

**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:

\_\_\_\_\_  
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.

**ROUTNE 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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

---

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:

---

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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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:

\_\_\_\_\_  
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 regular 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:

---

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 regular 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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA**  
**February 27, 2018**

Commissioner Brooker proceeded to audit County Payroll at 8:35 a.m. and instructed the Clerk to draw warrants in the amount of \$476,858.76. (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, February 27, 2018 at 11:00 a.m. Present were Carol Brooker, Presiding Officer; and Glen E. Magera, Commissioner.

The Board met with Bob Church, Vice President, Great West Engineering to discuss: design status updates and an updated project estimate for the new Solid Waste (SW) Refuse Disposal District transfer station. Further discussion was held on the proposal to bring water from Leufken's public water system to the County and surrounding property owners near the new SW Refuse Disposal District transfer station. Mr. Church provided an update on his discussion with Steve Troendle, Community Programs Director, United States Department of Administration Rural Development regarding the proposed water project. Also in attendance were: Jason Peterson, Supervisor, SW Refuse Disposal District and Katherine Maudrone, Director of Land Services.

The Board adjourned at 12:40 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**  
**February 28, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, February 28, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; and Anthony B. Cox, Commissioner.

The Board met with Dave Hattis, District Ranger, Lolo National Forest; Nate Kegel, Engineer, United States Forest Services (USFS); Jared Koskela, Engineer, USFS and Ben Bache, Foreman, Road District 1 & 2 to discuss: Schedule A; and possible project agreements in the near future. Mr. Koskela will make additional changes to the Schedule A before it is executed by the Board. Also in attendance was Denley Loge, State Representative, House District 14.

Commissioner Brooker and Commissioner Cox attended Karen Dwyer's (WIC Aide/Program Assistant, Public Health) retirement party in the Justice Courtroom at 11:00 a.m. and resumed the regular session at 1:30 p.m.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 48 days without incident. Open County Positions: Assistant Weed Control Operator/Sprayer (Seasonal) -posting externally on March 2, 2018. Further discussion was held on the upcoming IPHARM Health Screening for County Employee's on March 22-23<sup>rd</sup>, 2018.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-02 A Resolution to Acquire Federal Surplus Property from the State of Montana, Surplus Property Program. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the May 8, 2018 Mail Ballot Written Plan, Timetable and Instructions for the Trustee/Levy Election(s).

The Board has consensus to execute the May 8, 2018 Special Purpose District Elections.

The Board adjourned at 3:00 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  
March 1, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, March 1, 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: updates on routine business in Land Services.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Penn (Plains) Stohr Airport. Mr. Zimmerman will draw up a new Aircraft Hangar Ground Lease stating the lessee will pay half and the County will pay half for the surveyor's exterior pins for the Certificate of Surveyor for the leased area in Aircraft Hangar Grounds Leases for Sanders County, from this time forward. Further discussion was held on the insurance for the Demolition Derby at the Sanders County Fair.

The Board met with Lori Methgen, GIS/Rural Addressing to discuss: the Sanders County Courthouse and the Sheriff's office computer backup systems. Ms. Methgen will follow up with DIS Technologies in regards to cloud storage. Ms. Methgen has updated the 2018 Sanders County Emergency Service Atlas and is now working on a phone audit for residential telephone numbers in Sanders County.

The Board adjourned at noon and resumed the regular session at 1:30 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 via teleconference; Dan Johnson, Area Specialist Rural Development (RD), United States Department of Agriculture (USDA) via teleconference; Robert Zimmerman, County Attorney-Public Administrator and Shawn Sorenson, Sanitarian to discuss: the Solid Waste Refuse Disposal District loan and the district's refuse rate analysis; project status and water supply options.

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 90%, the state average was 85%, Temporary Events- 40 so far in fiscal year 2018, Soil/Site Analyses- 47 so far in calendar year 2017, Wastewater Permits- 69 permits so far in fiscal year 2018, Local Subdivision Reviews- 25 so far in fiscal year 2018, Junk Vehicles- 27 vehicles so far in calendar year 2017 and Food Training- 1 class completed so far in fiscal year 2018 and 1 scheduled for March 13<sup>th</sup>, 2018.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve February 21-22<sup>nd</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:45 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  
March 7, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, March 7, 2018 at 9:00 a.m. Present were Carol Brooker, Presiding Officer and Anthony B. Cox, Commissioner.

The Board met with Ben Bache, Foreman, Road District No. 1 & 2; Lee Smith, Foreman, Road District No.3 for their quarterly meeting to discuss: House Bill (HB) 473 : Bridge and Road Safety and Accountability Act. The Board has consensus to request Sanders County's share of the allocated Bridge and Road Safety and Accountability funds be reserved for use in subsequent years as allowed by law. A resolution will be placed on the agenda for next week. Further discussion was held on a request made by the City of Hot Springs, Montana and the County road department chip sealing a 1/10 of a mile section for the City of Plains, Montana. Mr. Bache will follow up with the City of Hot Springs and Plains.

The Board met with Department Heads for their quarterly meeting. In attendance were: Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Judson Shively, Coordinator, Weed District; Les Lantz, Supervisor, Maintenance; Karen Morey, Director of Public Health; Sara Nestor, Student Nurse, Health Department; Candace Fisher, District Court Clerk; Robert Zimmerman, County Attorney-Public Administrator; Carol Turk, Treasurer-Superintendent of Schools and Tom Rummel, Sheriff. There was no Old Business. New Business: Mr. Wallace provided a Safety Update as well as unveiled an Employee Engagement Survey that County employee's will be able to conduct in May 2018. There was no Unfinished Business. Department Head Updates: Commissioner Brooker, IPHARM is scheduled for March 22-23<sup>rd</sup>, 2018. There will be a brisket cook off between Robert Zimmerman, County Attorney-Public Administrator and Rich Wallace, Director of Human Resources possibly in May. A tourism and guest service training program customized for Montana is being held on March 21, 2018 in Trout Creek, MT and March 22, 2018 in Plains, MT. If anyone is interested please call Jen Kreiner at Sanders County Community Development Corporation (SCCDC). Robert Zimmerman, advised Department Heads of the new security system on the third floor. The security system consists of electronic doors on the Courtroom doors and doors for the offices of the County Attorney and District Court, as well as security cameras and motion detectors in the hallways and the Courtroom on the third floor. The security footage holds a two month backup of data. Candace Fisher, advised the County Attorney's office has a phone by the office door that you pick up to state your business for the office, before admittance. Mrs. Fisher stated that the District Court hallway door is closed to the public when court is in session on Tuesdays and whenever there is a trial for security purposes. Judson Shively, Weed Shop employees will be coming back for the season on March 21, 2018. Tom Rummel, the Sheriff's office is working with the schools to make sure the Sheriff's office has updated floor plans in case of an emergency. Mr. Rummel would like to schedule Active Shooter Training in June or July 2018 for the Courthouse. The Sheriff's office has purchased a new records management system by ADSi to replace SWIFT and should begin training in the next month.

The Board met with Ben Nunnallee, Missoula Engineer, Montana Department of Transportation (MDT); Ed Toavs, Missoula District Administrator, MDT and Robert Vosen, Missoula District Construction Engineer, MDT to discuss: project updates for Sanders County. (MDT Project Map is available in the Commissioners' files)

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

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Sanders County Solid Waste Project Payment Request No. 2 for payment through United States Department of Administration Rural Development to Great West Engineering.

Commissioner Cox motioned to execute the Contract between Sanders County and Daysprings Restoration for the Sanders County Fairgrounds Pavilion. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Department of Natural Resources and Conservation (DNRC) Reclamation and Development Grants Program: Aquatic Invasive Species Grant Application for the Sanders County Aquatic Invasive Plants Task Force. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Aircraft Hangar Ground Lease (Plains Airport) between Sanders County and Joe Wengerd. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Landowner Fuels Reduction Cost-Share Agreement No. 98 between Sanders County and John Thurston. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve February 27-28<sup>th</sup>, 2018 and March 1, 2018 Board meeting minutes. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Wildhorse Sports Association Lease with Sanders County. Mr. Zimmerman provided an updated lease for the association's review.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 55 days without incident. The next monthly Montana Association of Counties (MACo) Training Segment for County employees will be held on March 29-30<sup>th</sup>, 2018. Open County Positions: Assistant Weed Control Operator/Sprayer (seasonal), posted externally until March 23<sup>rd</sup>, 2018. Further discussion was held on the Employee Engagement Survey that County employee's will be able to conduct in May 2018. Mr. Wallace will follow up with Jen Kreiner, Executive Director, SCCDC to possibly administer the survey via third party.

The Board adjourned at 3:20 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  
March 13, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, March 13, 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: Holman Minor Subdivision. Commissioner Magera motioned to approve the preliminary plat approval of Holman Minor Subdivision adopting the submitted finding of fact and conclusions and the following conditions: 1) That legal and physical access be provided for all lots. 2) As Marsh Road is a county maintained road, all modified and proposed approaches off Marsh Rd must be permitted with the County. 3) That an easement be created for the irrigation ditch, including not less than 10 feet each side for maintenance purposes. 4) 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. 5) 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. 6) 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. 7) 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 preliminary approval of Schmitz Mini-Storage. Commissioner Magera motioned to approve the Building for Lease

or Rent for Schmitz Mini-Storage and adopting the submitted finding of facts and conclusions. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 61 days without incident. The next monthly Montana Association of Counties (MACo) Training Segment for County employees will be held on March 29-30<sup>th</sup>, 2018 and will be on Controlling Stress. Open County Positions: Assistant Weed Control Operator/Sprayer (seasonal), posted externally until March 23<sup>rd</sup>, 2018. Further discussion was held on the Employee Engagement Survey that County employees will possibly complete in May of 2018.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Forest Service (Lolo National Forest) Schedule A and Maintenance Agreement. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-03 A Resolution Requesting Reservation of Local Government Road Construction and Maintenance Match Program Funds. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-04 A Resolution for Adoption of the Federal Hatch Act. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-05 A Resolution Adopting the Sanders County Fair Housing Resolution. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Amendment to Owner-Engineer Agreement: Amendment No. 4 between Sanders County and Great West Engineering. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Brooker executed the Montana Department of Transportation Yearly Certification of Roadway Mileage SFY 2019.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: a road mill levy on the upcoming ballot. Further discussion was held on the possible fee increase to the Solid Waste Refuse Disposal District fee on County property taxes.

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

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Mr. Zimmerman did not have any new business at this time.

As it was 2:00 p.m. and the time and place as advertised, the Board proceeded to open the sealed Chemical Bids. A bid was received from Crop Productions Services (CPS). There was no public present. Commissioner Brooker closed the meeting at 2:10 p.m. Commissioner Magera motioned to take the bid under advisement until Thursday, March 22, 2018 at 2:00 p.m. Commissioner Brooker seconded the motion. The motion was passed unanimously. Also in attendance was Judson Shively, Coordinator, Weed District.

The Board adjourned at 2:15 p.m.

Commissioner Brooker proceeded to audit County Claims at 2:15 p.m. and instructed the Clerk to Draw warrants in the amount of \$103,348.08. (County Claims are on file in the Office of the Clerk and Recorder)

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**  
**March 21, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, March 21, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

Commissioner Cox joined the Board at 10:05 a.m.

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 (joined the meeting at 10:05 a.m.); Jennifer Ekberg, Secretary; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Magera motioned to approve February 21, 2018 meeting minutes. Commissioner Brooker seconded the motion. The motion was passed unanimously. New Business: Commissioner Brooker proposed a cleanup for Paradise and Plains, Montana. The Board has consensus to hold a cleanup for Paradise and Plains as long as Mr. Peterson is notified in advance. Unfinished Business: Jason Peterson provided an update with a tour that was conducted with Mr. Peterson and Chad Bauer of Republic Services of Missoula. Mr. Peterson is waiting for Mr. Bauer's proposal for Republic Services of Missoula to haul refuse from the Thompson Falls Transfer Station to Missoula. Kathy Conlin provided an update on the acceptance of tires during this year's Thompson Falls Beautification Days. Due to the high volume of tires that were brought in by the public during last year's Beautification Days the County will charge \$1.00 per tire or \$1.25 with a rim. Recycling Report: none at this time. There was no public comment. The meeting adjourned at 10:30 a.m.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 69 days without incident. The next monthly Montana Association of Counties (MACo) Training Segment for County employees will be held on March 29-30<sup>th</sup>, 2018 and will be on Controlling Stress. Open County Positions: Assistant Weed Control Operator/Sprayer (seasonal), posted externally until March 23<sup>rd</sup>, 2018. Further discussion was held on the Employee Engagement Survey that County employees will possibly complete in May of 2018. Mr. Wallace also provided the outcome for the Sanders County Courthouse's internal safety inspection completed on February 28, 2018.

The Board adjourned at 12:07 p.m. and resumed the regular session at 1:30 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to adopt Resolution 2018-06 A Resolution of the County Commission of Sanders County, Montana Calling for a Primary Election in Nonpartisan Offices. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Contract for Services between Sanders County and Jessica M. Connolly. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve March 7 & 13<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

Commissioner Magera 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 District 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 Cox seconded the motion. The motion was passed unanimously.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: County insurance with the County Fire Districts. Mrs. Scribner will be notifying fire districts via letters of the County's procedures for insurance changes, additions and cancellations of policies.

The Board adjourned at 2:55 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  
March 22, 2018**

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

The Board met with Katherine Maudrone, Director of Land Services to discuss: Salish Shores IV Phase 2 Final Plat. Commissioner Magera motioned to approve the Subdivision Improvement Agreement for the Initial Noxious Weed Treatment for Salish Shores IV Phase 2. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to approve the Final Plat for Salish Shores IV Phase 2. Commissioner Cox seconded the motion. The motion was passed unanimously. A request was made for a six month extension for Airway Park Preliminary Approval due to the preliminary approval having expired. Commissioner Magera motioned to approve a six month extension for the preliminary approval of Airway Park. Commissioner Cox seconded the motion the motion was passed unanimously. Further discussion was held on updating subdivision regulations. Ms. Maudrone is waiting for the final draft to be released by the State. Ms. Maudrone will follow up with Bill Naegeli, Office of Emergency Management about an assessment of implementation of the Wildlife Protection Plan.

**ROUTINE COUNTY BUSINESS**

The City of Thompson Falls requested a letter of support from the Board of Commissioners for a proposal to obtain Opportunity Zone Designation for Sanders County low-income census tract 300890000200. The Board has consensus to execute a letter of support. The letter of support will be forwarded to Craig Erickson, Great West Engineering to be submitted to the Montana Dept. of Commerce, Community Development Division.

The Board met with Bill Naegeli, Office of Emergency Management to discuss: the Pre-Disaster Mitigation (PDM) Grant, Emergency Management Preparedness Grant (EMPG), County employee Fire Extinguisher training and upcoming emergency exercises.

The Board adjourned at 12:00 p.m. and resumed the regular session at 2:00 p.m.

As it was 2:00 p.m. and the time and place as advertised, Commissioner Magera motioned to award the 2018 Chemical Bid award to Crop Productions Services (CPS) for FY 2018-2019, as recommended by the Sanders County Weed District Board. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 3:00 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Acting Secretary  
Kathleen Conlin

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
March 27, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, March 27, 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 Nichol Scribner, Clerk and Recorder to discuss: a proposed Road Mill Levy.



The Board adjourned at 12:00 p.m. and resumed the regular session at 1:30 p.m.

### **ROUTINE COUNTY BUSINESS**

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

The Board met with Katherine Maudrone, Director of Land Services to discuss: scheduling a public hearing for a Flood Plain Violation on May 3, 2018. Ms. Maudrone will follow up with Jennifer Ekberg, Executive Assistant. Further discussions were held on a subdivision standard in the Wild Urban Interface as a possible appendix to the Sanders County Subdivision Regulations.

The Board adjourned at 3:15 p.m.

ATTEST:

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

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

Kathleen Conlin

### **PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA March 28, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, March 28, 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- 76 days without incident. Also in attendance were: Les Lantz, Maintenance and Paul Fielder, Citizen. Montana Association of Counties (MACo) Training Segment for County employees is this week, on March 29-30<sup>th</sup>, 2018 and will be on Controlling Stress. Open County Positions: Assistant Weed Control Operator/Sprayer, interviews will be held on April 2, 2018. Mr. Lantz and Mr. Wallace presented an estimate for six panic buttons that would be in six different areas of the Courthouse. Commissioner Brooker requested that Mr. Lantz include the pricing in his next budget review meeting, as well as the addition of a lock-down component to the current security system. Paul Fielder enquired as to whether the proposed road levy would affect county personnel. Commissioner Brooker asserted that since the road funding was recently allocated through Secure Rural Schools (SRS), the discussion of the affects would continue after the new Solid Waste Transfer Site fee proposed is set after site-design is completed. Commissioner Cox and Magera outlined the fact that the Solid Waste Refuse Disposal District operational costs have increased to the degree that the assessed fee on taxes must be raised, regardless of the construction of the new Transfer Site.

### **ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve a supplemental insurance increase from MACo for dental and vision. Commissioner Magera seconded the motion. The motion was passed unanimously.

Nichol Scribner, Clerk and Recorder and Lori Methgen, GIS/Rural Addressing requested to meet with the Board as they were not on the scheduled agenda, to discuss: Black Mountain Software, Summit Net and cloud capabilities. The Board has consensus to postpone proposals until next budget year. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board adjourned at 12:00 p.m.

Commissioner Brooker proceed to audit County Claims at 2:00 p.m. and instructed the Clerk to draw warrants in the amount of \$106,490.18. (County Claims are on file in the Office of the Clerk and Recorder)

ATTEST:

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

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Acting Secretary  
Kathleen Conlin

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
March 29, 2018**

Commissioner Magera proceeded to audit County Payroll at 9:00 a.m. and instructed the Clerk to draw warrants in the amount of \$425,553.69. (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 Thursday, March 29, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera,

The Board met with Tina Scott, Administrative Assistant, Environmental Health to discuss: a concealed carry request within the Courthouse. The request will be taken under advisement with Robert Zimmerman, County Attorney.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: routine business in the County Attorney's office.

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

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Sanders County Solid Waste Project Payment Request No. 3 for payment through United States Department of Administration Rural Development to Great West Engineering.

The Board adjourned at 1:45 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Acting Secretary  
Kathleen Conlin

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

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, April 3, 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 Service; Bill Naegeli, Office of Emergency Management and Lori Methgen, GIS/Rural Addressing to discuss: the Wildland Fire Prevention and Suppression Plan for Sanders County. The next meeting to go over more of the plan will be April 10, 2018 at 2:30 p.m.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: an upcoming elections update for the Elections Administration. Further discussion was held on the budgets that Mrs. Scribner will be sending to Special Districts and Department Heads in the next two weeks for fiscal year 2018/2019 budget preparations.

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

The Board met with David Wrobleski, Biologist, United States Forest Service (USFS); Bruce Sterling, Biologist, Montana Fish Wildlife and Parks (FWP); Troy Hinck, Warden, Montana FWP; and Ryan Kreiner, Fisheries Biologist, Montana FWP for the regular quarterly Wildlife Meeting. Mr. Kreiner touched base on the following: the NorthWestern Energy Dam fish ladder opened last week and twenty-four rainbow trout have passed through since the opening of the ladder. Mr. Sterling discussed the following: Wolf harvest: 5 by firearms, 13 trapped and 36 Mountain Lion's harvested in Sanders County. Mr. Hinck discussed the following: a grizzly bear was confirmed on Buffalo Bill Road in Plains, Montana yesterday April 2, 2018. The bear has not raised any concerns and seems to be just passing through. Issues are still present with people feeding wild animals in Sanders County. Mr. Hinck advised that there is a new warden in Troy, MT and Hot Springs, MT. Aquatic Invasive Species boat inspection check points will be going up in early May. Mr. Wrobleski discussed the following: he is in the process of working on the Moose Peak, Liberty, Sunrise and Sheep Gap Fire Salvage Projects.

The Board met with Les Lantz, Maintenance to discuss: two options for installing six panic buttons that would be in six different areas in the Courthouse. The Board will take the matter of the panic buttons under advisement until tomorrow at 10:30 a.m., so that all three Board members have been able to discuss the matter. Further discussion was held on the Courthouse and proposed upgrades to the bathrooms. Mr. Lantz will revisit during the courthouse maintenance budget preparations.

The Board adjourned at 3:45 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  
April 4, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, April 4, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent on County business. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Karen Morey, Director of Public Health to discuss: the Ford Foundation is donating 150 backpacks to the Plains Elementary School. Ms. Morey advised that the Department of Health and Human Services Maternal and Child Health Block Grant contract will now be for a fifteen month period of time.

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: an application with Northwestern Energy for New Service for the new Solid Waste Refuse Disposal Transfer Station site. Mr. Church also provided an update on the status of obtaining water from Leufken's public water system to the new site.

**ROUTINE COUNTY BUSINESS**

The Board has consensus for Mr. Lantz to contact Mission Valley Security and to move forward with Option No. 1 in their estimate.

Commissioner Magera motioned to adopt Resolution 2018-07 A Resolution to amend the 2017/2018 Budget for Sanders County for a Trails Grant awarded by the Montana Fish Wildlife and Parks Recreational Trail Program and the Aquatic Invasive Species Grant awarded by the Department of Natural Resources and Conservation. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Lease between Sanders County and the Wildhorse Sports Association. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Northwestern Energy Application for New Service for the new Solid Waste Transfer Station site. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 84 days without incident. Open County Positions: Commissioner Magera motioned to execute the Human Resources Personnel Action Form for Michelle Ceely as a full-time seasonal employee for the Sanders County Weed District as an Assistant Weed Sprayer starting April 26<sup>th</sup>, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously. Mr. Wallace advised that Land Services has requested to rehire John Chamblin. Commissioner Magera motioned to hire John Chamblin as the seasonal Subdivision Weed Plan Specialist for Land Services. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on the Employee Engagement Survey, Mr. Wallace will follow up with Jen Kreiner, Executive Director, Sanders County Community Development Corporation on conducting and compiling the data once received after the survey has been completed. Mr. Wallace advised the new Chief Financial Officer for Sanders County will be starting on May 3, 2018.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: Department of Revenue office closures, staff layoffs and the impact to Sanders County.

The Board adjourned at 12:10 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  
April 5, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, April 5, 2018 at 10:00 a.m. Present were Glen E. Magera, Acting Presiding Officer and Anthony B. Cox, Commissioner.

Commissioner Cox motioned for Commissioner Magera to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent on County business. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Katherine Maudrone, Director of Land Services to discuss: the Sanders County Park Board; and a meeting on May 3, 2018 to discuss the 1316 Declaration for property in Paradise, Montana.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Sheriff's office and Mr. Zimmerman's office renting the basement of Valley Bank for storage. Mr. Zimmerman will redraft the rental agreement for signature. Also in attendance were Rich Wallace, Director of Human Resources, Lanny Hensley, Undersheriff and Theresa Milner, Office Administrator. Further discussion was held on a concealed carry request by a County employee within the Courthouse.

The Board adjourned at 11:45 a.m. and resumed the regular session at 1:30 p.m.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: an update on the Department of Revenue uploading the Mobile Home taxes for Sanders County's upcoming tax bills.

Shawna Chenoweth, Supervisor, Detention/Dispatch requested to meet with the Board as she was not on the scheduled agenda, to discuss: American Tower and the Western Sanders County TV District. Also in attendance was Nichol Scribner, Clerk and Recorder. Mrs. Scribner stated that she provided a copy of the lease agreement to Robert Zimmerman, County Attorney and he is taking the matter under review.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve March 21-29<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

Rich Wallace, Director of Human Resources requested to meet with the Board as he was not on the scheduled agenda, to discuss: GPS in the Sheriff’s office vehicles.

The Board requested to meet with Katherine Maudrone, Director of Land Services as she was not on the scheduled agenda, to discuss: a Joint Application to Work in Montana’s Floodplain submitted by a resident in Paradise, MT. The application will be suspended pending the applicant’s meeting with the Montana Department of Transportation (MDOT) and MDOT’s decision on May 9, 2018. Ms. Maudrone will follow up with the applicant.

The Board adjourned at 2:55 p.m.

ATTEST:

\_\_\_\_\_  
Glen E. Magera, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
April 10, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, April 10, 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 Ben Bache, Foreman, Road District No. 1 & 2 and Lee Smith, Foreman, Road District No. 3 to discuss: the planning of the road department’s budget for fiscal year 2018/2019. Also in attendance was Katherine Maudrone, Director of Land Services.

The Board met with Katherine Maudrone, Director of Land Services to discuss: updates on routine business in Land Services.

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

The Board met with Doug Dryden, Justice of the Peace to discuss: an update of the department and to request an increase in staff hours in Justice Court.

The Board met with Jill Lundstrom to discuss: an addition into the Noxon Rural Fire District. Ms. Lundstrom provided the minutes from the Noxon Rural Fire District’s (NRFD) March 14<sup>th</sup>, 2018 Board meeting minutes where NRFD board stated they will agree to add Rock Creek to the District if the home owners address some of the road conditions/issues that were addressed by the NRFD board. Commissioner Cox motioned to add the addition of the three properties on Rock Creek Road to the Noxon Rural Fire District. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Lori Methgen, GIS/Rural Addressing.

The Board met with Katherine Maudrone, Director of Land Services; Bill Naegeli, Office of Emergency Management and Lori Methgen, GIS/Rural Addressing to further discuss: the Wildland Fire Prevention and Suppression plan for Sanders County. The next meeting to go over more of the plan will be April 24, 2018 at 10:00 a.m.

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Sanders County Solid Waste Project Payment Request No. 3 for payment through the United States Department of Administration Rural Development to Great West Engineering.

The Board adjourned at 4:00 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  
April 12, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, April 12, 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- 5 days without incident. Open County Positions: none at this time. Further discussion was held on the Joint Powers Trust (JPT) renewal rates for Sanders County.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Sheriff's office and Mr. Zimmerman's office renting the basement of Valley Bank for storage. Also in attendance were: Nichol Scribner, Clerk and Recorder and Rich Wallace, Director of Human Resources. Execution of the Rental Agreement will be put on next week's agenda. Further discussion was held on concealed carries during elections.

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

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve April 3-5<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 1:45 p.m.

Commissioner Brooker and Commissioner Cox proceeded to audit County Claims at 1:50 p.m. and instructed the Clerk to draw warrants in the amount of \$174,200.80. (County Claims are on file in the Office of the Clerk and Recorder)

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  
April 18, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, April 18, 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 Robert Zimmerman, County Attorney-Public Administrator to discuss: updates and routine business in the Mr. Zimmerman's office.

Commissioner Cox left the meeting at 10:10 a.m.

Karen Morey, Director of Public Health requested to meet with the Board as she was not on the scheduled agenda, to discuss: an indigent burial. The Board has consensus to give that individual an indigent burial on behalf of Sanders County.

Karval Pickering, Treasurer, Paradise Cemetery Board Association requested to meet with the Board as she was not on the scheduled agenda, to discuss: the Paradise Cemetery and an incident that had occurred Easter Sunday weekend.

Commissioner Cox joined the Board at 10:50 a.m.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 11 days without incident. Open County Positions: none at this time. Further discussion was held on the Verizon Wireless GPS proposal for the Sheriffs Office. Mr. Zimmerman will follow up with Tom Rummel, Sheriff.

The Board adjourned at noon and resumed the regular 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. Robert Gregg, Member; Dr. Jack Lulack, Member; Jennifer Ekberg, Secretary; Sandra Gubel, Tobacco Prevention Specialist; Karen Morey, Director of Public Health; Shawn Sorenson, Sanitarian; Tina Scott, Administrative Assistant/Environmental Health; Annie Wooden, Sanders County Ledger and Jennifer McPherson, Specialist, Flathead Valley Chemical Dependency Corporation (FVCDC). Dr. Gregg motioned to approve January 17, 2018 minutes as presented. Dr. Lulack seconded the motion. The motion was passed unanimously. New Business: Sandra Gubel, requested to hold a World No Tobacco Day on May 31, 2018 from noon until 2:00 p.m. to encourage people to walk around the block of the courthouse and read yard signs that will be placed around the courthouse. Blood pressures will be taken with a quick quiz and a bottle of water offered at the check-in table. The Board has consensus for Mrs. Gubel to hold a World No Tobacco Day on May 31, 2018. Further discussion was held on upcoming activities including: April 19, 2018 Thompson Falls Invitational Track Meet where the student council made yard signs that will be placed around the track with tobacco facts; and on May 9, 2018 at the Rex Theatre in Thompson Falls, MT the Local Advisory Committee will discuss projects that help "fill the gaps" in mental health services. Jennifer McPherson provided information on the issues of underage alcohol consumption and the risk and relation to mental health and substance use prevention she will be discussing at the Rex Theatre on May 9, 2018. Shawn Sorenson, provided a Request for Variance for 318 Church Street, Thompson Falls, Montana. Dr. Gregg motioned to deny the variance request per the Sanders County Wastewater Regulations, and specifically Section 3 (D) (1) (3) stating the existing cesspools may not be reused and must be replaced by an approved wastewater treatment system. The existing cesspool must be replaced with a permittable system if the existing mobile home is replaced or flow is increased. Prior to replacement, site evaluation is require to determine whether adequate replacement space is available. Commissioner Magera seconded the motion. The motion was passed unanimously. Mr. Sorenson advised the Board of well contamination at the Montana Department of Transportation (MDT) facility in Plains, MT. Three replacement wells were recently drilled for residents in Plains due to contamination caused by leaching of road chemicals into the aquifer. Mr. Sorenson has been tracking this project and recently requested the Department of Environmental Equality (DEQ) and MDT to attend a BOH meeting to summarize the project status but MDT legal counsel advised against attending the meeting, but did offer to provide all current and future test reports. Mr. Sorenson and staff are uncertain why MDT has chosen not to arrange formal discussion of the problem with potentially impacted residents. Contamination of aquifers is not isolated to the Plains site, rather, is has occurred in multiple sites throughout Montana, two of which are known to have required financial settlement or remediation. Further discussion was held on two complaints that were filed: one on a resident in Plains, MT on illegal wastewater discharge onto the ground and another was a sanitations complaint on a business in Hot Springs, MT. Mr. Sorenson advised both complaints are being sent to the appropriate counsel for review. Karen Morey, reported that Montana Department of Health and Human Services (DPHHS) released an immediate press release that state and local public health agencies are investigating several reports of E. Coli 0157 illnesses likely linked to chopped romaine lettuce sourced from the winter growing areas in Yuma, Arizona. Three cases in Montana are confirmed to be linked by laboratory testing to a multi-state outbreak and four more are suspected and further testing is pending. Consumers, retailers, and restaurants have been advised to not serve or sell any chopped romaine lettuce, including salads and salad mixes containing chopped romaine lettuce, from the Yuma, Arizona growing region. Ms. Morey reported that there are 92 confirmed influenza cases in Sanders County out of the 92 there were 8 hospitalizations and 2 deaths. Also, the Public Health Department is offering a Zoster Vaccine, a new shingles vaccine. There was no Unfinished Business. There was no public comment. The meeting adjourned at 2:20 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 77 between Sanders County and Wayne O'Steen. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 101 between Sanders County and Michael Burns. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

Commissioner Cox motioned to reappoint Linda McKahan to the Sanders County Salary Compensation Board for a three year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 3:00 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  
April 19, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, April 19, 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: Waterfront East Major Subdivision. Commissioner Cox motioned for final plat approval of amended Waterfront East Major Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

The Board adjourned at 1:10 p.m. and resumed the regular session at 2:00 p.m.

As it was 2:00 p.m. and the time and place as advertised, the Board proceeded to open the sealed bids received for Asphalt, and Road Oil. No bids were received for Culvert and Bands and Magnesium Chloride. An Asphalt bid was received from Knerr, Inc. Commissioner Cox motioned to award the Asphalt Bid to Knerr, Inc at \$58.50 per ton FOB for the 2018-2019 season. Commissioner Magera seconded the motion. The motion was passed unanimously. A Road Oil bid was received from Idaho Asphalt Supply, Inc. Commissioner Magera motioned to award the Asphalt Bid to Idaho Asphalt Supply, Inc. for the 2018-2019 season. Commissioner Cox seconded the motion. The motion was passed unanimously. Also in attendance were: Tom Inman, Knerr Inc. and Justin Joy, Idaho Asphalt Supply, Inc. (Bid information is filed in the office of the Clerk and Recorder)

The Board met with Lori Methgen, GIS/Rural Addressing to discuss: updates for GIS/Rural Addressing. Ms. Methgen has compiled 64 new addresses for fiscal year 2017/2018. Further discussion was held on computers and monitors that will need to be replaced. Two computers that need to be replaced in the near future were in the Treasurer's office and at the Weed District office. Requests were made to replace seven monitors in various offices.

The Board adjourned at 3:00 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**  
**April 25, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, April 25, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met Shelley Murphy, Marketing Coordinator, Montana Association of Counties (MACo) to discuss: MACo providing an insurance quote for Sanders County. Also in attendance were: Rich Wallace, Director of Human Resources; Lisa Wadsworth, Sanders County (SC) Health Insurance (HI)/Benefits Committee (BC); Karen Morey, SC HI/BC; and Brenda Franck, Deputy, Recordings/Payroll. Mrs. Franck will follow up with the County's information that Ms. Murphy will require for MACo's quote.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 18 days without incident. Open County Positions: Treasurer's office Clerk (full-time), posting externally on April 27, 2018. Road District No. 1 Heavy Equipment Operator, posted externally on April 27, 2018. Further discussion was on the purchase of Verizon Wireless GPS software for the Sheriff's office vehicles. The Board has consensus to move forward with the purchase of the Verizon Wireless software for ten Sheriff's office vehicles.

As it was 11:30 a.m. and the time and place as advertised, Acting Presiding Officer Anthony B. Cox opened the Solid Waste Refuse Disposal District Board Meeting. In attendance were: Anthony B. Cox, Member; Glen E. Magera, Member; Jennifer Ekberg, Secretary; Jason Peterson, Supervisor Solid Waste Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Magera motioned to approve March 21, 2018 meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: Kathy Conlin presented a request for a refuse appeal by Stan Hopkins on Tax ID # 6001. Commissioner Magera motioned to deny the refuse appeal for Tax ID # 6001. Commissioner Cox seconded the motion. The motion was passed unanimously. Unfinished Business: Mrs. Conlin advised the Board that Pacific Recycling in Missoula, MT is not taking any plastics. Republic Services in Missoula, MT is only taking Plastics No. 1 and 2. Therefore, Katherine Maudrone, Director of Land Services will sponsor the recycling of Plastics No. 5. Preserve Gimme 5 is a company that allows No. 5 plastics to be mailed to them for recycling. Ms. Maudrone is willing to sponsor this program in the courthouse and has set up a collection bin in the breakroom for No. 5's to be mailed to New York. Jason Peterson provided rough figures on the additional yard waste hauled to the Missoula, MT landfill; container rental fees and information on private haulers in Sanders County. Further discussion on yard waste, container rental fees and private haulers will be discussed on May 16, 2018 during the next solid waste board meeting. Recycling Report: 10 yards of Mixed Paper, 96 bales of Cardboard, 30 yards loose of Aluminum Cans, over 100 yards loose in the Metal pile, and 1 pallet of Batteries. There was no public comment. The meeting adjourned at 12:26 p.m.

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

The Board met with Bob Church, Vice President, Great West Engineering via teleconference to discuss: the Community Development Block Grant (CDBG) Planning Grant Application for Sanders County's 2013 Capital Improvement Plan (CIP). The Board has consensus to execute the application. Mr. Church provided an update for the Solid Waste Refuse Disposal District new transfer station project. Great West Engineering is waiting for the United States Department of Agriculture Rural Development to approve the plans and specifications for the project. Further discussion was held on the status of obtaining water to the new transfer station site via water from Leufken's Public Water system. Territorial-Landworks,

Inc. an engineering firm from Missoula, MT is working on the feasibility of Leufken's Public Water system's capacity to provide water to the County and nearby neighbors of the new transfer station site.

The Board adjourned at 2:00 p.m.

Commissioner Cox proceeded to audit County Claims at 2:15 p.m. and instructed the Clerk to draw warrants in the amount of \$58,643.28. (County Claims are on file in the Office of the Clerk and Recorder)

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
April 26, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, April 26, 2018 at 10:30 a.m. Present were Glen E. Magera, Acting Presiding Officer and Anthony B. Cox, Commissioner.

Commissioner Cox motioned for Commissioner Magera to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met Robert Zimmerman, County Attorney-Public Administrator to discuss: updates on routine business in the County Attorney's office.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Road Project Agreement between Sanders County and the United States Department of Agriculture Forest Service, Lolo National Forest: Sanders County Blading and Maintenance Project. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve April 10-12<sup>th</sup> and April 18-19<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 12:15 p.m.

ATTEST:

\_\_\_\_\_  
Glen E. Magera, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

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

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, May 1, 2018 at 10:20 a.m. Present were Glen E. Magera, Acting Presiding Officer and Anthony B. Cox, Commissioner.

Commissioner Cox motioned for Commissioner Magera to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer was absent. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 24 days without incident. Open County Positions: Treasurer's office Clerk (full-time), posting externally until May 4<sup>th</sup>, 2018. Road District No. 1 Heavy Equipment Operator, posted externally until May 4<sup>th</sup>, 2018. Further discussion was held on the next monthly Safety Training segment which will be held on Fire Safety Training- Fire Extinguishers on May 24<sup>th</sup>, 2018.

Doug Dryden, Justice of the Peace requested to meet with the Board as he was not on the scheduled agenda, to discuss: an increase in staff hours in Justice Court. The Board has consensus to increase a staff members hours in Justice Court effective July 1, 2018. Also in attendance were: Nichol Scribner, Clerk and Recorder and Rich Wallace, Director of Human Resources.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: budget preparations for fiscal year 2018/2019. Mrs. Scribner also provided updates on the upcoming election deadlines.

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

### **ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the United States Department of Agriculture Rural Development Payment Request No. four for Great West Engineering.

Doug Dryden, Justice of the Peace requested to meet with the Board as he was not on the scheduled agenda, to discuss: judges in Sanders County including city judges.

The Board adjourned at 2:45 p.m.

ATTEST:

\_\_\_\_\_  
Glen E. Magera, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

Jennifer Ekberg

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

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, May 3, 2018 at 9:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Jessica Connolly, Chief Financial Officer (CFO) to discuss: the transition of the new CFO as well as the job description of the CFO once the Clerk and Recorder and Treasurer's office is combined on January 1, 2019. Also in attendance were: Nichol Scribner, Clerk and Recorder; Carol Turk, Treasurer-Superintendent of Schools; and Rich Wallace, Director of Human Resources.

The Board met Katherine Maudrone, Director of Land Services to discuss: consideration of section 1316 Declaration of the National Flood Insurance Act for property on 58 Blue Bird Lane, Paradise, MT.; Gov't Lot 2 NW1/4, SW1/4 Section 34, T.19N., R25W. Ms. Maudrone provided background history on the property. Commissioner Cox motioned after having reviewed and considered the staffing report to move to issue the declaration attached to the staff report as Exhibit 1, pursuant to section 1316 of the National Flood Insurance Act of 1968, as amended. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Bill Naegeli, Office of Emergency Management.

The Board met with Bob Denning, Auditor, Denning, Downing and Associates (DDA) to discuss: his

findings from the recently completed audit. Mr. Denning advised that he had just completed the 2017 Financial Statement and Federal Audit. He advised that this year DDA will give the County an unmodified opinion on both, fairly stated in all respects, based on reasonable assurances (all audit findings are discussed in detail in the official audit report, which is available in the Clerk and Recorder's office and on the County website). Mr. Denning also advised that the processes and procedures, based on his audit in Justice Court were being done in a well accounted for manner and wanted the Board to know that Jeff Lundberg was doing an outstanding job. Mr. Denning provided information on Public Employee Retirement System (PERS) and government debt. Also in attendance were: Jessica Connolly, CFO; Nichol Scribner, Clerk and Recorder; Carol Turk, Treasurer-Superintendent of Schools; Jeff Lundberg, Clerk, Justice Court; Lisa Koker, Deputy, Treasurer and Jen Kreiner, Executive Director, Sanders County Community Development Corporation.

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

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: filing of shared well agreements in Sanders County. Mr. Zimmerman will follow up with Shawn Sorenson, Sanitarian. Further discussion was held on the Sanders County DUI Task Force and whether or not the county attorney is the task force's counsel as well.

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities, new businesses in Sanders County. Statistics are as follows: Inspections- 176 licensed establishments, Temporary Events- 42 so far in fiscal year 2018, Soil/Site Analyses- 10 so far in calendar 2018, Wastewater Permits- 92 permits so far in fiscal year 2018, Local Subdivision Reviews, 31 so far in fiscal year 2018, Junk Vehicles- 11 vehicles in calendar year 2018 and Food Training- 2 classed completed in fiscal year 2018.

The Board met with Paul Bain to discuss: Mr. Bain's residence in Hot Springs, MT. The Board advised Mr. Bain to converse with city counsel.

#### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to adopt Resolution 2018-09 Cancellation of Warrants in the Clerk and Recorder's office. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Noxious Weed Control Agreement between Montana Department of Transportation and Sanders County. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Noxious Weed Trust Fund Project Grant Agreement: 2018 Rush Skeleton Weed Project. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 97 between Sanders County and Andrew Klaus. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to appoint Dave Colyer to the Paradise Cemetery Association for a three year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 4:00 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**  
**May 8, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, May 8, 2018 at 9:50 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

Stan Hopkins requested to meet with the Board as he was not on the scheduled agenda, to discuss: his Solid Waste Refuse Appeal denial letter for Tax ID # 6001. The Board advised they would have Mr. Hopkins personal property tax Solid Waste fee adjusted.

Commissioner Cox joined the Board at 10:00 a.m.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: FY 2018/2019 budget preparations.

The Board took a recess at 11:05 a.m.

The Board resumed at 11:40 a.m.

The Board discussed Initiative No. 186. The Board had consensus to draft a resolution to pass later today.

The Board adjourned at noon.

Commissioners Anthony B. Cox and Glen E. Magera attended the Montana Fish, Wildlife and Parks field tour of Mount Silcox Wildlife Management Area in Thompson Falls, Montana at 1:00 p.m.

The Board resumed the regular session at 4:09 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to adopt Resolution 2018-10 Declaration of Opposition to I-186. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-11 Emergency Declaration per Carol Brooker, Presiding Officer declaring an Emergency Declaration for Sanders County on May 7, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to designate polling places within each voting precinct and appointment of Election Judges for the June 5, 2018 Primary Election and all further elections held prior to the 2020 Primary Election as notated below. Commissioner Magera seconded the motion. The motion was passed unanimously.

<u>PRECINCT NO.</u>	<u>NAME</u>	<u>POLLING SITE</u>
Precinct No. 1	Heron-HD13	Heron Community Center 6 Upper River Rd., Heron
Precinct No. 2	Noxon-HD13	Emergency Services Building 311 Noxon Ave., Noxon
Precinct No. 3	Trout Creek-HD13	Trout Creek School 4 School Ln., Trout Creek
Precinct No. 4	Thompson Falls-HD13	Thompson Falls Community Center 410 Golf St., Thompson Falls
Precinct No. 5	Thompson Falls-HD13	Thompson Falls Community Center 410 Golf St., Thompson Falls
Precinct No. 6	Plains-HD14	Plains Paradise Senior Center 205 W. Meany St., Plains
Precinct No. 7	Plains-HD14	Plains Paradise Senior Center 205 W. Meany St., Plains
Precinct No. 8	Hot Springs	Hot Springs Senior Center 101 Main St., Ste 1, Hot Springs
Precinct No. 9	Dixon	Dixon Senior Center 35 3 <sup>rd</sup> St., Dixon

**PRECINCT #1- HERON- HD13**

\*Melody A. Powell  
Phylli Michelle Onofrey

Caryene Bledsoe  
Laura Peterson

Margaret Harker

**PRECINCT #2- NOXON- HD13**

\*Sharon Larkin  
Earl Grigsby  
Teresa Nelson

\*\*Joyce Hilt  
Ronelle Helmbrecht  
Kendra Possilt

Amy Duffy  
Barbara Lampshire  
Tamra L. Weltz

**PRECINCT #3- TROUT CREEK- HD13**

\*Cyndie M. Wilby  
Mary Kendziorski  
Robert D. Pierson

Beth Heller  
Susan McFarland  
Karen D. Rasor

Linda A. Keister  
Carolyn A. Pierson  
Kay A. Shanley

**PRECINCT #4- THOMPSON FALLS- HD13**

\*Ginger Lee Ward  
Dawn Gandalf  
Nancy Wedemeyer

\*\*Sandra True  
Valerie Hoynacki

Nancy Fields  
Karen Sheets

**PRECINCT #5- THOMPSON FALLS- HD13**

\*Nora Verpoorten  
Thomas Haugen

Lark Lenore Chadwick

Paul C. Fielder

**PRECINCT #6- PLAINS- HD14**

\*Jane Bates

Carol L. Harris

Carolyn J. Jones

**PRECINCT #7- PLAINS- HD14**

\*Judith M. Stephens  
Ruth Hamilton  
Delores Tompkins

\*\*Janet D. Sheridan  
Karval Pickering  
Karen S. Willoughby

Judy Hawley  
Bibi Smith

**PRECINCT #8- HOT SPRINGS- HD14**

\*Carol Webb  
William Subda

\*\*Deb Pier

M'Lyn Kendrick-Stafford

**PRECINCT #9- DIXON- HD14**

\*Mary E. Cole

Irita "Rita" Dawn Thompson

**CENTRAL TABULATING OFFICE JUDGES OF ELECTION**

Bobbi Christenson  
Tracy Vanicek  
Cheryl Godfrey  
Deb O' Toole

Jennifer Ekberg  
Lisa Wadsworth  
Linda Haywood  
Sandra True

Brenda Franck  
Sandra Lee Cullen  
Bernice Robbins

**ABSENTEE BALLOT EARLY PREPARATION JUDGES OF ELECTION**

Jane Bates  
M'Lyn Kendrick-Stafford  
Ginger Lee Ward

Cheryl Godfrey  
Judy Stephens  
Deb O'Toole

Linda Haywood  
Sandra True

**POST-ELECTION AUDIT BOARD MEMBERS**

Janice Butte

Lonna Derenburger

Sue Garrison

Note: \*denotes

Chief Election Judge

\*\*denotes Co-Chief or Assistant Chief

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  
May 9, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, May 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 Morgan Hirschenberger, Vice President/Employee Benefits Consultant, Payne West Insurance to discuss: options for the County's health insurance and benefit needs. Also in attendance were: Rich Wallace, Director of Human Resources (HR); Nichol Scribner, Clerk and Recorder; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Karen Morey, Sanders County (SC) Health Insurance (HI)/Benefits Committee(BC); Lisa Gregory, Detention; Lisa Wadsworth, SC HI/BC; Kendra Helvey, SC HI/BC and Brenda Franck, Deputy, Recordings/Payroll.

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

The Board met with Rich Wallace, Director of HR to discuss: Safety Report/Incident Update- 32 days without incident. Open County Positions: Treasurer's office Clerk (full-time), interviews will be Friday, May 11<sup>th</sup>, 2018. Road District No. 1 Heavy Equipment Operator, extended external posting until Friday, May 18<sup>th</sup>, 2018.

The Board met with Katherine Maudrone, Director of Land Services and Lori Methgen, GIS/Rural Addressing to further discuss: the Wildland Fire Prevention and Suppression plan for Sanders County.

Rich Wallace, Director of HR requested to meet with the Board as he was not on the scheduled agenda, to discuss: a Sanders County resident that had come into Mr. Wallace's office earlier today to complain about the Plains Cemetery District. Mr. Wallace will follow up with Shawn Emmett, Chairman, Plains Cemetery District.

Commissioner Brooker proceeded to audit County Claims at 3:00 p.m. and instructed the Clerk to draw warrants in the amount of \$260,384.59. (County Claims are on file in the Office of the Clerk and Recorder)

The Board requested to meet with Robert Vosen, Missoula District Construction Engineer, Montana Department of Transportation (MDT) to discuss: an update on Blue Slide Road in Thompson Falls, MT. Blue Slide Road at mile marker nine is closed to thru traffic indefinitely due to a section of road way that has washed out. Plans for repair are in progress with a temporary goal of opening one lane for traffic. An open house meeting is scheduled for Wednesday, May 16<sup>th</sup>, 2018 from 4:00 p.m. to 7:00 p.m. at the Thompson Falls Community Center, where MDT will provide a status update for Sanders County. Also in attendance was Annie Wooden, Sanders County Ledger.

The Board adjourned at 4:10 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  
May 10, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, May 10, 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: a proposed amendment to Flat Iron Estates preliminary approval. Ms. Maudrone will put the proposed amendment on next week's agenda.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: updates on routine business in the County Attorney's office.

The Board met with Bob Church, Vice President, Great West Engineering via teleconference to discuss: the proposal by Republic Service of Missoula on hauling the County's refuse to Missoula. Mr. Church also requested a quote for a 53 ton container as well. Further discussion was on the status of the Montana Department of Environmental Quality (DEQ) application for prospective Class II Transfer Station Solid Waste Management System License. Mr. Church advised that DEQ is still in the process of reviewing the application with no time frame for completion. The County would like have the application approved by July 1<sup>st</sup>, 2018 to be able to bid and construct the fill this year for the new Solid Waste Transfer Station. The Board has consensus to send a letter to Tom Livers, Director, Montana DEQ to urge DEQ to be a partner in this project and complete licensing by July 1<sup>st</sup>, 2018 so that the project can be completed. Also in attendance was Jason Peterson, Supervisor, Solid Waste Refuse Disposal District.

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

The Board met with Les Lantz, Maintenance to discuss: installing carpet in the third floor hallways and in the Justice Court office. Mr. Lantz will budget for the new carpet in his fiscal year 2018/2019 budget. Further discussion was on routine maintenance and up keep for the spring and summer seasons at the Courthouse.

Commissioner Magera left the meeting at 1:50 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 89 between Sanders County and Richard Xander. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve April 25-26<sup>th</sup>, 2018 and May 1-3<sup>rd</sup>, 2018 Board meeting minutes. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to adopt the Sanders County Hazard Communication Program. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to reappoint Dan Normandeau to the Thompson Falls Airport Advisory Board for a three year term. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:25 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  
May 15, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, May 15, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Anthony B. Cox, Commissioner.



The Board met with Gary Hablutzel, President, Innovative Benefit Plans, LLC to discuss: Joint Powers Trust (JPT) and Employee Benefit Management Services (EBMS) Health Insurance proposed renewal rates. Also in attendance were: Rich Wallace, Director of Human Resources; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Lisa Wadsworth, Sanders County Health Insurance (HI)/Benefits Committee (BC).

The Board met with Nichol Scribner, Clerk and Recorder; Ben Bache, Foreman, Road District No. 1 & 2 and Lee Smith, Foreman, Road District No. 3 to discuss: the Road Budget for FY2018/2019. Special budget requests were as follows: increase for road oil in all districts; increase gravel purchases; the purchase or lease of a Grater for District No. 2 and the purchase of an Excavator for District No. 3.

The Board adjourned at 12:45 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  
May 16, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, May 16, 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; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Nichol Scribner, Clerk and Recorder; Jennifer Ekberg, Secretary; Kathy Conlin, Billing Clerk/Recycling Assistant; Chad Bauer, Republic Services of Missoula; Erich Buljung, Resident and Dale Williams, Resident. Commissioner Magera motioned to approve April 25, 2018 meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: Chad Bauer provided estimates to haul either a forty-eight foot container or a fifty-three foot container for the Sanders County Solid Waste Refuse Disposal District from the Thompson Falls, MT transfer station to the Missoula landfill. The Board has consensus for the County Attorney to draft a Request for Proposals (RFP) for the hauling out of the Thompson Falls transfer station. Jason Peterson provided the history and current status of yard waste for the County. Mr. Peterson advised the total amount of expense to the County for a six month period of time to haul yard waste and ash to the Missoula landfill is approximately \$31,800.00. Dale Williams made a statement to the Board regarding the hauling of ash from the Plains roll off site. Erick Buljung requested clarification on how yard waste would be measured when charged to dump. Mr. Buljung proposed raising the residents of Sanders County Solid Waste fee on property taxes to compensate for the increased costs and restrictions to the County to take yard waste and ash to the Missoula landfill. Nichol Scribner discussed FY2018/2019 Budget preparations for Solid Waste. Special requests were as follows: purchase two new refuse containers and the purchase of a roll-off truck. Jason Peterson advised that container rentals expenses are exceeding the rental fees. Mr. Peterson will follow with Kathy Conlin to discuss proposed new container rental fees based on public usage. Jason Peterson requested that private haulers haul all refuse to the transfer station instead of roll-off sites. The Board has consensus for private haulers to be notified to dump at the transfer station only. Recycling Report: 1 bale of Mixed Paper, 47 bales of Cardboard (36 bales were shipped out on 4/25/2018 and 37 were shipped on 5/01/2018), 6 bales of Aluminum Cans, 100 yards loose of Metal pile, and 1 pallet of Batteries. There was no public comment. The meeting adjourned at 12:05 p.m.

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

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Montana Department of Commerce Community Development Block Grant Program (CDBG): Designation of Depository for Direct Deposit for CDBG Funds and Exhibit 1-D Signature Certification Form for CDBG Contract No. MT-CDBG-17PF-05.

The Board met with Shelley Murphy, Marketing Coordinator, Montana Association of Counties (MACo) and Pam Walling, Marketing Coordinator, MACo to discuss: employee insurance benefits. Also in attendance were: Rich Wallace, Director of Human Resources; Brenda Franck, Deputy, Recordings/Payroll and Kendra Helvey, Sanders County Health Insurance/Benefits Committee.

The Board adjourned at 3:10 p.m.

The Board met with Shane Stack, Missoula Project Engineer, Montana Department of Transportation (MDT); Robert Vosen, Missoula District Construction Engineer and Brandon Coates, Rosemary Brennan Curtin, Inc. (RBCI) at the Thompson Falls Community Center to hold an open house to discuss: the Blue Slide Road Repair in Thompson Falls. Members of the public were notified that MDT is reconstructing a section of Blue Slide Road nine miles west of Thompson Falls, which was severely damaged in April 2018. Heavy spring snowmelt combined with heavy rain caused Cougar Creek to overflow and wash out the gravel beneath the pavement of Blue Slide Road. Reconstruction of the roadway will occur in two phases. Phase One: Short-term fix to stabilize and open the roadway to traffic (May-June 2018). Phase Two: Long-Term fix to prevent future damage (July- Fall 2018). Sanders County residents that attended were: Nancy Mehaffie; Bruce Hunn; Clara Mitchell; Mill Mitchell; Shana Neesvig; Bruce Sterling; Jerry C. Shively; Judy Bertram; Douglas R Gunderson; Scott A. Crowe; Carol Schramm; Rochelle Dickson; Jerry Dickson; Sam Sacchi and Sandy Green.

Commissioner Cox left the meeting at 7:00 p.m.

Commissioner Magera joined the Board at 6:00 p.m.

The Board met with Nichol Scribner, Clerk and Recorder; Jessica Connolly, Chief Financial Officer and the Sanders County Fair Commission Board of Directors to discuss the Fiscal Year 2018-2019 Fair Budget. Also in attendance were: Chris McGuigan, Fair Manager; Lynn Felstet, Fair Secretary; Wade Rehbein, Member; Jenny Garrison, Member; Roberta Smith, Member; Rachel Berge, Member; Heidi Kirkland, Member and Erin Jusseaume, Reporter, Clark Fork Valley Press. This meeting served as the preliminary budget meeting for the Sanders County Fair Commission Board. A current cash report, expense report, revenue report, and a detailed ledger were available for review. Special Budget requests were as follows: a new tractor for the fairgrounds.

The Board adjourned at 7:00 p.m.

Commissioner Brooker attended the regular Sanders County Fair Commission Board of Directors meeting at 7:00 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  
May 17, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, May 17, 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: a proposed amendment to Flat Iron Estates preliminary approval. Commissioner Cox motioned to amend Condition #1 to read "That the public access road be built to current subdivision road standards, creating temporary emergency vehicle turnaround at the south

terminus of Flat Iron Estates. It will be noted on the face of the final plat "Emergency vehicle turnaround, to be abandoned upon completion of Flat Iron Road." Commissioner Magera seconded the motion. The motion was passed unanimously. Further discussion was held on Marsh Lane and Flat Iron Road. Also in attendance were: Lori Methgen, GIS/Rural Addressing; Robert Zimmerman, County Attorney-Public Administrator and Lisa Read, Flat Iron Estates.

The Board met with Rich Wallace, Director of Human Resources (HR); Emelia McEwen, Senior Loss Control Specialist, Montana Association of Counties (MACo) and Wendy Sesselman, WCT Claims Supervisor, MACo to discuss: MACo's Safety Evaluation on Sanders County and Worker's Compensation Claims. Wendy Sesselman advised that Sanders County has twelve fewer claims and less than \$125,000 in claims compared to last fiscal year. Emelia McEwen advised that Sanders County passed the Safety Audit and Rich Wallace was nominated for a Safety Coordinator Recognition Award.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: grazing leases on Sanders County Park land. Mr. Zimmerman will follow up with Katherine Maudrone, Director of Land Services.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: FY 2018/2019 budget clarifications for the Sanders County Fair, Road Department and Solid Waste.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Aircraft Hangar Ground Lease (Thompson Falls Airport) between Sanders County and Russ Harris. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to reappoint Sandra Thompson to the Sanders County Bookmobile Advisory Board for a five year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

The Board met with Rich Wallace, Director of HR to discuss: Safety Report/Incident Update- 7 days without incident. Open County Positions: Treasurer's office Clerk (full-time). Commissioner Cox motioned to execute the HR Personnel Action Form for Paula Symington to start May 29, 2018. Commissioner Magera seconded the motion. The motion was passed unanimously. Road District No. 1 Heavy Equipment Operator, posted externally until tomorrow, May 18, 2018. Further discussion was held on the employee engagement survey that closes tomorrow, May 18, 2018. Also in attendance was Nichol Scribner, Clerk and Recorder.

The Board attended Carol Barsha, Clerk, Treasurer's office retirement party in the Commissioners Conference Room at 2:30 p.m.

The Board adjourned at 3:00 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 May 23, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, May 23, 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 Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety

Report/Incident Update- 14 days without incident. Open County Positions: Road District No. 1 Heavy Equipment Operator, Mr. Wallace is reviewing applicants with Mr. Bache for the interview process. Further discussion was held on the County employee health insurance and benefits plan. Mr. Wallace advised the County Health Insurance/Benefits Committee recommended to stay with Joint Powers Trust (JPT) for fiscal year 2018/2019.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: an office in the Courthouse that has been closed for periods of time during business hours. Also in attendance was Rich Wallace, Director of HR.

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

Commissioner Brooker joined the Board at 1:45 p.m.

Commissioner Cox left the meeting at 1:55 p.m. to attend the Sanders County Aquatic Invasive Plants Task Force Board meeting in the Justice Courtroom.

The Board met with Shannon Shanholtzer, PCT/WCT Trust Administrator, Montana Association of Counties (MACo) and Dave Montelius, Vice President, Payne West Insurance to discuss: the renewals for the County's General Liability and Worker Compensation Policies. Also in attendance were: Lisa Wadsworth, Accounts Payable/Claims, Clerk and Recorder and Rich Wallace, Director of HR.

Commissioner Cox joined the Board at 3:20 p.m.

The Board requested to meet with Nichol Scribner, Clerk and Recorder as she was not on the scheduled agenda, to discuss: water pipes that had burst in the Pavilion at the Sanders County Fairgrounds. Commissioner Brooker advised that she had just spoke with Chris McGuigan, Chair, Sanders County Fair Commission via telephone and Mr. McGuigan had stated that the repairs that were needed were minimal and he would take care of repairing the pipes himself. Mr. McGuigan also informed Commissioner Brooker that the ground water is rising at the fairgrounds and the dike is being undermined by the flooding. Commissioner Brooker advised Mr. McGuigan to follow up with Ben Bache, Foreman, Road District No. 1 & 2.

The Board requested to meet with Katherine Maudrone, Director of Land Services as she was not on the scheduled agenda, to discuss: an update of the flooding at the Sanders County Fairgrounds.

The Board adjourned at 4:00 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  
May 24, 2018**

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

The Board attended the Montana Association of Counties (MACo) Safety Training: Mission Valley Security Fire Extinguisher Use at the Courthouse.

The Board requested to meet with Nichol Scribner, Clerk and Recorder as she was not on the scheduled agenda, to discuss: County employee health insurance and cost of living adjustments.

The Board met with Katherine Maudrone, Director of Land Services to discuss: land value assessments for determination of Cash in Lieu of Parkland Dedication for Flat Iron Estates Major Subdivision.

Ron Catlett, North West Field Representative, Senator Daines office requested to meet with the Board as he was not on the scheduled agenda, to discuss: flooding in Sanders County; Paradise Wastewater Project; Secure Rural Schools funding and Hecla Mining.

The Board met with Bill Naegeli, Office of Emergency Management to discuss: an update on the Lagoon's in Plains, MT and the work completed by the Army Corp. of Engineers and Road District No. 1 to River Road East and River Road West. Further discussion was on Sanders County Landowner Fuels Reduction Cost-Share Agreements. Also in attendance was Ron Catlett, North West Field Representative, Senator Daines.

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

The Board met with John Marshall, Coordinator, Sanders County (SC) DUI Task Force and Jennifer McPherson, Vice Chair, SC DUI Task Force to discuss: the Sanders County DUI Task Force 2018/2019 annual budget and scope of work. The Board has consensus to accept the Sanders County DUI Task Force 2018/2019 annual budget and scope of work. Mr. Marshall and Ms. McPherson provided a status update on the youth billboard contest and the Sign Doctor.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to approve May 8-10<sup>th</sup>, 2018 and May 15-17<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to appoint Juanita Triplett to the Thompson Falls Public Library Board for a five year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:10 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 May 29, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, May 29, 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 Nichol Scribner, Clerk and Recorder to discuss: the FY 2018/2019 budget for the Sheriff's office as well as Detention/Dispatch. Also in attendance were: Jessica Connolly, Chief Financial Officer; Rich Wallace, Director of Human Resources; Tom Rummel, Sheriff; Lanny Hensley, Undersheriff; Shawna Chenoweth, Supervisor, Detention/Dispatch; Theresa Milner, Office Administrator and Katherine Maudrone, Director of Land Services.

The Board adjourned at 12:20 p.m. and resumed the regular session at 1:30 p.m.

The Board met with John Gubel, District Ranger, Kootenai National Forest Service (FS) and Joel Sather, FS via teleconference to discuss: 20 Odd Trail Head. Also in attendance was Katherine Maudrone, Director of Land Services. The FS will provide a Memorandum of Understanding for 20 Odd Trail to the Board for review and execution.

The Board adjourned at 2:05 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  
May 30, 2018**

Commissioner Brooker proceeded to audit County Payroll at 9:45 a.m. and instructed the Clerk to draw warrants in the amount of \$476,381.79. (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 Wednesday, May 30, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 21 days without incident. Open County Positions: Road District No. 1 Heavy Equipment Operator, interviews on Wednesday, June 6, 2018. Road District No. 1 Mechanic, posted internally later today. Further discussion was held on the employee engagement survey. Also in attendance was Ben Bache, Foreman, Road District No. 1 & 2.

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

As it was 2:00 p.m. and the time and placed as advertised, the Board proceeded to open the sealed bid for Junk Vehicle Hauling. One bid was received from Saints Towing and Wrecker Service, LLC offering the following: a flat mileage rate of \$3.50 per loaded mile per vehicle, \$50.00 per whole vehicle, and \$40.00 per half vehicle. Commissioner Magera motioned to award the 2018 Junk Vehicle Hauling Contract to Saints Towing and Wrecker Service, LLC. Commissioner Brooker seconded the motion. The motion was passed unanimously. (Bid information is on file in the Office of the Clerk and Recorder)

The Board adjourned at 2:10 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  
May 31, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, May 31, 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: Flat Iron Estates Major Subdivision. Commissioner Magera motioned to execute the Sanders County Noxious Weed Management Plan for Flat Iron Estates Major Subdivision. Commissioner Brooker seconded the motion. The motion was passed unanimously. Further discussion was held on Amended Tract M-2 COS 3407RB. Commissioner Magera motioned to execute the Sanders County Subdivision Noxious Weed Management Plan for Amended Tract M-2 COS 3407RB. Commissioner Brooker seconded the motion. The motion was passed unanimously. Ms. Maudrone also made a special budget request for: the purchase of a car for Land Services/GIS Rural Addressing.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: a Legal Assistant/Crime Victims Advocate has submitted a letter of resignation with a last day of June 25, 2018 in Mr. Zimmerman's office. The Board has consensus to post the internal posting on today's date followed by an external posting. Further discussion was held on a new Truck bid and a Trash Hauling bid for the Solid Waste Refuse Disposal District. Also in attendance were: Rich Wallace, Director of Human Resources and Jason Peterson, Supervisor, Solid Waste Refuse Disposal District.

The Board adjourned at 11:55 a.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  
June 5, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, June 5, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations.

The Board met with Katherine Maudrone, Director of Land Services to discuss: fiscal year 2018/2019 budget preparations. Also in was Nichol Scribner, Clerk and Recorder. A Special budget request was made for a new vehicle for Land Services/Rural Addressing.

The Board met with Lori Methgen, GIS/Rural Addressing to discuss: fiscal year 2018/2019 budget preparations. Also in attendance were: Nichol Scribner, Clerk and Recorder and Katherine Maudrone, Director of Land Services. Special budget requests were as follows: switching the County's internet provider from Summit Net to Blackfoot and contracting with Black Mountain to move to the Cloud from the server.

Bill Tuss, Resident requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sanders County Junk Vehicle Program working with the Confederated Salish-Kootenai Tribe (CSKT). The Board agreed on the coordination of CSKT with the County on junk vehicle hauling.

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

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Sanders County Sewer District at Paradise Wastewater System Construction: Project Management Plan MT-CDBG-17PF-05.

Commissioner Magera motioned to execute the 2018 Sanders County DUI Task Force Coordinator Agreement. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the Sanders County Solid Waste Project Payment Request No. 5 for payment through the United States Department of Agriculture Rural Development to Great West Engineering.

The Board has consensus to execute the Vehicle Lease and Schedule between Hinckley's, Inc. and Sanders County for (2) 2018 Dodge Ram 1500 Crew Cabs for the Sheriff's office.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 27 days without incident. Commissioner Magera motioned to accept the resignation of Jason Marrow from Road District No. 1. Commissioner Brooker seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to accept the resignation of Kendra Helvey from the County Attorney's office. Commissioner Brooker seconded the motion. The motion was passed unanimously. Open County Positions: Road District No. 1 Heavy Equipment Operator, interviews will be held tomorrow, June 6, 2018. Further discussion was held on the County fiscal year 2018/2019 budget preparations and an update on the employee engagement survey.

The Board adjourned at 3:15 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  
June 7, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, June 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: Flat Iron Estates Major Subdivision. Commissioner Magera motioned to approve final plat approval of Flat Iron Estates Major Subdivision. Commissioner Brooker seconded the motion. The motion was passed unanimously. Further discussion was held on the vault toilet at the Riverside Park in Plains.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Solid Waste Refuse Disposal District's request for a Refuse Hauling Request for Proposals (RFP) drafted by Mr. Zimmerman. Mr. Zimmerman will follow up with Bob Church, Great West Engineering to obtain specifications. Further discussion was held on the Plains Cemetery Board. Mr. Zimmerman will follow up with Shawn Emmett, Chair, Plains Cemetery Board.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute Task Order No. 19-07-5-01-045- Maternal & Child Health Block Grant Program between Department of Health and Human Services and Sanders County Public Health. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:50 a.m. and resumed the regular session at 2:00 p.m.

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities, new businesses in Sanders County. Statistics are as follows: 179 licensed establishments, about 30% inspected so far. Temporary Events- 49 so far in fiscal year 2018, Soil/Site Analyses- 14 so far in calendar year 2018, Wastewater Permits- 114 permits so far in fiscal year 2018, Local Subdivision Reviews- 39 so far in fiscal year 2018, Junk Vehicles- 16 vehicles in calendar year 2018 and planning to speak with the Confederated Salish-Kootenai Tribe (CSKT) regarding vehicles on tribal land. Food Training- 2 classes completed in fiscal year 2018.

The Board adjourned at 2:20 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  
June 12, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, June 12, 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 Service (FS) to discuss: fire salvage updates for Fish Fry, Moose Peak, Sheep Gap and Copper King projects. Further discussion was held on the successful 2018 season for prescribed burns.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations. Also in attendance was Rich Wallace, Director of Human Resources. Mr. Wallace provided proposed requests for pay increases for individuals by Department Heads. Further discussion was held on Cost of Living Adjustments (COLA) proposed for County employees.

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

Commissioner Cox joined the Board at 1:40 p.m.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Sanders County Junk Vehicle Hauling contract between Sanders County and Saints Towing & Wrecker Service, LLC. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Task Order 19-07-4-31-141-0 Immunization Program between Sanders County Public Health and the Department of Health and Human Services. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to reappoint Breezy Stipe to the Sanders County Bookmobile Advisory Board for a five year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Blackfoot Service Order for Sanders County to have Dedicated Internet Access (DIA) through Blackfoot. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 34 days without incident. Open County Positions: Road District No. 1 Heavy Equipment Operator, Commissioner Magera motioned to execute the HR Personnel Action Form for Andy Van Den Top as the Heavy Equipment Operator for Road District No. 1. Commissioner Cox seconded the motion. The motion was passed unanimously. Road District No. 1 Mechanic, external posting closes June 15, 2018. County Attorney Legal Assistant/Crime Victims Advocate closes June 18, 2018. Further discussion was held on setting up employee meetings for the Employee Engagement Survey results.

Commissioner Brooker proceeded to audit County Claims at 2:50 p.m. and instructed the Clerk to draw warrants in the amount of \$166,042.24. (County Claims are on file in the Office of the Clerk and Recorder)

The Board adjourned at 3:00 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 June 13, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, June 13, 2018 at 9:30 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Ben Bache, Foreman, Road District No. 1 & 2 for the quarterly Road Foreman meeting to discuss: fiscal year 2018/2019 budget preparations. Also in attendance were: Nichol Scribner, Clerk and Recorder; Jessica Connolly, Chief Financial Officer (CFO); Rich Wallace, Director of Human Resources (HR) and Katherine Maudrone,

Director of Land Services. Further discussions were held on: pursuing a road mill levy and the Solid Waste System Improvements project. Special budget requests were for: bridges and improvements and a new excavator for the road districts to share.

The Board met with Department Heads for their quarterly meeting. In attendance were: Nichol Scribner, Clerk and Recorder; Jessica Connolly, CFO; Chris McGuigan, Manager, Sanders County Fair; Shawn Sorenson, Sanitarian; Candace Fisher, Clerk of District Court; Judson Shively, Coordinator, Weed District; Karen Morey, Director of Public Health; Shawna Chenoweth, Supervisor, Detention/Dispatch; Juli Thurston, Extension Agent; Lori Methgen, GIS/Rural Addressing; Robert Zimmerman, County Attorney-Public Administrator; Carol Turk, Treasurer-Superintendent of Schools; Rich Wallace, Director of HR; Ben Bache, Foreman, Road District No. 1 & 2; Theresa Milner, Office Administrator and Katherine Maudrone, Director of Land Services. Old Business: Mr. Wallace provided an update on the 2018 Employee Engagement Survey. Mr. Wallace stated that the participation was in the low 60<sup>th</sup> percentile. The next step will be for the Commissioners and Mr. Wallace to hold meetings with County employee's to go over the results of the survey. The focus will be on what three things the County does well and what three things the County needs to improve on. Shawna Chenoweth and Nichol Scribner requested clarifications on the survey. New Business: Mr. Wallace provided topic review on the HR Policy Manual Section 18.0- Credit Cards and Travel Expenses. Commissioner Brooker advised the County does not pay for meals that are provided by an event that is attended. Unfinished Business: Mrs. Scribner requested budgets from Department Heads that have not turned them in. Department Head Updates: Chris McGuigan, the Fair Pavilion repairs are tentatively completed. The Fair has a new carnival contract this year. There is also four vendor booths still available for the 2018/2019 Fair season. Shawna Chenoweth, Detention has installed a new grinder for Detention's wastewater system. Mrs. Chenoweth will give demonstrations if requested. Commissioner Brooker advised that Plains Post Office is now taking U.S. Passport applications and inquired with Mrs. Fisher where the public should go to have applications completed, since District Court does them as well. Mrs. Fisher advised that she could not tell the public where to go to have their passports processed. The public can choose where they wish to go. Carol Turk, stated that paid property taxes have been posted and this year went well.

The Board adjourned at 11:55 a.m. and resumed the regular session at 1:30 p.m.

The Board met with Jerry Lacey and Neil Harnett, City of Thompson Falls, Parks and Recreation and Nichol Scribner, Clerk and Recorder to discuss: Thompson Fall's new water and sewer rates effective June 2018. Mr. Lacey provided the County's increased water and sewer rates for the Sanders County Jail, Courthouse and the Courthouse lawn.

Nichol Scribner, Clerk and Recorder and Jessica Connolly, CFO requested to meet with the Board as they were not on the scheduled agenda, to discuss: the subdivision fees for fire districts. Commissioner Cox motioned to create a Subdivision Water Supply Fee (2399) account for the fire departments. Commissioner Magera seconded the motion. The motion was passed unanimously. Further discussion was held on 2018-2020 Standard Auditing Contract with Denning, Downey & Associates, P.C.; County Employee time-sheets and Black Mountain Budget to Actuals; Expenditures and Journal Voucher reports.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Landowner Fuels Reduction Cost-Share Agreement No. 102 between Sanders County and Lee Suttorp. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Landowner Fuels Reduction Cost-Share Agreement No. 106 between Sanders County and Arnold and Dena Richards. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox left the meeting at 2:05 p.m. to attend the Sanders County Employee Safety Committee Meeting in another room of the Courthouse.

Commissioner Cox jointed the Board at 2:30 p.m.

The Board adjourned at 3:00 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  
June 14, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, June 14, 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: Larchwood South Shore Subdivision. Also in attendance were: Gene Joplin and Robert Zimmerman, County Attorney-Public Administrator. Commissioner Magera motioned to approve the Subdivision Improvement Plan for Larchwood South Shore Subdivision Phase 2 &3. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Cox motioned to approve final plat approval for Larchwood South Shore Subdivision Phase 2 &3. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Koo-Koo Sint Reach Minor Subdivision on Thompson River Road. Also in attendance was Katherine Maudrone, Director of Land Services. Further discussion was held on the Sheriff's office and the purchase of new Sheriff's office vehicles. Mr. Zimmerman noted that the Sheriff's office has to abide by 7-5-230 Montana Code Annotated (M.C.A.)

The Board met with Juli Thurston, Extension Agent, Montana State University (MSU) to discuss: fiscal year 2018/2019 budget preparation. Special budget requests were as follows: extra help during the 2018 Sanders County Fair and the Supplemental Nutrition Assistance Program Education (SNAP Ed) position to work for the County .25 time.

The Board adjourned at noon and resumed the regular session at 2:00 p.m.

As it was 2:00 p.m. and the time and place as advertised, Presiding Officer Carol Brooker opened the Salary Compensation Board (SCB) meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jennifer Ekberg, Secretary; Nichol Scribner, Member; Tom Rummel, Member; Robert Zimmerman, Member; Linda McKahan, Member and Rich Wallace, Director of Human Resources. Commissioner Brooker called the meeting to order. The Board read MCA 7-4-2503 to reference the criteria for a quorum. It was noted that the Board has had issues with taxpayers wanting to be appointed to the Board. Ms. McKahan was thanked for her continued devotion to the Salary Compensation Board. Nichol Scribner motioned to approve the July 12, 2017 meeting minutes as presented. Robert Zimmerman seconded the motion. The motion was passed unanimously. Discussion included a review of FY 2017 and FY 2018 Cost of Living Adjustment (COLA) projected at 3.73% due to no COLA increases for FY 2017/2018. It was reminded that the purpose of the SCB is solely for recommending a change in salary for Elected Officials only. Commissioner Magera advised that historically the Board of County Commissioners tries to provide all employees with the same increase that Elected Officials receive. Commissioner Brooker requested clarification on how the Deputy Sheriffs are effected when the Sheriff gets a COLA. Mrs. Scribner clarified the inquiry. Commissioner Brooker called for any recommendations for Elected Official's Salaries. Robert Zimmerman motioned for a 3.73% increase in Elected Official's Salaries. Tom Rummel seconded the motion. The motion was passed unanimously. As it is customary at the first SCB meeting of the year, Commissioner Brooker entertained suggestions for Designating a Chair for the Board. Nichol Scribner motioned to appoint Doug Dryden as Chair. Commissioner Brooker seconded the motion. The motion was passed unanimously. Doug Dryden joined the meeting at 2:30 p.m. The public hearing was set for July 12, 2018 at 2:00 p.m. Robert Zimmerman motioned to adjourn the meeting. Nichol Scribner seconded the motion. The meeting adjourned at 2:33 p.m.

Tom Rummel, Sheriff requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Board researching into traffic tickets issued on County roads and the fines collected going to the County and not the State of Montana.

The Board met with Todd Wakefield and Bud Leufkens to discuss: Leufkens Public Water System. Also in attendance were: Ken Chombley, Land Owner; Sandra Gibson, Land Owner; Dan Troyer, Land Owner; Glen Wilhelmsen, Land Owner; Jason Rice, Territorial Landworks; Nathan Yoder, Land Owner; Martin Weaver, Land Owner; Robert Zimmerman, County Attorney-Pubic Administrator; William R. Susic, Land Owner; Bob Church, Vice President, Great West Engineering (via teleconference) and Sue Kennedy, Land Owner (via teleconference). Further discussion was held on possible

options to extend the Salish Shores water main to the requested land owners. Mr. Rice will follow up with the Board with a proposal to extend the Salish Shores water main.

The Board met with Bob Church, Vice President, Great West Engineering (via teleconference) to discuss: updates for the Solid Waste Systems project including a Department of Environmental Quality licensing update; United States Department of Agriculture Rural Development approval update; project cost estimate update and bid schedule. Also in attendance were: Katherine Maudrone, Director of Land services and Robert Zimmerman, County Attorney-Public Administrator.

Katherine Maudrone, Director of Land Services requested to meet with the Board as she was not on the scheduled agenda, to discuss: an update on Koo-Koo Sint Reach Minor Subdivision. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board adjourned at 4:45 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  
June 19, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, June 19, 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: the 2018 Employee Engagement Survey: Courthouse results. Also in attendance were: Shirley Kinkade, Extension Office; Kathy Conlin, Receptionist; Shawn Sorenson, Sanitarian; Leslye Breitenbach, Vehicle Supervisor, Treasurer; Les Lantz, Maintenance and Lisa Richmond, Program Assistant/WIC Aide, Public Health. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board of Commissioners of Sanders County, acting as the County Canvassing Board of Sanders County, Montana, do hereby certify that the foregoing abstract of election returns consisting of page 350 through 351 of book 2 of Abstract of Election Returns, records of Sanders County, is a full and correct abstract of all the votes cast in the 2018 Federal Primary Election held in Sanders County, June 5, 2018 as the same as shown upon the Detail Results report printed from the DS850 #8515090201 from the Tally Sheets for the Write-In Voter in Sanders County, Montana. Also in attendance were: Nichol Scribner, Clerk and Recorder/Election Administrator and Roberta "Bobbi" Christenson, Deputy Election Administrator.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations for the Sanders County Road Department. Also in attendance were: Ben Bache, Foreman, Road District No. 1 & 2 and Lee Smith, Foreman, Road District No. 3.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sheriff's office and MCA 7-5-2301, 7-5-2307 and 7-32-2125. Mr. Zimmerman will follow up with a letter to Hinckley's and the Sheriff's office for the lease of the Sheriff's offices vehicles.

Commissioner Cox left the meeting at noon.

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

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: the Salary Proposal for Clerk and Recorder, Assessor, Surveyor, Election Administrator/Treasurer, Superintendent of Schools.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sanders County Fair obtaining a secure server. Mr. Zimmerman will draft a contract for signature.

The Board met with Rich Wallace, Director of Human Resources to discuss: the 2018 Employee Engagement Survey: Field Operation results. Also in attendance were: Judson Shively, Coordinator, Weed District and Chris McGuigan, Manager, Sanders County Fair. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board met with Rich Wallace, Director of Human Resources to discuss: the 2018 Employee Engagement Survey: Courthouse results. Also in attendance were: Nichol Scribner, Clerk and Recorder; Bill Naegeli, Office of Emergency Management; Sandra Gubel, Tobacco Prevention Specialist; Brenda Franck, Deputy, Recordings/Payroll; Katherine Maudrone, Director of Land Services and Carol Turk, Treasurer-Superintendent of Schools. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board adjourned at 5:00 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  
June 20, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, June 20, 2018 at 9:00 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 (HR) to discuss: the 2018 Employee Engagement Survey: Courthouse results. Also in attendance were: Sandy Hough, Bookmobile; Roberta "Bobbi" Christenson, Deputy Election Administrator; Candace Fisher, Clerk of District Court; Tristan Franck, Deputy, District Court and Paula Symington, Vehicle Agent, Treasurer. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

As it was 10:10 a.m. and the time and place as advertised, Presiding Officer Brooker opened the Solid Waste (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jason Peterson, Supervisor, SW Refuse Disposal District (joined the meeting at 10:20 a.m.); Nichol Scribner, Clerk and Recorder; Robert Zimmerman, County Attorney-Public Administrator; Jennifer Ekberg, Secretary and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Magera motioned to approve May 16, 2018 meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: none at this time. Unfinished Business: Kathy Conlin provided a proposal to amend the Container Rental Agreements for 20 and 40 cubic yard waste containers. Commissioner Magera motioned to adopt the amended 20 and 40 cubic yard container rental agreements as proposed. Commissioner Cox seconded the motion. The motion was passed unanimously. Mrs. Conlin proposed updates to the Special Waste Disposal Fee Schedule: Light Truck Tires- \$3.00; Large Stumps: Pubic- \$10.00 per cubic yard (non-typical). Commissioner Cox motioned to adopt the amended Special Waste Disposal Fee Schedules as recommended by Jason Peterson and Mrs. Conlin. Commissioner Magera seconded the motion. The motion was passed unanimously. Mr. Zimmerman advised the Board that according to the Public Service Commission, Republic Services is the only person licensed to haul refuse in the County's district to Missoula, MT. Therefore, Mr. Zimmerman will follow up with a contract with Republic Services of Missoula to haul Sanders County's Refuse to Missoula, MT. Commissioner Magera advised Mr. Peterson to hold off with the purchase of

a new roll-off truck to a later date. Recycling Report: none at this time. There was no public comment. The meeting adjourned at 10:50 a.m.

The Board met with Rich Wallace, Director of HR to discuss: Safety Report/Incident Update- 42 days without incident. Open County Positions: Road District No. 1 Mechanic, Mr. Wallace will be scheduling interviews with candidates for Friday, June 22, 2018. County Attorney- Legal Assistant/Crime Victims Advocate, Mr. Wallace and Mr. Zimmerman are in the process of reviewing the applicants. Further discussion was held on the proposed pay increases requested for individuals by Department Heads and the 2018 Employee Engagement Survey.

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

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: Chris McGuigan, Manager, Sanders County Fair requested petty cash for the sale of fair tickets. The Board advised Mr. McGuigan will have to request the money from Carol Turk, Treasurer-Superintendent of Schools. Mrs. Scribner also advised that the Sanders County Weed District is having issues with the credit card transactions. The Board advised that Judson Shively, Coordinator, Weed District will have to follow up with Carol Turk, Treasurer-Superintendent of Schools.

Commissioner Cox left the meeting at 1:35 p.m.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Memorandum of Understanding between CSC and Sanders County. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Noxious Weed Control Agreement with Missoula, Montana Department of Transportation. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox joined the Board at 1:47 a.m.

The Board met with Rich Wallace, Director of HR to discuss: the 2018 Employee Engagement Survey: Field Operation results. Also in attendance were: Jason Peterson, Supervisor, SW Refuse Disposal District; Brad Kinzie, SW; Greg Makinster, SW; Steve Burrell, SW; Ron Paulsen, SW and Hal Christenson, Sales Technician, Weed District. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board met with Rich Wallace, Director of Human Resources to discuss: the 2018 Employee Engagement Survey: Sheriff's office results. Also in attendance were: Tom Rummel, Sheriff; Shawna Chenoweth, Supervisor, Detention/Dispatch; Theresa Milner, Office Administrator; Debbie Roller, Administrative Assistant/CWP; Jason Hutchings, Detention and Marcy Shermikas, Detention. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board met with Rich Wallace, Director of HR to discuss: the 2018 Employee Engagement Survey: Sheriff's office results. Also in attendance were: Tom Rummel, Sheriff; Shawna Chenoweth, Supervisor, Detention/Dispatch; Johnny Dean, Detention; Roy Scott, Deputy, Sheriff; Robyn Largent, Deputy, Sheriff; Shelly Wrightson, Dispatch; Lisa Gregory, Detention and Cory Wheeldon, Deputy, Sheriff. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board adjourned at 5:10 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**  
**June 21, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, June 21, 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 John Gubel, District Ranger, Kootenai National Forest Service (FS) to discuss: salvage projects out of the Kootenai National Forest which includes: the Cub Creek, West Fork and Caribou Fire Salvage Projects. Mr. Gubel advised the 2018 Mushroom Picking in the Kootenai National Forest is underway until July 7, 2018. There is an excellent crop of Morel Mushrooms this year due to the extensive areas effected by wildfires in 2017. The mushrooms are being bought from buyers at \$1.00 to \$4.00 a pound. Mr. Gubel provided that the final Environmental Impact Statement (EIS) has been forwarded to the Environmental Protection Agency (EPA) stating the FS's final record of decision on the Rock Creek Mine. Hecla is now waiting for the EPA's decision to move forward with the Rock Creek Mine. The Sanders County Resource Advisory Committee (RAC) has received funding and is awaiting the background checks for persons that have filled out applications for appointment. Also in attendance was Katherine Maudrone, Director of Land Services.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: MCA 7-5-2301, 7-5-2307 and 7-32-2125. Mr. Zimmerman will follow up with Montana Association of Counties (MACo) legal counsel. Also in attendance was Katherine Maudrone, Director of Land Services.

The Board met with Katherine Maudrone, Director of Land Services to discuss: the Rural Special Improvement District for Larchwood South Shore Subdivision. Commissioner Magera motioned to adopt Resolution 2018- 12 Annual Maintenance Levy for Rural Special Improvement District #1. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on COS 1809 Minor Subdivision. Commissioner Cox motioned to approve the Subdivision Weed Improvement Plan for COS 1809 Minor Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

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

The Board met with Candace Fisher, Clerk of District Court to discuss: fiscal year 2018/2019 budget preparations. Special budget request was as follows: hiring of a permanent part-time employee for 1,248 hours annually, due to staff going on Family Medical Leave Act (FMLA). Also in attendance was Nichol Scribner, Clerk and Recorder.

Nichol Scribner, Clerk and Recorder request to meet with the Board as she was not on the scheduled agenda, to discuss: fiscal year 2018/2019 budget preparations for the Clerk and Recorder's office.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to approve June 5-14<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 3:00 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**  
**June 27, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, June 27, 2018 at 10:00 a.m. Present were Glen E. Magera, Acting Presiding Officer and Anthony B. Cox, Commissioner.

Commissioner Cox motioned for Commissioner Magera to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent on County business. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Shawna Chenoweth, Supervisor, Detention/Dispatch to discuss: fiscal year 2018/2019 budget preparations. Also in attendance were: Nichol Scribner, Clerk and Recorder and Jessica Connolly, Chief Financial Officer. Special budget requests were as follows: increase the inmate (contract) in revenue; increase miscellaneous reimbursements in revenue; increase supplies in expenditures and increase repair and maintenance in expenditures for work on the electric water heater in Detention.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 49 days without incident. Open County Positions: Road District No. 1 Mechanic. Commissioner Cox motioned to execute the HR Personnel Action Form for Wilfred J. Ovitt as Mechanic for Road District No. 1. Commissioner Magera seconded the motion. The motion was passed unanimously. County Attorney- Legal Assistant/Crime Victims Advocate, Mr. Wallace and Mr. Zimmerman will start interviews on Thursday, June 28, 2018. Treasurer's Clerk, posted externally until July 13, 2018. Sanders County Fair Ticket Agents, posted externally until July 6, 2018. Further discussion was held on the Employee Engagement Survey meeting attendance and the Sanders County Fair Ticket Booth and possible repairs that might be needed.

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

As it 1:30 p.m. and the time and place as advertised, Acting Presiding Officer Glen E. Magera opened the Solid Waste Refuse Disposal District Board Special Meeting. In attendance were: Glen E. Magera, Member; Anthony B. Cox, Member; Jennifer Ekberg, Secretary and Jason Peterson, Supervisor, Solid Waste Refuse Disposal District. Jennifer Ekberg advised the Board that Robert Zimmerman, County Attorney- Public Administrator reviewed the Agreement for Services contract with Allied Waste Services of North America LLC d/b/a Republic Services of Montana for the hauling of Sanders County's refuse to the Missoula Landfill and was satisfied with the terms that Republic Services of Montana had drafted. Commissioner Cox motioned to execute the Agreement for Services with Republic Services of Montana contingent on final approval of the legal counsel of Republic Services of Montana. Commissioner Magera seconded the motion. The motion was passed unanimously. The Board adjourned at 1:45 p.m.

Commissioner Magera proceeded to audit County Claims at 2:05 p.m. and instructed the Clerk to draw warrants in the amount of \$226,553.40. (County Claims are on file in the Office of the Clerk and Recorder)

The Board adjourned at 2:00 p.m.

ATTEST:

\_\_\_\_\_  
Glen E. Magera, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
June 28, 2018**

Commissioner Brooker proceeded to audit County Payroll at 9:00 a.m. and instructed the Clerk to draw warrants in the amount of \$471,404.15. (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 Thursday, June 28, 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: Koo Koo Sint Reach and the Sanders County Subdivision Regulations. Ms. Maudrone would like to finish updating the subdivision regulations to be caught up with the last legislative session.

The Board met with Bill Naegeli, Office of Emergency Management to discuss: the Emergency



Management Preparedness Grant for fiscal year 2018/2019. Mr. Naegeli has been notified that the State of Montana has been awarded the Pre-Disaster Mitigation Plan and he is waiting to see how much Sanders County will receive. Further discussion was held on the U.S. Army Corp. of Engineers and the work that was complete in May of this year in Paradise and Plains, MT.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: routine business in the County Attorney's office.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to approve June 19- 21<sup>st</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: the possible special election for Initiative I-185 and I-186. I-185 would raise tobacco taxes by approximately \$50 million a year and extend Medicaid expansion, a state-and-federally funded program that funds medical bills for 96,000 low-income Montanans. I-186 would require new hard-rock mines in Montana to have cleanup plans that don't require perpetual treatment of polluted water or runoff. Mrs. Scribner advised that the costs associated would be an unbudgeted expense for local government. Also, if the special session resulted in a call for a special election Mrs. Scribner's hopes would be for a mail ballot election instead of having polling places.

The Board adjourned at noon.

The Board attended the Cabinet Gorge Bridge Dedication in Heron, Montana at 2:00 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 July 2, 2018**

The Board of Commissioners of Sanders County, Montana, met in special session on Monday, July 2, 2018 at 8:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Rich Wallace, Director of Human Resources to discuss: the 2018 Employee Engagement Survey: Sheriff's office results. Also in attendance was: Tom Rummel, Sheriff. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

Commissioner Cox joined the meeting at 8:15 a.m.

The Board met with Rich Wallace, Director of Human Resources to discuss: the 2018 Employee Engagement Survey: Courthouse results. Also in attendance were: Jeff Lundberg, Clerk, Justice Court; Lisa Wadsworth, Accounts Payable/Claims, Clerk and Recorder; Karen Morey, Director of Public Health; Allison Smith, Legal Assistant/Crime Victims Advocate, County Attorney; Robert Zimmerman, County Attorney-Public Administrator; Stephanie Molzohn, Deputy, District Court; Lori Methgen, GIS/Rural Addressing; Lisa Koker, Deputy, Treasurer and Tina Scott, Administrative Assistant, Environmental Health. (2018 Employee Engagement Survey results can be obtained in the office of the Director of Human Resources)

The Board adjourned at 12:10 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  
July 3, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, July 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 Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations.

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

The Board met with the Ernest Scherzer, Sanders County Community Housing Organization (SCCHO); Jim Jacobson, SCCHO; Martha D Humphreys, SCCHO; Thomas B. Humphreys, SCCHO and Judy Hutchins, SCCHO to discuss: the future of the SCCHO board. Further requests were made for: a Growth Policy for Sanders County and for SCCHO to receive funds from Community Action Partnership of Northwest Montana (CAPNM) instead of Sanders County Council on Aging for bus transportation. The SCCHO board stressed that Sanders County needs affordable housing especially for senior citizens.

The Board met with Dave Hattis, District Ranger, Lolo National Forest; Troy Hinck, Warden, Montana Fish Wildlife and Parks (FWP); Wayne Kasworm, U.S. Fish and Wildlife Services; Ryan Kreiner, Fisheries Biologist, FWP and Judy Hutchins, Citizen for the regular quarterly Wildlife Meeting. Mr. Hinck advised: responses for FWP are minimal, showing that residence of Sanders County realize the significance of putting food items away that attract bears. Mr. Kreiner discussed the following: the NorthWestern Energy Dam fish ladder has been shut down for the last two months and won't open until August 2018. In April of this year a Walleye study showed: 10 % of Walleye that were caught were female and the majority were three year old males. Mr. Kasworm discussed: a wildlife technician was attacked by a 24 year old male bear two miles from Poor Man's drainage on May 17, 2018. An investigation into the attacked showed that the female technician did use bear spray on the animal and it appeared to have left the area. The bear attack appeared to be an isolated incident where the technician must have spooked the bear causing it to attack her. No further action was taken on the bear. The technician did however have significant injuries to the back of the head which required surgery. Mr. Hattis provided updates: on the current fire salvage projects.

Rich Wallace, Director of Human Resources (HR) requested to meet with the Board as he was not on the scheduled agenda, to discuss: the open position in the County Attorney's office for the Legal Assistant/Crime Victims Advocate. Commissioner Cox motioned to execute the HR Personnel Action Form for Cheryl Nelsen starting on July 19, 2018 as the Legal Assistant/Crime Victims Advocate. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance were: Robert Zimmerman, County Attorney-Public Administrator and Katherine Maudrone, Director of Land Services.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sanders County Subdivision Regulations and the Sanders County Community Fire Protection Plan. Also in attendance was Katherine Maudrone, Director of Land Services. Further discussion was held on Koo Koo Sint Reach Subdivision. Further research will be needed by the property owner.

Doug Dryden, Justice of the Peace requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sanders County Salary Compensation Board.

The Board adjourned at 4:20 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  
July 5, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, July 5, 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: Cherry Creek Road Fire Risk Assessment Classification as well as nearby counties subdivision regulations association with fire protection requirements. Ms. Maudrone will follow up with her counter parts in Lincoln and Mineral County, MT on enforcement of regulations. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Sanders County Subdivision Regulations. Also in attendance was Katherine Maudrone, Director of Land Services. Further discussion was held on Sanders County Transportation and as to whether they could have advertising on the buses and vans. Mr. Zimmerman will look into the matter.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 57 days without incident. Open County Positions: Treasurer's Clerk, posted externally until July 13, 2018. Sanders County Fair Ticket Agents posted externally until July 6, 2018. Further discussion was held on additional proposed pay increases requested for individuals by Department Heads. Mr. Wallace also provided the next steps that would be needed for the Employee Engagement Survey results. Also in attendance was Nichol Scribner, Clerk and Recorder.

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

The Board met with John Thorson, Secretary, Paradise Elementary School Preservation Committee (PESPC); Karen Thorson, Member, PESPC; Benita "Jo" Hanson, Treasurer, PESPC; Kenton Pies, Member, PESPC and Shawn Sorenson, Sanitarian to discuss: the Lease between Sanders County and the PESPC. Presiding Officer Carol Brooker turned the meeting over to John Thorson. Mr. Thorson provided an update on the PESPC as well as projects that the committee is in the process of accomplishing. Karen Thorson gave a report on the arts aspect of the PESPC, as well as future plans for the Paradise Center. Jo Hanson gave an update on the PESPC's financial statements as well as the yearly rent fee to Sanders County.

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities: Plains, MT well contamination- four additional wells are being drilled by the Montana Department of Transportation (MDT). Montana Department of Environmental Quality (DEQ) recently notified Sanders County Environmental Health (EH) staff that elevated levels of arsenic have been found in the three newly drilled wells near the MDT facility in Plains, MT. EH staff are working with DEQ and the Department of Health and Human Services (DPHHS) to determine how best to address the situation. Further discussions were held on new businesses in Sanders County. Statistics are as follows: 179 licensed establishments, about 30% inspected so far. Temporary Events- 50 in fiscal year 2018, Soil/Site Analyses- 20 so far in calendar year 2018, Wastewater Permits- 48 permits in fiscal year 2018, Local Subdivision Reviews- 40 so far in fiscal year 2018, Junk vehicles- 16 vehicles in calendar year 2018 and Food Training- 2 classes completed in fiscal year 2018.

The Board met with Jen Kreiner, Executive Director, Sanders County Community Development Corporation (SCCDC) to discuss: Mrs. Kreiner's request for continued fiscal sponsorship for SCCDC. The Board is taking the request under consideration. Also in attendance was Nichol Scribner, Clerk and Recorder.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: the Sanders County Old Jail Museum in Thompson Falls. Mrs. Scribner provided a list of needed repairs that were given to her by Linda Rocheleau, Sanders County Historical Society. The Board recommended prioritizing the repairs needed.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to approve June 27-28<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 4:00 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  
July 10, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, July 10, 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 Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations. Special budget requests were as follows: the Sanders County Extension Agent requested extra help during the 2018 Sanders County Fair, Sanders County Community Development Corporation requested continued fiscal sponsorship and Road District No. 3 is requesting Magnesium Chloride for June of 2019. Further discussion was held by Mrs. Scribner on the Sanders County Fair concession and ticket booth that are in need of new interior siding.

The Board adjourned at 12:20 p.m. and resumed the regular session at 1:30 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 109 between Sanders County and Rex Holdsambeck. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Department of Administration Local Government Service Bureau: Standard Audit Contract. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Audit Engagement Services with Denning, Downey and Associates P.C. for the years ending June 30, 2018, June 30, 2019 and June 30, 2020. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to adopt Resolution 2018-13 Resolution Authorizing Appointment of Special Deputy County Attorney. Commissioner Magera seconded the motion. The motion was passed unanimously.

Nichol Scribner, Clerk and Recorder requested to meet with the Board to continue discussion on: fiscal year 2018/2019 budget preparations for the Sanders County airports from earlier this morning.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: a Professional Opinion Letter from Mr. Zimmerman to Starfield Technologies, LLC for the Sanders County Fair.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 62 days without incident. Open County Positions: Treasurer’s Clerk, posted externally until July 13, 2018. Sanders County Fair Ticket Agents, seeking four to six possible agents. One applicant has applied and Mr. Wallace is working with Mr. McGuigan, Manager, Sanders County Fair to review the one applicant. Further discussion was held on the Employee Engagement Survey and the total number of volunteers for the focus groups and the proposal for Performance Appraisals. Mr. Wallace also had additional proposals for pay increases requested for individuals by Department Heads. Also in attendance was: Nichol Scribner, Clerk and Recorder.

The Board met with Carl Haywood and Linda Haywood to discuss: the Road to the Buffalo in Sanders County. Mr. Haywood requested a letter from the Board to Montana Rail Link (MRL) for the support and completion of the Road to the Buffalo interpretative signage on the easement of Hwy 200 and Golf Street in Thompson Falls, MT adjacent to an existing related Montana Department of Transportation sign located with the MRL right-of-way. The Board has consensus to compose a letter to MRL for Mr. and Mrs. Haywood.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: street signage that was stolen on Blue Slide Road. Commissioner Brooker advised that private signs would need to be replaced by the private owners and that the County would be willing to install. If the signage was on County roads then the County would replace and install the missing signage.

The Board adjourned at 3:50 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  
July 12, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, July 12, 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: the vault toilet at Riverfront Park in Plains, Montana and the continued unsanitary use of the bathroom causing it to be closed. Further discussion was held on the Lincoln County Subdivision Regulations using contracted Fire Risk Evaluators. Ms. Maudrone will follow up with Bill Naegeli, Office of Emergency Management and resume review and evaluation of the Community Wildfire Protection Plan.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to approve July 2-3<sup>rd</sup> and July 5<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Rich Wallace, Director of Human Resources (HR) requested to meet with the Board as he was not on the scheduled agenda, to discuss: a temporary work agreement for Sanders County Montana State University (MSU) Extension office. Commissioner Magera motioned to execute the HR Personnel Action Form for Karen Dwyer as a Temporary Employee for the Sanders County MSU Extension office for the next twelve months. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney- Public Administrator to discuss: the Payment in Lieu of Taxes (PILT) Class Action Lawsuit. Mr. Zimmerman will research the lawsuit in regards to the County opting in or out. Further discussion was held on the Agreement for Services draft contract between Sanders County and Republic Services of Montana. The Board and Mr. Zimmerman have consensus for Republic Services of Montana submitting a clean final copy for signature.

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

As it was 2:00 p.m. and the time and place as advertised, Presiding Officer Carol Brooker opened the Public Hearing for the Salary Compensation Board (SCB) for the Salaries of Elected Officials. In attendance were: Carol Brooker, Member, SCB; Glen E. Magera, Member, SCB; Anthony B. Cox, Member, SCB; Jennifer Ekberg, Secretary, SCB; Tom Rummel, Member, SCB; Doug Dryden, Member, SCB; Robert Zimmerman, Member, SCB; Nichol Scribner, Member, SCB; Rich Wallace,

Director of Human Resources; Callie Jacobson, Sanders County Ledger and Ronald Warren, Rocky Mountain Surveyors. Presiding Officer Carol Brooker turned the hearing over to Jennifer Ekberg, who provided an overview of the previous SCB meeting and recommended a 3.73% increase for elected officials. The 3.73% came from 1.63% cost of living adjustment from 2017 that was not given by the County and the 2.1% cost of living adjustment that was recommended for 2018. Chair Doug Dryden called for public comment. There was no public comment. The hearing was closed at 2:06 p.m.

The Board adjourned at 2:15 p.m.

Commissioner Brooker proceeded to audit County Claims at 2:20 p.m. and instructed the Clerk to draw warrants in the amount of \$987,545.25. (County Claims are on file in the Office of the Clerk and Recorder)

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  
July 17, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, July 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 (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jason Peterson, Supervisor, SW Refuse Disposal District; Jennifer Ekberg, Secretary and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Magera motioned to approve June 20, 2018 meeting minutes and June 27, 2018 special meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: Kathy Conlin advised that in 2016 she sent an informational letter to Sanders County vendors and businesses on discontinuing the use of single-use foam products. A few businesses did discontinue the use of foam products including: Big Eddy's Deck Bar & Casino, Wild Coyote Saloon, First Security Bank (Thompson Falls Branch), and Quinn's Resort. Mrs. Conlin will be sending a follow up letter this month to Sanders County vendors and businesses to remind them of the importance of continuing to reduce waste by making a commitment to recycle what they can, as well as replacing the use of single-use foam products with those that are recyclable or compostable. Commissioner Brooker requested information from Mr. Peterson and Mrs. Conlin on the cost/benefits of recycling cardboard. Mr. Peterson advised that it more labor intensive and not cost effective. Mrs. Conlin provided the last payment from Sage Recycling and Waste Solutions LLC where the freight to haul the cardboard cost almost twice as much as the County received for the actual recycling of the cardboard. Mrs. Conlin will follow up with the Flathead County Solid Waste Supervisor to see if they have any recommendations. Mr. Peterson provided two parties that have been on the list to rent a waste container for quite some time and since they have been on the list the Board has changed the waste container rental pricing. The Board has consensus to charge the old pricing to Rebecca McClellan and the Blues Festival. Unfinished Business: Jennifer Ekberg provided a status on the Republic Services of Montana Agreement for Services. The Board has consensus to execute the Agreement for Services once a clean copy has been provided by Republic Services of Montana. Commissioner Magera will follow up with Mike Thilmony, First Security Bank on a possible short-term loan for the purchase of a tandem axle truck for Solid Waste. Recycling Report: 5 yards of Mixed Paper, 77 bales of Cardboard (38 bales were shipped on 6/26/2018), 2 bales and 20 yards loose of Aluminum Cans, 250+ yards of Metal pile, and 2 pallets of Batteries. There was no public comment. The meeting adjourned at 10:55 a.m.

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Sanders County (SC) Sanitation System Permit Application: Wastewater Systems, Wells for the SC Solid Waste Refuse Disposal District.

Commissioner Magera motioned to execute the Memorandum of Agreement for Services between SC and Thompson River Animal Care Center. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Contract No. 18-331-74107-0 between the Montana Department of Health and Human Services and SC for Crisis Intervention and Jail Diversion County and Tribal Matching Grant. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:05 a.m. and resumed the regular session at 11:45 a.m.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 6 days without incident. Open County Positions: Treasurer's Clerk, three candidates will be interviewed on Friday, July 20, 2018. Sanders County Fair General Laborer, posted externally until Monday, July 23, 2018. Further discussion was held on the focus groups for the Employee Engagement Survey results as well as the rough draft of Performance Appraisals that were requested during the Employee Engagement Survey results meetings.

The Board adjourned at 12:10 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  
July 18, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, July 18, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations.

The Board met with Jessica Connolly, Chief Financial Officer and Nichol Scribner, Clerk and Recorder to discuss: journal vouchers and a review of the current budget. Presiding Officer Brooker examined and approved the Journal Voucher Detailed report on today's date, after review by the Board. Also in attendance was Lori Methgen, GIS/Rural Addressing.

The Board met with Lori Methgen, GIS/Rural Addressing to discuss: Blackfoot is currently on site to install cable as Blackfoot is now the Courthouse's internet provider.

The Board adjourned at 11:55 a.m. and resumed the regular 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; 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; Tina Scott, Administrative Assistant/Environmental Health; Ronald Warren, Rocky Mountain Surveyors and Jennifer McPherson, Specialist, Flathead Valley Chemical Dependency Corporation. Dr. Gregg motioned to approve the April 18, 2018 minutes as presented. Dr. Lulack seconded the motion. The motion was passed unanimously. New Business: Sandra Gubel, presented 10 things you need to know about secondhand smoke. Mrs. Gubel also advised she works alongside Flathead City-County Health Department and services such as Chronic Disease Management and Breast and Cervical programs are available to Sanders County. Shawn Sorenson, presented a request by Daniel Konert for a variance on Lot 4, COS 1631 on River Road West in Plains, MT to install a wastewater treatment system and well in the flood plain. Ron Warren made statements and provided documentation in support of the request for variance made by Mr. Konert. The Board will take the matter under advisement until a later date and time. Mr. Sorenson presented a request for variance from William Triplett to connect a new 2-bedroom home into an existing, unpermitted septic tank and drainfield. Dr. Gregg motioned to deny the variance request by Mr. Triplett. Dr. Lulack seconded the motion. The motion was passed

unanimously. An update was provided on the well contamination at the Montana Department of Transportation (MDT) facility in Plains, MT. The Department of Environmental Quality (DEQ) reported elevated arsenic levels above the drinking water standard (0.010 mg/L) in the sample ranging from 0.030 to 0.162 mg/L for wells drilled for three residences along Lower Lynch Creek Road. MDT plans to have Culligan Missoula install arsenic treatment systems for the three residences and in the meantime they are still receiving bottled water for drinking. Environmental Health Staff made contact with the Bureau of Mines and Geology who are tentatively planning on an aquifer characterization study for the Plains, MT area later this summer (2018). The Bureau would conduct extensive well sampling as part of aquifer mapping. Outcomes could include public education and recommendations for point-of-use arsenic treatment, if required. Further discussion was held on a wastewater complaint in Plains, MT where the complainant's attorney expects the case to continue and may request environmental health staff testimony at future hearings. County Attorney Robert Zimmerman has been consulted throughout this project by Mr. Sorenson. Tina Scott, provided information on decay, abandoned vehicles, burned homes and the impact on public health. Mrs. Scott is working with the Thompson Falls City Police on junk vehicles when necessary with the City's Community Decay Ordinance. Karen Morey, advised that Christopher T. Migliaccio, Research Assistant Professor, University of Montana will be conducting a study on exposures to wildfire smoke. The study is to identify communities in Montana who have residents exposed to wildfire smoke. Thompson Falls, MT was one of the communities that was effected by wildfires in 2017 and Mr. Migliaccio plans on screening adults that wish to participate on August 21, 2018. Ms. Morey recently attended a 12-hour class on "Building Sustainable Community Resilience," with goals to learn tools to enable communities to strengthen their resilience prior to a disaster.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 111 between Sanders County and Jason Pignaelli. Commissioner Brooker seconded the motion. The motion was passed unanimously.

The Board adjourned at 3:30 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 July 19, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, July 19, 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 and Bill Naegeli, Office of Emergency Management to continue discussion on: the Community Wildfire Protection Plan for Sanders County.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Payment in Lieu of Taxes (PILT) Class Action Lawsuit. The Board has consensus to enter into the lawsuit. Further discussion was held on the Plains Cemetery. Mr. Zimmerman will conduct further research into the matter.

The Board met with Martha Smith, United States Forest Service (USFS); Scott Schrenk, USFS and John Hamilton, USFS to discuss: setting up a Facebook page for fire information in Sanders County. The page would not be interactive and would only have information/educational material on fires in Sanders County. The page would also only be accessed by a few key individuals. The Board has consensus for Sanders County to participate in the page with Bill Naegeli as the contact for the County. Also in attendance was Tom Rummel, Sheriff and Bill Naegeli, Office of Emergency Management.

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



As it was 1:30 p.m. and the time and place as advertised, Presiding Officer Carol Brooker turned the Pre-Bid Conference over to Bob Church, Vice President, Great West Engineering for the Sanders County Solid Waste System Improvements Project. Also in attendance were: Robert Zimmerman, County Attorney-Public Administrator; Jason Peterson, Supervisor, Sanders County Solid Waste Refuse District; Mike Pavlik, Pavlik Electric (PE); Dave Pavlik, PE; Louise Adamson, Swank Enterprises; Dave Steely, LHC Inc.; Brian Wileg, Mild Fence and Erick Prather, Outback Construction. Mr. Church advised on the scope of work and provided details on the requirements for the project. Mr. Church advised requests were made from prospective bidders to extend the bid opening for approximately 10 days, for sufficient time to submit bids. The Board has consensus to amend the bid opening for the Sanders County Solid Waste System Improvements Project to Monday, August 6, 2018 at 1:30 p.m. Mr. Church advised that an addendum would be sent out shortly with this change. Louise Adamson requested specifications for the buildings. Mr. Church advised that the architect for Great West Engineering would send Ms. Adamson information via email later today. Brian Wileg requested information on break testing for the fencing concrete as well as information on the roll off sites and if construction waste could be stock piled during construction. Mr. Church and Mr. Peterson both advised Mr. Wileg's on these matters.

### **ROUTINE COUNTY BUSINESS**

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; Glen E. Magera, Commissioner; Anthony B. Cox, 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.

The Board adjourned at 2:45 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 July 31, 2018**

The Board of Commissioners of Sanders County, Montana, met in a special session on Tuesday, July 31, 2018 at 1:00 p.m. Present were Carol Brooker, Presiding Officer and Anthony B. Cox, Commissioner.

The Board met with Nadene Wadsworth, Mitigation Coordinator, Montana Department of Emergency Services (MT DES) and Kyle Sturgill-Simon, Mitigation Coordinator, MT DES to: award the Federal Emergency Management Agency (FEMA) approved Pre-Disaster Mitigation (PDM) Grant for Sanders County's updated Mitigation Plan Project. Mrs. Wadsworth presented the project approval letter and then provided information on the Hazard Mitigation Grant Program Post Fire (HMGP PF). Also in attendance was Bill Naegeli, Office of Emergency Management.

The Board adjourned at 1:50 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**  
**August 1, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, August 1, 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 (HR) to discuss: Safety Report/Incident Update- 0 days without incident. Open County Positions: Treasurer's Clerk, Commissioner Cox motioned to execute the HR Personnel Action Form for Sandra Haddow starting August 6, 2018 in the Treasurer's office. Commissioner Magera seconded the motion. The motion was passed unanimously. Sanders County Fair Ticket Agents, Commissioner Magera motioned to execute the HR Personnel Action Forms: 60-day Temporary Employee Work Agreements for Elisa Harvey, Samuel Harvey and Cheryl Davis as ticket agents for the Sanders County Fair. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on the courthouse focus group for the Employee Engagement Survey and a rough draft on Performance Appraisals.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a request to amend the final plat of Brown's Estates Major Subdivision. Also in attendance was Lori Methgen, GIS/Rural Addressing. Ms. Methgen presented how Rural Addressing is accomplished. Ms. Maudrone requested for Ms. Methgen to review documents that are available to GIS/Rural Addressing when assigning an address to property for 911 emergency services. Commissioner Cox motioned to amend the final plat of Brown's Estates Major Subdivision to allow lot # 4 access off Upper Lynch Creek Road with the conditions of obtaining a driveway encroachment permit and upgrading the approach with an 18" culvert. Lot # 4 will still be required to participate in the maintenance and up keep of Lynch Creek Loop. Commissioner Magera seconded the motion. The motion was passed unanimously.

As it was 11:30 a.m. and the time and place as advertised, Presiding Officer Carol Brooker opened the Sanders County Board of Health (BOH) Special 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; Shawn Sorenson, Sanitarian; Tina Scott, Administrative Assistant/Environmental Health; William Triplett, Citizen and William Subda, Visitor. Presiding Officer Carol Brooker turned the meeting over to Mr. William Triplett. Commissioner Cox advised he would be abstaining from voting as he was not at the previous BOH meeting where Mr. Triplett's request for variance was denied. Mr. Triplett presented his appeal to the denial of his request for a variance from Sanders County Environmental Health, stating that the septic tank was adequately built and eighteen hundred gallons was pumped into the leach field in three hours to the top of the septic tank. Evidence of failure was never indicated by water erupting from the leach field. Dr. Lulack inquired to how Mr. Triplett knew it was adequately built. Mr. Triplett stated by the information he had just provided. Commissioner Magera inquired to the systems laterals. Mr. Triplett advised he did not have any information on the laterals. Dr. Gregg asked about the water table and static water levels. Mr. Triplett stated he filled the septic tank and he was getting 10 gallons a minute. Shawn Sorenson stated that the original septic tank was put in for a two bedroom house. Mr. Triplett advised that he would also have a two bedroom house hooked to the septic. Mr. Sorenson stated to meet today's septic standards the laterals would need to be excavated to see if they were adequate, simply filling the tank with water does not show if the septic system is working correctly. Mr. Sorenson advised even if the tank was working properly Mr. Triplett would still need new laterals, with not knowing what the existing system consists of. Mr. Triplett stated in his letter to the BOH that he considers the BOH's denial retaliation because of his complaints to Sorenson, involving the Sanders County Commissioners, and because he has had to go to Helena to seek assistance. Commissioner Brooker stated that in no way was the Board retaliating against Mr. Triplett. Mr. Triplett's complaints have been followed up by Mr. Sorenson as well as by the Board. The County does not have a decay ordinance due to the vote of Sanders County people, the Board cannot enforce most of his requests. Mr. Sorenson stated that if the tank can be determined to be sealed, a perk test needs to be done as well as excavation to see what lateral system is in place. Mr. Sorenson will follow up with Mr. Triplett on the requirements that Mr. Triplett will need to meet. The Board adjourned at 12:30 p.m.

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

The Board met with Les Lantz, Maintenance and Nichol Scribner, Clerk and Recorder to discuss: the fiscal Year 2018/2019 budget preparations. Special budget requests were as follows: new carpet for the third floor (excluding the District Courtroom); nine new heat pumps and hours for extra help when Mr. Lantz is on vacation or takes a sick day.

The Board met with Dave Hattis, District Ranger, Lolo National Forest Services (FS); Heather Berman, Recreational Staff, Lolo National FS; Connor Waters, Crew Leader, Montana Conservation Corp. (MCC) Cabinet Ranger Station (CRS); Sara Ginther, Crew Leader, MCC CRS; Marie Errecart, Crew Leader, Youth Conservation Corp. (YCC) Plains/Thompson Falls Ranger Station and Joni Packard, Regional Volunteer/Project Leader, YCC U.S. Forest Service Northern Region. The Board introduced themselves and provided a brief history of themselves. Mr. Waters and Ms. Ginther provided a presentation along with crew members: Gabriella; Seth; Michael; Luis and Slas on the education and experience they had received. Ms. Errecart and crew members: Rachel; Natalee; Parker; Kara; Brandon; Molly; Jocelyn; Trey and Gage presented a power point on the projects they completed including: constructing fire lines, capping burn piles, learning to operate a SKED (rescue stretcher), reconditioning trails, horsemanship; making repairs to lookout towers and fisheries to name a few. Rachel from the YCC Crew did inquiry to what were big projects that the Board was facing at this time. The Board advised of the recently completed Cabinet Gorge "Heron" Bridge, the current Solid Waste Systems Improvement Project and the Paradise Wastewater Project.

The Board met with Kim Bergstrom, SC Aquatic Invasive Plant (AIP) Task Force and Larry Lack, SC AIP Task Force to discuss: an update on the Department of Natural Resources and Conservation Amendment No. 1 for grant agreement no. RITA-18-8859. Further discussion was held on the Agreement with Clean Lakes, Inc. for the application of herbicides for the treatment and control of invasive plants in Noxon Rapids and Cabinet Gorge Reservoirs in Sanders County, Montana. Ms. Bergstrom also identified an opportunity for AquatechNex to assess the effectiveness of control of invasive aquatic plants in Noxon Rapids and Cabinet Gorge Reservoirs in Sanders County, Montana. The Board advised Ms. Bergstrom to draw up an agreement for AquatechNex for execution as well.

### **ROUTINE COUNTY BUSINESS**

The Board has consensus to execute Amendment No. 1 for grant agreement no. RITA-18-8859 with the Department of Natural Resources and Conservation.

Commissioner Cox motioned to execute Landowners Fuels Reduction Cost-Share Agreement No. 76 between Sanders County and Bradford Swanson. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 107 between Sanders County and Suzette Gaenz. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 113 between Sanders County and Gary Weiser. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Agreement for Services between Sanders County and Allied Waste Services of North America, LLC d/b/a/ Republic Services of Montana. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the State-Local Mitigation Grant Agreement: Pre-Disaster Mitigation (PDM) Grant Program between the State of Montana Department of Emergency Services (DES) and Sanders County. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the MT DES PDMC-PL-08-MT-2017-001 Sanders County Multi-Hazard Mitigation Plan Update Finding Commitment Letter.

The Board has consensus to execute the MT DES Applicant's Agent for Sanders County Multi-Hazard Mitigation Plan Update Project appointing William Naegeli, Office of Emergency Management as the Agent for Sanders County.

The Board has consensus to execute the Sanders County Solid Waste Project Payment Request No. 6 for payment through United States Department of Agriculture Rural Development to Great West Engineering.

Rich Wallace, Director of Human Resources and Judson Shively, Coordinator, Weed District request to meet with the Board as they were not on the scheduled agenda, to discuss: an employee possibly being out for the remainder of the season in the Weed Shop. Commissioner Cox motioned to execute the HR Personnel Action Form for Brad Lowry temporary providing a pay increase while his co-worker is out on leave. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 4:40 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  
August 2, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, August 2, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a request to amend covenants for Fairway Heights Major Subdivision. The Board has reviewed the proposed amendments to the covenants for Fairway Heights Major Subdivision for compliance with Sanders County Subdivision Regulations II-B-3 Restrictive Covenants and have no objection. Due to the high risk for wildland fire rating designated for this land in the Sanders County Wildfire Protection Plan the Board strongly recommends attaching the "Communities Compatible with Nature" Firewise document to educate new landowner's on wildfire risk and their responsibilities to protect their property. Further discussion was held on the traffic counters. Due to the high temperatures for this area the batteries are not holding a charge. Ms. Maudrone is looking into different options for the traffic counters and their charging capabilities. Ms. Maudrone then requested that the meeting to be a closed session to discuss personal issues. Therefore, as per MCA 2-3-203 (3), this discussion was closed to the public. (Closed session minutes are sealed and on file in the office of the County Attorney)

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss the following: a lawsuit filed on the Sanders County Coroner; the lessee of lot # 21 at the Thompson Falls Airport would like to also lease lot # 22, Mr. Zimmerman will look into the matter; a resident on South Hill Road in Trout Creek, Montana has trees that are bending over the County road and because the trees are dead citizens have complained the trees are a hazard, Commissioner Cox will speak with the property owner to see if she would be willing to cut the trees down. Further discussion was on the Payment in Lieu of Taxes (PILT) Class Action Lawsuit. Mr. Zimmerman will see what the County needs to do to enter the lawsuit as the Board has consensus for him to do so.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute Resolution 2018-14 A Resolution Declaring Stage I Fire Restrictions. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve July 10 & 12<sup>th</sup>, 2018 and July 17-19<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to appoint Myra Lindborg to the Plains Public Library Board for a five year term. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:55 a.m. and resumed the regular session at 1:30 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 Land Services Department having an alternative work schedule. The Board has consensus starting Monday, August 6, 2018 for Land Services public hours of operation to be from 10:00 a.m. to 5:00 p.m. Monday thru Friday. With Ms. Maudrone actually working from 10:00 a.m. to 6:30 p.m. temporarily for the month of August which will be revisited in September. The Board will send a memo to County employees notifying them of this change.

The Board adjourned at 2:20 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

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

The Board of Commissioners of Sanders County, Montana, met in special session on Monday, August 6, 2018 at 1:30 p.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer for the week of August 6, 2018 as Carol Brooker, Presiding Officer is absent. Commissioner Cox seconded the motion. The motion was passed unanimously.

As it was 1:30 p.m. and the time and place as advertised, the Board proceeded to opened a sealed bid for the Sanders County Solid Waste Systems Improvement Project. One bid was received from: Swank Enterprises for \$4,677,316.00. Bob Church, Vice President, Great West Engineering (GWE) noted that the documents were in order and the bid was a valid bid for consideration. Commissioner Magera motioned to take the Solid Waste Systems Improvement Project bid under advisement until Thursday, August 9, 2018 at 1:30 p.m. Commissioner Cox seconded the motion. The motion was passed unanimously. Also in attendance were: Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Robert Zimmerman, County Attorney-Public Administrator; Shawn Baker, Swank Enterprises and Dan Johnson, United States Department of Agriculture Rural Development (USDA RD).

The Board met with Bob Church, Vice President, GWE; Craig Erickson, Certified Grant Writer, GWE via teleconference; Bob Murdo, Bond Counsel, Jackson, Murdo and Grant via teleconference(JMG); Nathan Bilyeau, Bond Counsel, JMG via teleconference and Dan Johnson, USDA RD to discuss: the next steps after the bid opening for the Solid Waste Systems Improvement Project. Mr. Church will follow up with the USDA RD on a proposal for the County to bid the transfer station pre-load structural fill this fall and complete the fill work this construction season. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board adjourned at 3:10 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

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

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

The Board met with Katherine Maudrone, Director of Land Services to discuss: the recent glycol spill

on Sunday, July 29, 2018 in the office of Land Services. Also in attendance was Bill Naegeli, Office of Emergency Management. Ms. Maudrone requests to stay in the office she currently occupies with the request that the carpet be replaced due to this being the third time that glycol has spilt on the current carpet. Further discussion was held on Sanders County (SC) Subdivision Noxious Weed Management Plans for Amended Lot 1 of COS 3477RB and Amended lot #4 and # 5 of COS 2559. Commissioner Magera motioned to adopt the SC Subdivision Noxious Weed Management Plans for Amended Lot 1 of COS 3477RB for Dorleen Herndon; Amended lot #4 for COS 2559 for John Holman and Amended lot #5 for COS 2559 for Ron Holman. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Sheriff's office has requested to sell their surplus vehicles. Mr. Zimmerman will follow up with Tom Rummel, Sheriff and request the check for the payment of the vehicles be made out to Sanders County.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 8 days without incident. Open County Positions: Sanders County Fair Ticket Agents, Commissioner Magera motioned to execute the HR Personnel Action Form: Temporary Work Agreements for Debra Banham and Heidi Mack as Sanders County Fair Ticket Agents ending on September 30, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion were held on: the Employee Engagement Survey focus groups; the Department Head Meeting in September will be addressing the Employee Engagement Survey feedback and the proposed key issues to address with their employees as well as Performance Appraisals which have been provided to some department heads for review.

The Board adjourned at noon and resumed the regular session at 1:56 p.m.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to decline the bid submitted by Swank Enterprises for the Sanders County Solid Waste Systems Improvement Project due to budgetary concerns. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-15 A Resolution Declaring Stage II Fire Restrictions effective as of 00:01 a.m. on August 10, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-16 County Emergency Declaration. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Agreement Form between Sanders County and Clean Lakes, Inc. for the application of herbicides for the treatment and control of invasive aquatic plants in the Noxon Rapids and Cabinet Gorge Reservoirs in Sanders County, Montana. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Schedule A: Agreement between Sander County and the Kootenai National Forest. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 115 between Sanders County and Colwell Reed. Commissioner Cox 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; Dan Johnson, United States Department of Agriculture Rural Development (USDA RD) via teleconference; Bob Murdo, Bond Counsel, Jackson, Murdo and Grant (JMG) via teleconference; Nathan Bilyeau, Bond Counsel, JMG via teleconference; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Mike Baxter, First Security Bank of Missoula (FSBM) and Mike Thilmony, Commercial Loan Officer, FSBM to discuss: the County denying the Swank Enterprises bid for the Solid Waste Systems Improvement Project. Further discussion was held on the County bidding a small contract to place the pre-load fill for the transfer station this fall. Mr. Murdo provided information on the current bond anticipation note as well as what additionally would be needed to place a bid this fall for the pre-load fill. Mr. Thilmony recommended amending the current bond anticipation note from \$250,000 to \$450,000 and extending the maturity date of the bond. Mr. Baxter inquired with Mr. Johnson on how the loan would work if additional money was needed due to higher bids than the engineers had estimated. Mr. Johnson advised Mr. Baxter after bids were received the County would request to re-underwrite the loan from USDA RD, once additional funds were approved the Board would make a request to FSBM.

The Board adjourned at 3:15 p.m.

Commissioner Magera proceeded to audit County Claims at 3:15 p.m. and instructed the Clerk to draw warrants in the amount of \$469,188.11. (County Claims are on file in the Office of the Clerk and Recorder)

Commissioner Cox attended the Montana Department of Transportation (MDT) meeting update on Blue Slide Road repair in the Justice Court Courtroom. Members of the public were notified that MDT will be working on phase 2 of construction beginning in late August on the section of Blue Slide Road that washed out earlier this spring with completion by early fall. Sanders County residents that attended were: Jerry Dickson; Tammie Moore; Tom and Deanne Trueax; Rochelle Dickson; Charles J. Haun; Vern and Samie Helvey and Wm Schnelle.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
August 14, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, August 14, 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 (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Nichol Scribner, Clerk and Recorder; Jason Peterson, Supervisor, SW Refuse Disposal District; Jennifer Ekberg, Secretary and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Magera motioned to approve July 17, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. Unfinished Business: Kathy Conlin advised the Board at this time the cardboard recycling market is down. It costs the County more to recycle cardboard than it does to take it to the landfill. Sage Recycling currently takes the County's cardboard, but shipping charges and non-supporting prices have made it not cost effective. Pacific Recycling would take the County's corrugated cardboard at this time, but would not be able to pay for it. Mr. Peterson advised the Board he is no longer able to recycle paper, as there is currently no market. The Board advised Mrs. Conlin and Mr. Peterson to notify the public that the County will only be able to recycle aluminum, tin, batteries and oil at this time and Mr. Peterson will have to keep the Board informed of market conditions. Discussion was held on Fire Camp Refuse rates. Mr. Peterson advised the current rates were reasonable for operations. Mrs. Conlin will be sending out a letter on Styrofoam usage to Sanders County businesses and vendors once an updated list has been generated by Sanders County Environmental Health. New Business: Changes and special requests were as follows for SW fiscal year 2018/2019 budget preparations: remove Jennifer Ekberg's employee wages from SW and add 50% of Kathy Conlin's wage to the SW budget, remove the rent payment for Thompson River Lumber (TRL) and add that TRL will take the existing transfer station building once the new building has been completed, add Republic Services of Montana's contract for the hauling of refuse to the Missoula landfill. Mr. Peterson advised the Board of an incident that happened on Wednesday, August 8, 2018 at the Plains roll-off refuse site. Mr. Peterson stated that a B & P Services refuse truck was heading down River Road West in Plains and was on fire. Mr. Peterson advised the refuse truck was not to come to the Plains roll-off site and to call the fire department for assistance. The refuse truck still came to the roll-off site and dumped the burning refuse in the center of the site. Attendants at the site had to wait till the fire department and the Department of Natural Resources and Conservation (DNRC) had the fire out before they could move the refuse out of their areas of operation. The Board has consensus to bill B & P Services for the cost of time and labor for the mess that was created due to B & P Service bringing their refuse truck to the site. Recycling Report: none at this time. There was no public comment. The meeting adjourned at 11:30 a.m.

Nichol Scribner, Clerk and Recorder and Roberta M. Christenson, Deputy, Elections Administrator requested to meet with the Board as they were not on the scheduled agenda, to discuss: the withdraw of candidacy for the office of County Attorney. Commissioner Cox motioned due to the withdrawal of candidacy by one of the candidates running for the County Attorney position, per MCA § 13-14-118(2) the governing body of Sanders County hereby declares a 10-day period for accepting Declarations for Nomination and Oath of Candidacy filings. The Declarations for Nomination and Oath of Candidacy forms will be accepted by the Clerk and Recorder/Elections Office at the Sanders County Courthouse, PO Box 519, 1111 Main

Street, Thompson Falls, Montana 59873. The filing period for this 10-day period closes at 5:00 p.m. August 23, 2018. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Rich Wallace, Director of Human Resources.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 5 days without incident. Further discussion were held on: the Employee Engagement Survey focus groups; the Department Head Meeting in September will be addressing the Employee Engagement Survey feedback and the proposed key issues to address with their employees as well as Performance Appraisals which have been provided to some department heads for review.

The Board adjourned at 12:05 p.m. and resumed the regular session at 2:00 p.m.

Commissioner Magera joined the Board at 2:05 p.m.

The Board met with Sonny Capece, Northwest Montana Field Representative, Congressman Greg Gianforte office to discuss: Secure Rural Schools and Payment in Lieu of Taxes being fully funded; the Solid Waste Refuse Disposal District Systems Improvement Project; as well as clarification of the Wilderness Study Area (WSA) act. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Nichol Scribner, Clerk and Recorder to continue discussion on: fiscal year 2018/2019 budget preparations. Further discussion was held on proposed requests for pay increases for an elected official and two employees.

The Board requested to meet with Tom Rummel, Sheriff as he was not on the scheduled agenda, to discuss: the purchase of a 2017 Dodge Grand Caravan for Detention. Mr. Rummel advised that Detention required the vehicle desperately for transport and the purchase was needed. Further discussion was held on the sale and added revenue of four Sheriff's office vehicles to Soelter Auto Sales, Inc. an outfit out of Billings, MT and the unexpected purchase of the Detention transport van the Board requested Sheriff Rummel review and make any additional changes to the Sheriff's office fiscal year 2018/2019 budget because the budget would be finalized on September 6, 2018.

The Board met with Sandy Hough, Director/Driver, Sanders County Bookmobile; Mellisa McJunkin, Member, Sanders County Bookmobile Advisory Board (SCBAB); Lynette Ek, Member, SCBAB and Breezy Stipe, Chair, SCBAB to discuss: the SCBAB's fiscal year 2018/2019 budget. Special Budget request was for: a Reserve Driver at sixty-four hours a year. The Board advised that a 3.7% cost of living adjustment (COLA) was being proposed for County employees.

### **ROUTINE COUNTY BUSINESS**

The Board has consensus to execute Detention's vehicle purchase for the 2017 Dodge Grand Caravan from Billion Dodge located in Bozeman, MT.

Commissioner Cox motioned to execute Sign License No. 100,094 between Sanders County and Montana Rail Link, Inc. and BNSF Railway Company. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute the Penn Stohr and Thompson Falls Airport fiscal year 2019 Application for Supplemental Discretionary Funding to the Federal Aviation Administration (FAA).

The Board adjourned at 4:57 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**  
**August 15, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, August 15, 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 Nichol Scribner, Clerk and Recorder and Jessica Connolly, Chief Financial Officer (CFO) to discuss: fiscal year 2018/2019 budget preparations.

The Board adjourned at 12:10 p.m. and resumed the regular session at 1:15 p.m.

The Board met with Nichol Scribner, Clerk and Recorder and Jessica Connolly, CFO to continue discussion on: fiscal year 2018/2019 budget preparations. Also in attendance for parts of the meeting were: Tracy Vanicek, Plat Clerk; Lisa Koker, Deputy Treasurer and Bill Naegeli, Office of Emergency Management.

Commissioner Cox stepped out of the meeting at 1:50 p.m. to answer an inquiry made by a resident.

Commissioner Cox joined the Board at 2:25 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Montana Wool Growers Association Predator Control Fund: Memorandum of Understanding with Sanders County. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to approve July 31, 2018 and August 1-2<sup>nd</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 5:15 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**  
**August 20, 2018**

The Board of Commissioners of Sanders County, Montana, met in special session on Monday, August 20, 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 Nichol Scribner, Clerk and Recorder to discuss: fiscal year 2018/2019 budget preparations.

The Board adjourned at 11:45 a.m. and resumed the regular session at 1:25 p.m.

The Board requested to meet with Les Lantz, Maintenance to discuss: the purchase of carpet for the third floor. The Board has consensus for Mr. Lantz to make the carpet purchase. Also in attendance was Rich Wallace, Director of Human Resources.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 11 days without incident. Open County Positions: Road District No. 1, Commissioner Cox motioned to accept the resignation of Zac Brooks effective August 9, 2018 from Road District No. 1. Commissioner Magera seconded the motion. The motion was passed unanimously. The Road District No.1, Heavy Equipment Operator position will be posted externally until August 31, 2018. Further discussion was held on the new Reserve Deputies and County Employee County Employee Performance Appraisals. Also in attendance was Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Nichol Scribner, Clerk and Recorder to continue discussion on: fiscal year 2018/2019 budget preparations.

**ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Otis Repair Order to provide a licensed technician on a time and material basis to troubleshoot the Fireman’s Service Phase I and II Recall System for the Sanders County Courthouse on Monday, August 27, 2018.

Commissioner Magera motioned to approve the closeout of fund 2951 National Highway Traffic and transfer balance of \$53.85 to the General Fund. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 4:20 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  
August 21, 2018**

The regularly scheduled meeting of the Board of County Commissioners of Sanders County, Montana, for Tuesday, August 21, 2018 at 10:00 a.m. was cancelled by the Board members.

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  
August 22, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, August 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 Tom Rummel , Sheriff; Lanny Hensley, Undersheriff; Theresa Milner, Officer Administrator, Sheriff; Nichol Scribner, Clerk and Recorder and Jessica Connolly, Chief Financial Officer (CFO) to discuss: the Sheriff’s Department fiscal year 2018/2019 budget preparations. Also in attendance were: Robert Zimmerman, County Attorney-Public Administrator; Dan Jones, Reserve Deputy; Brandi Jones, Reserve Deputy; John Trochmann, Citizen; Lucky Kountz, Citizen; Jon M. Dishaw, Citizen; Annie Wooden, Sanders County Ledger; Mark Heppe, Citizen and Tari Heppe, Citizen. Presiding Officer Carol Brooker and Jessica Connolly, CFO advised those in attendance on the County’s budget process. Mr. Hensley presented the lease history for the Sheriff’s office patrol vehicles. Mr. Zimmerman inquired to how many vehicles the Sheriff’s office had purchased from Hinckley’s Inc. Sheriff Rummel stated seven vehicles. Mr. Zimmerman asked if the Sheriff’s office had researched the matter of purchasing patrol vehicles from the State Purchasing Agreement. Undersheriff Hensley stated he had and it was still cheaper to buy elsewhere. The vehicles should have been put out for bid. Mr. Zimmerman asked

Undersheriff Hensley to explain a recent email that Mr. Hensley sent to individuals stating that after Labor Day the Sheriff's office would stop patrolling due to budget cuts on fuel and vehicle purchases made by the Sanders County Commissioners. Mr. Hensley explained if vehicles were not purchased the Sheriff's office would cut down on patrolling to save the deterioration of the vehicles to prolong their use. Mr. Zimmerman inquired to how much money was in the Drug Forfeiture fund. Mrs. Scribner advised the balance in the fund was \$38,000.00. Mr. Zimmerman explained that the County Attorney's office had seized two vehicles that the County could sell due to drug forfeitures and after three years the Sheriff's office has yet to have sold them. Jon Dishaw, commented and emphasized that the purchase of an updated computer system as well as laptops in the patrol vehicles would be beneficial to the County. Mr. Dishaw advocated that a GPS system integrated into the laptops would be valuable to the County and the deputies. Mark Hepppe, there is an epidemic in the use and problems associated with narcotics. Mr. Hepppe asked the Sheriff if there is a budget or idea on how narcotics can be addressed in Sanders County. Undersheriff Hensley stated the Sheriff's office is trying to make the public aware of the County's drug problem. Sheriff Rummel stated the County is huge. There is only so many deputies and he does try to vamp up the patrolling on the weekends. However, initial calls are the first priority. The County is up to 3,000 calls from last year. Sheriff Rummel stated that he has requested the Northwest Drug Task Force and Montana Highway Patrol for assistance but they are unavailable. Commissioner Brooker asked Sheriff Rummel if having a Narcotics Detective was beneficial. Sheriff Rummel stated that it was not. Mr. Zimmerman noted that there was a noticeable decline of drug cases as well as cases of citizens purchasing pharmaceutical drugs for illegal means. Nichol Scribner advised in Justice Court in 2016 there was \$1,000.00+ and 2017 \$6,000.00+ brought in as revenue. Commissioner Cox stated that Sanders County citizens must be vigilant. Sheriff Rummel noted that five new Reserve Deputies were sworn in this week. Commissioner Brooker advised that the Board does support the Sheriff's Department. Sheriff Rummel stated he would like to run a Public Safety Mill Levy in the near future. Lucky Kountz, made a statement that if the Sheriff's Department needs help then the Commissioners need to go out and do what it takes for the Sheriff's office to have more presence in the County.

The Board met with Jessica Connolly, CFO to discuss: clarifications on the fiscal year 2018/2019 budget preparations.

The Board adjourned at 12:35 p.m. and resumed the regular session at 1:25 p.m.

Commissioner Cox left the meeting at 2:00 p.m. to attend the Sanders County Employee Safety Committee Meeting in another room in the Courthouse.

Commissioner Brooker proceeded to audit County Claims at 2:00 p.m. and instructed the Clerk to draw warrants in the amount of \$400, 451.40. (County Claims are on file in the Office of the Clerk and Recorder)

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to appoint Cliff Stephens to the Sanders County Tax Appeal Board for a three year term. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 110 between Sanders County and Ariel White. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 119 between Sanders County and Gary Hjerpe. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox joined the Board at 3:15 p.m.

Commissioner Magera motioned to approve August 6, 9 and 14<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled Agenda, to discuss: an update on the Paradise Improvement District error. The Department of Revenue has remedied the error and the correct residents in the district will be taxed from here forward. Also in attendance was Erika Jennison, Auditor, MT Department of Revenue (DOR). Ms. Jennison advised on tax exempt property. Current and new tax exempt properties had to fill out the required documentation sent out by the DOR by the deadline stated in the letter.

The Board adjourned at 4:50 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  
August 23, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, August 23, 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 Shawna Chenoweth, Supervisor, Detention/Dispatch; Tom Rummel, Sheriff; and Nichol Scribner, Clerk and Recorder to discuss: Detention/Dispatch's fiscal year 2018/2019 budget preparations. Special budget preparations were as follows: Sheriff Rummel approves a proposed wage increase for Mrs. Chenoweth. Mr. Rummel also approves the posting of a Lead position for Detention. Also in attendance was Annie Wooden, Sanders County Ledger.

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

As it was 1:30 p.m. and the time and place as advertised, Presiding Office Brooker opened the meeting for the request for Change of Use Permit in the limited development area of Thompson Falls Airport. Also in attendance was Shawn Sorenson, Sanitarian. Ms. Maudrone presented the findings of fact. The Board has consensus to issue the permit with the following conditions: 1) transfer station is built per submitted plans. 2) All lighting is directional and designed not to produce a glare or visual hazard to pilots or provide nesting sites for birds. 3) Grounds are fenced, kept clear of garbage and standing water to prevent attracting wildlife. 4) Before construction of additional new structures or change of use, notice this office for permitting. 5) Submit a certificate of compliance once this site is completed. Further discussions were held on a request for placement of a waste water system in the regulatory floodplain, Mr. Sorenson and Ms. Maudrone agreed to table the request until the October 2018 Board of Health meeting. An update was given on the traffic counters and the Sanders County Park Board is having the vault toilet at the Riverside Park in Plains pumped, cleaned and locked until further notice due to the misuse.

The Board met with Nichol Scribner, Clerk and Recorder to continue discussion on: the fiscal year 2018/2019 budget preparations.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to waive the 2017 Real Property Tax Statement for Taxpayer No. 11629. Commissioner Magera seconded the motion. The motion was passed unanimously. Commissioner Cox noted that he will contact the taxpayer to advise them that their tax exempt paperwork must be submitted by the end of August 2018.

The Board adjourned at 5:00 p.m.

ATTEST:

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

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

BY: \_\_\_\_\_, Acting Secretary  
Kathleen Conlin

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA**  
**August 27, 2018**

The Board of Commissioners of Sanders County, Montana, met in special session on Monday, August 27, 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 Jessica Connolly, Chief Financial Officer to discuss: fiscal year 2018/2019 budget preparations. Also in attendance was Katherine Maudrone, Director of Land Services. Mrs. Connolly advised Ms. Maudrone to have one mandatory Capital Improvements Plan budget meeting with Department heads during the budgeting process.

Katherine Maudrone, Director of Land Services requested to meet with the Board as she was not on the scheduled agenda, to discuss: Don Oliver's contract deadline of August 31, 2018. The Board advised the appropriate documentation would be needed for an extension, if requested.

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

As it was 1:30 p.m. and the time and place as advertised, Presiding Officer Carol Brooker turned the Pre-Bid Conference over to Bob Church, Vice President, Great West Engineering for the Sanders County Solid Waste System Pre-Load Fill Placement Project. Also in attendance were: Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Robert Zimmerman, County Attorney-Public Administrator; Tyler Youderian, Youderian Construction Inc.; Chad Pardee, Pardee Excavating; Ben Traver, Traver's Excavating Services; Rick Sorlie, Sorlie Excavating Inc. and David Steely, LHC, Inc. Mr. Church advised on the scope of work and provided details on the requirements for the project. Mr. Youderian inquired on the access road and structural embankment as well as the Storm Water Discharge Permit and Stormwater Pollution Prevention Plan implementation. Mr. Church stated he would be sending out an addendum to answer Mr. Youderian's inquiries.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-17 A Resolution Rescinding Stage II Fire Restrictions. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board has consensus to execute Montana Department of Commerce Community Development Block Grant Program: Contract NO, MT-CDBG-17PF-05 for the Paradise Sewer Project.

The Board met with Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Assistant to discuss: County recycling. Mrs. Conlin presented the current markets and what the County is recycling. Mr. Peterson advised how recycling is impacting the County and Solid Waste employees. Discussion was held on whether or not it is feasible for the County to continue recycling mixed paper and cardboard. The Board has consensus to continue recycling corrugated cardboard at the Plains and Trout Creek roll-off sites as well as the Thompson Falls transfer station. The County will no longer recycle at the Heron and Noxon roll-off sites due to high transportation costs and low market values. Mixed paper will not be recycled due to the current recycling market. Thompson Falls and Plains will be the only sites where oil, aluminum cans and metal will be received for recycling. Mrs. Conlin will notify the local newspapers of the changes as well as have signs made up to notify the public at each site.

Commissioner Brooker left the meeting at 2:40 p.m.

The Board adjourned at 3:00 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**  
**August 30, 2018**

Commissioner Cox proceeded to audit County Payroll at 9:30 a.m. and instructed the Clerk to draw warrants in the amount of \$475,735.11. (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 Thursday, August 30, 2018 at 1:30 p.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

As it was 1:30 p.m. and the time and place as advertised, the Board proceeded to opened the sealed bids for the Sanders County Solid Waste Pre-Load Fill Placement Project. Pre-Load Fill Placement bids were received from: Pardee Excavating, LLC for \$168,400.00; Youderian Construction Inc. for \$197,900.00; LHC, Inc. for \$171,500.00 and Traver's Excavator Service, Inc. for \$233,958.00. Commissioner Magera motioned to take the bids under advisement until Tuesday, September 4, 2018 at 2:30 p.m. Commissioner Cox seconded the motion. The motion was passed unanimously. Also in attendance was: Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Robert Zimmerman, County Attorney- Public Administrator; Bob Church, Vice President, Great West Engineering via teleconference; Mike Thilmony, First Security Bank of Missoula; Casey Malia, LHC, Inc.; Dan Johnson, Area Specialist, United States Department of Agriculture Rural Development (USDA RD); Rick Sorlie, Sorlie Excavating Inc.; Ben Traver, Traver's Excavating Service, Inc. and Ty Pardee, Pardee Excavating, LLC.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to adopt Resolution 2018-18 A Resolution Rescinding Stage I Fire Restriction. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 93 between Sanders County and Jeff Koskela. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve August 15-27<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:10 p.m. and resumed at 3:20 p.m.

Jessica Connolly, Chief Financial Officer requested to meet with the Board as she was not on the scheduled agenda, to discuss: clarifications on fiscal year 2018/2019 budget preparations.

The Board adjourned at 4:05 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA**  
**September 4, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, September 4, 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 Public Hearing for the 2018/2019 Fiscal Year Budget and Permissive Mill Levy. There was no public present. The meeting adjourned at 11:00 a.m. Also in attendance was: Nichol Scribner, Clerk and Recorder; Jessica Connolly, Chief Financial Officer (CFO) and Rich Wallace, Director of Human Resources (HR).

The Board met with Rich Wallace, Director of HR to discuss: Safety Report/Incident Update- 25 days without incident. Open County Positions: Road District No. 1, Heavy Equipment Operator closed externally on August 31,

2018. Mr. Wallace and Ben Bache, Foreman Road District No. 1 & 2 are reviewing applicants for the interview process. Mr. Wallace requested clarification on cost of living adjustments for County employees. The Board advised all County employees receive a COLA unless they are given a pay increase. Further discussion was on what topics should be discussed at the next quarterly Department Head meeting scheduled for Wednesday, September 12, 2018 at 10:30 a.m. Also in attendance were: Nichol Scribner, Clerk and Recorder and Jessica Connolly, CFO.

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

The Board met with Tim Garcia, Forest Supervisor, Lolo National Forest Service (FS) and Jon Airhart, FS to discuss: Mr. Garcia will be leaving the Forest Supervisor, Lolo National Forest position at the end of this month and will have Joe Alexander as the Acting Forest Supervisor until the position is filled. Further discussion was on the Plains Interagency Dispatch Center closing. Mr. Garcia advised calls would now be routed out of the Missoula Dispatch Center with a Duty Officer well versed in the Sanders County area. Commissioner Brooker provided a history of the dispatch center located in Plains, MT and requested that Mr. Garcia and a member of the Department of Natural Resources and Conservation hold a public meeting in Plains, MT to notify the public of the change and the reasoning behind it. Also in attendance was Bill Naegeli, Office of Emergency Management.

### **ROUTINE COUNTY BUSINESS**

The Board has consensus to execute the Obligor Document for Award of Agreement No. EMD-2018-EP-00005-S01 between Sanders County Emergency Management Program and Montana Disaster and Emergency Services.

Commissioner Magera motioned to approve the transfer of \$13,000.00 into the Sanders County Bookmobiles Capital Funds account. Commissioner Cox seconded the motion. The motion was passed unanimously.

As it was 2:30 p.m. and the time and place as advertised for the decision on the Solid Waste Pre-Load Fill Placement Project the Board has consensus to continue to have the bid under advisement until Thursday, September 6, 2018, due to additional information request from Great West Engineering.

Jessica Connolly, CFO and Nichol Scribner, Clerk and Recorder requested to meet with the Board as they were not on the agenda, to continue discussion on: the fiscal year 2018/2019 budget.

The Board met with Kathy Conlin, Receptionist; Lisa Koker, Deputy Treasurer; Karen Morey, Director of Public Health; Sandy Gubel, Tobacco Prevention Specialist and Rich Wallace, Director of HR to discuss: the Courthouse Engagement Survey Focus Group's initial recommendations.

Rich Wallace, Director of HR and Jessica Connolly, CFO requested to meet with the Board as they were not on the scheduled agenda, to continue discussion on: the fiscal year 2018/2019 budget and additions that were made to the Sheriff's office budget.

The Board requested to meet with Tom Rummel, Sheriff and Lanny Hensley, Undersheriff as they were not on the scheduled agenda, to discuss: the additions that were made to the Sheriff's office budget. The additions that were made were: another vehicle purchase made available for the Sheriff's office; funds made available for the purchase of laptops, body cameras, GPS and Mobile Data Terminal (MDT) systems for the patrol vehicles.

The Board adjourned at 5:00 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**  
**September 6, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, September 6, 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 Nichol Scribner, Clerk and Recorder and Jessica Connolly, Chief Financial Officer (CFO) to discuss: the adoption of 2018/2019 Fiscal Year Budget and Tax Levies. Commissioner Magera motioned to adopt Resolution 2018-19 A Resolution Adopting the Sanders County Budget for Fiscal Year 2018/2019. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to adopt Resolution 2018-20 A Resolution to Fix the Sanders County Tax Mill Levies for Fiscal Year 2018-2019. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to adopt Resolution 2018-21 A Resolution for Fiscal Year 2018/2019 Elected Officials Salaries. Commissioner Cox seconded the motion. The motion was passed unanimously. Also in attendance for part of the meeting were: Rich Wallace, Director of Human Resources and Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: a litigation matter. Therefore, as per MCA 2-3-203 (3), this discussion was closed to the public. (Closed session minutes are sealed and on file in the office of the County Attorney)

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities: Mr. Sorenson would like to have Shawn Rowland, RS as a backup to replace Mr. Tim Read, who has left the employment of Mineral County. The Board has consensus for Mr. Sorenson to draft up an agreement for a backup Sanitarian for Mineral County and Sanders County. Mr. Sorenson has recently contact the Montana Department of Environmental Quality (DEQ) regarding challenging situations with uncooperative owners. DEQ is willing to assist, but stated the County must have full support and cooperation among the County Attorney, Law Enforcement, Commissioners and the Board of Health. Mr. Sorenson provided new and closed businesses in Sanders County. Statistics are as follows: 179 licensed establishments, about 40% inspected. Temporary Events- 36 in fiscal year 2019, Soil/Site Analyses- 16 so far in calendar year 2018, Wastewater permits- 32 permits in fiscal year 2019, Water/well permits- 20 permits in fiscal year 2019, Local Subdivision Reviews- 8 in fiscal year 2019, Junk Vehicles- 7 vehicles in fiscal year 2019 and Food Training- 2 classes planned for fiscal year 2019.

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

Commissioner Brooker joined the meeting at 1:50 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Notice of Award to Pardee Excavating, LLC the lowest bid received for the Sanders County Solid Waste Pre-Load Fill Placement Project. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Task Order No. 19-07-5-21-017-0 between Sanders County and the Department of Health and Human Services for the Sanders County WIC Program. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Katherine Maudrone, Director of Land Services to discuss: the proposed preliminary minor plat approval for Amended Lot 5 COS 2559FC Minor Subdivision. Commissioner Cox motioned for preliminary approval with the following conditions and adopting the finding of facts and conclusions: 1) That a 30 foot easement along Marsh Road be granted to Sanders County and noted on the face of the final plat to create standard half width right-of-way, for a full width road easement for county roads. 2) That a controlled-access easement be established on the Marsh Rd. frontage of these lots noting that a permit must be obtained from the County. 3) That the private access road, Calf Ranch Ln., is brought up to Sanders County Subdivision Road Standards prior to final plat and a written easement filed addressing location of access of Marsh Ln. in Lot 4A of Amended Plat Lot 4 COSS2559FC with the filing of the final plat. 4) That all road cut and fill areas and other sites disturbed by road construction are reseeded and adequate erosion control measures established prior to final plat approval and treated for noxious weeds. 5) That a road maintenance agreement for Calf Ranch Ln. be filed with final plat. 6) That this subdivision files a Waiver of the Right to Protest a Rural Special Improvement District for the construction, maintenance and other improvements of roads with final plat. 7) That an easement be created for the irrigation ditch, including not less than 10 feet each side for maintenance purposes and be noted on the final plat. 8) That the subdivider contact the Sanders County Land Services Department for A Noxious Weed and Revegetation Plan and complete initial treatment prior to



final plat approval. 9) 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. 10) That the subdivision complies with the design standards adopted by the Montana Department of Environmental Quality and the 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 on the conditional preliminary approval of Amended Parcel A COS 3280 Subsequent Minor Subdivision. Commissioner Cox motioned for preliminary approval with the following conditions and adopting the finding of fact and conclusions: 1) That 10 foot easement along Vinson Mill Road be granted to Sanders County and noted on the face of the final plat to create standard half width right-of-way for a full width road easement for county roads. 2) That a controlled-access easement be established on the Vinson Mill Rd. frontage of these lots noting that a permit must be obtained from the County. 3) That private roads be built to current subdivision road standards, the name approved by Rural Addressing and a road name sign erected prior to or concurrent with final plat. 4) That all road cut and fill areas and other sites disturbed by road construction are reseeded and adequate erosion control measurer established prior to final plat approval and treated for noxious weeds. 5) That a road maintenance agreement for the new private road be filed with final plat. 6) That this subdivision files a Waiver of the Right to Protest a Rural Special Improvement District for the construction, maintenance and other improvements of roads with final plat. 7) That the Trout Creek Post Office be contacted for requirement of an off-roadway area for centralized rural mail delivery outside public road easements and designate this on the final plat. Maintenance of this area must be addressed in the road maintenance agreement. 8) That, if the Green Mountain also known as the Swamp Creek irrigation ditch is located on this property, it is located on the final plat with not less than a 10 foot easement created each side for maintenance access. 9) That the subdivider contact the Sanders County Land Services Department for A Noxious Weed and Revegetation Plan and complete initial treatment prior to final plat approval. 10) That the subdivision complies with Sanders County Subdivision Regulations for Fire Protection. The exact method of compliance must be determined and met prior to final plat approval. 11) 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. 12) 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.

The Board met with Gail Enger, Broker/Owner, Realty Northwest and Tina Morkert, Associate Broker, Realty Northwest to discuss: the Subdivision Improvement Agreement between Sanders County and Don Oliver for Amended Waterfront East Subdivision. Also in attendance were: Katherine Maudrone, Director of Land Services and Robert Zimmerman, County Attorney-Public Administrator. Mr. Zimmerman advised a new Subdivision Improvement Agreement would need to be executed and that final plat would be suspended pending the completion and proof that the terms in the Subdivision Improvement Agreement were met.

The Board adjourned at 3:20 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  
September 11, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, September 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 Sharon Scott, Acting District Ranger, Lolo National Forest Service (FS) to discuss: Ms. Scott introduced herself as the new Acting District Ranger. Further discussion was held on fire salvage updates, the 2018 season for prescribed burns and public access to firewood on FS land. Commissioner Brooker provided Ms. Scott with information on the closure of the Plains Dispatch Center. Ms. Scott will follow up with Tim Garcia, Forest Supervisor on holding a public meeting for Plains residents to be notified of the closure.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 32 days without incident. Open County Positions: Road District No. 1, Heavy Equipment Operator interviews will be conducted on Thursday, September 13, 2018. Detention Center Lead, posted internally until September 12, 2018 at 12:00 p.m. The Lead position will not go external. Elections, Assistant Clerk (part-time) posted internally until September 12, 2018 at 12:00 p.m. District Court, Deputy Clerk (part-time) posted internally until September 12, 2018 at 12:00 p.m.

Robert Zimmerman, County Attorney-Public Administrator requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Thompson Falls Airport. Mr. Zimmerman inquired to a turnaround space made available for a hangar lessee as well as the ability to install translucent roof panels in a hangar. The Board advised Mr. Zimmerman to contact Bill Burkland, Assistant Airports Group Manager, Robert Peccia and Associates with the inquiries for the Thompson Falls Airport.

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

### **ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 114 between Sanders County and the Harvest Foundation. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:20 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 September 12, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, September 12, 2018 at 9:30 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Ben Bache, Foreman, Road District No. 1 & 2 and Lee Smith, Foreman, Road District No. 3 for the quarterly Road Foreman meeting to discuss: the adopted fiscal year 2018/2019 budget. Also in attendance were: Nichol Scribner, Clerk and Recorder and Jessica Connolly, Chief Financial Officer (CFO).

The Board met with Department Heads for their quarterly meeting. In attendance were: Nichol Scribner, Clerk and Recorder; Jessica Connolly, CFO; Rich Wallace, Director of Human Resources (HR); Ben Bache, Foreman, Road District No. 1 & 2; Karen Morey, Director of Public Health; Bill Naegeli, Office of Emergency Management; Tom Rummel, Sheriff; Les Lantz, Maintenance; Shawn Sorenson, Sanitarian; Cheryl Nelsen, Legal Assistant/Crime Victims Advocate; Robert Zimmerman, County Attorney-Public Administrator; Kathy Conlin, Receptionist and Lori Methgen, GIS/Rural Addressing. Old Business: Mr. Wallace provided an update on the Courthouse Engagement Survey. Kathy Conlin provided a presentation on the Courthouse Focus Teams recommendations to the Courthouse. New Business: Robert Zimmerman, County Attorney-Public Administrator introduced Cheryl Nelsen, a new employee in Mr. Zimmerman's office. Mr. Wallace presented Sanders County HR Handbook policies 1.0 to 9.0. The topics that were covered were: Equal Employment Opportunity, Preventing Harassment and Discrimination, Disability Accommodation, Whistleblower Protections, Nepotism, Recruitment

and Selection, Probationary Period, Employee Discipline and Employee Grievance. Mr. Zimmerman inquired how new employees were notified of the County's probation periods. Mr. Wallace advised employees are given the Sanders County Human Resources Policy Handbook (where there is discussion on that topic) and probation periods are discussed at the new employee orientation. A suggestion was made to discuss employee's probation periods during the employee job offer. Mr. Wallace provided information on employee Performance Appraisals and the County moving forward with conducting performance appraisals on employees. Jessica Connolly presented Journal Vouchers that Department Heads will now execute and return to Lisa Wadsworth. Mrs. Connolly also gave an update on "the Cloud" that the County will have shortly. Department Heads will have one-on-one training with Mrs. Connolly and will have "read only" access to review all their budget data for their department. Nichol Scribner provided how the new monthly reports from the Clerk and Recorder's office to Department Heads will appear. Department Head Updates: Karen Morey, advised beginning October 1, 2018 flu shot will be available. Nichol Scribner, the 2018 General Election is coming up in November and military ballots will be sent out shortly. Bill Naegeli, Hyper Reach Emergency Notification has been set up. Landlines are automatically defaulted in. If residents would like to have their cell phones notified as well they will need to register them. Mr. Naegeli will send out an email to County employees to advise them on their cell phones and setting them up on the Hyper Reach Emergency Notification list. Mr. Naegeli's office was also awarded the Pre-Disaster Mitigation Grant alongside Lake County's Office of Emergency Management. Sanders County and Lake County are soliciting until October 18, 2018 for Request for Proposals for qualified consultant(s) to update their County's Pre-Disaster Mitigation Plan in accordance with all of the Federal Emergency Management Agency's current standards and requirements. Lori Methgen, Courthouse employees are reminded to backup documents to their (H) drive. Commissioner Brooker, the County would like to hire someone for snow removal from the Courthouse parking lot. A memo will be sent out to employees once someone has been hired with any additional information. Ben Bache and Les Lantz requested that the contractor not use a lot of sand on the parking lot due to the deterioration that it causes. Commissioner Brooker also reminded Department Heads of the BBQ Chicken potluck tomorrow from 12:00 p.m. to 1:00 p.m. Les Lantz, the Courthouse has purchased a new BBQ grill. Commissioner Magera, advised Sanders County Solid Waste Refuse Disposal District has received the Department of Environmental Quality permit for the new transfer station. One bid was received for the Solid Waste System Improvements Project and was nearly \$1.9 million dollars over the engineer's estimate on the project. Therefore, the Board did not accept the one bid received due to budgetary concerns. The Board did reduce the bid to have a smaller project and have since awarded the Solid Waste Pre-Load Fill Placement Project to Pardee Excavating, LLC. Commissioner Brooker, advised on the closure of the Plains Dispatch Center. As well as the request for the Lolo National Forest Service and the Department of Natural Resources and Conservation to notify the residents of Sanders County.

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

The Board adjourned at 1:50 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  
September 13, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, September 13, 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 and Tom Rummel, Sheriff to discuss: the Employee Engagement Survey results for the Sheriff's office.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Agreement between the Department of the Army and Sanders County, Montana for Construction Assistance for the Sanders County Aquatic Invasive Species Management Project. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve August 30<sup>th</sup>, 2018 and September 4-6<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:45 a.m. and resumed the regular session at 2:00 p.m.

Commissioner Brooker did not return at 2:00 p.m. due to interviews being conducted for the Road District No. 1, Heavy Equipment Operator position.

The Board met with Les Lantz, Maintenance to discuss: Mr. Lantz’s recent purchase of new heat pumps. Mr. Lantz advised new carpet for the third floor has been ordered and installation is a month out. Further discussion was held on the Courthouse boiler system. Due to the recent cooler temperatures Mr. Lantz has fired up the boiler system to make sure repairs were not needed before winter arrives. Commissioner Magera requested for Mr. Lantz to seek estimates for updating the Courthouse bathrooms.

Commissioner Cox and Commissioner Magera proceeded to audit County Claims at 2:15 p.m. and instructed the Clerk to draw warrants in the amount of \$261,438.26. (County Claims are on file in the Office of the Clerk and Recorder)

The Board requested to meet with Nichol Scribner, Clerk and Recorder as she was not on the scheduled agenda, to discuss: clarification on the 2018/2019 Final Budget for Maintenance, as well as coding of claims for the Road Department.

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  
September 26, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, September 26, 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 (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Glen E. Magera, Member; Anthony B. Cox, Member; Jason Peterson, Supervisor, SW Refuse Disposal District; Jennifer Ekberg, Secretary and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Cox motioned to approve August 14, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously. New Business: Mrs. Ekberg presented a Refuse Appeal Form submitted by David J. Henry for Tax ID No. 300584. Commissioner Cox motioned to grant the Refuse Appeal on today’s date. Commissioner Magera seconded the motion. The motion was passed unanimously. Unfinished Business: Commissioner Brooker presented an appeal for Invoice No. 4501 for services rendered on August 8-9<sup>th</sup>, 2018 by the Solid Waste Refuse Disposal District. The Board has consensus to deny the appeal. B & P Services will need to submit payment for services rendered. Jason Peterson requested to purchase two containers. The Board advised Mr. Peterson to order the two containers. Recycling Report: 88 bales of Cardboard (38 bales were shipped on 8/21/2018), 40 yards loose and 1 bale of Aluminum Cans, 50 yards loose of a Metal pile (last shipment was 430 tons) and 3 pallets of Batteries. There was no public comment. The meeting adjourned at 10:31 a.m.

The Board met with Jessica Connolly, Chief Financial Officer and Nichol Scribner, Clerk and Recorder to discuss: journal vouchers and a review of the current budget. The Board examined and approved July 2018 Journal Vouchers. The Board examined and approved August 2018 Journal Vouchers. Further review was on August 2018 Budget vs Exceptions for expenditures in excess of 17% of the budgeted amount and a review of the Revenue vs Actual Query for the accounting period for August 2018. Further discussion was held on the Sanders County Coalition for Families Grant No. OVW-2018-13829 which provides the reimbursement to the Sanders County Sheriff's Office for the wages for the Sexual Assault, Domestic Violence, Dating Violence and Stalking Rural Detective which will cease to be funded on December 31, 2018.

The Board conducted interview no. 1 at 11:30 a.m. for the open position on the Sanders County Fair Board.

The Board conducted interview no. 2 at 12:30 p.m. for the open position on the Sanders County Fair Board

The Board adjourned at 1:00 p.m. and resumed the regular session at 2:00 p.m.

The Board met with Katherine Maudrone, Director of Land Services to discuss: amended Waterfront East Subdivision. Further discussion was held on Ms. Maudrone requesting a letter of support for the Community Planning Assistance for Wildfire grant application due October 5, 2018 and Ms. Maudrone's office hours returning to 8:00 a.m. to 5:00 p.m.

### **ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-22 A Resolution Amending Resolution 2017-31. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Agreement between Sanders County and Pardee Excavating, LLC for the construction of the Pre-Load Fill Placement Project. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Montana State University Extension FY 2019 Extension Services Agreement. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Agreement between Sanders County and B & P Services. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Landowner Fuels Reduction Cost-Share Agreement No. 108 between Sanders County and Chris Eller. 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 to execute Aircraft Hangar Ground Lease (Plains Airport, Montana) between Sanders County and Richard Burger for designated area A-3, at the Penn Stohn (Plains) Airport. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Aircraft Hangar Ground Lease (Thompson Falls Airport, Montana) between Sanders County and Donald T. and Susan G. LaMont for parcel No. 12. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute Aircraft Hangar Ground Lease (Thompson Falls Airport, Montana) between Sanders County and Donald T. and Susan G. LaMont for parcel No. 14. Commissioner Magera seconded the motion. The motion was passed unanimously.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: budget amendments. The Board has approval for a budget amendment for year end at the end of fiscal year 2018/2019.

The Board met with Dan Johnson, Area Specialist, US Dept. of Agriculture (USDA) Rural Development (RD) to discuss: the Letter of Intent to Meet Conditions; Request for Obligation of Funds with the USDA RD and Loan Resolution 2018- 23, for the Pre-Load Fill Placement Project, construction of a new Solid Waste Transfer Station and safety and efficiency improvements at four container sites. Commissioner Cox motioned to execute the Letter of Intent to Meet Conditions with USDA RD. Commissioner Magera seconded the motion. The motion was passed unanimously. Commissioner

Cox motioned to execute the Request for Obligation of Funds with the USDA RD. Commissioner Magera seconded the motion. The motion was passed unanimously. Commissioner Cox motioned to adopt Loan Resolution 2018-23. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance were: Nichol Scribner, Clerk and Recorder; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Mike Thilmony, Commercial Loan Officer, First Security Bank of Missoula.

The Board adjourned at 3:20 p.m.

Commissioner Brooker proceeded to audit County Claims at 3:20 p.m. and instructed the Clerk to draw warrants in the amount of \$121,309.81. (County Claims are on file in the Office of the Clerk and Recorder)

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  
September 27, 2018**

Commissioner Brooker proceeded to audit County Payroll at 9:00 a.m. and instructed the Clerk to draw warrants in the amount of \$529,221.79. (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 Thursday, September 27, 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: 20 days without incident. Open County Positions: Detention Center Lead, four candidates were interviewed last week. Mr. Wallace and Mrs. Chenoweth are reviewing the candidates at this time. Election Clerk Assistant (part-time), three applicants will be interviewed on Monday, October 1, 2018. District Court, Deputy Clerk (part-time), external posting closes Friday, September 28, 2018. Further discussion was held on the Sanders County Human Resources Handbook sections on Sick Leave Forms and Per Diem. Mr. Wallace discussed next year's Board and Committees Training and having a segment on Conflict Resolutions.

Commissioner Brooker left the meeting at 11:10 a.m. to attend the Flathead Valley Chemical Dependency Corp. and Sanders County DUI Task Force Chiefs Luncheon at the Plains-Paradise Senior Center.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Sanders County Detention inmates that are brought through the Courthouse. Further discussion was held on compliance checks that were conducted in Sanders County.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to approve September 11-13<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:50 a.m. and resumed the regular session at 2:00 p.m.

Commissioner Brooker joined the Board at 2:02 p.m.

The Board met with Bill Naegeli, Office of Emergency Management to discuss: Mr. Naegeli has closed out the fiscal year 2017/2018 Emergency Management Preparedness Grant (EMPG). Mr. Naegeli advised the County is now in the first quarter of the fiscal year 2018/2019 EMPG Grant. The Board has consensus to execute the EMPG Annual Certification Form. Further discussion was held on the Pre-Disaster Mitigation (PDM) Grant as Sanders County along with Lake County, Montana is soliciting Request for Proposals (RFPs) for qualified consultants to update the County PDM Plan.

The Board met with Gayle Seratt, Sanders County Coalition for Families (SCCF) to discuss: SCCFF was not awarded further monies to fund Grant No. OVW-2018-13829, which provides the reimbursement to the Sanders

County Sheriff's Office for the wages for the Sexual Assault, Domestic Violence, Dating Violence and Stalking Rural Detective which will cease to be funded on December 31, 2018. Also in attendance were: Tom Rummel, Sheriff; Lanny Hensley, Undersheriff, Theresa Milner, Office Administrator; Brian Josephson, Detective; Shawna Chenoweth, Supervisor, Detention/Dispatch and Martin Spring, Detective.

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: tribal satellite voting offices. Ms. Scribner wants it noted that it is passed the deadline to start a tribal satellite office before the November 2018 General Election.

The Board adjourned at 4:00 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  
October 1, 2018**

The Board of Commissioners of Sanders County, Montana, met in special session on Monday, October 1, 2018 at 1:30 p.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Bob Church, Vice President, Great West Engineering (GWE); Dan Johnson, Area Specialist, U.S. Dept. of Agriculture (USDA) Rural Development (RD); Chad Pardee, Pardee Excavating, LLC; Scott Pardee and Rick Hagedorn, Surveyor, Hagedorn Land Surveying to discuss: the pre-construction of the Solid Waste System Pre-Load Fill Placement Project for Sanders County, Montana. Mr. Church discussed responsibilities of Sanders County and responsibilities of Pardee Excavating, LLC. Mr. Johnson explained the responsibilities of Pardee Excavating, LLC and complying with employment regulations. Mr. Church further discussed the responsibilities of GWE and Travis Craig, Resident Project Representative for GWE as well as the responsibilities of the RD Processing Office. Further discussion was held on project specific information. Also in attendance were: Jason Peterson, Supervisor, Solid Waste Refuse Disposal District and Robert Zimmerman, County Attorney-Public Administrator.

The Board met with Bob Church, Vice President, GWE and Dan Johnson, Area Specialist, USDA RD to discuss: the new Solid Waste Transfer station possibly obtaining water from the Leufken's Public Water System. Mr. Church will follow up with Leufkens engineer Jason Rice from Territorial Landworks. The Board will have Commissioner Cox follow up with Bud Leufkens, Owner, Leufkens Public Water System. Mr. Johnson held further discussion on the main construction and transfer station facility project for the Solid Waste Refuse Disposal District that will go out for bid in 2019. Mr. Church advised the bid would go out in January of 2019 with the bid being opened in February 2019. Also in attendance was Jason Peterson, Supervisor, Solid Waste Refuse Disposal District.

The Board adjourned at 2:25 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**  
**October 2, 2018**

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

Commissioner Magera joined the Board at 10:08 a.m.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 25 days without incident. Open County Positions: Detention Center Lead, four candidates were interviewed last week. Mr. Wallace and Mrs. Chenoweth are reviewing the candidates at this time. Election Clerk Assistant (part-time), three applicants were interviewed on Monday, October 1, 2018. Commissioner Magera motioned to execute the HR Personnel Action form for Kimberly Patton for the Election Clerk Assistant (part-time) position starting October 3, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously. District Court, Deputy Clerk (part-time), external posting extended until Tuesday, October 9, 2018. Mr. Wallace provided an update on the performance appraisals he is working on with County Department Heads and McKenzie McCarthy at Montana Association of Counties (MACo), on proposed training curriculum for the County in regards to the performance appraisals. Further discussion was held on the Treasurer's office staff and policies and procedures.

The Board requested to meet with Carol Turk, Treasurer-Superintendent of School and Rich Wallace, Director of HR as they were not on the scheduled agenda. Ms. Turk requested that the meeting be a closed session to discuss personnel issues. Therefore, as per MCA 2-3-203 (3), this discussion was closed to the public. (Closed session minutes are sealed and on file in the office of the County Attorney)

**ROUTINE COUNTY BUSINESS**

The Board examined and approved the County's official bonds and securities from SunTrust Bank; Federal Home Loan Bank (FHLB). (Bonds and securities are on file in the Treasurer's Office)

Commissioner Cox motioned to execute the WIC Program Satellite Agreement between Sanders County and Mineral County. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Lease between Sanders County and the Hot Springs Stockyard Marketing Association. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Interlocal Agreement between Montana Department of Justice, Motor Vehicle Division and Sanders County. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute the Landowner Fuels Reduction Cost-Share Agreement No. 120 between Sanders County and Ron Mix. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: County employee probationary periods. Mr. Zimmerman requested that the Sanders County Human Resources Policy include reference and backgrounds checks on County employees. Further discussion was held on the petition provided by residents in Paradise, Montana as well as their request to hold a public meeting with the Board, County Attorney and the Sheriff.

The Board adjourned at 12:05 p.m. and resumed the regular session at 2:00 p.m.

The Board met Dave Wroblewski, Biologist, U.S. Forest Service (USFS); Bruce Sterling, Biologist, MT Fish, Wildlife and Parks (FWP) and Troy Hinck, Warden, MT FWP for the regular quarterly Wildlife Meeting. Mr. Sterling touched base on the following: the 2018 Deer and Elk Season starts October 20, 2018 and ends November 25, 2018. Mr. Sterling advised that Bull Elk and Whitetail Deer numbers are down. Fall Bear Season has harvested a little over 30 bears. This number is low compared to previous years. Grouse numbers are down, Mr. Sterling believes due to this year's weather conditions. Mr. Wroblewski, two collared grizzly bears in or around region one. One bear is 30 miles up Thompson River Road another is on the Idaho and Heron, Montana border. Mr. Wroblewski advised the Knowles/McLaughlin Creek Prescribed Burn decision will be executed in November 2018 with burning commencing in spring of 2019. Troy Hinck, discussed the recent ruling on re-listing grizzly bears as a federally protected species and the legal arguments on connectivity between populations, which he believes may impact Sanders County. Mr. Hinck will be posting signs around the County stating "No Dumping Carcasses."

The Board adjourned at 3:05 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  
October 3, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, October 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 Katherine Maudrone, Director of Land Services to discuss: preliminary approval of Robbins Minor Subdivision. After review of the proposed preliminary Minor Plat, Summary of Probable Impact and Supplemental Material for Robbins Minor Subdivision. Commissioner Cox motioned to grant conditional preliminary approval with the following conditions and adopting the attached finding of facts and conclusions: 1) That 60 foot easement for Trout Creek Road where it is located in lots 1 & 2 be granted to Sanders County and noted on the face of the final plat to create standard full width right-of-way for a full width road easement for county roads. 2) That an additional 10 foot easement for Trout Creek Road be granted to Sanders County and noted on the face of the final plat to create standard half width right-of-way in conjunction with county road easement #457. 3) That a 30 foot easement for Squire Lane S. be granted to Sanders County and noted on the face of the final plat to create standard half width right-of-way. 4) That a 1 foot controlled-access easement be established on the Trout Creek Rd. frontage of these lots noting that a permit must be obtained from the County. 5) Any further subdivision of Lot 2 will require a second ingress/egress. 6) That a road maintenance agreement for the non-county maintained road be filed with final plat. 7) That this subdivision files a Waiver of the Right to Protest a Rural Special Improvement District for the construction, maintenance and other improvements of roads with final plat. 8) That the subdivider contact the Sanders County Land Services Department for A Noxious Weed and Revegetation Plan and complete initial treatment prior to final plat approval. 9) 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. 10) That the regulatory floodplain boundary for Little Trout Creek be shown on the face of the final plat with a note stating that prior to any activity the Sanders County Land Services Department and Green Mountain Conservation District must be contacted. 11) 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. Discussion then was held on Koo Koo Sint Reach Subdivision. Commissioner Magera motioned to approve the amended covenants for Koo Koo Sint Reach Subdivision. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on the Sanders County Park Commission. Commissioner Cox motioned to reappoint Tim Goen to the Sanders County Park Commission for a two year term. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board requested to meet with Jessica Connolly, Chief Financial Officer (CFO) as she was not on the scheduled agenda, to discuss: adopting a Capital Improvements Plan.

The Board met with Bill Burkland, Robert Peccia and Associates to discuss: Penn Stohr and Thompson Falls airport design and reconstruction projects. Also in attendance was Claude Burlingame, Attorney.

Claude Burlingame, Attorney requested to meet with the Board as he was not on the scheduled agenda, to discuss: research that he had done for the Board concerning the abandoned Northern Pacific Railroad right-of-way in Government Lots 7 & 11 in Section 19 & Section 29 T26N, R32W. Also in attendance was Katherine Maudrone, Director of Land Services.

The Board adjourned at 12:05 p.m. and resumed the regular session at 1:40 p.m.

Rich Wallace, Director of Human Resource (HR) requested to meet with the Board as he was not on the scheduled agenda, to discuss: the open position for Detention Center Lead. The Board has consensus for Commissioner Brooker to execute the HR Personnel Action form for Ted Tompkins as the Detention Center Lead.

## ROUTINE COUNTY BUSINESS

Commissioner Cox motioned to approve September 26-27<sup>th</sup>, 2018 Board meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously

Commissioner Cox motioned to appoint Randal Woods to the Sanders County Fair Commission to fill the remainder of the term vacated by Rachel Berg (January 25, 2019). Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Brooker left the meeting at 1:45 p.m.

Commissioner Cox motioned to appoint Commissioner Magera as Acting Presiding Officer while Carol Brooker, Presiding Officer was absent. Commissioner Magera seconded the motion. The motion was passed unanimously.

As it was 2:00 p.m. and the time and place as advertised Acting Presiding Officer Glen E. Magera opened the Sanders County Board of Health (BOH) Meeting. In attendance were: Glen E. Magera, Member; Anthony B. Cox, Member; Dr. Robert Gregg, Member; Jennifer Ekberg, Secretary; Sandra Gubel, Tobacco Prevention Specialist; Shawn Sorenson, Sanitarian; Tina Scott, Administrative Assistant/Environmental Health; Katherine Maudrone, Director of Land Services; Ron Warren, Rocky Mountain Surveyors and Diane Magone, Candidate, House District 14. Dr. Gregg motioned to approve July 18, 2018 meeting minutes and August 1, 2018 special meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously. New Business: Sandra Gubel, provided the July 2016- June 2018 Progress Report on Chronic Disease Prevention and Health Promotion Bureau. Shawn Sorenson, provided the Daniel Konert variance request for Lot 4, COS 1631 that was taken under advisement at the July 18, 2018 BOH meeting. Ron Warren reaffirmed from the July 18, 2018 BOH meeting that he is in support of the request for the variance requested by Mr. Konert. Mr. Warren made statements and provided documentation in support of the variance request and provided the Floodplain history for Plains, Montana. The Board has consensus to continue to take Daniel Konert's Variance Request under advisement until Shawn Sorenson can research the legal aspect of the request. Mr. Sorenson presented a proposed resolution for the Paradise, Montana Wastewater to authorize the Sanders County Sanitarian to administer Wastewater Control and Disposal Regulations on a case-by-case basis for parcels within the Sanders County Sewer District at Paradise until such time the Sanders County Sewer District at Paradise Community Wastewater System is constructed and operational. The Board is in approval and has requested that Mr. Sorenson provide the proposed resolution to Robert Zimmerman, County Attorney for review and approval. Mr. Sorenson held discussion with Randy Woods, Mayor of Hot Springs, Montana on a proposal to add Camas Townsite parcels to the existing Hot Springs community wastewater collection and treatment system. Mr. Woods suggested Sanders County initiate formal discussion with the town of Hot Springs, Montana and the Confederated Salish and Kootenai Tribe. The Board authorizes Shawn Sorenson, Sanitarian to initiate formal discussions with stakeholders, which would include an engineering study, application for design and construction funds. Sandra Gubel for Public Health, provided a follow up on the wildfire exposure study that was held on August 21, 2018: there were 25 participants that participated in health screenings that included: Blood Pressure, Spirometry, Serum Assay and Cheek Swabs. Follow up screenings are planned in the future with no set date at this time. Influenza season has begun and beginning October 8, 2018 influenza case counts will be reported in Montana Infectious Disease Information System each week. Mrs. Gubel provided information on the State Board of Health History that was created by the 7<sup>th</sup> Legislative Assembly in 1901.

Commissioner Brooker joined the Board at 3:20 p.m.

Gail Seratt, Sanders County Coalition for Families (SCCFF) requested to meet with the Board as she was not on the scheduled agenda, to discuss: Mrs. Seratt will be applying for the Victims Crime Grant for another avenue to fund the Sanders County Detective that works alongside SCCFF.

The Board adjourned at 4:40 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  
October 10, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, October 10, 2018 at 9:30 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board met with Bob Church, Vice President, Great West Engineering (via teleconference) to discuss: Change Order No. 1 for the Sanders County Solid Waste Refuse Disposal Pre-Load Fill Placement Project. An error was made by Great West Engineering on the pre-load fill configuration plans. The actual pre-load fill has a significantly larger amount of fill than the amount that would be calculated from the plans. Change Order No. 1 increases the construction contract \$60,963.75. Sanders County will have to have the additional amount added to the bond anticipation note increased to reflect the change to the amount of the construction contract. Also in attendance was Jason Peterson, Supervisor, Solid Waste (SW) Refuse Disposal District.

Jason Peterson, Supervisor, SW Refuse Disposal District requested to meet with the Board as he was not on the scheduled agenda, to discuss: SW Personnel and the effects of Republic Services of Montana taking over parts of the hauling for the SW Refuse Disposal District, as well as the recent decline in the recycling markets. Also in attendance was Rich Wallace, Director of Human Resources.

The Board met with Karen Morey, Director of Public Health to discuss: Ms. Morey has conducted a couple hundred flu shots as of yet. Ms. Morey made a request to the Board to have a Facebook page for WIC. The Board has consensus for Ms. Morey to have a WIC Facebook page to provide outreach to the community. Public Health received \$10,000.00 from the Frisbie Morbella Foundation to fund the Backpack Program. Ms. Morey has also applied for the funds from the Town Pump Foundation for backpack monies as well.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: options on leasing graders and trading equipment in when leasing, as well as the bidding requirements associated with the lease of such equipment. Further discussion was held on the Kim Bergstrom, Facilitator, Sanders County Aquatic Invasive Plant (AIP) task Force requesting the County to move Ms. Bergstrom's contract with Avista to the County as the U.S. Army Corps of Engineers grant stipulates that only items contained within the County budget can be utilized as match. Mr. Zimmerman will look into the matter.

The Board met with Rich Wallace, Director of Human Resources to discuss: Safety Report/Incident Update- 22 days without incident. Open County Positions: District Court Clerk (part-time), interviews scheduled for Monday, October 15, 2018. Mr. Wallace and the Board discussed updates for the Sanders County Coalition for Families grant that utilizes a Sanders County Sheriff's office Detective. Further discussion was held on the McKenzie McCarthy, Montana Association of Counties (MACo) assisting the County with mediation and reduction in force protocols.

The Board adjourned at 12:05 p.m. and resumed the regular session at 1:40 p.m.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-24 Rescinding County Emergency Declaration Resolution 2018-16. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to adopt Resolution 2018-25 A Resolution Adopting a Sanders County Capital Improvement Plan. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to adopt Resolution 2018-26 Resolution to Set Fees for the Office of the Clerk and Recorder. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Cox left the meeting at 2:00 p.m. to attend the Employee Safety Committee Meeting in another room of the Courthouse.

The Board met with Sharon Scott, Acting District Ranger, Lolo National Forest Service (FS) and John Gubel, District Ranger, Kootenai National FS to discuss: district updates for the Kootenai and Lolo National FS. Ms. Scott, provided the Northwestern Energy proposal to conduct vegetation management and pole replacement work across 12.7 miles of National Forest System lands between Thompson Falls, Montana and Burke, Idaho along Northwestern Energy's existing

115 kV line. Ms. Scott provided a list of closing dates for campgrounds, hand and slash piles will continue to burn through the winter months and timber activity for: Black Jack, Carbon Queen, Black Sheep, Clear Creek, Fish Fry, Burnt Beam and 2 Short fire salvages were given. Mr. Gubel, discussed the status of the Sanders County Resource Advisory Committee (RAC) and applications that are needed. Mr. Gubel would like to work with the County and Ms. Scott to submit applications to the Washington office by December 25, 2018. Further discussion was held on the Purple Marten Project.

The Board adjourned at 3:20 p.m.

Commissioner Brooker proceeded to audit County Claims at 3:35 p.m. and instructed the Clerk to draw warrants in the amount of \$251,970.63. (County Claims are on file in the Office of the Clerk and Recorder)

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  
October 11, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, October 11, 2018 at 1:40 p.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

Rich Wallace, Director of Human Resources (HR) requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Sanders County Weed District. The Board has consensus to execute the HR Personnel Action Forms for the termination of Terry Shumaker, Hal Christenson, Rory Nygaard, Brad Lowry and Michele Ceely for seasonal work with the option of returning next year to the Sanders County Weed Department. Mr. Wallace's held further discussion on his conversation with McKenzie McCarthy, Montana Association of Counties (MACo) on a reduction in force.

The Board requested to meet with Carol Turk, Treasurer-Superintendent of Schools as she was not on the scheduled agenda, to discuss County tax levies.

The Board requested to meet with Nichol Scribner, Clerk and Recorder as she was not on the scheduled agenda, to discuss: the Thompson Falls branch of the Department of Revenue notified Mrs. Scribner the City of Plains, Montana levies were wrong. Mrs. Scribner has held discussion with the DOR and Kathy McEldery. Further discussion was held on the Montana Secretary of State's office (SOS) sending out voter information pamphlets and not having key information included. Therefore, the MT SOS office sent out an addendum.

The Board met with Katherine Maudrone, Director of Land Services to discuss: Howard Minor Subdivision Weed Plan. Commissioner Magera motioned to approve the Subdivision Noxious Weed and Revegetation Plan for Howard Minor Subdivision. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussion was held on Holman Minor Subdivision. Commissioner Magera motioned to grant the variance request to amend the plat for Lot 5 of COS 2559FC with the addition. Commissioner Cox seconded the motion. The motion was passed unanimously. Ms. Maudrone requested to set a public hearing for a Petition to Abandon County Road Easement 1030. Ms. Maudrone and Mrs. Ekberg will work to set the public hearing for October 31, 2018.

The Board met with Tom Rummel, Sheriff; Lanny Hensley, Undersheriff and Rich Wallace, Director of Human Resources to discuss: Courthouse safety and training Mr. Hensley attended that the County could utilize in the Courthouse. Further discussion was held on the Sanders County Coalition for Families (SCCFF) grant not being funded after December 31, 2018 and the impact it will have on the Sanders County Detective the grant utilizes for services. Mr. Hensley stated that the purchase of a vehicle would be removed from the fiscal year 2018/2019 budget to pay for the salary of the Detective through June 30, 2018. If no other monies can be obtained for SCCFF to utilize the Sanders County Detective then other avenues will need to be addressed.

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  
October 17, 2018**

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

Commissioner Magera joined the Board at 10:05 a.m.

As it was 10:00 a.m. and the time and place as advertised, Presiding Officer Brooker opened the Solid Waste (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Anthony B. Cox, Member; Jason Peterson, Supervisor, SW Refuse Disposal District; Jennifer Ekberg, Secretary and Nichol Scribner, Clerk and Recorder. Commissioner Cox motioned to approve September 26, 2018 Board meeting minutes. Commissioner Brooker seconded the motion. The motion was passed unanimously. Glen E. Magera, Member and Kathy Conlin, Billing Clerk/Recycling Assistant joined the meeting at 10:05 a.m. New Business: Mrs. Scribner clarified revenue in the financial reports for the Solid Waste fiscal year 2018/2019 revenue. Unfinished Business: Kathy Conlin advised the Board that Invoice No. 4501 has yet to be paid by B & P Services for services rendered on August 8-9, 2018. Commissioner Brooker will follow up with B & P Services. Mrs. Conlin is also preparing tax exempt billing for Solid Waste. The bills will be sent out November 1, 2018. Recycling Report: 46 bales of Cardboard (36 bales were shipped on 10/03/2018), 5 bales of Aluminum Cans, 100 yards loose of Metal and 3 pallets of batteries. There was no public comment. The meeting adjourned at 10:30 a.m.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a petition to abandon County Easement No. 1030. Ms. Maudrone and Mrs. Ekberg will publish a Notice of Public Hearing for the Petition for the Abandonment Road Easement No. 1030 to be heard on November 8, 2018 at 10:00 a.m. Ms. Maudrone presented a request made for removal of the buffer for Amended Waterfront East. Ms. Maudrone requested to put the request for removal of buffer for Amended Waterfront East on next week's agenda. Further discussion was held on Ms. Maudrone's request for the knowledge of County employees that have been granted a written exception to have concealed firearms in the Courthouse. The Board advised they would need to discuss Ms. Maudrone's request with the County Attorney.

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

Commissioner Cox did not return with the Board at 1:30 p.m. due to a Montana Association of Counties (MACo) Safety Training he was attending in another room of the Courthouse.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute Land Owner Fuels Reduction Cost-Share Agreement No. 117 between Sanders County and Desiree Bruce. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to abate the Real Property Taxes for Tax ID 2574 for 2015 and 2017. Commissioner Brooker seconded the motion. The motion was passed unanimously.

Commissioner Cox joined the Board at 1:50 p.m.

The Board met with Rusti Leivestad to discuss: the City of Thompson Falls, Montana's Decay Ordinance, residents living in recreational vehicles and sanitation issues at the City and County level. Mrs. Leivestad read a statement to the Board requesting the Board as well as other stakeholders to come together to tackle and treat the homeless and

barely homed individuals in Sanders County. Also in attendance were: Shawn Sorenson, Sanitarian and Tina Scott, Administrative Assistant/Environmental Health.

The Board met with Lori Methgen, GIS/Rural Addressing to discuss: in order to access Nextgen 911 readiness the State of Montana hired Digital Data to analyze the GIS data for counties around Montana. The analysis for Sanders County is being conducted at this time. Ms. Methgen is in the process of trying to obtain a grant to assist in Nextgen 911 compliance. Further discussion was on IT related matters.

The Board adjourned at 3:00 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  
October 18, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, October 18, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 0 days without incident. Open County Positions: District Court Clerk (part-time), Commissioner Magera motioned to execute the HR Personnel Action form for Carl Marquardt as the new part-time District Court Clerk starting November 5, 2018. Commissioner Brooker seconded the motion. The motion was passed unanimously. Deputy County Attorney, the Board accepts the resignation of Amy Kenison with a last day of work on October 24, 2018. Mr. Wallace has the open position for Deputy County Attorney posted on the Montana Association of Counties (MACo) and Sanders County Job Services websites as well as the Montana Lawyers Magazine and the University of Montana Law School. The Board has consensus to execute the HR Personnel Action form for Greg McKinster for the Reduction in Force in the Solid Waste Refuse Disposal District effective October 26, 2018. Further discussion was held on Roy Scott, Deputy Sheriff who is now working as a Police Officer for the City of Thompson Falls, Montana as well as a Deputy Sheriff for Sanders County.

Commissioner Cox joined the Board at 10:40 a.m.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Sanders County Aircraft Hangar Ground Leases. Mr. Zimmerman stated it is the seller's responsibility to receive all the required signatures for the leases. Discussion was held on burial of human remains on private property in Sanders County. The Board as well as Mr. Zimmerman agreed that a new resolution was needed to include additional information on the burial of human remains on private property. Further discussion was held on the Sanders County Aquatic Invasive Plants (AIP) Task Force and an agreement with the AIP Facilitator for services rendered for the Department of the Army and Sanders County, Montana agreement for Construction Assistance for the Sanders County Aquatic Invasive Species Management Project. Also in attendance was Nichol Scribner, Clerk and Recorder.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute Resolution 2018-27 A Resolution Requesting Distribution of Local Government Road Construction and Maintenance Match Program Funds. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve October 1-3<sup>rd</sup> and October 10-11<sup>th</sup>, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

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

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

Commissioner Magera did not return at 1:30 p.m. with the Board.

As it was 2:00 p.m. and the time and place as advertised, the Board proceeded to open the sealed Request for Proposals for a qualified consultant(s) to update Sanders County and Lake County Montana Pre-Disaster Mitigation Plan. Request for Proposals (RFP) were received from: one company, Tetra Tech Inc., for \$50,000.00. Commissioner Cox motioned to accept the RFP from Tetra Tech Inc. Commissioner Brooker seconded the motion. The motion was passed unanimously. Also in attendance was Steve Stanley, Emergency Management Coordinator, Lake County.

Gail Seratt, Sanders County Coalition for Families (SCCFF) requested to meet with the Board as she was not on the scheduled agenda, to discuss: SCCFF was not awarded the Justice for Families grant. Being the second grant that was not reauthorized for SCCFF, SCCFF now will have a deficit income of \$1.25 million. Mrs. Seratt advised that she will be applying for an arrest grant and a legal assistance grant. Mrs. Seratt advised it cost approximately \$200,000 a year to fund SCCFF, without any extra programs. A press release will be sent to the Sanders County Ledger to notify Sanders County residents of these changes.

Rich Wallace, Director of HR requested to meet with the Board as he was not on the scheduled agenda, to discuss: a Sanders County Sheriff's Deputy working for the City of Thompson Falls, Montana as a Police Officer as well. Also in attendance was Nichol Scribner, Clerk and Recorder.

The Board adjourned at 2:50 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  
October 24, 2018**

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

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer on today's date as Carol Brooker, Presiding Officer is absent. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Nichol Scribner, Clerk and Recorder to discuss: journal vouchers and a review of the current budget. The Board examined and approved September 2018 Journal Vouchers. Further review was on September 2018 Budget vs Actual Exceptions for expenditures in excess of 25% of the budgeted amount and a review the Cash Report for the September 2018 accounting period.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 7 days without incident. Open County Positions: District Court Clerk (part-time), Carl Marquardt declined the offer for the District Court Clerk position. Therefore, the position will go out externally again with a closing date of November 9, 2018. Deputy County Attorney, Mr. Wallace has the open position for Deputy County Attorney posted on the Montana Association of Counties (MACo) and Sanders County Job Services websites as well as the Montana Lawyers Magazine and the University of Montana Law School until November 16, 2018. Further discussion was on the Sheriff's office and individual engagement survey interviews Mr. Wallace held with Lanny Hensley, Undersheriff.

Jessica Connolly, Chief Financial Officer requested to meet with the Board as she was not on the scheduled agenda, to discuss: Judson Shively, Coordinator, Sanders County Weed District would like to combine the Rodent and Insect Fund in the Weed District budget. The Board has consensus for Mrs. Connolly to combine the Rodent and Insect Funds in the Sanders County Weed District Budget line items. Further discussion was held on which line item an insurance

deductible payment should be paid out of for the Coroner's office. Mrs. Connolly advised the Board it should be paid out of the Coroner's legal services line item.

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

Commissioner Cox proceeded to audit County Claims at 1:30 p.m. and instructed the Clerk to draw warrants in the amount of \$73,764.93. (County Claims are on file in the Officer of the Clerk and Recorder)

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: a lease payment that was not included in Road District No. 2's budget for fiscal year 2018-2019. Mrs. Scribner advised the Board a budget amendment will be needed at the end of the year.

The Board adjourned at 2:20 p.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

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

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, October 25, 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: an amendment to Covenant No. 5 on Amended Waterfront East Major Subdivision. Also in attendance were: Gail Enger, Broker/Owner, Realty Northwest; Tina Morkert, Associate Broker, Realty Northwest and Dave Bennett, Owner, Bennett Realty. Katherine Maudrone submitted her report on Amended Waterfront East Major Subdivision. Comment was received from Mr. Bennett. Commissioner Cox motioned to remove Covenant No. 5, removing the "No Disturbance or Construction Buffer" that varies from 50 to 100 feet along the Clark Fork Frontages of Lots 29A, 26A, 25A, 20A, 19, 18, 17, 16A, 14A, 12A, 10A, 9A and 7 of Amended Waterfront East Major Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: a purchase agreement for a used road grader for Road District No. 2. Mr. Zimmerman approved of the Board executing the agreement for the 2009 John Deere road grader. Mr. Zimmerman discussed the Plains TV District power bill issues including possibly needing a power usage meter.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Consulting Services Agreement between Sanders County and Tetra Tech, Inc., for the update of the Pre-Disaster Mitigation Plans for Sanders County and Lake County, Montana. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

Commissioner Cox motioned to designate polling places within each voting precinct and appointment of Election Judges for the November 6, 2018 General Election and all further elections held prior to the 2020 Primary Election as notated below. Commissioner Magera seconded the motion. The motion was passed unanimously.

**PRECINCT NO.**

Precinct No. 1

**NAME**

Heron-HD13

**POLLING SITE**

Heron Community Center  
6 Upper River Rd., Heron



Precinct No. 2	Noxon-HD13	Emergency Services Building 311 Noxon Ave., Noxon
Precinct No. 3	Trout Creek-HD13	Trout Creek School 4 School Ln., Trout Creek
Precinct No. 4	Thompson Falls-HD13	Thompson Falls Community Center 410 Golf St., Thompson Falls
Precinct No. 5	Thompson Falls-HD13	Thompson Falls Community Center 410 Golf St., Thompson Falls
Precinct No. 6	Plains-HD14	Plains Paradise Senior Center 205 W. Meany St., Plains
Precinct No. 7	Plains-HD14	Plains Paradise Senior Center 205 W. Meany St., Plains
Precinct No. 8	Hot Springs	Hot Springs Senior Center 101 Main St., Ste 1, Hot Springs
Precinct No. 9	Dixon	Dixon Senior Center 35 3 <sup>rd</sup> St., Dixon

**PRECINCT #1- HERON- HD13**

*Melody A. Powell	Caryene Bledsoe	Margaret Harker
Phylli Michelle Onofrey	Laura Peterson	

**PRECINCT #2- NOXON- HD13**

*Sharon Larkin	**Joyce Hilt	Amy Duffy
Earl Grigsby	Ronelle Helmbrecht	Barbara Lampshire
Teresa Nelson	Kendra Possilt	Tamra L. Weltz

**PRECINCT #3- TROUT CREEK- HD13**

*Cyndie M. Wilby	Beth Heller	Linda A. Keister
Mary Kendziorski	Susan McFarland	Carolyn A. Pierson
Robert D. Pierson	Kay A. Shanley	

**PRECINCT #4- THOMPSON FALLS- HD13**

*Ginger Lee Ward	**Sandra True	Nancy Fields
Dawn Gandalf	Valerie Hohnacki	Karen Sheets
Nancy Wedemeyer		

**PRECINCT #5- THOMPSON FALLS- HD13**

*Nora Verpoorten	Paul C. Fielder	Thomas Haugen
------------------	-----------------	---------------

**PRECINCT #6- PLAINS- HD14**

*Jane Bates	Carol L. Harris	Carolyn J. Jones
JoEllen Morris	Lyla D. Sears	

**PRECINCT #7- PLAINS- HD14**

*Judith M. Stephens	**Janet D. Sheridan	Judy Hawley
Ruth Hamilton	Karval Pickering	Bibi Smith
Delores Tompkins	Karen S. Willoughby	

**PRECINCT #8- HOT SPRINGS- HD14**

*Carol Webb	**Deb Pier	M'Lyn Kendrick-Stafford
William Subda	Amber Webb	

**PRECINCT #9- DIXON- HD14**

\*Mary E. Cole

Adam Athearn

Irita "Rita" Dawn Thompson

**CENTRAL TABULATING OFFICE JUDGES OF ELECTION**

Bobbi Christenson	Jennifer Ekberg	Brenda Franck
Tracy Vanicek	Lisa Wadsworth	Dawn Gandalf
Cheryl Godfrey	Linda Haywood	Bernice Robbins
Deb O' Toole	Valerie Hoynacki	

**ABSENTEE BALLOT EARLY PREPARATION JUDGES OF ELECTION**

Jane Bates	Cheryl Godfrey	Dawn Gandalf
Linda Haywood	Valerie Hoynacki	Bernice Robbins
Judy Stephens	Sandra True	Ginger Lee Ward

**POST-ELECTION AUDIT BOARD MEMBERS**

Janice Butte	Kathy Conlin	Ronda Heise
Note:	*denotes Chief Election Judge	**denotes Co-Chief or Assistant Chief

The Board adjourned at 11:35 a.m. and resumed the regular session at 1:30 p.m.

As it was 1:30 p.m. and the time and place as advertised, the Board proceeded to open the sealed Request for Qualifications for the Capital Improvements Planning Services. Request for Qualifications (RFQ's) were received from: Great West Engineering; Morrison and Maierle and Robert Peccia and Associates. Commissioner Cox motioned to take the RFQ's under advisement until Wednesday, October 31, 2018 at 2:00 p.m. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance was Katherine Maudrone, Director of Land Services.

Jesse Brumbaugh requested to meet with the Board as he was not on the scheduled agenda, to discuss: the County maintaining Fatman Mountain Road in Heron, MT. Mr. Brumbaugh stated that he was told that Fatman Mountain Road was a County owned road and he was inquiring as to whether the County was going to maintain this road. Commissioner Cox advised, the County is not in the position to start maintaining Fatman Mountain Road. Commissioner Cox also provided the contact information for the Foreman for Road District No. 3.

The Board adjourned at 2:30 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  
October 31, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, October 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 (HR) to discuss: Safety Report/Incident Update- 5 days without incident. Open County Positions: District Court Clerk (part-time), the position is posted externally until November 9, 2018. Deputy County Attorney, Mr. Wallace has the open position for Deputy County

Attorney posted on the Montana Association of Counties (MACo) and Sanders County Job Services websites as well as the Montana Lawyers Magazine and the University of Montana Law School until November 16, 2018. Commissioner Cox motioned to execute the HR Personnel Action Form for Tom Peterson and James Watts on a part-time seasonal basis as Equipment Operators for Road District No. 1. Commissioner Magera seconded the motion. The motion was passed unanimously. Further discussion was on the Training Cadence Project and a Performance Appraisal Update.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: Sanders County Human Resources Policy Manual and policy exceptions. Mr. Zimmerman advised exceptions made for employees are confidential information. Further discuss was on a policy for the sale of County property valued at less than \$2,500.00. Also in attendance was Jessica Connolly, Chief Financial Officer (CFO). Mr. Zimmerman advised a resolution was not required but the Board may pass a resolution if they so choose. Further discussion was held on Resolution 2018-28 A Resolution for Fiscal Year 2018 Budget Amendments. Mrs. Connolly explained her rationale behind the proposed adoption of Resolution 2018-28.

The Board met with Jessica Connolly, CFO to discuss: Resolution 2018-28. Commissioner Magera motioned to adopt Resolution 2018-28 A Resolution for Fiscal Year 2018 Budget Amendments. Commissioner Cox seconded the motion. The motion was passed unanimously. Mrs. Connolly presented Sanders County's transfers and closed funds for fiscal year 2018. Commissioner Cox motioned to approve the Fiscal Year 2018 Cash Transfers and Closed Funds. Commissioner Magera seconded the motion. The motion was passed unanimously.

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

The Board met with Shawn Sorenson, Sanitarian to discuss: current projects and activities: Swope Trailer Court has been in the process of obtaining compliance for approximately 10 years. Mr. Sorenson recently consulted with the Department of Health and Human Services (DPHHS) to determine the best course of action to maintain compliance. The trailer court, has never been licensed or inspected, has sixteen mobile home sites and a rental house. The Board and Mr. Sorenson recommend: Sanders County will issue a formal notice to the owner outlining specific compliance timelines and consequences if dates are not met. Failure to comply with the notice would result in submittal of violation evidence to DPHHS. Mr. Sorenson provided new and closed businesses in Sanders County. Statistics are as follows: 189 licensed establishments, approximately 50% inspected. Temporary Events- 37 so far in fiscal year 2019, Soil Site Analyses- 28 so far in calendar year 2018, Wastewater permits-55 permits so far in fiscal year 2019, Water/well permits- 38 permits so far in fiscal year 2019, Local Subdivision Reviews- 15 so far in fiscal year 2019, Junk Vehicles- 23 vehicles so far in fiscal year 2019 and Food Training- 2 classes planned for fiscal year 2019.

As it was 2:00 p.m. and the time and place as advertised for the decision on the Request for Qualifications (RFQs) for the Capital Improvements Planning (CIP) Services for Sanders County, Commissioner Cox motioned to award the RFQ for the CIP Services to Robert Peccia and Associates. Commissioner Magera seconded the motion. The motion was passed unanimously. Also in attendance were: Shawn Sorenson, Sanitarian and Katherine Maudrone, Director of Land Services.

The Board met with Katherine Maudrone, Director of Land Services to discuss: Amended Plat of Lot 1 of COS 3477RB Subsequent Minor Subdivision. Commissioner Cox motioned to grant preliminary approval for Amended Plat of Lot 1 of COS 3477RB Subsequent Minor Subdivision with the following conditions and adopting the finding of facts and conclusions: 1) That a 50 to 60 foot easement be established on Lot 1A for access to Lot 1B. 2) That this subdivision files a Waiver of the Right to Protest a Rural Special Improvement District for the construction, maintenance and other improvements of roads, prior to or concurrent with the final plat. 3) That the subdivider contacts the Sanders County Land Services Department for A Noxious Weed and Revegetation Plan and file the approved plan concurrent with final plat approval. 4) 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. 5) 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. 6) 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 Robbins Minor Subdivision. Commissioner Magera motioned to approve the Subdivision Noxious Weed Plan for Robbins Minor Subdivision. Commissioner Cox seconded the motion. The motion was passed unanimously.

## **ROUTINE COUNTY BUSINESS**

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

Nichol Scribner, Clerk and Recorder requested to meet with the Board as she was not on the scheduled agenda, to discuss: the transition of the Clerk and Recorder's office and the Treasurer's office into one office and having one elected official. Mrs. Scribner and Jessica Connolly, CFO will meet with the Treasurer's office employees on Monday, November 5, 2018 to begin implementing policy changes. Also in attendance was Rich Wallace, Director of Human Resources.

The Board adjourned at 4:00 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  
November 8, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, November 8, 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 Carol Brooker opened the public hearing on the Petition to Abandon Road Easement No. 1030 and No. 1063. Also in attendance were: Katherine Maudrone, Director of Land Services and Catherine Moore, Landowner. Presiding Officer Brooker then turned the meeting over to Ms. Maudrone. Ms. Maudrone presented her staff report. Mrs. Moore provided comment. Presiding Officer Brooker closed the hearing at 10:23 a.m. Commissioner Cox motioned to take the matter under advisement until Wednesday, November 14, 2018 at 10:30 a.m. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a proposed amendment to the final plat of Waterfront Estates Major Subdivision. Commissioner Cox motioned to grant the proposed amendment to the final plat of Waterfront Estates Major Subdivision. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Treasurer's office and the Montana Association of Counties (MACo).

The Board met with Nichol Scribner, Clerk and Recorder to discuss: the budget amendment request made by Shawn Sorenson, Sanitarian. The Board requested additional information from Mr. Sorenson to process his request.

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

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 13 days without incident. Open County Positions: District Court Clerk (part-time), interviews are scheduled for Monday, November 19, 2018. Deputy County Attorney, Mr. Wallace has the open position for Deputy County Attorney posted on the Montana Association of Counties (MACo) and Sanders County Job Services websites as well as the Montana Lawyers Magazine and the University of Montana Law School until November 16, 2018. Further discussions were held on the Training Cadence Project, Performance Appraisal Updates and the County Employee Christmas Party scheduled for December 6, 2018 at the Elks Lodge in Thompson Falls.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to adopt Resolution 2018-29 Resolution Increasing the Principal Amount of the Revised Series 2017 Bond Anticipation Note. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to execute the Independent Consultant Agreement between Sanders County and Pinnacle Research and Consulting to provide facilitation services and oversight for the education and public outreach program for the Sanders County Aquatic Invasive Plants Task Force. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve October 31, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Brandon Coates, Rosemary Brennan Curtin, Inc. (RBCI) requested to meet with the Board as he was not on the scheduled agenda, to discuss: the Montana Department of Transportation (MDT) is making safety improvements to Highway 200 approximately 7 miles east of Thompson Falls. The project begins near the Thompson River Bridge and extends 2.7 miles east towards Plains between milepost 56 and 60. Phase I Construction will begin November 12, 2018 and is anticipated to have one lane open during construction. Safety improvements include: widening the travel lanes to 12 feet, adding 4-foot-wide shoulders and guardrails, stabilizing the uphill slopes, removing rocks and installing rockfall barriers, extending wildlife fencing and installing Wildlife Deterrent Mats and installing a wildlife crossing underpass bridge and pipe culvert.

The Board adjourned at 3:15 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  
November 13, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, November 12, 2018 at 1:30 p.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner via teleconference.

Commissioner Magera motioned for Commissioner Cox to be Acting Presiding Officer for the week of November 12-16<sup>th</sup>, 2018 as Carol Brooker, Presiding Officer will be absent. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Bill Burkland, Robert Peccia and Associates via teleconference to discuss: Thompson Falls Airport and Task Orders 10, 11 and 12. Commissioner Magera motioned to execute FAA Form 5100-134, Selection of Consultants- Airport Improvement Program Sponsor Certification for the Thompson Falls Airport. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to execute Task Order No. 10 an Agreement to Furnish Engineering Services to Sanders County for the Improvements to the Thompson Falls Airport (Project Administration) between Sanders County and Robert Peccia and Associates, Inc. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to execute Task Order No. 11 an Agreement to Furnish Engineering Services to Sanders County for the Improvements to the Thompson Falls Airport (Preliminary Engineering) between Sanders County and Robert Peccia and Associates, Inc. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to execute Task Order No. 12 an Agreement to Furnish Engineering Services to Sanders County for the Improvements to the Thompson Falls Airport (Design Engineering) between Sanders County and Robert Peccia and Associates, Inc. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 2:00 p.m.

Commissioner Cox proceeded to audit County Claims at 2:20 p.m. and instructed the Clerk to draw warrants in the amount of \$251,472.68. (County Claims are on file in the Office of the Clerk and Recorder)

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
November 14 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, November 14, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

The Board met with Karen Morey, Director of Public Health to discuss: Ms. Morey will provide a guest speaker in January 2019 to discuss Winter Stress with the County employees. There are 29 cases of flu reported in Montana. Sanders County has not reported any, however nearby Flathead and Missoula County have. Ms. Morey advised the Town Pump Charitable Foundation has provided \$5,000.00 to the Sanders County backpack program.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a request made for a refund on the Petition to Abandon County Road Easement for the affected property: Block 35, lots 5-8; Block 42 lots 12-11, 10, 9, 8, 7, 1 & 2; Block 41 lot 12. The Board has consensus to deny the request for a refund due to all the administrative work that has been completed on the Petition. Ms. Maudrone requested the decision on the Petition to Abandon County Road Easement No. 1030 & 1063 be continued until Wednesday, November 21, 2018 at 11:00 a.m. The Board has consensus for the Petition to Abandon County Road Easement No. 1030 & 1063 to remain under advisement until Wednesday, November 21, 2018 at 11:00 a.m. Further discussion was held on Blackfoot Telephone Company installing fiber optic cables from Driftwood Point Lane (mile post 23) to Munson Creek (mile post 64). Ms. Maudrone requests a meeting to be set up with the Sanders County Road Foreman and Mid-State Consultants, Blackfoot's communication systems engineers in the near future.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the First Pay Estimate for Pardee Excavating, LLC for the Solid Waste Refuse Disposal District Pre-Load Fill Placement Project. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to designate Charlotte Buljung as the County representative for the Plains, MT Planning Board. Commissioner Cox seconded the motion. The motion was passed unanimously.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the Board would like to begin in January 2019 to bring in attorneys to meet and request education and experience for assistance in the Collective Bargaining Agreement that ends June 30, 2019. Further discussion was held on the McKenzie McCarthy and Eric Bryson, Montana Association of Counties legal counsel assisting the County with Mediation.

The Board adjourned at 11:45 a.m.

ATTEST:

\_\_\_\_\_  
Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

Jennifer Ekberg

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
November 15, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Thursday, November 15, 2018 at 10:00 a.m. Present were Anthony B. Cox, Acting Presiding Officer and Glen E. Magera, Commissioner.

The Board met Department Heads for their regularly scheduled meeting. In attendance were: Nichol Scribner, Clerk and Recorder; Kimberly Patton, Assistant, Elections; Judson Shively, Coordinator, Weed District; Karen Morey, Director of Public Health; Lisa Richmond, Program Assistant/WIC Aid; Lori Methgen, GIS/Rural Addressing; Shawn Sorenson, Sanitarian; Rich Wallace, Director of Human Resources (HR); Shawna Chenoweth, Supervisor, Detention/Dispatch; Theresa Milner, Office Administrator; Jason Peterson, Supervisor, Solid Waste Refuse Disposal District; Les Lantz, Maintenance; Doug Dryden, Justice of the Peace; Lisa Koker, Deputy Treasurer and Sandra Haddow, Clerk, Treasurer. New Business: Mrs. Scribner introduced Kimberly Patton as the newest employee in the Clerk and Recorder's office. Mrs. Koker introduced Sandra Haddow as the newest employee in the Treasurer's office. Rich Wallace introduced Lisa Richmond as the newest employee in Public Health. Mr. Wallace provided review on the HR Policy Handbook sections 10.0 to 16.0 which included: Time Sheets and Preparation of Payroll; Employee Personnel Records; Hours of Work, Meal Breaks, and Rest Breaks; Driver's License Requirements; Drug and Alcohol Testing; Reduction in Force and Voluntary Termination, Resignation or Retirement. Unfinished Business: Mr. Wallace provided a Safety Update and advised there will be no Safety Training for the month of December. Feedback is requested for the new Montana Association of Counties (MACo) Safety Training personnel. Mr. Wallace will be meeting with McKenzie McCarthy after Thanksgiving to discuss Performance Management. Training on Performance Management will be set up in either February or March 2019 for Department Heads. Mr. Wallace noted that he will give Departments Heads advance notice of the training so that they can plan accordingly. Mr. Wallace is still working on the Training Cadence and has made some changes, Mr. Wallace is almost done with Justice Court and two other individuals that he has been working with to structure a document to work from for the Training Cadence. Department Head Updates: Commissioner Cox, noted the County is going to contract out for the snow removal for the Courthouse parking lot. Please remove vehicles before the end of each day so that the parking lot can be cleared of snow without any obstructions. Commissioner Magera, the County has to build a new transfer station due to the lease being up with Thompson River Lumber (TRL). Pardee Excavating, LLC received the bid for the first phase of the project. The geo technical engineers stated the earth work for the new site has to settle for 3-6 months before construction can begin. The second phase will go out to bid in January 2019. Nichol Scribner, the General Elections went well. There was a 71% turnout compared to the Presidential Elections turnout of 74%. In January 2019 Department Heads will be available to go on the Black Mountain Cloud (BMC). One on one training for the use of BMC will be coming soon for Department Heads. Mr. Wallace, reminder for Department Heads to not approve and sign a timesheet that only states hours worked. The timesheet has to have time in and time out. If an employee has over time they need to state the reasons why they worked over time. Doug Dryden, the Supreme Court has given Justice Court till the end of today to reconcile their books. Justice Court is two weeks late on their reconciliations. Mr. Dryden requests the Board to have the issues resolved today with the Treasurer's office. Shawn Sorenson, food grades will be posted on food establishment windows starting in January 2019. Judson Shively, the Weed District crew is off for the winter and Mr. Shively is working on grants for next years weed season. Theresa Milner, Application Data Systems, Inc. (ADSI) is going live in the next two weeks. Shawna Chenoweth, has joined a peer review of jails/detentions. The peer review helps recommend entities to meet standards. Mrs. Chenoweth has a new lead position in Detention. Lisa Koker, thank you for all the support given to the Treasurer's office. Les, Lantz, getting the Courthouse ready for winter. The third floor will be getting new carpet. Also, getting a new Transfer Switch for the Generator. Commissioner Cox, explained the Generator process. A meeting was held with individuals that are involved with the Generator and a solution was reached that the outdated Transfer Switch needed to be replaced and upgraded to today's standards. Lori Methgen, Rural Addressing is busy with people purchasing land and requesting addresses to be assigned for their property. Ms. Methgen is applying for grants to update the County GIS system and training for Ms. Methgen on the NextGen 9-1-1- software. Employees are requiring new computers, which are being replaced as needed. The new computers will have Windows 10 instead of Windows 7. Shawna Chenoweth, thanked Ms. Methgen for her assistance on the new software

installed in Detention/Dispatch. Karen Morey, 29 cases of the flu in Montana. None have been reported from Sanders County and Ms. Morey is still administering Flu Shots if anyone is interested. Public Health will have a speaker come in January 2019 to discuss Winter Stress with County employees. Commissioner Cox, the Elections office has been nominated for 'Going the Sanders County Mile.' Please attend the Employee Christmas Party that will be held December 6, 2018 at 5:30 p.m. at the Thompson Falls Elks Lodge. Nichol Scribner, thank you to the Sheriff's office for assisting with the General Elections.

### **ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to execute the Cooperative Agreement between MT Department of Health and Human Services (DPHHS) and Sanders County Board of Health (BOH) for the purpose of establishing a payment schedule to maximize the disbursement of funds to the BOH to support inspections of licensed establishments and to determine which optional programs the BOH will conduct. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to execute Amendment No. One for Contract No. 19-07-6-11-047-0 between Sanders County Public Health and the MT DPHHS for Public Health Emergency Preparedness. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to approve November 8, 2018 Board meeting minutes. Commissioner Cox seconded the motion. The motion was passed unanimously.

Commissioner Magera motioned to grant the following Elected Officials permission to leave the state for short intervals of time during the next 60 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 Cox seconded the motion. The motion was passed unanimously.

The Board adjourned at 11:30 a.m. and resumed the regular session at 1:10 p.m.

The Board met with Sharon Scott, Acting District Ranger, Lolo Nation Forest Service (FS) to discuss: the November 2018 updates for the Plains/Thompson Falls Ranger District. The updates were: all campgrounds are closed except Clark Memorial and Fish Trap until the weather shuts them down. Northwestern Energy pole replacement- from Thompson Falls to Copper Pass scoping period is scheduled to go out to the public for comment next week and will be available for comments for 15 days. Hand and slash piles will continue to burn thru the winter months. Areas include McGinnis, Prospect, Clear Creek, Copper King Campground, Copper King, Mule Pasture, Finley Flats, Combest Creek and Beatrice. Timber Sale Activities were given on: Black Jack Fire, Black Sheep Fire, Clear Creek, Fish Fry, and Burnt Beam (Sheep Gap Fire) Salvages. Lastly, Ms. Scott advised the FS has started to receive certifications of employees interested in summer work.

The Board met with Rich Wallace, Director of HR to discuss: Safety Report/Incident Update- 20 days without incident. Also in attendance was Shawn Sorenson, Sanitarian. Open County Positions: District Court Clerk (part-time), interviews for four selected applicants will be set for Monday, November 19, 2018. Deputy County Attorney, posted externally until November 16, 2018. One applicant has applied so far. Mr. Wallace proposes holding off reporting until the 1<sup>st</sup> week of January 2019 so that the new County Attorney can be involved with the hiring process. Mr. Sorenson requests a budget amendment. The Board requested clarification. Mr. Sorenson advised he is requesting a temporary employee for not more than 60 hours from the current budget and not to exceed \$1,500.00. The Board has consensus to approve Mr. Sorenson's budget amendment request. Commissioner Magera motioned to execute the HR Personnel Action form for John Chamblin's termination for seasonal work as the Sanders County Firewise Coordinator with the option of returning next year. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to accept the resignation of Kathy McEldery, Deputy, Superintendent of Schools effective November 30, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously. Commissioner Magera motioned to accept the resignation of Chelsea Kirkland, Clerk/Restitution Office, Justice Court effective November 23, 2018. Commissioner Cox seconded the motion. The motion was passed unanimously. Further discussions were held on the Training Cadence Project, Performance Appraisal Updates and Mediation on November 29, 2018 with MACo's legal counsel.

The Board adjourned at 3:00 p.m.



ATTEST:

---

Anthony B. Cox, Acting Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF SANDERS COUNTY, MONTANA  
November 20, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Tuesday, November 20, 2018 at 10:00 a.m. Present were Carol Brooker, Presiding Officer; Glen E. Magera, Commissioner and Anthony B. Cox, Commissioner.

The Board of Commissioners of Sanders County, acting as the County Canvassing Board of Sanders County, Montana, do hereby certify that the foregoing abstract of election returns consisting of page 352 through 353 of book 2 of Abstract of Election Returns, records of Sanders County, is a full and correct abstract of all the votes cast in the 2018 Federal General Election held in Sanders County, November 6, 2018 as the same as shown upon the Detail Results report printed from the DS850 #8515090201 from the Tally Sheets for the Write-In Voter in Sanders County, Montana. Also in attendance were: Nichol Scribner, Clerk and Recorder/Election Administrator; Roberta "Bobbi" Christenson, Deputy Election Administrator and Kimberly Patton, Assistant, Elections.

**ROUTINE COUNTY BUSINESS**

Commissioner Cox motioned to execute the Communication Building Lease between Sanders County and Montana Department of Natural Resources and Conservation (DNRC) to lease a portion of the building for the DNRC's communication equipment on Pat's Knob. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox motioned to waive the General Tax on the 2019 Real Property Tax Statement for Taxpayer No. 476. Commissioner Magera seconded the motion. The motion was passed unanimously.

Commissioner Cox left the meeting at 10:40 a.m.

Commissioner Cox joined the Board at 11:00 a.m.

The Board met with Rich Wallace, Director of Human Resources (HR) to discuss: Safety Report/Incident Update- 25 days without incident. Open County Positions: District Court Clerk (part-time), Commissioner Cox motioned to execute the HR Personnel Action Form for Lehua Milliken to start Friday, November 23, 2018 as the new part-time District Court Clerk. Commissioner Magera seconded the motion. The motion was passed unanimously. Deputy County Attorney, one applicant applied by the deadline of November 16, 2018. Mr. Wallace proposes holding off on reposting the open position for a Deputy County Attorney until the 1<sup>st</sup> week of January 2019 so that the new County Attorney can be involved with the hiring process. The Board has consensus for Mr. Wallace to hold off on reposting the open position for a Deputy County Attorney until January 2019. Justice Court Clerk/Restitution Officer, posted externally until Monday, December 3, 2018. Further discussion was held on the Training Cadence Project, Performance Appraisal Updates and Mediation on November 29, 2018 with MACo's legal counsel.

The Board adjourned at 12:00 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  
November 21, 2018**

The Board of Commissioners of Sanders County, Montana, met in regular session on Wednesday, November 21, 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 (SW) Refuse Disposal District Board Meeting. In attendance were: Carol Brooker, Member; Anthony B. Cox, Member; Glen E. Magera, Member; Jennifer Ekberg, Secretary; Jason Peterson, Supervisor, SW Refuse Disposal District and Kathy Conlin, Billing Clerk/Recycling Assistant. Commissioner Cox motioned to approve October 17, 2018 meeting minutes. Commissioner Magera seconded the motion. The motion was passed unanimously. New Business: Kathy Conlin presented the current schedule of units and SW fees for apartments. Currently a one-bedroom apartment is charged ½ a unit on the SW Fee Schedule. Commissioner Magera motioned to change a one-bedroom apartment from ½ a unit to 1 unit on the SW Fee Schedule. Commissioner Cox seconded the motion. The motion was passed unanimously. Mrs. Conlin discussed SW Fees in regards to Tax Exempt billing. Mrs. Conlin requested to send out a Refuse Assessment Data Sheet to the Tax Exempt entities to report accurately the volume of refuse that is taken to the landfill. The Board has consensus for Mrs. Conlin to send letters to the Tax Exempt entities. Jason Peterson and Kathy Conlin advised the Board that B & P Services has not paid Invoice No. 4501, which is 84 days past due. The Board has consensus to turn the past due payment for Invoice No. 4501 over to the County Attorney. The Board held discussion on proposed changes to be considered for the new Transfer Station. Items proposed included: SW Fee's raised; Non-Typical Fee's raised; changing available days for haulers and businesses to dump at the new Transfer Station. The Board agrees these items will need to be addressed in the future.

**ROUTINE COUNTY BUSINESS**

Commissioner Magera motioned to support and approve an application submitted to the Montana Department of Administration for the 9-1-1 Grant Program to compare Sanders County GIS data to the Legacy 911 data contained in the Master Street Address Guide (MSAG) and the Automated Location Information (ALI) and converting Sanders County GIS data to be compliant with the NENA Next Generation 9-1-1 data model. Commissioner Cox seconded the motion. The motion was passed unanimously.

As it was 11:00 a.m. and the time and place as advertised for the decision on the Petition to Abandon County Road Easement No. 1030 & 1063, Katherine Maudrone presented County Road Easement No. 1030 & 1063. Also in attendance were: Eric and Catherine Moore, Landowners. Mr. Moore requested clarification and stated that he does not need an easement for his property. Commissioner Cox motioned to continue to take the matter under advisement to discuss the matter with the Lee Smith, Foreman, Road District No. 3 until Thursday, December 6, 2018 at 10:00 a.m. Commissioner Magera seconded the motion. The motion was passed unanimously.

The Board met with Katherine Maudrone, Director of Land Services to discuss: a proposed part-time employee for Land Services. The part-time employee would deal mainly with vegetation and weed plans and wildfire risk ratings in subdivisions.

The Board met with Robert Zimmerman, County Attorney-Public Administrator to discuss: the status of the open position for Deputy County Attorney. Mr. Zimmerman's last day at the office will be Wednesday, December 24, 2018, so that Naomi Leisz the new County Attorney may rearrange her office to her liking before Ms. Leisz is to take office January 1, 2019.

Jessica Connolly, Chief Financial Officer (CFO) requested to meet with the Board as she was not on the scheduled agenda, to discuss: the Annual Report that is due December 2018. The Board has consensus for Mrs. Connolly to submit the Annual Report as is. Mrs. Connolly requested documents for Protested Taxes. Commissioner Brooker advised she would locate the documents for Mrs. Connolly. Further discussion was held on Public Health and the funds in Maternal, Child Health (MCH). Mrs. Connolly advised the Immunization monies have been going into the MCH Fund when instead the

monies should be going into the General Fund. The Board has consensus to move the money for Immunizations from the MCH Fund to the General Fund.

The Board adjourned at 12:30 p.m.

ATTEST:

---

Carol Brooker, Presiding Officer

Nichol Scribner, Clerk & Recorder-Assessor-Surveyor

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