

January 8, 2024 Regular Session of the Beaverhead County Commissioners

The Board of Commissioners, in and for Beaverhead County, Montana, met in session on January 8, 2024 at 9:00 a.m. in the Commissioners' Room of the Beaverhead County Courthouse. Present: Commissioner C. Thomas Rice, Commissioner John H. Jackson, and their Assistant Taylor Longie.

Pledge of Allegiance

At this time, those present recited the Pledge of Allegiance aloud to begin the day.

Department Head Meeting

Stacy Setzer, Betty Tinsley, Shonna Graham, Mike Miller, STracy Sawyer, Rob Macioroski, Tom Wagenecht, Bob Ferris, Joyce Pollastro, Stacy Reynolds, Amber Burch, David Wendt, Sky Jones, Randi Braddock, Carly Anderson, Sue Hansen, Paul Craft.

Commissioner McGinley started the meeting stating that Paul Craft is coming in for Human Resources. Chairman McGinley turned the meeting over to Paul.

Paul said that by "We" he means Beaverhead County. Collectively Beaverhead County decided that there was a need for Human Resources. Paul discussed they will be updating the Policy Manual and Job Descriptions.

Paul stated that this position is not to take away the authority of the department heads. This position is to assist and work with department heads.

Paul stated that with each problem that presents itself, it will be decided if human resources is needed to step in or if the County Attorney needs to step in.

Paul informed that they will also be updating job descriptions. This is to help the employee and employer.

Chairman McGinley said the job descriptions is a big thing. He discussed that a good example is Scott Marsh. When Scott was here, more and more kept being added to his position. The job description is good to help understand if an employee has enough on their plate and unable to take more.

Sue asked if they should have a template for job descriptions so they are more standardized. Paul stated that yes. Betty informed that we have been using MACo's template.

Sue asked if he would be the one to go to for retirement questions? Paul answered no that will still be in the financial administrator's office. He informed that the Financial Administrator will stay in the loop and they will do the onboarding and exiting when an employee starts/leaves.

Paul stated that the employee should be in the discussion of their job description. Paul stated that he is waiting for a computer and email but he does have a phone right now. He said that his office will be the old county attorney's office upstairs.

Chairman McGinley stated that there is a committee to update the personnel policy. He asked Paul where the department heads should send updates if they have some, Paul answered that they should get them to him.

Superintendent of schools Mike Miller stated that his Job is in Statute. Sky Jones said that on the job description they would reference that.

Chairman McGinley touched on why it is important to have all new hires go through Stacy Setzer.

Discussion on the step and grade and pay took place.

Stacy Reynolds informed that Candidate filing opens Thursday.

The following Road Department Report was submitted and scanned into the minutes:

BEAVERHEAD COUNTY ROAD WORK
January 7th to January 13th, 2024
Dillon, Lima and Wisdom Areas

DILLON AREA

- Plowed snow on local roads, Horse Prairie and Pioneer Mountain Scenic Byway.
- Road checked Dillon area roads.
- Equipment service and repair.

LIMA AREA

- Plowed snow on the following roads: Big Sheep Creek, Little Sheep Creek, West, Reeder, Munday, Chute Canyon, Gosman, Hansen, Dell Airport, and Glead.
- Yard and shop maintenance.
- Road checked Lima and Dell area roads.
- Equipment service and repair.

WISDOM AREA

- Plowed snow on the following roads: Skinner Meadows, Steel Creek, Twin Lakes, Rock Creek, River, Gibbonsville, Big Swamp, Upper North Fork, Lower North Fork, Lower Mussigbrod and Lower Bender Creek,
- Road checked Jackson and Wisdom area roads.
- Equipment service and repair.

Discussion & Action~ Coleman Family Transfer

Rice moved and Jackson seconded.

After brief discussion, the following motion was made.

MOTION: Commissioner Rice moved and Commissioner Jackson seconded that the Coleman Family Transfer be approved. A verbal vote was taken and the motion carried unanimously.

Discussion & Action~ Everhard Low Impact Boundary Relocation

Commissioner Rice asked what it meant by low impact? Rob answered the original subdivision was called a low impact. He informed that they are doing a boundary relocation.

Rob informed that these were done by two surveyors that are not from Dillon.

After brief discussion, the following motion was made.

MOTION: Commissioner Rice moved and Commissioner Jackson seconded that Everhard Low Impact Boundary Relocation be approved. A verbal vote was taken and the motion carried unanimously.

Discussion~ Local Government Review

Stacey Reynolds was present

Chairman McGinley stated that this local government review will go on the ballot this spring. A resolution to put this on the ballot needs to be in 75 days before.

There are a couple decisions that needs to be made. The study commissioners need to be added to the resolution. Three or more commissioners can be added. The amount must be odd numbers. The cost of the study also needs to be on the resolution.

Previously, as soon as the three study commissioners were elected, there was a training in Bozeman the study commissioners attended. They stated there was one mill set for the study. They did not use all of it. Whatever is left over is put in the general fund.

Casey Elliot asked what this was specifically for. Chairman McGinley said local government study review. Chairman McGinley gave the example of Butte-Silverbow and the option to consolidate city and county governments.

He discussed a charter form of Government, like Fergus County. They can change to non-partisan, they could change from 3 commissioners to 5 commissioners. There are many options of ways to change the operation of local government.

Then it goes back to the voters to vote for or against. This study goes on the ballot every 10 years.

Chairman McGinley stated that this his 3rd time through this. He believes it is important to get this to the commerce or the Kiwanis (just get it out there). He stated that this three-person government is effective and believes it would be effective even at the state level. He discussed that this resolution needs to be done, he doesn't know why we would need more than three study commissioners.

It was discussed that three Study commissioners and one mill will be included in the resolution.

The resolution will be added to the agenda for Tuesday January 16, 2024.

Casey Elliot asked if the current commission can run for a spot on the study commission. Chairman McGinley answered that candidates cannot be a part of the current government.

Discussion about finding candidates run took place.

Chairman McGinley informed that this study has been happening since 1974.

Discussion~ Weed Department Building

Weed Department Supervisor Amber Burch joined the meeting.

Amber stated it has been in the works for a little bit. Amber presented pictures of the current building she said it is pretty small and unable to pull a truck in it. There is no bathroom, no handwashing. The weed board has been working on this for quite a while now.

She informed they are wanting a 30x50 shop. This would make it a little wider to pull trucks in it and allow for more storage space. They would add a bathroom, shower, washer and dryer for clean-up. Amber presented a sheet with the details of the construction shop project that can be viewed below.

The existing area could be a spot for office area or sitting space for paperwork etc. She informed they have been saving in the CIP for a few years.

Chairman McGinley stated that these kinds of projects are hard to do with a committee.

Chairman McGinley said that John Jackson has been sitting on the weed control board and believes he should be appointed to do this. Commissioner John Jackson accepted.

Chairman McGinley said to get with County Attorney Sky Jones to make sure they follow protocol on getting bids.

John Jackson asked if the drawings that Amber did are good enough to get bids off of. Discussion took place.

Chairman McGinley stated that the spec sheet and the drawings look like they are good to go and just to ask Sky Jones if they would work to go forward.

Discussion about some of the specs took place.

Amber discussed the issues of not having a bathroom in the current weed shop.

Amber said that she will get with Sky and maybe herself, John Jackson and Sky Jones could meet to discuss.

Weed District Shop Construction Project

PURPOSE AND INTRODUCTION:

The purpose of this Invitation to Bid is for Beaverhead County to receive proposals from companies capable of providing Beaverhead County Weed District services for the construction of a new Weed District shop including and upgrades to existing building.

PROJECT DESCRIPTION:

Beaverhead County Weed District has established a Capital Improvement Program Fund (CIP) with plans to construct a new weed district shop including washroom with total project size of approximately 1500 square feet. Project cost to be determined. Beaverhead County owns the property (610 S. Rife).

CONTACT PERSON:

Amber Burch, County Weed Coordinator
2 S. Pacific St. CL #12
Dillon, MT 59725
Phone: 406-683-3790
Fax: 406-683-3769
aburch@beaverheadcounty.org

WEED DISTRICT CONSTRUCTION PROJECT DETAILS

- Construction of 30' x 50' x 12' Pole Barn Style Building connected to existing shop facility
 - Framing
 - Minimum of 6"x6" posts
 - Maximum 10' spacing between posts
 - 3:12 or 4:12 roof pitch (to match existing roof pitch)
 - 12" soffit
 - Construct Herbicide Storage wall in existing building
 - Insulation
 - Spray foam 3" spray foam
 - Walls & Ceiling
 - Add insulation to existing building
 - Doors
 - Garage Doors: 2 - 14' x 10' Commercial Grade (with windows) - electric
 - Man Doors: 1 - 80" x 36" Steel door
 - Bathroom door 36" x 80"
 - Double Doors: 2 (secure herbicide storage area and separate existing and new building)
 - Windows
 - 2 - 4' x 4' Double Pane, Single-hung to be in new building
 - Add 1 - 4' x 4' Double Pane, Single-hung to existing building
 - Metal Siding 29 gauge - Delta Rib
 - Metal Roofing 29 gauge - Delta Rib
 - Floor 6" concrete
 - 24' x 50' concrete apron in front of new building
 - Bathroom
 - 8' walls
 - Enclosed top with storage space above
 - Baseboard heater
- Electrical
 - Outlets minimum 12' apart
 - 2 - 220 Outlets for welder
 - 220 Outlet for Dryer
 - Washer Outlet
 - LED Lights
 - Exterior flood light
 - 2 - Exterior lights at man doors
 - 3 - Exterior outlets
 - Move existing electric box
 - Add outlets to existing building
 - Add lights to existing building
 - Heating unit for new building
- Plumbing
 - Washroom
 - Utility Sink
 - Shower
 - Toilet
 - Washer hookup
 - On-demand hot water heater
 - Exterior Frost-free hydrant

Recess

At 12:00 noon, Chairman McGinley recessed the meeting. At 1:30 p.m., Vice Chairman John Jackson reconvened the meeting with Commissioner C. Thomas Rice, and their assistant Taylor Longie present.

Public Comments on Subjects Under County Jurisdiction Not on Agenda

No public comment was heard.

Unfinished Business/Other Topics of Discussion**Action on Previous Meeting Minutes**

The minutes of the January 2, 2024 meeting were read and the following motion was made:

MOTION: Commissioner Rice moved and Commissioner Jackson seconded that the minutes of the January 2, 2024 meeting be approved. A verbal vote was taken and the motion carried unanimously.

Payment of Invoices

The Commissioners reviewed and approved invoices for a total of \$37,939.28, beginning with check #214054 thru check #214090. The Invoice Payment Schedule is located in the Financial Administrator's Office.

Public Comments on Subjects Under County Jurisdiction

There were no public comments.

Adjourn

There being no further business to come before the Board, the meeting was adjourned at 5:00 pm.

Attest: Reynolds
Clerk of the Board

Approved: John H. Jackson
Vice Chairman of the Board

by Alma
deputy