

JANUARY 2 - 6, 2023
COMMISSIONER MEETINGS

Sweet Grass County Commissioner meetings are held in the office of the county commissioners in the Sweet Grass County Annex in Big Timber, Montana, unless otherwise noted in the minutes. The first Monday of each month a department head staff meeting will be held at 9:30 a.m. Claims will be reviewed and approved for payment every Thursday unless a conflict arises. At least one commissioner will be in the office from 9:00 a.m. to 5:00 p.m. daily unless they are at a conference or a meeting requiring them to be out of the office.

NOTICE: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder (MCA 7-4-2611(2)(b)).

Monday, January 2, 2023

Holiday

Tuesday, January 3, 2023

All Commissioners are in today.

Commissioner Wallace made a motion to appoint Commissioner Moody as the new chairman. Commissioner Roe seconded this and the motion passed with 3 ayes.

Resolutions for the new year were reviewed and read. (See attached)

Resolution 01-03-2023A – A resolution to set regular meeting times for the Board of County Commissioners

Resolution 01-03-2023B – A resolution to set County office hours.

Resolution 01-03-2023C – A resolution to set reimbursement for mileage and lodging for Sweet Grass County employees.

Resolution 01-03-2023D – A resolution to establish reimbursement rate for meals for Sweet Grass County employees.

Resolution 01-03-2023E – A resolution establishing a location for posting public notices.

Resolution 01-03-2023F – A resolution setting the daily rate for payment of costs for use of the detention center.

Resolution 01-03-2023G – A resolution clarifying the salary for the Superintendent of Schools.

Commissioner Wallace made a motion to approve the resolutions 01-03-2023 A – 01-03-2023G. Commissioner Roe seconded this and the motion passed with 3 ayes.

A department head meeting was held with Pat Dringman, Vicki Uehling, Alan Ronneberg, Connie Weston, Cory Conner, Marc King, Cliff Brophy, Vera Pederson, Page Dringman, Char Rasnick and Jessie Connolly present.

Finance Officer Uehling stated the auditor was here last month and that she was working on the annual report that is due today.

County Attorney Dringman said he has been working on the lawsuit regarding Microwave Tower road and several felonies.

Sheriff Ronneberg reported the numbers for the month and said he will be seeking another dispatcher.

Treasurer Rasnick said her office was busy last month with tax collections.

Weed Coordinator Weston said she is slow this time of year and completed the state reports.

Judge Connolly reported the numbers for the month and ready for the legislative session with several bills they will be following.

Superintendent of Schools Rech was welcomed to the meeting and then stated that she will be starting with the school elections and spelling bee.

Planner Dringman said Lana is working on the rural addressing, the growth policy is done and they will be holding public meetings on that and she will be watching the legislative session for several bills.

Public Works Director Conner reported his department was busy with November and December snowstorms and helping replace the Tronrud bridge.

Extension Agent King said he had two judging contests in December, helping with the search for a new extension agent in Carbon County, judged a show in Canada and the Stockgrowers will be hosting a seminar at the fairgrounds January 11th with Dr. Katie and Stella the cow.

DES/911 Coordinator Brophy said he has been dealing with equipment issues.

Clerk and Recorder Pederson reported the November general election was good with no issues, she attended the MACo Elected Officials Training in Helena, she will be watching a lot of the legislative session as there are over 400 proposed election bills. She also stated that the deed recording numbers have dropped a little over the last 2 years.

Commissioner Roe stated they received \$235,192.79 from the Local Assistance and Tribal Consistency Fund, they are continuing to work on the capital improvement plan, attended the senior center board meeting and Beartooth RC & D meeting.

Commissioner Wallace said he attended the PMC board meeting and MACo executive board meeting.

Commissioner Moody added that they signed the new year resolutions, they are working on getting the tank behind the courthouse removed, will be appointing new board members, helped the road department with the Tronrud bridge, attended a fair board and HRDC board meetings.

Commissioner Moody swore in Patrick Dringman for another term as Sweet Grass County Attorney.

Public Works Director Conner presented encroachment permits for approval.

The encroachment permit for Crystal Sulak on Upper Deer Creek Road was reviewed. Commissioner Roe made a motion to accept the encroachment permit and was seconded. The motion carried with 3 ayes. Two encroachment permits for Northwestern Energy one on Cremer Road and the other on Orchard Lane. Commissioner Wallace made a motion to approve both with conditions. Motion was seconded and carried with 3 ayes.

The Commissioners met with Kirk Bryan about the airport manager job description, wages and expectations.

DES/911 Coordinator Brophy was in to discuss the Wildfire Mitigation Plan RFP.

Wednesday, January 4, 2023

All Commissioners are in today.

Julie Dodge with Key Insurance was in to go over the insurance renewal. The reappraisal will increase the rates substantially.

The Commissioners watched the FLAP (Federal Lands Access Programs) grant webinar.

County Attorney Dringman met with the Commissioners regarding the Shay lawsuit.

Clerk and Recorder Pederson and Lana from the planning office were in to discuss the abnormalities in the precinct maps and the written descriptions.

Commissioner Moody signed the RFP for the completion of the updated community Wildfire Protection Plan due by February 8 @ 5:00 P.M.

A call from Stacey Gatewood with David Yarrow Photography regarding a photo shoot on Big Timber Canyon Road.

Thursday, January 5, 2023

All Commissioners are in today.

Claims for the week were reviewed and signed.

Clerk and Recorder Pederson was in to go over agenda items.

Bob Bryan stopped by to discuss the heater in the airport lounge.

The Commissioners attended a meeting with the City of Big Timber and Justice of Peace regarding the Interlocal Agreement for the City Court Judge.

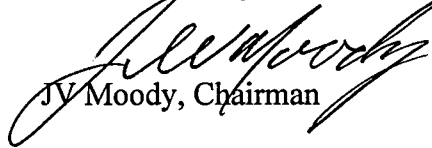
Friday, January 6, 2023

Commissioner Roe and Moody are in today and Commissioner Wallace is out.

The November credit card statement was reviewed and signed.

Respectfully submitted,
/s/ Vera Pederson

Board of County Commissioners


J.V. Moody, Chairman

Date Approved: February 9, 2023



Attest: Vera Pederson, Clerk



RESOLUTION 01-03-2023-A

A RESOLUTION TO SET REGULAR MEETING DATES AND TIMES FOR THE
BOARD OF COUNTY COMMISSIONERS PER 7-5-2122, MCA.

WHEREAS, pursuant to Resolution #03-30-06B the Sweet Grass County Commissioners are full time, and

WHEREAS, the intent of the Commissioners of Sweet Grass County is to serve and be available to the citizens of the county to the best of their ability, and

WHEREAS, the Board of County Commissioners of Sweet Grass County by this resolution to establish regular meeting days and hours.

NOW THEREFORE BE IT RESOLVED that effective January 1, 2023, the Board of County Commissioners of Sweet Grass County will hold regular meetings Monday thru Friday during the month. These are the days to schedule matters that are of significant public interest and require the Commissioners to take action. These matters must be noticed at least 48 hours prior to action being taken 2-3-103, M.C.A. At least one commissioner will be in the office from 8:00 a.m. to 5:00 p.m. on most days. The Commissioners often attend meetings, workshops, and conferences outside of their office or out of town, which could alter the days or hours that they are in the office. Public comment pursuant to 2-3-103, MCA, will be accepted on any public matter that is not scheduled on the agenda, during periods when no other business is scheduled; NO ACTION will be taken at that time on issues not on the agenda. If the matter requires action to be taken a meeting will be scheduled and noticed 48 hours prior to the action being taken,

Monthly staff meetings will be held on the first Monday of each month at 9:30 a.m. unless otherwise noticed. Claims will be reviewed and approved for payment on Thursday of each week and warrants will be cut and mailed each Thursday afternoon unless otherwise noticed.

Dated this 3rd day of January, 2023

Board of County Commissioners

Chakperson

Chakperson

William Walker

Commissioner

Melinae Rice

Commissioner

Attest:

Vera Pederson

Clerk



RESOLUTION 01-03-2023-B

A RESOLUTION TO ESTABLISH OFFICE HOURS FOR ALL COUNTY OFFICES PURSUANT TO 7-4-102, MCA.

WHEREAS, 7-4-102, M.C.A., gives the Board of County commissioners the authority to establish hours for county offices to be open and transact business, and

WHEREAS, it is the intent of the elected officials and the employees of Sweet Grass County to be available and serve the citizens of Sweet Grass County to the best of their ability.

NOW THEREFORE BE IT RESOLVED that office hours for all county offices are from 8:00 a.m. to 5:00 p.m. Monday through Friday weekly except on legal holidays. All offices with a sufficient number of employees to rotate lunch hours will remain open during the lunch hour (noon to 1:00 p.m.) except in the event of emergency or extenuating circumstances.

Sweet Grass County Law Enforcement department is an exception to this rule as they operate on a 24/7 basis. The Sweet Grass County Road Department is also an exception as they work four (4) ten hour days (Monday through Thursday) except in the event of emergency or extenuating circumstances.

Dated this 3rd day of January, 2023

Board of County Commissioners

[Signature]
Chairperson

[Signature]
Commissioner

[Signature]
Commissioner

Attest:

[Signature]
Clerk



RESOLUTION 01-03-2023-C

A RESOLUTION TO SET REIMBURSEMENT FOR MILEAGE AND LODGING
FOR SWEET GRASS COUNTY EMPLOYEES.

WHEREAS, per 2-18-501, M.C.A. all elected officials, appointed members of boards, commissioners, department heads, and all other county employees must be reimbursed for travel and lodging while away from the person's designated headquarters and engaged in official county business, and

WHEREAS, all travel and lodging must be authorized and approved by county department heads or the Board of County Commissioners prior to the event, and

WHEREAS, all requests for mileage and lodging must be accompanied by receipts and or a mileage log and an agenda for the meeting or proof of registration for a conference prior to the claim being paid.

NOW THEREFORE BE IT RESOLVED that effective January 1, 2023, the reimbursement rate for mileage is \$0.655 per mile. The State rate for lodging is \$98.00 plus tax per night. If the conference or event that the employee is attending is at an establishment that charges a higher rate the county will reimburse at the higher rate if a receipt and copy of the registration and the agenda for the event accompanies the claim.

Dated this 3rd day of January, 2023.

Board of County Commissioners.

[Signature]
Chairperson

[Signature]
Commissioner

[Signature]
Commissioner

Attest:

[Signature]
Clerk



RESOLUTION NO. 01-03-2023-D

A RESOLUTION TO ESTABLISH REIMBURSEMENT RATES FOR MEALS FOR COUNTY EMPLOYEES.

WHEREAS, all elected officials, appointed members of boards, commissioners, department heads, and other county employees must be reimbursed for meals and lodging while away from the person's designated headquarters and engaged in official county business, pursuant to 2-18-501, MCA, and

WHEREAS, 2-18-502. Computation of meal allowance. (1) Except as provided in subsections (2) and (4), an employee is eligible for the meal allowance provided in 2-18-501, only if the employee is in a travel status for more than 3 continuous hours during the following hours:

- (a) for the morning meal allowance, between the hours of 12:01 a.m. and 10 a.m.;
- (b) for the midday meal allowance, between the hours of 10:01 a.m. and 3 p.m.; and
- (c) for the evening meal allowance, between the hours of 3:01 p.m. and 12 midnight.

(2) An eligible employee may receive:

- (a) only one of the three meal allowances provided, if the travel was performed within the employee's assigned travel shift; or
- (b) a maximum of two meal allowances if the travel begins before or was completed after the employee's assigned travel shift and the travel did not exceed 24 hours.

(3) "Travel shift" is that period of time beginning 1 hour before and terminating 1 hour after the employee's normally assigned work shift.

(4) An appointed member of a state board, commission, or council or a member of a legislative subcommittee or select or interim committee is entitled to a midday meal allowance on a day the individual is attending a meeting of the board, commission, council, or committee, regardless of proximity of the meeting place to the individual's residence or headquarters. This subsection does not apply to a member of a legislative committee during a legislative session.

(5) The department of administration shall prescribe policies necessary to effectively administer this section for state government.

NOW THEREFORE BE IT RESOLVED, that Sweet Grass County will reimburse the actual cost of the meals if a receipt is presented and the cost is reasonable; however, the total for any one day is \$54.00, which is the current rate per the U.S. General Service Administration effective January 10, 2020. If no receipt is presented employees will be reimbursed at \$13.00 for breakfast, \$15.00 for lunch and \$26.00 for dinner. Employees will not be reimbursed for meals that are provided with the conference or meeting being attended. Sweet Grass County does not reimburse for alcoholic beverages or tips. The Commissioners and the financial officer review all expenditures prior to payment and abuse of this policy will be addressed on an individual basis.

Dated this 3rd day of January, 2023.

Board of County Commissioners

[Signature]
Chairperson

[Signature]
Commissioner

[Signature]
Commissioner

Attest: *[Signature]*

Clerk



RESOLUTION #01-03-2023-E

**RESOLUTION OF THE SWEET GRASS COUNTY COMMISSIONERS ESTABLISHING A
LOCATION FOR POSTING PUBLIC NOTICE**

WHEREAS, Section 7-1-2121, MCA, establishes requirements when public notice is to be provided by publication; and,

WHEREAS, Section 7-1-2122, MCA, establishes requirements when public notice is to be provided by mail; and,

WHEREAS, House Bill 334 (2015), sets forth the requirements when public notice is to be provided by posting and is codified as 7-1-2123, MCA. Section 7-1-2123, MCA, requires the following:

- 1) The governing body shall specify by resolution a public location for posting information and shall order erected a suitable posting board.
- 2) When posting is required, a copy of the document must be placed on the posting board, and a copy must be available at the office of the county clerk and recorder.

NOW THEREFORE, BE IT RESOLVED that Sweet Grass County hereby designates the following locations where public notice will be provided when public notice is to be done by posting:

The bulletin board outside the Sweet Grass County Commission Board Room in the Annex building, 115 W. 5th Street, Big Timber, Montana; and the Clerk and Recorder's office.

Adopted this 3rd day of January, 2023.

BOARD OF SWEET GRASS COUNTY COMMISSIONERS

J. Murphy Member

William Walker Member

Melina Rye Member

Attest:

Vera Pederson Clerk



RESOLUTION 01-03-2023 - F

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS SETTING THE
DAILY RATE FOR PAYMENT OF COSTS FOR USE OF DETENTION CENTER**

WHEREAS, in accordance with 46-18-403 MCA, the Board of Commissioners must establish the rate of credit for incarceration and the daily rate must be equal to the actual cost incurred by the detention facility for which the rate is established, and

WHEREAS, the Sweet Grass County Sheriff has notified the Board of Sweet Grass County Commissioners that the actual cost charged for a detention facility is \$85.00 per day.

NOW THEREFORE BE IT RESOLVED, that the rate of credit for incarceration for Sweet Grass County for the fiscal year 2022-2023 be established at \$85.00 per day in accordance with 46-18-403 MCA.

APPROVED BY THE BOARD OF COMMISSIONER THIS 3rd DAY OF JANUARY, 2023.

[Signature]
Chairman

[Signature]
Commissioner

[Signature]
Commissioner

Attest:

[Signature]
Clerk and Recorder



RESOLUTION 01-03-2023 - G

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS CLARIFYING THE SALARY FOR THE SUPERINTENDENT OF SCHOOLS

WHEREAS, in accordance with 20-3-213 MCA, the Board of County Commissioners has the right to establish the office of the Superintendent of Schools as a part-time office under provisions of 20-3-213 MCA and adjust the salary established in 7-4-2503 MCA to make it commensurate with the reduction in hours, and

WHEREAS, a part-time county superintendent of schools shall perform all the duties of that office that are required by law.

NOW THEREFORE BE IT RESOLVED, that effective January 1, 2023, the salary of the Sweet Grass County Superintendent of Schools be established as a 2/3 position and that the salary shall be calculated in accordance with 7-4-2503 (1) (a) and (2) (a) MCA.

APPROVED BY THE BOARD OF COMMISSIONER THIS 3rd DAY OF JANUARY, 2023.

Bill Meyer

Chairman

William Walker

Commissioner

Melanie Bue

Commissioner

Attest:

Vera Pederson

Clerk and Recorder

