.38	2390	420142	126	Drug Forfeiture	
1000	430912	155	Cemetery	11,603.87	2404	430263	635	4M FP Lighting	48.93
1000	440140	170	Public Health	23,420.89	2407	430263	650	7M HP Lighting	14.04
1000	440160	180	Sanitarian	6,798.99	2505	431200	645	5M WG Dike	705.26
1000	450410	230	County Agent	2,735.56	2510	430600	660	WG Public Works	
1000	460433	240	Parks	1,583.91					

DAWSON COUNTY BOARD OF COUNTY COMMISSIONERS
 COUNTY OF DAWSON
 GLENDIVE MT – February 2016

1791

1000	460452	250	Glendive Museum		2514	430500	665	14M HP Irrig	42.94	
1000	460453	255	Richey Museum	779.39	2524	430500	675	24M FP Water	4,563.70	
2110	430230	325	Road	24,901.30	2546	430595	697	46M FP Irrigation	1,614.54	
2110	430247	320	Gas Tax		2830	430800	552	Junk Vehicle	755.04	
2130	430244	405	Bridge	23,835.07	2960	440100	810	BCHP Grant		
2140	431100	415	Weed	4,149.69	2960	440112	812	PHSI Grant	1,194.33	
2140	431100	114	Weed Summer Help		2960	440150	828	Emergency Preparedness	2,730.03	
2160	460210	430	Fair	3,261.69	2960	440170	800	Nurse MCH Grant	289.37	
			Airport							
2170	430310	460	Maintenance	5,791.52	2960	440171	840	MEICHV Grant	1,537.57	
2180	410331	470	Clerk of Court	9,848.44	2960	440172	825	Immunization Grant	117.01	
2180	410334	480	Bailiff		2960	440173	830	WIC Grant	1,438.40	
2200	440700	510	Mosquito	1,183.29	2960	440175	832	Miami Health Grant		
2200	440700	115	Mosquito Summer Help		2960	440176	826	Immun Infrass Grant		
2220	460110	500	Library	10,603.91	2960	440177	833	Tobacco Grant	4,188.86	
2250	411010	530	County Planning	3,382.46	2960	440179	838	Baci		
2252	411010	606	Flood Plain	596.82	2960	440190	890	Family Planning	5,524.65	
2253	431392	611	Forest Park Zoning		2960		809	III-F Grant		
2254	431394	614	Highland Park Zoning		2960		829	PHER Grant		
			Sr. Citizens							
2280	450310	537	Center	4,735.88	2960	450328	842	Stepping On Gr		
			Homemaker					Hlthy Com-Parent Resource		
2280	450320	538	Grants	1,931.03	2962	440114	850	Center	609.94	
2280	450321	531	Respite Care	514.48	5310	430601	691	MSSD #1	6,848.92	
			Congregate Meals							
2280	450323	533	Grant	4,296.18	5712	420210	135	Public Safety-Admin	27,902.75	
2280	450325	539	RSVP Federal		5712	420230	130	Public Safety-St. Pri	204,839.83	
2280	450329	529	Health Screening	182.28	7370	450312	600	Urban Transportation	16,295.31	
				255,789.92					Subtotal	413,985.09
									Total	669,775.01

Correspondence/Information: None

Public Comment: None

The meeting adjourned at 5:50 p.m.

DATED this 16th day of February, 2016.

 Douglas A. Buxbaum, Member

 Gary Kartevold, Member

 Adam J. Gartner, Member

ATTEST: _____
 Shirley A. Kreiman, Clerk & Recorder