

February 7, 2012 ♦ Tuesday

The Board of Liberty County Commissioners met in regular session on the above stated date at 10:00 AM in their room at the Courthouse. Those present were: Chairman Larry Hendrickson, Commissioner Russ Tempel and Commissioner Rlynn Rockman.

PAYROLL

The current payroll was offered for consideration. Commissioner Tempel made the motion, seconded by Commissioner Hendrickson to approve the payment of the current payroll as presented. The motion carried.

LEPC

Commissioner Tempel, Commissioner Hendrickson and Commissioner Rockman attended the monthly LEPC meeting along with eleven other members. The following items were discussed:

1. EOC activation exercise is being planned;
2. A mass fatality exercise is needed by Liberty Medical Center;
3. Wheat Country Estates needs an evacuation exercise;
4. An EMPG grant meeting for Liberty County will be February 22nd; a funding commitment letter is required from the Commissioner's for the grant;
5. A Phase-3 planning meeting will be in Conrad on March 5th (Cut Bank), March 20th (Chester), April 5th (Choteau), April 9th (Conrad), and April 16th (Shelby);
6. Quannah Bailey has retired as Fire Chief; his replacement will be Jason Wanken.

PERMISSION TO CROSS COUNTY ROADS

NorthWestern Energy provided application for permission to cross Liberty County Road 1700E (plan to bore a 2" electrical line at 6' depth). Commissioner Tempel made the motion to approve this crossing. Commissioner Rockman seconded the motion, and the motion carried.

ROAD SUPERVISOR

Shawn Norick was in to discuss road issues:

1. Of our 15,000 yards of contracted gravel with Ray O'Brien crushing, we've actually used approximately 3,500 yards and have been billed at \$5.10/yard. Therefore, O'Brien still needs to crush the additional 12,000 yards. Because we have approximately \$20,000 left in the gravel budget, we'll ask O'Brien to crush an extra 4,000 yards;
2. The wingless post did arrive and has been installed;
3. The crew is working on improvements to the Whitlash Road.

BOB SIVERTSEN

Bob Sivertsen of the Highway 2 Association stopped in to update the Commissioners on his association and the "4 for 2" on Hwy 2 campaign.

LIBRARIAN

Teresa Fenger was in to request a resolution to transfer some of the library's cash (specifically, \$3,500 carried over from Fiscal Year 2010-11 and \$5,100 from coffee receipts this Fiscal Year). The Commissioners explained that normally these special resolutions are completed at F/Y end, but Teresa is worried that these funds will not get into her CIP fund like last year. The aforementioned \$3,500 was actually funds from a special "Friends of the Library" account that was "closed" per auditor recommendation, then these funds didn't make it into the CIP fund. After some discussion, the Commissioners agreed to do a special resolution to transfer that original \$3,500 into the Library's CIP fund. Commissioner Rockman made the motion, seconded by Commissioner Tempel, and the motion carried.

RESOLUTION 12-04

A resolution addressing a transfer of funds from the Compensated Absences Fund (#3200) to the Senior Citizens, Council on Aging, and Extension funds to cover the accrued sick and vacation time of two employees who retired in 2011 (specifically Rod Keith and Ann Wickum). Commissioner Rockman made the motion to approve this resolution. Commissioner Tempel seconded the motion, and the motion carried.

RESOLUTION 12-04

WHEREAS, the Compensated Absences Fund (#3200) has been established to assist annual budgets at the time of an employee termination or retirement pay out for unused sick and vacation time;

WHEREAS, the Senior Citizens Department and the Extension Department both had employees retire in February 2012;

WHEREAS, funds have been transferred from the Compensated Absences Fund into the Senior Citizens Transit Fund (#2281), Council on Aging Fund (#2986), and the Extension Fund (#2290) to cover the expense of the two employees accrued sick and vacation pay out;

NOW THEREFORE BE IT HEREBY RESOLVED, by the Liberty County Commissioners that the Senior Citizens Transit Fund 2011-2012 budget be expanded by the transferred amount of \$7,294.31; the Council on Aging Fund 2011-2012 budget be expanded by the transferred amount of \$7,294.30; and the Extension Fund 2011-2012 budget be expanded by the transferred amount of \$5232.50.

DATED THIS 7th day of February, 2012



BOARD OF COUNTY COMMISSIONERS
Chairman
Commissioner
Commissioner

JUSTICE OF THE PEACE

Holly Frederickson came in to discuss a few items:

- 1. The Town of Chester is presently revising the rules and penalties regarding dog ordinances. She has recently dealt with several tickets, but there's no adequate or acceptable resolution available at this time;
2. Holly suggests that we adopt a "Social Host" ordinance regarding underage drinking and contributing to the delinquency of minors. She will get the Commissioners samples of similar ordinances. She feels that it may eliminate possible future liability issues.

CLAIMS

The monthly claims were submitted for payment. A motion was made by Commissioner Tempel, and seconded by Commissioner Rockman to approve payment of these claims. The motion carried.

SENIOR CENTER

The Commissioners telephoned Kent Montgomery of All Season Heating and Air Conditioning in Shelby. He will be in our area on 02/18/2012 and will stop by to look at possible installation of the new convection ovens at the Senior Center.

PUBLIC HEALTH

Penny Walston provided a "specimen transport plan" (a deliverable check list), which has been approve and signed by Dr.Gladys Young, for signature by Rlynn Rockman as Chairman of the Board of Health.

COUNCIL ON AGING

Commissioner Rockman attended the monthly Council on Aging meeting. Items of interest:

1. Clausen's fixed the serving window countertop, but damaged the stainless steel trim and dented the automatic door; Glenda will send photos and notice to Autumn;
2. The "Bountiful Basket" program was discussed; there are 30+ people interested in this program;
3. Current balance in all Council on Aging accounts = \$81,043.19;
4. An AARP safe driving class will be held at the Senior Center on February 23rd from 1 to 4:30 pm with instructor Marlene Hill and a registration fee of \$12; open to the public (Glenda will put notice in the paper).

AUDITOR

JohnPaul Poelman, CPA had his initial interview with the Commissioners regarding actual problems, potential problems, accounting deficiencies, suspicions of fraud, and any questionable issues in Liberty County prior to his present audit.

There being no further business, the regular meeting of the Board of Liberty County Commissioners was adjourned at 5:00 PM.

ATTEST: _____

Clerk

Chairman

February 8th, 2012 ♦ Wednesday

The Board of Liberty County Commissioners met in regular session on the above stated date at 10:00 AM in their room at the Courthouse. Those present were: Chairman Larry Hendrickson, Commissioner Russ Tempel and Commissioner Rlynn Rockman.

NCAAA

The Commissioners received correspondence from NCAAA regarding future funding for the next biennium (2013-2014) via our State legislature. Our current yearly share from NCAAA is \$5,290. Karen Roehm is asking for info regarding additional needs, use of funds, etc. so she can justify continued and / or additional financial support from the state. Glenda Hanson will forward our summarized requests to the NCAAA in Conrad.

LIBERTY COUNTY CONSERVATION DISTRICT

Information from the Liberty County Conservation District:

1. Robert Pugsley Jr. was appointed to the City/County Planning Board;
2. The Marias River Watershed meeting will be February 21st, in Shelby;
3. Current officers of the Liberty County Conservation District are: Lanny Jones (President), Fred Skierka (Vice President), and Rod Oraw (Treasurer).

CTEP

Lynda VandeSandt has no updates on the CTEP project, so she will e-mail Bearpaw Development Corporation for details. There is a request for a bid date.

BOUNTIFUL BASKETS

After discussion with Glenda Hanson, Jesse Fulbright, and Holly Knighton, the Commissioners decided to allow the Bountiful Baskets program to use the Senior Center as the local distribution center on a trial basis through June 30th, 2012. A motion was made by Commissioner Tempel and seconded by Commissioner Rockman. The motion carried to allow this program use of the Center. All parties concerned were notified.

WOOD ENTERPRISES

The Commissioners received a Deductible Billing Statement from MACo related to a minor injury to a transit bus passenger on 04/14/2010. It reveals that the amount paid as damages to the claimant was \$166.00, and MACo is apparently requesting the same amount as reimbursement from Liberty County. The Commissioners telephoned Marty Wood, who has never seen this particular form. He will follow-up on it for the Commissioners.

Marty telephoned back to report that Liberty County owes MACo for this \$166.00; as we have a \$2,000 deductible provision in our liability insurance.

EXIT AUDIT

Rhonda Pimley, Gayle Dahlen, Teresa Fenger, and the three Commissioners met with JohnPaul Poelman, CPA with Denning, Downey, and Associates for the Exit Interview. No component units were audited, but mention was made to two specific funds of the Credit Union not reported ("Friends of the Library" for \$5,506 and Council on Aging for \$33,879). There were 4 key audit points documented:

1. There are excess reimbursements in the weed grants totaling \$80,882, which require expenditures be incurred that have not been incurred;
2. A system of internal control to segregate functions of cash handling in the Justice of the Peace Office was requested in the previous year's audit, and was resolved in January of 2012 with hiring of the JP Clerk;
3. All county offices must have proper documentation for any reimbursement of expenditures by employees (i.e., not just an order form, but proof of delivery and payment);
4. The Library Espresso Bar must use a cash register to receipt all sales and continue to keep purchase receipts from the same fund to correctly reconcile a true net profit for deposit into the Library CIP fund.

LYNN DUFFIN

Mr. Lynn Duffin stopped in to report that there is a pile of residual dirt and gravel on his grass behind his office secondary to snow-plowing the library and there is also some damage to his grass. The Commissioners promised that the dirt pile would be removed ASAP. Shawn Norick was notified.

SENIOR CENTER

An e-mail from Russ Wolfe reveals a bill for \$6,663 for the added furnace and air conditioner to supplement the kitchen heat at the Senior Center. This bill is presently in limbo.

There being no further business, the regular meeting of the Board of Liberty County Commissioners was adjourned at 5:00 PM.

ATTEST: _____

Clerk

Chairman

February 21st, 2012 ♦ Tuesday

The Board of Liberty County Commissioners met in regular session on the above stated date at 10:00 AM in their room at the Courthouse. Those present were: Chairman Larry Hendrickson and Commissioner Rlynn Rockman.

FEMA

The Commissioners received a letter from the Department of Military Affairs that reveals our total FEMA payments as follows:

Liberty County Road repairs = \$35,100	}	\$82,098 Total
Lake Elwell shelter repairs = \$46,998		

The anticipated check of \$46,998 will be short \$14,900. When the project is finished, a proof of "flood insurance" must be provided and the P4 paperwork completed, and then the \$14,900 hold-out funds will be received. The Commissioners telephoned the BOR, State of Montana, and Wood Insurance to discuss these details.

ROAD SUPERVISOR

Shawn Norick and Jerry Ghekiere came in to discuss the mechanical problems with the loader. A rebuild long-block will run at about \$13,000 without labor. Cost of a short-block was quoted at about \$8,000. There are three choices on a rental loader: RDO, Jeremiah Johnson, or Jerry Fenger. Decisions forth coming later today.

Additional loader facts:

1. Short-block = about \$7,800 + \$1,600 labor to transfer parts from over present core to the rebuilt. Potential problems = No new head and no warranty.
2. Long-block = about \$11,000 (includes core trade-in) with all new parts and head (complete engine). Advantage = 2-year warranty.
3. A rental loader from RDO is 40 hours at \$2,200 (\$55/hour); equipment guaranteed during lease period.

Decision: Order complete engine from RDO and lease a loader from RDO.

SENIOR CENTER DIRECTOR

Glenda Hanson was in with updates:

1. The two new convection ovens are working great!
2. A Gilford lady backed into one of our buses at Mike's IGA last week; the damage is in excess of \$2,000 and she has no insurance (Wood Insurance was telephoned to confirm the \$500 deductible / collision policy). Glenda will get a bid on the damage, then get back to the Commissioners.
3. Bus driver, Rhonda Rocks, was bitten by a small dog while picking up a rider last week. The bite "broke the skin", so she was sent to the clinic for a tetanus shot and an incident report was completed.
4. Our head cook, Jeanne W., is still on workman's comp due to back injury; her job description has been forwarded to the physician for possible job modifications.
5. The "Bountiful Basket" program will begin in early March.
6. A report from Glenda showing comparisons between July 2010 – January 2011 vs. July 2011 – January 2012 show home delivered meals are up 14%, congregate meals are up 76%, transportation is up 28%, and senior center activities are up 64%.

LIBERTY MEDICAL CENTER BOARD MEETING

Commissioner Hendrickson attended the Liberty Medical Center board meeting on 02/15/2012. There were concerns about the bottom-line; useage of facilities / services are down. Also, proposals for bids on LMC's pharmaceutical services will be sent out.

AMBULANCE

Yvonne Hunnewell stopped in to discuss upcoming EMT webinars and meetings. Also discussed was Quannah's retirement party on March 7th.

JERRY FENGER

Jerry Fenger stopped in to discuss his loader, which has questionable glow-plugs. The decision has been made to lease from RDO, which he understands.

LIBERTY COUNTY SHERIFF'S OFFICE

Deputies Tim Snyder and Steve Cameron came in to visit with the Commissioners about their confusion and questions about recent raises given to the elected officials and the impact these raises have on them. When Sheriff Burrows got his raise, the statute required that Undersheriff Riggan also be compensated to 95% of the Sheriff's salary (constituting a new raise to Riggan). Also, by statute is the provision that the sheriff sets the salaries of his deputies in the range of 85-90%, which is presently at 90%. The deputies did not get a raise, so their 90% before the sheriff's raise now calculates to 85%; they did not lose nor gain any salary, but their percentage simply changed for this one-time pay raise. Our plans were to bring them back to the 90% at the next fiscal year salary deliberations. They feel strongly that we got bad advice from MACO legal counsel and that we are opening up a possible legal battle. We asked them to come back with Sheriff Burrows to further discuss this situation. Clerk and Recorder Pimley was present during the discussion with the two deputies. (Dick Burrow's opinion following).

PAYROLL

The county salaries were offered for approval. A motion was made by Commissioner Rockman, seconded by Commissioner Hendrickson, and the motion carried to pay the current salaries.

WEED SUPERVISOR

Jim Ghekier was in to discuss the purchase of a 16 foot Trail-King flatbed trailer with an asking price of \$2,900. This unit can be used to haul the two 4-wheeler sprayer units by the weed department, the skid-steer by the road department, and other related uses. After discussion, a motion was made by Commissioner Rockman, seconded by Commissioner Hendrickson to purchase this trailer. The motion carried.

Jim attended the Marias Water Shed meeting in Shelby this morning.

LIBERTY COUNTY TIMES

The Commissioners placed two notices in the local newspaper:

- 1. A news item announcing Quannah Bailey's retirement party on March 7th;
- 2. A notice for closed bids on obsolete county property, namely a Canon 35mm camera kit (serial #5203681).

MACO

The three commissioners attended the MACo Midwinter conference in Billings from February 13 – 16.

SHERIFF BURROWS

Dick Burrows came to visit with the commissioners about the deputies' concerns. He concurs that he voted "for the raise" for himself and other elected officials, realizing the mandated impact on his undersheriff and the negative consequences for his deputies. Only later did his feelings change about the 90% guarantee to his deputies. At this point, Dick will not work with the commissioners for resolution of this issue and is supporting his deputies' demands.

There being no further business, the regular meeting of the Board of Liberty County Commissioners was adjourned at 5:00 PM.

ATTEST: _____

Clerk

Chairman

February 22nd, 2012 ♦ Wednesday

EMPG

A special meeting for Financial Management Review of the county EMPG program was attended by Larry Hendrickson, Rlynn Rockman, Ed Gierke, and Darrell Stafford, with assistance offered by Jim Ghekiere and Rhonda Pimley.

All time-sheets and receipts were entered into the computer and updated through today for this fiscal year.

COUNTY BUILDING AND EQUIPMENT

An updated annual inventory of county buildings and equipment was reviewed by Commissioner Hendrickson and Commissioner Rockman.

February 28th, 2012 ♦ Tuesday

The Board of Liberty County Commissioners met in regular session on the above stated date at 10:00 AM in their room at the Courthouse. Those present were: Chairman Larry Hendrickson, Commissioner Russ Tempel and Commissioner Rlynn Rockman.

PAYROLL MONTHLY WITHHOLDINGS

A motion was made by Commissioner Tempel, and seconded by Commissioner Rockman to pay all current monthly withholdings. The motion carried.

CTEP

The Commissioners received an e-mail from Krystal Steinmetz about the CTEP project. She suggests a "limited solicitation" process, rather than advertising, to secure bids on the project (which is estimated to come in under \$50,000). We discussed this and decided to advertise for bids.

FIRE DISTRICT

Dallas Denter, Jason Wanken, and James Dahinden came in to discuss their department mill levy (9.3 mills) and the recommendations of our auditor. They will send the Commissioners an official request letter prior to July 1st asking for their total mills for next fiscal year. The Commissioners will also schedule a meeting with their board.

ROAD SUPERVISOR

Shawn Norick stopped in to discuss road issues. They're moving gravel to several northern roads. They received the Tractor & Equipment bill for about \$5,500 (turbo, etc. repairs). They just ordered two recapped grader tires. Shawn has spoken with crusher O'Brien about our contract and using some of his reject gravel. There's still no word on the Repo loader at Pear Paw Development.

SENIOR CENTER SUPERVISOR

Glenda Hanson was in on Senior Center issues. The repair bid from Snyder's Dent Shop on the damaged bus is about \$2,100. She will call the uninsured motorist (Shirley Jones) about this claim. The installation charges on the convection ovens are about \$650; these ovens are working great!

BEAR PAW DEVELOPMENT

The Commissioners received an updated (final) bill from Bear Paw Development Corporation for their services in the grant management and close-out paperwork for MDOT, REDLG, and CDBG associated with the construction of our new Senior Center. In checking our records, we previously paid Bear Paw Development Corporation \$17,034 for administrative services and \$2,030 for CDBG (local match).

We had agreed to pay Bear Paw Development Corporation about \$25,000 for their professional and administrative services relating to this project. The current statement is for \$7,966, of which \$600 is for REDLG services and \$2,030 is a past unpaid invoice. A call to Bear Paw Development Corporation confirmed that we already paid the \$2,030 on 04/30/2011. Therefore, our current unpaid balance to Bear Paw Development Corporation is \$5,935.25, which puts the total near that \$25,000 agreement.

SENIOR CENTER

The Commissioners stopped at the Senior Center to take photos of the cracked sidewalks on the north side of the center (outside of the dining room). The Commissioners also photographed the damage to the left front fender / headlight of the bus that was damaged.

WAG

The Commissioner's addressed WAG's recent bill for the additional furnace and AC unit to solve the problems in the kitchen at the Senior Center. New charges included \$6,662.50 to Havre Heating + \$999.67 to Klemens Electrical. Chris at Everson Corideiro has offered to pay \$1,000 in good faith, which would pay Klemen's bill. The Commissioners e-mailed WAG and offered to pay 1/2 of the remaining expense (\$3,333), based on the added value to our facility.

SUPERIOR BUSINESS EQUIPMENT

Barry Eastley stopped in about copy machines. Our current Canon copier was purchased in 2003, so we need to be thinking about updating. A new replacement machine will run about \$6,400 without common optional accessories. A service contract will compute at 1.2¢ per black & white copy and 6.6¢ per color copy. The Commissioners will contemplate this information.

MIKE'S THRIFTWAY

Mike Novak stopped to discuss a possible future tax abatement. He is considering a major remodeling project involving an LED lighting system and new coolers, freezers, compressors to the tune of about \$500,000. The application procedure was explained to him.

There being no further business, the regular meeting of the Board of Liberty County Commissioners was adjourned at 5:00 PM.

ATTEST: _____

Clerk

Chairman