

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA**  
**January 2, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, January 2, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Anthony B. Cox, Commissioner.

The Boards and Committees that the Commissioners will attend in 2018 are as follows:

<u><b>Commissioner Cox</b></u>	<u><b>Commissioner Brooker</b></u>	<u><b>Commissioner Magera</b></u>
Avista Management Committee	Child Development Center Board of Directors, Chair	Sanders County (SC) 911 Advisory Board
Flathead Valley Chemical Dependency Corporation, Board of Directors	Governors Board of County Printing	Area Agency on Aging Board Area VI, Chair
SC Board of Health	MACo Natural Resources/Public Lands	Community Action Partnership
MACo Transportation Committee	Litigation Fund Committee	Hot Springs Refuse Disposal District
SC Solid Waste Refuse Disposal District	MACo Resolutions & Legislative	SC Community Housing Organization
MACo Board of Directors	SC Board of Health	SC Council on Aging
SC Aquatic Invasive Plants Task Force	SC Community Development Corporation, Board of Directors	SC Council on Aging Financial Committee
<b>Boards Attended:</b>	SC Solid Waste Refuse Disposal District	SC Solid Waste Refuse Disposal District
SC DUI Task Force	Thompson Falls Community Trails	SC Transportation Task Force
Resource Advisory Committee	Western Montana Regional Mental Health Center, Board of Directors	<b>Boards Attended:</b>
Terrestrial Resources Tech Advisory Committee	Wildhorse Sports Authority	Dixon Refuse Disposal District
Thompson Falls Airport Advisory Board	Joint Powers Trust, Board of Directors	Hot Springs Airport Advisory Board
SC Fair Commission	<b>Boards Attended:</b>	Sanders/Lolo National Forest Collaborative Group
Sanders/Lolo National Forest Collaborative Group	Sanders/Lolo National Forest Collaborative Group	SC Weed District
	Paradise Elementary School Preservation Committee	SC Fair Commission
	Plains/Stohr Airport Advisory Board	Eastern SC Hospital Board
	Middle Clark Fork River Plains Reach Committee	
	SC Fair Commission	
	Thompson Falls Main Street	

The Board met with John Roseler, Citizen to discuss: a request for abatement on Personal Property Tax ID No. 400215. The Board has taken the matter under advisement.

Commissioner Magera joined the Board at 10:25 a.m.

The Board met with Doug Ferrell, Chairman, Scotchman Peaks Wilderness to discuss: the Kootenai Forest Stakeholders Coalition (KFSC). Mr. Ferrell requested a letter of support from the Board. The Board has consensus to write a letter of support for the KFSC. Also in attendance was Grete Gansauer, Northwest Montana Field Coordinator, Montana Wilderness Association.

The Board met with Richard Wallace, Director of Human Resources, to discuss: Safety Report/Incident Update-19 days without incident. Open County Positions: Chief Financial Officer (CFO)/Controller, posted externally until Monday, January 29, 2018. Detention Officer (part-time), extended external posting until January 10, 2018. Relief Attendant (part-time), extended external posting until January 5, 2018. Further discussion was held on a claim that was submitted and had purchases on December 12<sup>th</sup> and 26<sup>th</sup>, 2017, without a physician's note. Commissioner Brooker has received another department questioning the purchases that have been made. Mr. Wallace is waiting for a return call from Jim Muskovich, Loss Control Specialist, Montana Association of Counties (MACo) to discuss ergonomic studies done on County employees.

The Board adjourned at 12:10 p.m. and resumed the session at 2:14 p.m.

The Board requested to meet with Rich Wallace, Director of Human Resources as he was not on the scheduled agenda to discuss: the open Chief Financial Officer/Controller Position.

The Board adjourned at 4:00 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 3, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, January 3, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Rick Ruiz, Business Development, Facility Improvement Corporation (FICO) to discuss: the Courthouse heating and cooling system. Also in attendance was Les Lantz, Supervisor, Maintenance. Mr. Lantz will provide a tour for Mr. Ruiz of the Courthouse heating and cooling system. Thereafter, Mr. Ruiz will follow up with the Board with recommendations, if need be.

The Board met with Richard Wallace, Director of Human Resources, to discuss: the salary of the consolidated offices of the Sanders County Clerk and Recorder/Assessor/Surveyor and the Treasurer/Superintendent of Schools, as well as the salary for the consolidated offices of the Sanders County Sheriff and Coroner. The Board has consensus that no change is needed to salaries at this time. Also in attendance was Roberta M. Christenson, Deputy Election Administrator, Clerk and Recorder and Robert Zimmerman, County Attorney-Public Administrator.

The Board adjourned at 11:50 a.m. and resumed the session at 1:30 p.m.

Commissioner Cox and Commissioner Magera requested to meet via teleconference with Harold Blattie, Executive Director, Montana Association of Counties (MACo); Eric Bryson, Deputy Director, MACo; and Brian Hopkins, General Counsel/Personnel Services, MACo as they were not on the scheduled agenda, to discuss: Montana Code Annotated (MCA) 7-4-2503 and Sanders County combining offices of the County Sheriff and Coroner.

Commissioner Brooker joined the Board at 2:00 p.m.

The Board met with Bob Church, Vice President, Great West Engineering (GWE) via teleconference; Craig Erickson, Certified Grant Writer, GWE via teleconference; Bob Murdo, Bond Counsel, Jackson, Murdo and Grant (JMG), PC via teleconference; Nathan Bilyeu, Attorney, JMG, PC via teleconference; Dan Johnson, Area Specialist Rural Development (RD), United States Department of Agriculture (USDA) via teleconference; Jason Peterson, Supervisor, Sanders County Solid Waste Refuse Disposal District; and Mike Thilmony, Commercial Loan Officer, First Security Bank to discuss: the Solid Waste Refuse Disposal District loan and draw down status with First Security Bank; project status; bond anticipation notes and water supply.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 90 between Sanders County and Nick Zavoianu. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve December 27-28<sup>th</sup>, 2017 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 3:00 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 9, 2018**

Commissioner Brooker proceeded to audit County Claims at 8:45 a.m. and instructed the Clerk to draw warrants in the amount of \$107,779.83. (County Claims are on file in the Office of the Clerk and Recorder)

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, January 9, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Dave Hattis, District Ranger, Lolo National Forest, United States Forest Service (USFS) to discuss: proposed fee increases for recreational sites. Mr. Hattis than introduced Heather Berman, Recreation and Range Staff, USFS and Mikey Church, Recreation Assistant, USFS. Also in attendance was Paul C Fielder, Vice Chair, Sanders County Forest Coalition and Jennifer Fielder, MT District 7, Senator. Mr. Hattis then turned the meeting over to Ms. Berman who gave an update on the recreational sites that the USFS has proposed to increase. The recreational new fee sites proposed were Fishtrap Campground at \$10.00 per night and Big Hole Lookout at \$45.00 per night. Fee sites with proposed increases were Bend Cookhouse and Historic Ranger's Cabin (new addition- not previously rentable) from \$45.00 per night (1 building) to \$100.00 per night (2 buildings) and Cougar Peak Lookout from \$30.00 per night to \$45.00 per night. Ms. Berman advised the next step will be for the Washington/Regional Offices to give the Lolo National Forest the go ahead for a 30-day scoping period. Further discussion was held on the Hwy 200 Fire Salvage efforts. Mrs. Jennifer Fielder then proceeded to inquire with Mr. Hattis in regards to the feasibility of conducting a Burned Area Emergency Response (BAER) report.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Amendment to Owner-Engineer Agreement: Amendment No. 3 between Sanders County and Great West Engineering. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to appoint Donna Anderson as the Sanders County Representative for the Area VI Agency on Aging. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Richard Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 26 days without incident. Open County Positions- Chief Financial Officer (CFO)/Controller, externally posted until January 29, 2018. Detention Officer (part-time), posted externally until tomorrow, January 10, 2018. Relief Attendant (part-time), Mr. Wallace is reviewing applicants with Mr. Peterson for the interview process.

The Board adjourned at 12:15 p.m. and resumed the regular session at 1:30 p.m.

The Board requested to meet with Chris McGuigan, Manager, Sanders County Fair via teleconference as he was not on the regular agenda, to discuss: the Sanders County Fairgrounds Pavilion and a Change Order Contract with Day Springs Restoration. The Board has consensus to execute the Day Springs Restoration Change Order for the repairs needed for the Sanders County Fair Pavilion. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board adjourned at 2:18 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 11, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, January 11, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Katherine Maudrone, Director of Land Services to discuss: COS 1809 Minor Subdivision. Commissioner Cox motioned to grant conditional preliminary approval for the Amended COS 1809 Minor Subdivision with the following conditions and finding of fact and conclusions: 1) That legal and physical access be provided for all lots. 2) That a 1 foot no-access easement be created on the MT Hwy 200, Roundhouse Rd., Sixth St. and North Ave. frontages of these lots and be noted on the face of the final plat. 3) That permits be obtained or updated for all existing or proposed approaches off MT Hwy 200. All future approaches off MT Hwy 200, Sixth St., North Ave. and Roundhouse Rd. must be permitted through the governing agency. 4) Any further subdivision or residential/commercial development of Lot 1 that increases use of and impact to Roundhouse Road will require a deeded right of way from the railroad and Roundhouse Rd. must be improved to Sanders County Subdivision Road Standards. This must be noted on the face of the final plat. 5) As this property is located within the Perma/Paradise big horn sheep herd, identified and managed by MT FWP, that landowners be restricted from having exotic or domesticated sheep or goats on any of the lots due to the fact that they are carriers of a bacterial pneumonia and contact with the wild bighorn sheep may result in substantial mortality. This must be noted on the face of the final plat. 6) That the subdivision complies with the Sanders County Subdivision Regulations for Fire Protection. The exact method of compliance must be determined and met prior to final plat approval. 7) That the subdivider develops and implements Noxious Weed and Revegetation Plan, provides for initial treatment of weeds and files the approved plan with final plat. 8) That the final subdivision shall comply with all requirements of the Sanders County Subdivision Regulations, Sanders County Wastewater Regulations, and the laws and administrative rules of the State of Montana. Commissioner Magera seconded the motion. The motion was passed unanimously. Further discussion was held on the Sanders County Fair Pavilion and a possible Flood Plain permit, as well as a proposed trailhead and trail construction project near Trout Creek.

The Board met with Karen Morey, Director of Public Health to discuss: Sanders County receiving a student nurse from Montana State University (MSU). The Board has consensus for Ms. Morey to move forward with the student nurse. Further discussion was held on Ms. Morey becoming a Sexual Assault Nurse Examiner (SANE). The Board has consensus for Ms. Morey to become a SANE.

The Board met with Robert Zimmerman, County Attorney-Public Administrator and Candace Fisher, Clerk, District Court to discuss: an update on the purchase of electronic doors, video monitoring and an intercom system from Mission Valley Security for Mr. Zimmerman's office as well as the purchase of electronic doors, a wireless motion detector and video monitor for Mrs. Fisher's office. Mr. Zimmerman advised the Board that the new systems shall be installed by the end of February 2018. Mrs. Fisher advised the Board that half the cost would be due now and the other half would be due in the next fiscal year.

The Board met with Tom Rummel, Sheriff; Theresa Milner, Office Administrator, Sheriff; Rich Wallace, Director of Human Resources and Robert Zimmerman, County Attorney-Public Administrator to discuss: Valley Bank and a proposal to rent Valley Bank's basement rooms. Mr. Rummel and Mrs. Milner will follow up on the details of the contract that has been proposed by Valley Bank.

The Board then requested to meet with Tom Rummel, Sheriff as he was not on the scheduled agenda, to discuss: Sanders County Search and Rescue and possible conflicts. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator and Rich Wallace, Director of Human Resources. Mr. Rummel will follow up with the appropriate member of Search and Rescue to remedy the possible conflicts.

The Board adjourned at noon and resumed the session at 1:30 p.m.

Doug Dryden, Justice of the Peace requested to meet with the Board as he was not on the scheduled agenda, to discuss: extradition and bond amounts in Sanders County Justice Court. Mr. Dryden inquired as to any resolutions that the Board had possibly set in reference to extradition and bond amounts for Sanders County. The Board was unaware of such a resolution and would have Mrs. Ekberg look into the matter.

### **ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 94 between Sanders County and John Epperson. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve January 2-3<sup>rd</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to appoint Ryan Kreiner to the Western Sanders County TV District board for a three year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to reappoint John Errecart to the Sanders County Weed District for a two year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Release and Waiver of Claims Agreement: Avista Contract R-41778 between Sanders County and Avista. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:30 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

### **PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA January 17, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, January 17, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

As it was 10:00 a.m. and the time and place as advertised, Presiding Officer Brooker opened the Solid Waste Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jennifer Ekberg, Secretary; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Coordinator. Commissioner Magera motioned to approve December 20, 2017 meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: none at this time. Unfinished Business: Jason Peterson discussed the purchase of a new semi for Solid Waste. Mr. Peterson will follow up with further information regarding pricing, features, as well as warranty information. Mr. Peterson held further discussion on recyclable plastics. Mr. Peterson will follow up on what plastics Republic Services in Missoula, Montana will take and what the County will have to pay tipping fees ( a fee that is charged upon a quantity of waste received at a waste processing facility) for. Mrs. Conlin addressed the possibility of raising the Solid Waste Refuse Disposal District Fee on property taxes as well as continuing to charge for non-typical waste at the new Solid Waste Refuse Disposal District transfer station. Mrs. Conlin will research container rentals within neighboring counties. Recycling Report: 74 bales of Cardboard, 15 yards loose and 1 bale of Aluminum Cans, 30 yards loose of a Metal pile, 1 pallet of Batteries, and 6 bales and 40 yards loose of Plastics 1 and 2. There was no public comment. The meeting adjourned at 10:42 a.m.

Commissioner Brooker left the meeting at 10:30 a.m.

Commissioner Brooker joined the Board at 10:45 a.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Department of Natural Resources and Conservation (DNRC) RITA-17-8834 Termination Agreement for the Invasive Milfoil Management Alternatives Analysis Grant. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the letter of support for the Lower Clark Fork Watershed Group for the Cooperative Watershed Management Program grant application.

The Board has consensus to execute the letter of support for the Thompson Falls Trails Committee for the improvement and enhancement of Trailhead # 763 in Trout Creek, Montana.

The Board met with Gayle Seratt, Executive Director, Sanders County Coalition for Families (SCCFF); Theresa Milner, Office Administrator, Sheriff's office and Rich Wallace, Director of Human Resources to discuss: an update on the renewal of the SCCFF grant with the Sheriff's office. An addition to the grant will be a Child Advocacy Center in Thompson Falls.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 5 days without incident. Open County Positions: Chief Financial Officer (CFO)/Controller, posted externally until Monday, January 29, 2018. Detention Officer (part-time), selected candidate, running background and reference checks. Relief Attendant (part-time), Mr. Wallace is reviewing applicants with Jason Peterson, Supervisor, Solid Waste Refuse Disposal District for the interview process. Further discussion was held on Sanders County Search and Rescue and possible conflicts with the Sheriff's office.

The Board adjourned at noon and resumed the session at 1:30 p.m.

As it was 1:30 p.m. and the time and place as advertised Presiding Officer Carol Brooker opened the Sanders County Board of Health (BOH) Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Dr. Jack Lulack, Member; Dr. Robert Gregg, Member; Jennifer Ekberg, Secretary; Sandra Gubel, Tobacco Prevention Specialist; Karen Morey, Director of Public Health; Shawn Sorenson, Sanitarian; and Tina Scott, Administrative Assistant/Environmental Health. Dr. Gregg motioned to approve October 25, 2017 minutes as presented. Dr. Lulack seconded the motion. The motion was passed unanimously. New Business: Sandra Gubel, provided an update on activities, committees and programs within the Tobacco Prevention program. A new program that County employees have recently started is the Walk with Ease program. Mrs. Gubel and Ms. Morey have 16 employees enrolled in the very first Sanders County Walk with Ease program. Which is a six week, self-directed walking program. Shawn Sorenson, gave an update on the well permit regulations that became effective January 2018. Mr. Sorenson advised the Board of two subdivisions that have parcels that have drilled wells in violation of sanitation approvals that he is working with. Karen Morey, out of 1,441 reported cases of Influenza in Montana, Sanders County has reported 25. Ms. Morey advised the Board of two animal bites recently reported in Sanders County. A feral cat bit a resident in Hot Springs, Montana. The cat was caught, euthanized and the head was sent to the state lab for testing. Ms. Morey is waiting for the results to come back. A resident of Plains, Montana was bit by a dog on January 14, 2018 and treated at Clark Fork Valley Hospital. The dog has not been located as of yet. There was no Unfinished Business. There was no public comment. The meeting adjourned at 2:05 p.m.

The Board adjourned at 3:15 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA**  
**January 18, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, January 18, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Anthony B. Cox, Commissioner.

The Board met with Katherine Maudrone, Director of Land Services to discuss: amended covenants for River West Estates. Commissioner Cox motioned to approve the proposed amended covenants for River West Estates. Commissioner Brooker seconded the motion. The motion was passed unanimously. Also in attendance were: Butch Leiber and Dottie Leiber. Commissioner Magera joined the Board at 10:10 a.m. Ms. Maudrone then presented the variance request for the amended COS 1809 Subdivision. Commissioner Cox motioned to approve the variance request for amended COS 1809 Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: a proposed trail and trailhead construction project near Trout Creek, Montana with the United States Forest Service (USFS). Mr. Zimmerman advised a Memorandum of Understanding with the USFS would be sufficient. Further discussion was held on event insurance for County property. The Board will follow up on event insurance with Dave Montelius, Payne West Insurance next week. Also in attendance were: Katherine Maudrone, Director of Land Services and Nichol Scribner, Clerk and Recorder.

The Board met with Rich Wallace, Director of Human Resources to discuss: the fundamental functions of the Chief Financial Officer (CFO)/Controller and if the County's job description was practicable to the County's needs. Also in attendance were: Nichol Scribner, Clerk and Recorder; Jessica Connolly, CFO, Mineral County and Robert Zimmerman, County Attorney.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: a follow up on vehicles in Paradise, MT that are in the County right of way and are obstructing the Sanders County Road Department from plowing. Mr. Zimmerman advised that the Board could have the Sheriff's office move the vehicles at the owner's expense per 7-14-2133 and 61-12-401 Montana Code Annotated (MCA).

The Board adjourned at noon and resumed the session at 1:45 p.m.

Rich Wallace, Director of Human Resources requested to meet with the Board as he was not on the scheduled agenda, to discuss: hiring an individual for Detention. Commissioner Magera motioned to execute the Human Resources Personnel Action Form for Richard Woods as a part-time Detention/Bailiff/Transport Officer starting January 29, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Kelly Imaging Maintenance Agreement for the Konica Minolta C364 Series PCL. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve January 9 & 11<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to grant the following Elected Officials permission to leave the state for short intervals of time during the next sixty days: Carol Brooker, Commissioner; Anthony B. Cox, Commissioner; Glen E. Magera, Commissioner; Candace Fisher, Clerk of Court; Kathryn Harris, Coroner; Nichol Scribner, Clerk and Recorder; Tom Rummel, Sheriff; Carol Turk, Treasurer-Superintendent of Schools and Robert Zimmerman, County Attorney-Public Administrator. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned for Commissioner Brooker to sign the Secure Rural Schools (SRS) and Community Self-Determination Act of 2000 Certification of Title III Expenditures by Participating County. Commissioner Magera seconded the motion. The motion was passed unanimously.

Dawn Gandalf, Citizen requested to meet with the Board as she was not on the scheduled agenda, to discuss: the CFO/Controller. Ms. Gandalf requested that an individual of the public be on the interview panel for the CFO/Controller. The Board advised they would take the request under advisement.

The Board requested to meet with Robert Zimmerman, County Attorney-Public Administrator as he was not on the scheduled agenda, to discuss: the proposed contract with Valley Bank to rent their basement for storage. Further discussion was held on a resident in Paradise, MT.

The Board adjourned at 3:15 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 24, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, January 24, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Katherine Maudrone, Director of Land Services to discuss: logging operations on Hope Valley Road in Trout Creek, MT. Also in attendance were: Brian Robbins, Sale Administrator, United States Forest Service (USFS) and Robert Zimmerman, County Attorney-Public Administrator. Mr. Robbins presented how the timber would be logged and loaded on Hope Valley Road, as well as the various alternative routes and areas that were available. The Board has consensus for the logging operation to move forward and will provide a legal opinion later today from Mr. Zimmerman, County Attorney-Public Administrator and will provide a copy to Mr. Robbins.

The Board met with Dave Montelius, Vice President, Payne West, Inc., via teleconference to discuss: event insurance for Sanders County properties. Also in attendance were: Nichol Scribner, Clerk and Recorder and Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Kim Bergstrom, Pinnacle Research to discuss: a request for the County to sponsor a Recreational Trails Program (RTP), for the completion of the last half of the bicycle and pedestrian pathway in Plains, MT. The Board has consensus to support the grant application for the RTP Plains trail.

**ROUTINE COUNTY BUSINESS**

There was consensus of the Board to send the Sanders County Solid Waste Refuse Disposal District first payment request for Great West Engineering to the United States Department of Agriculture Rural Development (USDA RD).

Commissioner Magera motioned for Presiding Officer Carol Brooker to execute the Right-of-Way Certificate on the Sanders County Solid Waste Refuse Disposal District refuse sites to the USDA RD. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board met with Bill Naegeli, Office of Emergency Management to discuss: the Pre-Disaster Mitigation (PDM) Grant, Emergency Management Preparedness Grant (EMPG), Title III and upcoming emergency exercises. The Board has consensus to execute the Assurances Non-Construction Programs: Authorization for Local Reproduction Standard Form 424B.

The Board adjourned at noon.

Commissioner Brooker proceeded to audit County Claims at 1:30 p.m. and instructed the Clerk to draw warrants in the amount of \$445,339.61. (County Claims are on file in the Office of the Clerk and Recorder)

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor



BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 25, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, January 24, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Rich Wallace, Director of Land Services to discuss: the Chief Financial Officer (CFO)/Controller and the County's job description for the position. Also in attendance were: Nichol Scribner, Clerk and Recorder; Jessica Connolly, CFO, Mineral County and Robert Zimmerman, County Attorney-Public Administrator. Mrs. Connolly provided proposed description of services and payment for services for Sanders County's CFO/Controller position.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Penn Stohr Airport and the Certificate of Survey. Commissioner Brooker will follow up with Randy Garrison, Manager, Penn Stohr (Plains) Airport.

The Board met with Bob Church, Vice President, Great West Engineering to discuss: design status updates, as well as bringing water from Leufken's public water system to the County and surrounding property owners near the new Solid Waste (SW) Refuse Disposal District transfer station. Also in attendance were: Jason Peterson, Supervisor, SW; Katherine Maudrone, Director of Land Services; Archie John Knerr, Knerr Inc.; John Muster, Muster Construction Inc. (MCI); Sandra Muster, MCI and Kathy Conlin, Billing Clerk/Recycling Coordinator.

The Board adjourned at 12:25 and resumed the session at 1:30 p.m.

The Board met with Rich Wallace, Director of Human Resources to continue his discussion from earlier on today's date: Safety Report/Incident Update- 14 days without incident. Open County Positions: CFO/Controller, posted externally until Monday, January 29, 2018. Relief Attendant (part-time), Mr. Wallace is reviewing applicants with Mr. Peterson, Supervisor, SW for the interview process. WIC Aide/Program Assistant, posted externally until Thursday, February 1, 2018.

As it was 2:00 p.m. and the time and place as advertised, the Board proceeded to open the sealed bids for County Printing and Legal Advertising. County Printing Bids were received from: the Sanders County Ledger for Montana Code less 15% of the allowable charges as our bid for County Printing from February 1, 2018 to January 31, 2019 and The Printery for Montana Code less 16% of the allowable charges as our bid for County Printing from February 1, 2018 to January 31, 2019. Commissioner Cox motioned to take the County Printing bids under advisement until January 31, 2018 at 11:30 a.m. Commissioner Magera seconded the motion. The motion was passed unanimously. Legal Advertising bids were received from: the Sanders County Ledger Montana Code less 12% for publishing the legal advertising of Sanders County for the period of February 1, 2018 through January 31, 2019. Clark Fork Valley Press bid 78% of Montana Code (22% discount, \$9.36 per folio) for the first week, and 78% of Montana Code (22% discount, \$7.80 per folio) for subsequent weeks, for the publication of County Legal Advertising for the period of February 1, 2018 through January 31, 2019. Commissioner Cox motioned to take the County Legal Advertising bids under advisement until January 31, 2018 at 11:45 a.m. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance were: Annie Wooden, Owner, the Sanders County Ledger and Randy Garrison, Owner, The Printery.

The Board requested to meet with Randy Garrison, Manager, Penn Stohr Airport as he was not scheduled on the agenda, to discuss: the Penn Stohr Airport and the Certificate of Survey. Commissioner Brooker will meet with Mr. Garrison at a later date to remedy the Certificate of Survey for the airport.

The Board met with Nichol Scribner, Clerk and Recorder and Rich Wallace, Director of Human Resources to discuss: a road mill levy on the General Ballot. Further discussion was continued for Tuesday, January 30, 2018.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve January 17-18<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the Sanders County Coalition For Families (SCCFF) Memorandum of Understanding (MOU) Rural Sexual Assault and Stalking Assistance Program Fiscal Year (FY) 2018-2021 Grant No. OVW-2018-13829 between Sanders County and SCCFF.

The Board adjourned at 4:15 p.m.

ATTEST:

\_\_\_\_\_  
Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 30, 2018**

Commissioner Brooker proceeded to audit County Payroll at 9:40 a.m. and instructed the Clerk to draw warrants in the amount of \$485,865.34. (County Payroll is on file in the Office of the Clerk and Recorder)

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, January 30, 2018 at 10:30 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board requested to meet with Brenda Franck, Deputy, Clerk and Recorder as she was not on the scheduled agenda, to discuss: clarification on payroll in regards to the Sheriff's office Collective Bargaining Agreement (CBA). Also in attendance was Rich Wallace, Director of Human Resources.

The Board adjourned at 12:05 and resumed the session at 1:30 p.m.

The Board requested to meet with Tom Rummel, Sheriff and Lanny Hensley, Undersheriff as they were not on the scheduled agenda, to discuss: the Sheriff's office in regards to Sheriff's office employee shift scheduling; vehicle oil changes; Sheriff's office de-commissioned vehicles; and equipment on Pat's Knob. Also in attendance was Rich Wallace, Director of Human Resources.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: cost savings involved with hiring a Chief Financial Officer (CFO)/Controller in regards to the County's auditing expenses. Further discussion was held on the County adding a Road Mill Levy to an election ballot. Mrs. Scribner will follow up on when the deadline is to get the mill levy on the election ballot.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to reappoint Carl Benson to the Plains Airport Advisory Board for a three year term. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to reappoint Bill Meadows to the Western Sanders County TV District for a three year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the Fiscal Year 2018 Extension Services Agreement between Montana State University (MSU) Extension and Sanders County.

Doug Dryden, Justice of the Peace requested to meet with the Board as he was not on the scheduled agenda, to discuss: a request to increase staff hours in Justice Court.

Commissioner Cox left the meeting at 4:26 p.m.

The Board adjourned at 4:30 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
January 31, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, January 31, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 20 days without incident. Open County Positions: Chief Financial Officer (CFO)/Controller, one candidate left to review for possible interview. WIC Aide/Program Assistant, posted externally until Thursday, February 1, 2018. Further discussion was held on Sanders County Deputy Coroner job duties, and the Sanders County Sheriff's office Collective Bargaining Agreement (CBA). Also in attendance was Jill Lundstrom.

The Board met with Jill Lundstrom to discuss: Ms. Lundstrom lives in Noxon, MT and does not live in a fire district. Commissioner Brooker advised Ms. Lundstrom on the process that she would need to take to petition for annexation into the fire district. Ms. Lundstrom will follow up with the Noxon Rural Fire District. Also in attendance were: Lori Methgen, GIS/Rural Addressing; Nichol Scribner, Clerk and Recorder and Roberta Christenson, Deputy Election Administrator, Clerk and Recorder.

As it was 11:30 a.m. and the time and place as advertised for the decision on the County Printing Bid, Commissioner Cox motioned to award the County Printing Bid to The Printery from February 1, 2018 to January 31, 2019. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Bina Eggensperger, the Sanders County Ledger.

As it was 11:45 a.m. and the time and place as advertised for the decision on the County Legal Advertising, Commissioner Cox motioned to award the County Legal Advertising Bid to the Sanders County Ledger from February 1, 2018 to January 31, 2019. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Bina Eggensperger, the Sanders County Ledger.

The Board adjourned at noon and resumed the session at 1:30 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve January 24-25<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the Indemnity Bond Form for Gary Hjerpe for Warrant # 100681.

The Board adjourned at 3:10 p.m. and resumed the session at 5:30 p.m.

As it was 5:30 p.m. and the time and place as advertised, Presiding Officer Carol Brooker opened the public hearing at the Sanders County Courthouse. In attendance were: Carol Brooker, Commissioner; Anthony B. Cox, Commissioner; Jen Kreiner, Executive Director, Sanders County Community Development Corporation; Ernest Scherzer, Board Director, Sanders County Community Housing Organization (SCCHO); Jim Jacobson, Executive Director, SCCHO; John Thorson, Paradise Elementary School Preservation Committee (PESPC); Karen Thorson, PESPC and Mark Sheets, Mayor, City of Thompson Falls. Commissioner Brooker then turned the meeting over to Jen Kreiner who advised those in attendance that this hearing is to obtain public comment identifying the needs and priorities of Sanders County citizens and communities in the areas of Infrastructure, Housing and Economic Development and to advise local stakeholders of potential funding sources. Mrs. Kreiner held further discussion on types of community development, requirements for funding public infrastructure: the Montana Department of Commerce Programs consisting of: Treasure State Endowment Program (TSEP), and the Community Development Block Grants (CDBG). Montana Department of Natural Resources and Conservation (DNRC) consisting of: the State Revolving Loan Fund (SRF), and the United States Department of Agriculture Rural

Development Utility Services (USDA RD RUS). Housing programs consist of: CDBG and HOME. Public Comments as follows: Commissioner Brooker read an email sent by Jeannette Carr Smith a resident from Noxon, Montana stating a list of needs: Noxon and Heron need improved water systems, Clark Fork Road from Heron to the Idaho line needs paved, re-open the Noxon Clinic, provide low income housing (no affordable homes to buy or rent in the area), encourage the building of an assisted living and/or nursing home on the west end of the County, and encourage economic development. Mark Sheets: Thompson Falls (TF) has many water mains that need to be replaced to stop leakage and infiltration, water storage needs to be increased for population growth and fire flow needs, and 566 residence are on septic systems that are failing. Both schools in TF, are also on septic and have had problems in the past. TF had a Wastewater Preliminary Engineering Report (PER) done for the whole city. Repairs are needed for the current wastewater system below the city train tracks, and a new system constructed above the train tracks is needed as well. Mr. Sheets continued discussion on needs for affordable housing, repairs to the swimming pool to increase safety, and a baseball field and park are both under construction and need funding to reach completion. TF does not have a Capital Improvement Plan or a Growth Policy. Both of which he stated are needed to keep development progressing in an orderly manner. John Thorson: The Paradise Elementary School (PESPC) Preservation Committee has been in possession of the old Paradise School since July 2016 under a lease from Sanders County. Since then, the PESPC has developed detailed program plans and completed extensive cleanup, maintenance, and improvements and installations for the use to the community, the arts, and visitors. We, the PESPC continue to have substantial needs in our ongoing efforts for the potential of the Paradise Center including: a connecting building between the historic classroom building and the former gymnasium to provide a more welcoming façade, more exhibit and gathering space, and stair and ADA elevator access to all levels of the classroom building. The PESPC has a loan commitment from a private party to fund construction of an ADA ramp to the front door of the school, but the PESPC would prefer to secure a grant for such construction. The parking is inadequate, seasonally muddy, and poorly lighted. A septic drain field complicates improvements. The PESPC needs funds for a professionally prepared landscape and parking plan for the construction of the recommended outdoor improvements. Also, more storage space and, preferably, a “green room” for performers to gather before going on stage. As well as structural and electrical analysis to guide the eventual installation of lights and speakers. Karen Thorson advised that since 2016 over 3500 people had been in the Paradise Center and that they have hosted over 26 events excluding birthday parties. Jim Jacobson: the SCCHO is in the process of obtaining 8 units that would be used for limited types of housing (Section 8). The SCCHO has applied for two CDBG grants and has been denied on both occasions. Mr. Jacobson believes that they have both been denied due to the fact the County does not have a Growth Policy. There was a total of 30 low income housing units in Sanders County and 8 units have come off the inventory list with a possibility of 22 units to come off the list as well. Ernest Scherzer: With no funding, members declining the County has the possibility of the SCCHO seizing to exist. Mr. Scherzer stated that Sanders County is the only County that does not receive housing money from Community Action Partnership of Northwest Montana (CAPNM). Mr. Scherzer emphasized the need for a County Growth Policy. Jen Kreiner: stated that county planning is needed. The County can tailor a Growth Policy to what the citizens of Sanders County want. The meeting adjourned at 7:00 p.m.

The Board adjourned at 7:00 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
February 1, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, February 1, 2018 at 11:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Penn Stohr Airport Hangar Leases. Commissioner Brooker will follow up with Ron Warren, Rocky Mountain Surveyors to find out the procedure that was done in the past for the certificate of surveys for Penn Stohr Airport, and to get an updated certificate of survey with all four lots. Further discussions were held on the load limits on the County roads in effect on Monday, February 5, 2018 and the upcoming Montana Association of Counties (MACo) Midwinter Conference in Billings, MT and items the Board might vote on.

Rich Wallace, Director of Human Resources requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sheriff's office Collective Bargaining Agreement (CBA). As well as providing an update on the number of applicants that have applied for the WIC Aide/Program Assistant.

The Board adjourned at 12:10 p.m. and resumed the session at 1:30 p.m.

As it was 1:30 p.m. and the time and place as advertised, Presiding Officer Brooker opened the Solid Waste Refuse Disposal District Board Special Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jennifer Ekberg, Secretary; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; and Kathy Conlin, Billing Clerk/Recycling Coordinator. Jason Peterson provided an update on recycling markets. Mr. Peterson advised there is no market for plastics at this time. Mrs. Conlin advised neighboring counties are in the same predicament. Flathead County is not taking plastics at all, until the market comes back. The Board has consensus to cease recycling plastics at this time due to the recycling market. Mr. Peterson and Mrs. Conlin will update the public on recycling by signage, the County website, and the local newspapers. Further discussion was held on the City of Thompson Falls plow trucks and an update on the water options for the new Solid Waste Refuse Disposal District Transfer Station. The Board adjourned at 2:04 p.m.

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities, new and closed businesses in Sanders County. Statistics are as follows: Inspections- finished 2017 at 94%, the target amount was 90%, Temporary Events- 40 so far in fiscal year 2018, Soil/Site Analyses- 47 so far in calendar year 2017, Wastewater Permits- 65 permits so far in fiscal year 2018, Local Subdivision Reviews- 23 so far in fiscal year 2018, Junk Vehicles- 27 vehicles so far in calendar year 2017 and Food Training- 1 class so far in fiscal year 2018.

The Board requested to meet with Bob Church, Vice President, Great West Engineering via teleconference as he was not on the scheduled agenda, to discuss: a water option for the new Sanders County Solid Waste Refuse Disposal District Transfer Station.

### **ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the \$250,000 Bond Anticipation Note, Series 2017: Arbitrage and Tax Regulatory Certificate, Certificate as to Organization and Financial Condition of Sanders County Solid Waste Refuse Disposal District and Receipt for Proceeds of Series 2017 Bond Anticipation Note and Statement of Deposit to Reserve Account.

Commissioner Brooker executed the Montana Department of Environmental Quality (DEQ) Form AR3 Pesticides Annual Report Form for Tier II Facilities.

Commissioner Brooker left the meeting at 4:00 p.m.

The Board requested to meet with Dan Troyer, Premier Doors via teleconference as he was not on the scheduled agenda, to discuss: a water option for the new Sanders County Solid Waste Refuse Disposal District Transfer Station.

Commissioner Brooker joined the Board at 4:17 p.m.

The Board adjourned at 4:20 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
February 6, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, February 6, 2018 at 9:30 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

Lucky Hauser requested to meet with the Board as he was not on the scheduled agenda, to discuss: Jaques Road in Hot Springs, Montana. Mr. Hauser provided a petition signed by citizens of Jaques Road that are requesting Sanders County Road Department to take over the jurisdiction of Jaques Road. The City of Hot Springs has the current jurisdiction of the road. The Board will take the request under advisement. Also in attendance was Katherine Maudrone, Director of Land Services.

The Board met with Dan Troyer, Owner, Premier Doors to discuss: the cost sharing of a public water system that would come from Bud Leufken's public water system to the new Solid Waste Refuse Disposal District Transfer Station and then would run east to nearby property owners. Commissioner Cox requested that Mr. Troyer provide a draft estimate of the project, cost and property owners that would be interested in the cost sharing. Also in attendance were: Bill Susic; Glen Wilhelmsen and Marty Weaver.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 26 days without incident. Open County Positions: Chief Financial Officer (CFO)/Controller, an interview is scheduled for February 22, 2018. The applicant was notified by Mr. Wallace of the position and changes that were being made to the job description. WIC Aide/Program Assistant, applicants are in the process of being interviewed. Further discussion was held on sick, vacation, and compensatory time being an employee benefit.

The Board adjourned at 12:05 p.m. and resumed the session at 1:30 p.m.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: the Rate Analysis for the Sanders County Solid Waste Refuse Disposal District provided by Nathan Bilyeu of Jackson, Murdo & Grant, P.C. Also in attendance was Kathy Conlin, Billing Clerk/Recycling Coordinator.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-01 A Resolution for Annexation to the Plains-Paradise Fire District. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:45 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
February 7, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, February 7, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; and Glen E. Magera, Commissioner.

The Board met with Katherine Maudrone, Director of Land Services to discuss: Cabinet Gorge LLC Minor Subdivision. Commissioner Magera motioned to approve the Variance Request for Cabinet Gorge LLC Minor Subdivision. Commissioner Brooker seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to approve Preliminary Plat Approval for Cabinet Gorge LLC Minor Subdivision with the following conditions and findings of fact and conclusions: 1) That roads be built to current subdivision road standards, a maintenance agreement filed and a road name sign erected prior to or concurrent with final plat. 2) That the Noxon Post Office be contacted and an off-

roadway area be established for centralized rural mail delivery outside public road easements. Maintenance of this area must be addressed in the road maintenance agreement. 3) That all road cut and fill areas and other sites disturbed by road construction are re-seeded and adequate erosion control measures established prior to final plat approval. 4) That a 25 foot no disturbance/no construction zone be established along the Avista/Cabinet Gorge Reservoir frontages of all lots and noted on the face of the final plats. 5) That the subdivision complies with the Sanders County Subdivision Regulations for Fire Protection. The exact method of compliance must be determined and met prior to final plat approval. 6) That the subdivider develops and implements Noxious Weed and Revegetation Plan, provides for initial treatment of weeds and files the approved plan with final plat. 7) That the subdivision complies with the design standards adopted by the Montana Department of Environmental Quality and the Sanders County Wastewater Regulations. Prior to Final Plat approval all lots less than 20 acres in size must be approved by the Montana DEQ as the reviewing authority under MCA 76-4-101. 8) That the final subdivision shall comply with all requirements of the Sanders County Subdivision Regulations, Sanders County Wastewater Regulations, and the laws and administrative rules of the State of Montana. Commissioner Brooker seconded the motion. The motion was passed unanimously. Further discussion was held on Ponderosa Preserve.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Penn Stohr (Plains) Airport. Commissioner Brooker advised that she had spoken with Ron Warren, Rocky Mountain Surveyors and he stated the County had paid for the surveying for the airport in the past. Mr. Zimmerman will draft new leases for the appropriate hangar lessee's. Further discussion was held on the Sanders County Landowner Firewise Program: Landowner Fuels Reduction Cost-Share Agreements. Mr. Zimmerman reviews the firewise contracts but does not draw up the contracts. A follow up will be made with Bill Naegeli, Office of Emergency Management on the firewise contracts.

The Board met with Rita Lundgren, Thompson Falls Beautification Committee (TFBC); Linda Rocheleau, TFBC; Robin Hagedorn, TFBC; and Kathy Conlin, Receptionist/TFBC to discuss: 2018 Beautification Days in Thompson Falls and funding support from Sanders County.

The Board adjourned at 11:45 a.m. and resumed the session at 1:20 p.m.

Rich Wallace, Director of Human Resources and Karen Morey, Director of Public Health requested to meet with the Board as they were not on the scheduled agenda, to discuss: the WIC Aide/Program Assistant open position. Commissioner Magera motioned to execute the Human Resources Personnel Action Form for Lisa Richmond for the full-time WIC Aide/ Program Assistant position starting February 16, 2018. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board adjourned at 1:30 p.m.

ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
February 21, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, February 21, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; and Anthony B. Cox, Commissioner.

As it was 10:00 a.m. the time and place as advertised, Presiding Officer Brooker opened the Solid Waste Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member (joined the meeting at 10:11 a.m.); Anthony B. Cox, Member; Jennifer Ekberg, Secretary; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Cox motioned to approve the January 17, 2018 meeting minutes. Commissioner Brooker seconded the motion. The motion was passed unanimously. Commissioner Cox motioned to approve the February 1, 2018 special meeting minutes. Commissioner Brooker seconded the motion. The motion

was passed unanimously. New Business: Mrs. Conlin provided a status update on the E-Waste Event scheduled for June 9, 2018. Mrs. Conlin is working on the event with Dusti Johnson, Montana Department of Environmental Quality (MDEQ) and Shelly Mitchell, Owner, Oreo's Refining. Oreo's Refining will charge \$600.00 for the entire E-Waste Event. Ms. Johnson with MDEQ will donate \$300.00 towards the fee. The Board has consensus to move forward with the E-Waste Event as well as the County's contribution of \$300.00. Mrs. Conlin then requested grant support for recycling bins for the new Solid Waste Refuse Disposal District transfer station. The Board has consensus for Mrs. Conlin to find grants for the recycling bins. Unfinished Business: none at this time. Recycling Report: 59 bales of Cardboard (35 bales were shipped out on 2/15/2018), 30 yards loose of Aluminum Cans, 75 yards loose of Metal pile, 1 pallet of Batteries. There was no public comment. The meeting adjourned at 10:20 a.m.

The Board met with Claude Burlingame, Attorney to discuss: an easement and quit claim deed to the Estate of Glowdena B. Finnigan. Commissioner Cox motioned to approve the Quit Claim Deed as presented and to accept the Easement to the Estate of Glowdena B. Finnigan. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 41 days without incident. The next monthly Montana Association of Counties (MACo) Training Segment for County employees will be held on February 22-23, 2018 and will cover Lifting and Back Safety. Open County Positions: Chief Financial Officer (CFO)/Controller- Mr. Wallace will draw up a proposal offer. Relief Attendant, Commissioner Cox motioned to execute the HR Personnel Action forms for Jimmie Allison and Michele Ceely effective February 26, 2018 as part-time on call Relief Attendants. Commissioner Magera seconded the motion. The motion was passed unanimously. Further discussion was held on a new hire orientation meeting that will be held for new employees on March 12, 2018.

The Board adjourned at noon and resumed the session at 1:30 p.m.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Commercial Lease between Sanders County and TLC Rentals for Montana State University (MSU) Extension's office space. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the 2018 Contract for County Legal Advertising between Sanders County and the Sanders County Ledger.

The Board has consensus to execute the 2018 Contract for County Printing between Sanders County and The Printery.

Commissioner Cox motioned to execute the Northwest Montana Drug Task Force Local Drug Task Force Agreement for Fiscal Year 2018-2019. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the DEQ 2017 Annual Production Report for the Open Cut Mining Act.

Commissioner Magera motioned to execute Contract # 217035 between DEQ and Sanders County for Subdivision Reviews. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Sanders County Federal Fiscal Year 2018-2019 Emergency Preparedness Grant Funding Commitment Letter. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Bob Church, Vice President, Great West Engineering (GWE) via teleconference; Craig Erickson, Certified Grant Writer, GWE via teleconference; Bob Murdo, Bond Counsel, Jackson, Murdo and Grant (JMG), PC via teleconference; Dan Johnson, Area Specialist Rural Development (RD), United States Department of Agriculture (USDA) via teleconference; Jason Peterson, Supervisor, Sanders County Solid Waste Refuse Disposal District and Katherine Maudrone, Director of Land Services to discuss: the Solid Waste Refuse Disposal District loan and draw down status with First Security Bank; project status; and bond anticipation notes.

The Board adjourned at 3:05 p.m.



ATTEST:

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Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
February 22, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, February 22, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Morgan Hirschenberger, Vice President/Employee Benefits Consultant, PayneWest Insurance to discuss: employee insurance benefits. Also in attendance were: Rich Wallace, Director of Human Resources; Karen Morey, Sanders County (SC) Health Insurance (HI)/Benefits Committee (BC); Kendra Helvey, SC HI/BC; Lisa Wadsworth, SC HI/ BC; and Brenda Franck, Deputy, Recordings/Payroll.

The Board met with Katherine Maudrone, Director of Land Services to discuss: Kraft LLC Minor Subdivision. Commissioner Cox motioned to grant Final Plat Approval for Kraft LLC Minor Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to approve the Subdivision Improvement Agreement 01-18 for Kraft LLC Minor Subdivision to meet condition #3 of Final Plat Approval for the initial treatment of noxious weeds during the first growing season following final plat approval. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on a 1316 Violation Declaration to the Federal Insurance Administration against noncompliance in the floodplain by Mitchell's Cowboy Cherries.

The Board adjourned at 12:05 p.m. and resumed the session at 1:30 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve January 30-31<sup>st</sup>, 2018 and February 1-7<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Carl and Linda Haywood and Ruth Cheney to discuss: a status update on the Road to the Buffalo. Mrs. Haywood is waiting for approval on the Montana Department of Transportation encroachment permits for the four proposed sign areas in Sanders County.

Tom Rummel, Sheriff; Lanny Hensley, Undersheriff and Theresa Milner, Office Administrator requested to meet with the Board as they were not on the scheduled agenda, to discuss: renting Valley Bank's basement for storage. Sheriff Rummel then provided an update on the Sheriff's office decommissioned vehicles that he is getting ready to sale. Sheriff Rummel's next step is to get the Kelly Blue Book and Nada Blue Book values for the vehicles.

The Board adjourned at 3:05 p.m.

ATTEST:

\_\_\_\_\_  
Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Secretary  
Jennifer Ekberg