July 5, 2016

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

Prior Meeting Minutes:
A motion was made to accept and approve minutes for June 28, 2016. The motion was seconded. All voted in favor. Motion carried.

Items added to posted Agenda:
New Administrative Items: Travel Request-Steve Engebretson Correspondence/Information: Notice of Dawson County Transportation Committee Meeting July 14th at 10:00 a.m.

New Administrative Items:
Travel Requests-A motion was made to approve travel requests for:
• Steve Engebretson to travel to Sidney on July 15th for a Regional Meeting.
The motion was seconded. All voted in favor. Motion carried.

Old Business:
Board appointments still needed for Tax Appeal Board, Zoning Board of Adjustments, Land Advisory board.

County Attorney Request-This item from last session was referred to the Salary Compensation Committee.

Cattle Guard Petition Newell Road 325-A petition was received to remove a cattle guard from Road 325 and relocate it to a property line ¼ mile to the southwest. The Commissioners stated they visited with the Road supervisor regarding the matter. It is a relocation of a cattle guard. A motion was made to approve the relocation request. The motion was seconded. All voted in favor. Motion carried.

Resolution #2016-11 Fees Schedule for 7-1-2016-This resolution was tabled at the last meeting. The commissioners have spoken to public works and the dump fee amount is correct. They also stated that the amounts for renting equipment at the weed department should be removed as the Weed Board had decided to no longer rent equipment. A motion was made to approve the resolution and attached schedule once the rental portion of the weed fees was removed. The motion was seconded. All voted in favor. Motion carried.

New Business:
Health Department Closure Request-A motion was made to approve the request from the Health Department to close the office on Wednesday, August 10th in order for the staff to do strategic planning. The motion was seconded. All voted in favor. Motion carried.

Health Department Contracts-A motion was made to approve the following health department contracts:
A. Lindsay School Contract to provide health services, $470.20 for 4 visits
B. Bloomfield School Contract to provide health services, $492.60 for 4 visits
C. Family Planning Agreement with Fallon County for Administrative oversight
D. Family Planning Agreement for physician coverage for the Fallon County FP clinic at the rate of $25 per visit
E. MT Early Childhood Home Visiting amended contract for an additional $11,872.76 to provide parenting support and child development education for at risk families.
The motion was seconded. All voted in favor. Motion carried.

Resolution #2016-14-Declaring that no non-partisan primary or general election need be held for Urban Transportation District-The Clerk & Recorder stated that there was only 1 position open for Urban Transportation Board Member and only 1 person filed, so Heather Frank was appointed by acclamation and no primary or general election needed to be held for the district. A motion was made to approve the resolution. The motion was seconded. All voted in favor. Motion carried.
Correspondence/Information:
- Notice from MT Dept of Commercial of final closeout of Contract #MT-CDBG-13PL-8
- Salary Compensation Committee Meeting July 6th 2:00 p.m. Courthouse Conference Room
- Dawson County Transportation Committee Meeting on July 14th at 10:00 a.m.

Public Comment: None

The meeting adjourned at 10:20 a.m.

DATED this 5th day of July, 2016.

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Douglas A. Buxbaum, Chairman

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Gary Kartevold, Member

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Adam J. Gartner, Member

ATTEST: _______________________________
Shirley A. Kreiman, Clerk & Recorder
Commissioner Buxbaum opened the meeting at 5:30 p.m., with Douglas Buxbaum, Adam Gartner and Gary Kartevoeld present. Also present were, Jason Stewart, Ranger Review reporter, and Shirley Kreiman, Clerk & Recorder.

Prior Meeting Minutes:
A motion was made to accept and approve minutes for July 5, 2016. The motion was seconded. All voted in favor. Motion carried.

Items added to posted Agenda:
- Correspondence: DNRC Notice of Meeting, Treasurers Quarterly Report of Cash
- Administrative items: Interest Clearing Transfer, Assignment & Assumption of Lease

Previously Approved Administrative Items:
**Haul Route Agreement** - A Haul Route agreement was signed on July 5, 2016 with Meyer Contracting, Inc. for hauling aggregate from Fisher Sand & Gravel Glendive Pit to BNSF Iona site located approximately 5 miles south of I-94 in Dawson County for the purpose of construction track embankment. All hauling activities are strictly limited to County Road 159 (From I-94 Exit 231, hauling South for 4.8 miles on road 159) and County Road 118 (From Road 159, Hauling west for 5 miles on 118)

**Lease Agreement - Elks Club** - A lease agreement between Dawson County and The Elks was signed on July 18, 2016. Dawson County agrees to rent the Elks Club the surface of the Dawson County Fairgrounds where the Elks booth is currently situated including all surrounding patios, benches and fixtures attached to the Elks Booth. The Elks Club shall have unrestricted access to the property for the entirety of calendar year. The Elks Club agrees to be the caterer for the Dawson County Fair in the Grandstand Booth for the term of the contract, which shall begin January 1 of each year and automatically renew unless 60 days written notice is given. The Elks Club shall pay Dawson County $1,200 per year for use of the land, $100 for the use of the handicapped bathroom, and $4,500 for the right to cater in the grand stands booth. The cater fee shall be reviewed every three years.

New Administrative Items:
**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 $18,708.15 for the month of July, 2016. The motion was seconded. All voted in favor. The motion carried.

Old Business:
Board positions remain unfilled: One on each the, Tax Appeal Board, Zoning Board of Adjustments and Land Advisory Board.

**County Attorney Request for deputy attorney salary increase** - The commissioner’s stated they have a meeting with the County attorney on Thursday to discuss the matter with her.

New Business:
**July Payroll** - The board of Commissioners certified the payroll warrants register total and the Invoice Journal total for the month of July 2012 and noted they were in agreement. $690,174.78.

PAYROLL EXPENSE FOR PERIOD OF JULY 1 - JULY 31, 2016
(Employer Costs Includes Gross plus taxes and benefits including Health & Life Insurance for 3 pay periods)

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Letter of Engagement Olness & Associates, PC. - A motion was made to engage Olness & Associates, PC to conduct the annual financial audit for Dawson County for Fiscal Year ended June 30, 2016. The motion was seconded. All voted in favor. Motion carried.

Resolution for Budgetary Adjustments-The clerk & recorder stated that she was waiting on health grant transfers and requested the item to be tabled. The item was tabled.

Telephone System-The clerk & recorder stated that they had received a proposal from Mid-Rivers for a quote on a telephone system. They should be received another proposal next week. The item was tabled until they could review the other proposal.

Petition to abandon Road-Ler Road-A petition was received to abandon a portion of Road 217 that runs through land owned by Lewis Ler and 52 Ranch. The commissioners noted that a public hearing will need to be held and will schedule one.

ABM Janitorial Services-Courthouse Custodial Contract-A motion was made to approve the ABM Janitorial Services contract to provide services to the courthouse for $3,369.96 per month
and the County Attorney office for $586.84 per month. The motion was seconded. All voted in favor. Motion carried.

**Alley Maintenance/Water Usage in Forest Park & Highland Park** - There was some discussion concerning the need to have maintenance done in Alleys in Forest Park and Highland Park. They discussed that the funding would need to come from the maintenance funds. They noted the road department does not have the proper equipment and equipment may need to be leased if the road department did the work. There was some discussion if this would be considered competing with private enterprise if the road department provided the labor and charged the maintenance district for the cost. There was also discussion concerning putting a notice out regarding using potable water for watering outside lawns rather than using irrigation water and that it puts a strain on the wells and pumps. They are currently down 2 pumps. There was concern if the residents understood why they should not do this and there was discussion of publishing a notice concerning the issue. There was also discussion about enforcement of the issue and the possible need for a resolution and ordinance to make an enforceable policy to safeguard potable water.

**Correspondence/Information:**
- Notice from MT Dept of Commercial of final closeout of Contract #MT-CDBG-13PL-8
- West Glendive Fire Department has equipment up for Bid
- Letter from County Attorney to Strom & Associates stating there are no known pending claims, threatened litigation or assessments against Buffalo Rapids Irrigation Project I
- Letter from Sheri Scurr to MACo Officers regarding privacy policies on government websites
- DNRC Floodplain meeting 8-24-2016 regarding status of the community’s floodplain levee in relation to FEMA’s floodplain maps

**Public Comment:** None

The meeting adjourned at 6:00 p.m.

DATED this 19th day of July, 2016.

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Douglas A. Buxbaum, Chairman

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Gary Kartevold, Member

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Adam J. Gartner, Member

**ATTEST:**

Shirley A. Kreiman, Clerk & Recorder