

***REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
PONDERA COUNTY, MONTANA
Held in June, 2016***

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on June 1, 8, 15, 22, and 29, 2016. Unless indicated, all Commissioners were present.

DECLARATION OF AGRICULTURAL COVENANT-APPROVED – June 1, 2016
Ray Habel, Inc and Phoenix Farm, Inc requested that Commissioners approve an agricultural covenant on property located at:

Township 26, Range 2 East

Section 4: W $\frac{1}{2}$ SW $\frac{1}{4}$

Section 5: E $\frac{1}{2}$ E $\frac{1}{2}$ SE $\frac{1}{4}$

Township 26, Range 2 East

Section 5: W $\frac{1}{2}$ SE $\frac{1}{4}$, W $\frac{1}{2}$ E $\frac{1}{2}$ SE $\frac{1}{4}$

Upon approval from County Planner and verification that all taxes were current, Commissioner Hoppes moved and Commissioner Kuka seconded to approve the agricultural exemption. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski, Gail Habel

FREQUENCY SHARING MEMORENDUM OF UNDERSTANDING WITH
DEPARTMENT OF CORRECTIONS-APPROVED – June 1, 2016

Commissioner Kuka moved to accept a frequency sharing MOU between the Pondera County Sheriff Department and Montana Department of Corrections. The MOU authorizes the State of Montana Department of Correction Probation & Parole Division limited use of the Pondera County Sheriff Department frequency to support mutual aid. Commissioner Hoppes seconded. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski

FY 2017 PONDERA COUNTY DUI TASK FORCE PLAN-APPROVED – June 1, 2016

Commissioner Hoppes moved and Commissioner Kuka seconded to approve the fiscal year 2017 annual plan for the Pondera County DUI Task Force, as prepared by Coordinator Ruth Erickson. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski

DESIGNATION OF COUNTY DELEGATE FOR NACO ANNUAL CONFERENCE –
June 1, 2016

Commissioner Hoppes moved and Commissioner Kuka seconded to designate Commissioner Broesder as voting delegate for the NACO annual conference July 22-25, 2016. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski

RESOLUTION AUTHORIZING BUDGET AMENDMENTS TO PONDERA COUNTY
BUDGET-ADOPTED – June 1, 2016

**PONDERA COUNTY MONTANA
RESOLUTION #37 – 2015/16
AUTHORIZING BUDGET AMENDMENTS TO
PONDERA COUNTY BUDGET**

WHEREAS the Montana Code Annotated, Section 7-6-4006(4), grants the Board of County Commissioners the power and authority to amend the budget during the fiscal year by conducting public hearings at regularly scheduled meetings; and

WHEREAS Pondera County Commissioners approved the appropriations budget for the Pondera County during its regular budget approval process and errors in revenues and expenditures budget have been identified; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the budget be corrected as follows:

Revenue	Description	Prior Amount	New Amount
2957-331050	CTEP – Train Museum Roof	\$0	\$9,887.43

Expenditure	Description	Prior Amount	New Amount
2957-101-460452-350	CTEP – Train Museum Roof	\$0	\$9,887.43

Adopted this 1st day of June, 2016 as moved by Commissioner Hoppes, seconded by Commissioner Kuka, and passed on a 3-0 vote of the board. Effective on passage and approval.

PONDERA COUNTY COMMISSIONERS
Pondera County, Montana

<u> /s/ Sandra J Broesder </u>	<u> /s/ Janice Hoppes </u>
Sandra J. Broesder, Chairman	Janice Hoppes, Member

Attest: <u> /s/ Kody L Farkell </u>	<u> /s/ Thomas A Kuka </u>
Kody L. Farkell, Clerk & Recorder	Thomas A. Kuka, Member

PRELIMINARY APPROVAL OF MCKINLEY MINOR SUBDIVISION-APPROVED
– June 1, 2016

**BEFORE THE
PONDERA COUNTY COMMISSION
PONDERA COUNTY, MONTANA**

<p>IN THE MATTER OF THE APPLICATION OF SHAWN FOWLER FOR PRELIMINARY PLAT APPROVAL FOR THE MCKINLEY MINOR SUBDIVISION</p>	<p><u>FINDINGS OF FACT AND ORDER</u></p>
---	---

PURSUANT to the Montana Subdivision and Platting Act, Section 76-3-101 through 76-3-614, Montana Codes Annotated, and the Pondera County Subdivision Regulations, the Pondera County Commission (Commission) review the proposed preliminary plat for a 3-lot minor subdivision, “McKinley Minor Subdivision”, as submitted by the developer together with the required supplementary information, to determine if the information submitted meets the requirements of the Montana Subdivision and Platting Act, and the Pondera County Subdivision Regulations. The Commission considered the subdivision administrator’s notes, dated May 18, 2016 and the Subdivision Administrator’s recommendation dated May 18, 2016

THEREFORE, with completion of the review, the Commission being fully advised of all matter presented to it regarding this application, makes the following Findings of Fact:

I) FINDINGS OF FACT

A) Project Summary

1) Proposal

Shawn Fowler is proposing a 3-lot minor subdivision of 27.04 acres (figure 1), Tract 1 being 10.0 acres and Tract 2 being 10.62 acres and Tract 3 being 6.42 acres. Tract 3 currently has a home and outbuildings which will remain, while Tracts 1 and 2 are in agricultural production. A new residential home is proposed for Tract 1 while an agricultural covenant will be placed on Tract 2. Tract 3 has access onto Edgewood Road via an existing graveled driveway. Tract 1 will need to obtain an approach permit from the County road department. Tract 1 will be served by individual septic systems and the City of Conrad will provide water. Tract 3, since the home is currently existing, is already served by appropriate water and sewer services. Tract 2 will not require any facilities or

access due to the agricultural covenant being placed on it. The subdivision is located immediately northwest of Conrad, MT City limits (figure 2).

Figure 1. Lot Layout

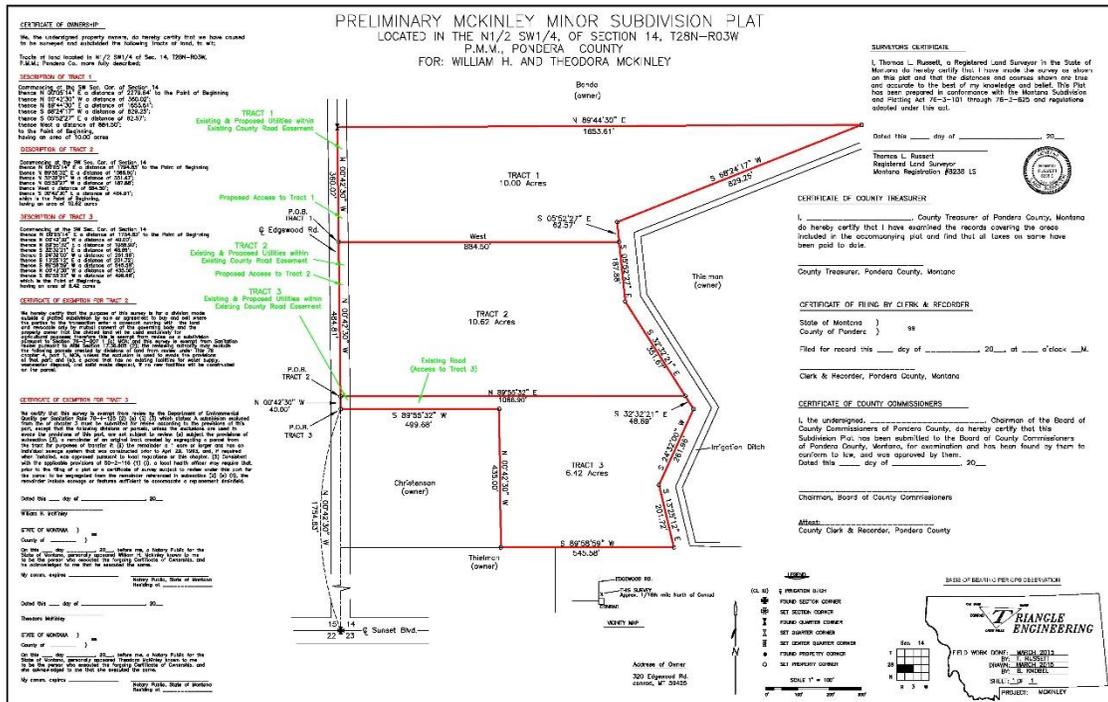
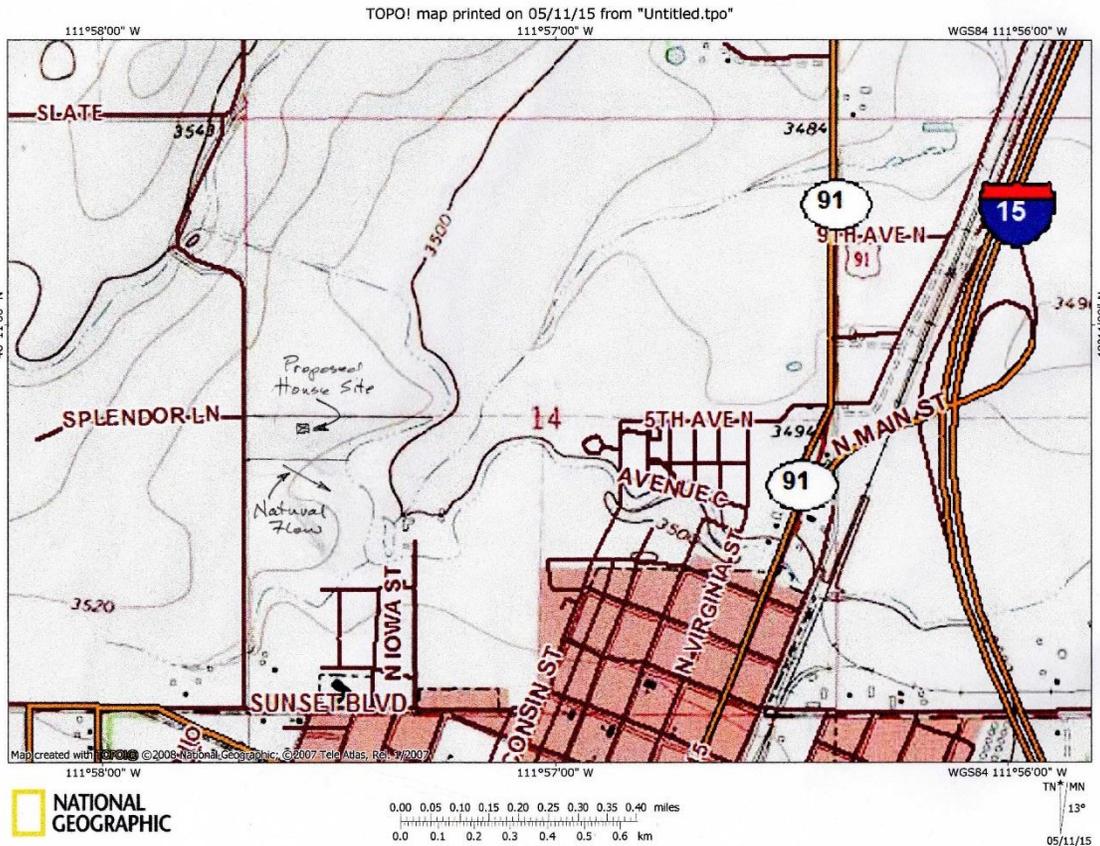


Figure 2. Vicinity Map



- 1) Project Characteristics
- Size: 27.04
- Present land use: Agricultural home Ag production
- Access: Edgewood Road
- Utilities: Electric provided by Sun River Electric, Telephone provided by 3 Rivers Telephone
- Individual septic-previously approved by County Sanitarian, City of Conrad water.
- Adjacent land uses: Agricultural/farmland
- Zoning: None

Annexation:	None proposed
Covenants:	None proposed
Special Improvement Dist:	None

B) Findings based on Relevant Review Criteria (Sections III-A-4 and III-A-6)

The recommended findings of the reviewer are stated below and based on the subdivision application materials and preliminary plat provided by the surveyor and in accordance with the 2013 Pondera County Subdivision Regulations.

1) Compliance with the 2013 Subdivision Regulations and 76-3-608(3)(b)(ii) MCA

The application has been reviewed according to Section II-A (General Procedures) and Section III-A (Minor Subdivisions) of the Pondera County Subdivision Regulations. The application substantially complies with these sections. The final plat should be reviewed by the Examining Land Surveyor and Subdivision Administrator prior to approval to ensure it complies with the Montana Uniform Standards for Final Subdivision Plats.

2) Compliance with applicable zoning regulations

The subject property is not zoned.

3) Compliance with the Montana Subdivision and Platting Act, including but not limited to 76-3-608(3)(a), as delineated in Section III-A-6 of the Subdivision Regulations.

(a) Impact on Agriculture

The surrounding property to the north is in agricultural production, to the west is rural residential homes, to the east is agriculture production and a rural residential residence and to the south is a residential neighborhood in the City of Conrad. There is a potential for the spread of noxious weeds due to the proposed development on Tract 1, which is the closest tract to surrounding agricultural production.

(b) Impact on Agriculture Water User Facilities

There is an irrigation ditch that runs just outside the east boundary of the proposed subdivision; however it will not be impacted by this subdivision. It is recommended that the developer contact the Pondera County Canal and Reservoir Company to confirm they will not have any additional requirements prior to final plat approval.

(c) Impact on Local Services

There may be some impacts to local services that could require mitigation. The following is a list of potential impacts, and a description of mitigation if needed.

Roads: Tract 3 has an existing access onto Edgewood Road via a graveled driveway. Tract 1 will need to obtain an approach permit from the Pondera County Road Department and will need to verify that the approach is constructed according to Pondera County Road Standards.

Conclusion 1: The impact to access can be mitigated by obtaining an approach permit from the Pondera County Road Department and constructing the new approach according to Pondera County Road Standards.

Solid waste: Tract 3 is currently being served by the Northern Montana Joint Refuse Disposal District, Tract 1 will also be served by this district.

Mail delivery: Tract 3 is currently being served by mail delivery. It is proposed that tract 1 will also be served by mail delivery.

Law Enforcement/EMS/ Fire Suppression: Estimated response time for the Volunteer Fire Department and Pondera County Sheriff's Department are pending.

Addressing: Addresses are critical in order for emergency services to locate homes or businesses when necessary. The applicant will need to obtain an address for the proposed residential structure for Tract 1.

Conclusion 2. The impacts to local services from addressing can be mitigated by obtaining an address for the proposed structure on Tract 1.

Parkland: Not applicable due to this being a minor subdivision.

Utilities: Tract 3 has an existing home and is served by utilities. The preliminary plat shows all utility easements lying in the Edgewood road right of way.

Conclusion 3. In order to mitigate the impact to utilities, all utility easements should be shown on the final plat. If there are not existing easements, a 15' utility easement should be created along all lot lines as per VI-M(f) in order for Tract 1 to obtain service from necessary utilities.

Education: There is an existing home currently on Tract 3, which is served by the Conrad School District. It is anticipated that the Conrad School District will also serve Tract 1.

Sewer and Water: Tract 3 has an existing individual septic system and is connected to the City of Conrad's water system. Tract 1 have an approval from the County Sanitarian to install an individual septic system.

Conclusion 4. The impacts on sewer and water can be mitigated by providing approval from the City of Conrad that Tract 1 is able to be connected to City water services.

(d) Impact on the Natural Environment

Potential impacts of this proposal on the natural environment could be from or to noxious weeds, ground water and storm water runoff. Listed below is a description of the potential impacts, and any mitigation if needed:

Weeds: The spread of noxious weeds is a concern due to the proposed development on Tract 1 as well as the agricultural production in the surrounding area.

Conclusion 5: The impact to the natural environment regarding noxious weeds can be mitigated by obtaining a weed plan from the County Weed Board and by working with the board to ensure all requirements of the plan are met prior to, during, and after construction.

Ground water: The developer shall obtain an approval from the Department of Environmental Quality.

Storm water: The developer shall obtain an approval from the Department of Environmental Quality.

Conclusion 7. The impacts to the natural environment from ground water contamination and storm water can be mitigated by obtaining approval from DEQ.

(e) Impacts on Wildlife and Habitat

The property is in an area that is in agricultural production and has current residential development. There is an existing home on Tract 3 as well as a proposed new residential structures on Tract 1.

Conclusion 8. The impact on wildlife and wildlife habitat would be acceptable because the subdivision is located near the City limits of Conrad and is surrounded on 3 sides by existing development as well as land that is in current agricultural production.

(a) Impact on Public Health and Safety

There may be some impacts to health and safety that could require mitigation. The following is a list of likely impacts, and a description of mitigation if needed.

Existing potential man-made hazards (e.g., high pressure gas lines, lack of fire protection, cumulative impacts): There are no known existing potential man-made hazards on the subdivision.

Roads: Tract 3 has access to Edgewood Road via an existing graveled driveway. Tract 1 will need to obtain an approach permit from the County Road Department.

Emergency Services: Emergency service providers were contacted, but did not provide any comments.

Conclusion 9. The proposed subdivision will have little impact on public health and safety as its close proximity to Conrad will mitigate impacts to emergency services. A single family residential structure is proposed on Tract 1; however impacts to traffic will not be significant.

- 2) Compliance with the Montana Subdivision and Platting Act, including but not limited to 76-3-608(3)(b)

(a) Compliance with survey requirements

The preliminary plat substantially complies with Pondera County’s preliminary plat survey requirements. The final plat must be modified to comply with the Uniform Standards for Final Subdivision Plats and would be reviewed by Pondera County’s Examining Land Surveyor and Subdivision Administrator prior to final approval.

Conclusion 10. The proposal would be in compliance with Uniform Standards for Final Subdivision Plats because the County’s Examining Land Surveyor and the Subdivision Administrator would review the final plat prior to approval.

(b) Compliance with the subdivision review procedures of the Pondera County Subdivision Regulations

- Preliminary plat application submitted: 06/26/2015
- 1st Element Review completed: 06/29/2015
 - *Application found incomplete*
- Second Submittal Received 07/14/2015
 - *Application found incomplete*
- 2nd Element Review Completed 7/20/2015
 - *Application found incomplete*
- Third Submittal Received 3/25/2016
 - *Application found complete*
- 3rd Element Review Completed 4/4/2016
- 1st Sufficiency Review began: 4/5/2016
- 1st Sufficiency Review completed: 4/22/2016
 - *Application found sufficient*
- Additional necessary information requested 5/3/2016
- Additional information received 5/10/2016
- Commissioners’ decision on preliminary application TBD
- End of 35-working day review period: 06/20/2016

The preliminary plat review has met all statutory procedural requirements and if approved by the governing body, would be valid for three years from the date of approval.

Conclusion 11. The preliminary plat has met all procedural requirements and if approved, would be valid for three years from the date of approval.

- 3)** Prerequisites to Approval (Sections III-A-6 of the subdivision regulations) and compliance with the Montana Subdivision and Platting Act, including but not limited to 76-3-608(3)(c) and (d)

The governing body may not approve or conditionally approve a subdivision application and preliminary plat unless the proposed subdivision:

- (a)** Provides easements for the location and installation of any planned utilities, both on and off site.

The developer shall include all utility easements on the final plat including any easements created in order for Tract 1 to obtain service from said utilities.

Conclusion 12. The final plat should show all existing and new utility easements.

- (b)** Provides legal and physical access to each parcel within the subdivision and the notation of that access on the applicable plat and any instrument transferring the parcel.

Tracts 2 and 3 have access to Edgewood Road via a graveled driveway; however Tract 1 will need to obtain an approach permit from the County Road Department as well as have the proposed access shown on the final plat.

Conclusion 13. The final plat should show all existing and proposed access from Tract 1 onto Edgewood Road.

- (c)** Assures that all required public or private improvements would be installed before final plat approval, or that their installation after final plat approval would be guaranteed as provided by Section II-B-4 of the Subdivision Regulations.

The property has private improvements planned including water and wastewater facilities for the new development on Tract 1. The tract will be connected to the City of Conrad's water system and will have an individual septic system which has been previously approved by the Pondera County Sanitarian.

Conclusion 14. The developer has submitted a letter from the Pondera County Sanitarian that water will be provided to Tract 1 via a service connection from the City of Conrad.

- (d)** Assures that the requirements of 76-3-504(1)(j), MCA, regarding the disclosure and disposition of water rights as set forth in Section VI-O of the Subdivision Regulations have been considered and would be accomplished before the final plat is submitted.

The applicant has stated that there are no known water rights on the subject property.

- (e)** Assures that the requirements of 76-3-504(1)(k) regarding watercourse and irrigation easements as set forth in Section VI-N have been considered and would be accomplished before the final plat is submitted.

The applicant has stated that there are no irrigation easements on the subject property; however, an irrigation canal runs along the western boundary of the property.

Conclusion 15. The developer should contact the Pondera County Canal and Reservoir Company to verify they do not have any additional requirements.

SUMMARY OF CONCLUSIONS

This summary is a list of the important findings identified in this report and made in accordance with 76-3-608 MCA. The summary is the basis for the recommendation and recommended conditions in accordance with 76-3-608(4) MCA.

Conclusion 1: The impact to access can be mitigated by obtaining an approach permit from the Pondera County Road Department and constructing the new approach according to Pondera County Road Standards.

Conclusion 2. The impacts to local services from addressing can be mitigated by obtaining an address for the proposed structure on Tract 1.

Conclusion 3. In order to mitigate the impact to utilities, all utility easements should be shown on the final plat. If there are not existing easements, a 15' utility easement should be created along all lot lines as per VI-M(f) in order for Tract 1 to obtain service from necessary utilities.

Conclusion 4: The impact to the natural environment regarding noxious weeds can be mitigated by obtaining a weed plan from the County Weed Board and by working with the board to ensure all requirements of the plan are met prior to, during, and after construction.

Conclusion 5. The impacts to the natural environment from ground water contamination can be mitigated by submitting the project to DEQ and following their regulations and restrictions.

Conclusion 6. The impact on wildlife and wildlife habitat would be acceptable because the subdivision is located near the City limits of Conrad and is surrounded on 3 sides by existing development as well as land that is in current agricultural production.

Conclusion 7. The proposed subdivision will have little impact on public health and safety as its close proximity to Conrad will mitigate impacts to emergency services. A single family residential structure is proposed on Tract 1; however impacts to traffic will not be significant.

Conclusion 8. The proposal would be in compliance with the Uniform Standards for Final Subdivision Plats because the County's Examining Land Surveyor and the Subdivision Administrator would review the final plat prior to approval.

Conclusion 9. The preliminary plat has met all procedural requirements and if approved, would be valid for three years from the date of approval.

Conclusion 10. The final plat should show all existing and new utility easements.

Conclusion 11. The final plat should show all existing and proposed access from Tracts 1 and 2 onto Edgewood Road.

Conclusion 12. The developer shall obtain a letter from the City of Conrad stating that the subdivision is able to be connected to the City's water system.

Conclusion 13. The developer should contact the Pondera County Canal and Reservoir Company to verify they do not have any additional requirements.

The Commission found the preliminary plat application mitigated all impact on the primary review criteria of the Montana Subdivision and Platting Act, with suggested conditions. They also found the proposed subdivision complied with the design standards of the Pondera County Subdivision Regulations.

Commissioner Kuka moved and Commissioner Hoppes seconded to approve the Preliminary Report for the McKinley Minor Subdivision. Motion carried.

ORDER

IT IS HEREBY ORDERED that the preliminary plat for the McKinley Minor Subdivision is approved, subject to the conditions listed below. Final plat approval shall be contingent upon completion and compliance with these conditions:

II) RECOMMENDATION

The Reviewer recommends approval of the preliminary plat application for the McKinley Minor Subdivision, subject to the conditions below. After each condition in parentheses are the regulations and statutes that were used as a basis for the imposition of the conditions. All conditions are based on the findings and conclusions identified in this report and are recommended according to 76-3-608 MCA.

Recommended Final Plat Requirements

1. The final plat and plans shall be in substantial compliance with the preliminary plat and plans reviewed and approved by the governing body, except as modified by these conditions. [*Pondera County Subdivision Regulations (PCSR) II-B-1*]
2. The final plat and supplements shall comply with the Uniform Standards for Final Subdivision Plats and shall be reviewed by Pondera County's Examining Land Surveyor and Subdivision Administrator prior to final approval. [*PCSR II-B-2, MCA 76-3-402 and MCA 76-3-611*]
3. Prior to filing of the final plat, the subdivider shall:
 - a. Provide proof that all real property taxes and special assessments assessed and levied on the property are paid for the current tax year; including any past delinquencies; [*MCA 76-3-611(1)(b),* and,
 - b. Provide a certificate of a title abstracter showing the subdivider is the lawful owner of the property with the apparent authority to subdivide the same, and showing the names and written consent of lien holders or claimants of record. [*MCA 76-3-612,*
4. The approval period for the preliminary plat is three years. All conditions of preliminary approval shall be met within three years or the preliminary plat approval is null and void. The final subdivision plat must be filed and recorded with the Pondera County Clerk and Recorder within the three year approval period. [*PCSR III-A-6(f)*]

Water and Wastewater

Storm Water
Groundwater

5. The developer shall submit, with the final plat, all approvals from the Department of Environmental Quality (DEQ) for Tract 1.

Noxious Weeds

6. A weed plan approved by the Pondera County Weed Board shall be obtained, signed and notarized by the developer prior to final plat approval and shall be recorded with the final plat. [*PCSR VI-S*]

Roads

7. All driveways and access roads (existing and proposed) shall be shown on the final plat. [*PCSR VI-H(a.) and MCA 76-3-608(8)(a), effect on public health and safety*]
8. An approach permit shall be obtained for Tract 1 from the Pondera County Road Department prior to final plat approval and an approach shall be approved by the Pondera County Road Department. [*PCSR VI-H*]

Utilities

9. In addition to showing the location of all existing and proposed utility easements on the plat with dashed lines, the following statement shall be on the final plat:

"The undersigned hereby grants unto each and every person, firm, or

corporation, whether public or private, providing or offering to provide telephone, telegraph, electric power, gas, cable television, water, or sewer service to the public, the right to the joint use of an easement for the construction, maintenance, repair and removal of their line and other facilities, in, over, under and across each area designated on this plat as 'Utility Easement' to have and to hold forever." [PCSR VI-M(h)]

Addressing and Mail Delivery

10. The applicant shall provide an address for the proposed residential structure on Tract 1 prior to final plat approval. [76-3-608(8)(a), effect on local services and public health and safety]

Easements

11. All proposed easements shall be identified as to purpose, dimensions and recipients of the dedication, if any. [PCSR II-A-5 Requirements for Preliminary Plat]

Preliminary plat approval of the McKinley Minor Subdivision shall be in force for three (3) calendar years. The governing body may, however, extend its approval for a period of more than three years if that approval period is included as a specific condition of a written subdivision improvements agreement between the governing body and the subdivider (Section II.C.4).

A party, as defined by 76-3-625 M.C.A., who is aggrieved by a decision of the Commission may, within thirty (30) days after this decision, appeal to the Pondera County district court.

DATED this 1st day of June, 2016.

PONDERA COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Sandra J Broesder
Sandra J. Broesder, Chairman

/s/ Janice Hoppes
Janice Hoppes, Member

Attest: /s/ Kody L Farkell
Kody L. Farkell, Clerk & Recorder

/s/ Thomas A Kuka
Thomas A. Kuka, Member

COMMISSION MINUTES-APPROVED – June 1, 2016

Commissioner Hoppes moved and Commissioner Kuka moved to approve the April minutes of the Commission. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski

EXTENSION OF COMMUNITY HEALTH IMPROVEMENT GRANT-APPROVED – June 1, 2016

Commissioner Hoppes moved to approve an extension of Pondera County Health Department’s Community Health Improvement Grant through the Montana Department of Health & Human Services from February 2017 to June 2017. Motion carried.

Also attending: Carl Suta, County Sheriff, Dale Seifert, Zane Drishinski

TAX ABATEMENTS APPROVED – June 8, 2016

Commissioner Kuka moved to approve tax abatement/cancellation #1011-1018

<i>NUMBER</i>	<i>REASON</i>	<i>CANCEL</i>	<i>ADD</i>	<i>PARCEL #</i>
1011	AB-26 re-aggregation	120.19		1315900
1012	AB-26 re-aggregation	53.80		1315910
1013	AB-26 re-aggregation	43.11		1315920
1014	AB-26 re-aggregation	31.11		1315930
1015	AB-26 re-aggregation	\$0 (code reallocated)		1315950

June 2016

1016	AB-26 re-aggregation	4.59	1098050
1017	AB-26 re-aggregation	2.77	1091034
1018	AB-26 re-aggregation	3.82	1091031

Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder was absent.

Also attending: Dale Seifert.

BOARD RECOMMENDATION – CENTRAL MONTANA TOURISM BOARD – June 8, 2016

Commissioner Kuka moved to recommend Rita Christiaens to the Central Montana Tourism Board of Directors for a 3-year term. Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder was absent.

Also attending: Dale Seifert.

PORT AUTHORITY REPORT – June 8, 2016

Cynthia Johnson, Executive Director of the Pondera Regional Port Authority, reported on activities of the Pondera County Regional Port Authority.

Also attending: Dale Seifert

PURCHASE OF TRAILER FOR COUNTY SANITARIAN DEPARTMENT (JUNK VEHICLE PROGRAM) APPROVED – June 8, 2016

Requests for proposals were solicited for the purchase of one SUV for the County Sanitarian Department (Junk Vehicle Department). Proposals received were:

Courtesy Ford	2016 20' tilt deck trailer	\$7,885
---------------	----------------------------	---------

Wesco Trailer Sales	2016 20' tilt deck trailer	\$5,900
---------------------	----------------------------	---------

Commissioner Kuka moved to purchase a 2016 20' tilt deck trailer from Wesco Trailer Sales for \$5,900 to be paid for from the Junk Vehicle Program capital improvement fund. Commissioner Hoppes seconded. Motion carried.

Also attending: Dale Seifert.

CITY OF CONRAD DISPATCH AGREEMENT DISCUSSION – June 15, 2016

Wendy Judisch, Mayor of the City of Conrad, and Chief Gary Dent, Chief of Police for the City of Conrad, met with Commissioners Hoppes and Kuka regarding the proposed Dispatch Center agreement between the County and City. The County had proposed an increase of 5% per year over a three year period. The City is requesting 3% per year over a three year period. No action was taken at this time.

Commissioner Broesder absent

PURCHASE OF MASS COMMUNICATION SYSTEM-APPROVED - June 15, 2016

LeAnn Hermance, Disaster and Emergency Services Coordinator, presented information on Mass Communication System software reviewed by her, the Public Health Nurse and Sheriff. The software would allow the County to issue public safety alerts and communications during events such as wildfires, bear sightings, weather events, etc. to be broadcast to our citizens via cell phone, emails and social media. Citizens would have to provide their contact information to the county in order to receive emergency alerts. Software products were reviewed and Rave Alert System is recommended to the Commissioners for approval. Commissioner Kuka moved to purchase the Rave Alert System software at a cost of \$3,000 annual maintenance and a one-time set up fee of \$2,000. Funding for the purchase will be via DES county budget and a potential cost share from the Department of Military Affairs, Disaster Services. Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder absent

Also attending: Mayor Wendy Judisch and Chief of Police, Gary Dent.

FURTHER DISCUSSION OF POTENTIAL DUST ABATEMENT SURFACE ON MIDWAY ROAD – June 15, 2016

School District and other demographics of the counties. The Board reviewed the worksheet.

Discussion of cost-of-living increases in elected officials' salaries for the 2016-17 fiscal year.

John McFarland moved and Dan Majerus seconded to recommend an increase of up to 2.5% for elected officials, which equates to a \$.50 per hour increase. Motion carried by unanimous vote.

Clerk of Court Eisenzimer requested additional pay for the Clerk of Court and Justice of the Peace pursuant to Montana law. The request will be considered during the regular budgeting process.

Hearing was adjourned at 9:15 a.m.

CANVASS OF JUNE 7, 2016 FEDERAL PRIMARY ELECTION CONDUCTED – June 16, 2016

Commissioners Kuka and Hoppes and Treasurer, Jeanne Moon, met with Clerk and Recorder Kody Farkell to canvass the results of the June 7, 2016 Federal Primary Election. The results were reviewed by Clerk and Recorder and Election Administrator Farkell and found to be reconciled. Commissioner Kuka moved to approve the results of the June 7, 2016 Federal Primary Election and to direct the Clerk and Recorder to enter the results in the official election records of the County. Commissioner Hoppes seconded. Motion carried. Commissioner Broesder absent

RESIGNATION FROM SWEETGRASS DEVELOPMENT BOARD-ACCEPTED – June 22, 2016

Commissioner Kuka moved and Commissioner Hoppes seconded to accept the resignation of Cheryl Curry from the Sweetgrass Development board. Motion carried. Commissioner Broesder was absent.

Also attending: Dale Seifert and Ray Dawes, Dawes Engineering.

CONTRACT AMENDMENT FOR MONTANA CANCER CONTROL PROGRAM-ACCEPTED – June 22, 2016

Commissioner Kuka moved to accept Amendment One from Teton County for the Montana Cancer Control Program for the Health Department. Amendment requires one person from Pondera County to attend a Chronic Disease Self-Management training. Pondera County will receive additional compensation of \$622.80. Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder was absent.

Also attending: Dale Seifert and Ray Dawes, Dawes Engineering.

RENEWAL OF COUNTY PROPERTY AND CASUALTY INSURANCE THROUGH MACO PROPERTY & CASUALTY TRUST – June 22, 2016

Commissioner Kuka moved to renew the county's property and casualty insurance for 2016-17 with MACo Property Casualty Trust. Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder was absent.

Also attending: Dale Seifert and Ray Dawes, Dawes Engineering.

MECHANICAL ENGINEERING PROPOSAL FOR AIR CONDITIONING UPGRADE PROJECT – June 22, 2016

Pondera County has received a Professional Design from Dawes Engineering & Design for the upgrade to the Courtroom air conditioning system. Dawes Engineering estimates total cost of the project will be between \$20,000 and \$30,000 for supplies and construction. Commissioner Kuka moved to advertise Requests For Proposals for the project. Commissioner Hoppes seconded. Motion carried.

Commissioner Broesder was absent.

Also attending: Dale Seifert and Ray Dawes, Dawes Engineering.

CONTRACT FOR DISPATCH SERVICES FOR THE CITY OF CONRAD APPROVED – June 22, 2016

The City of Conrad accepted and signed the Contract For Dispatch Services for the term of July 1, 2016 through June 30, 2019. Annual payments for dispatch services will be \$14,891 for FY2016-17, \$15,635 for FY2017-18, and \$16,417 for FY2017-18.

Commissioner Kuka moved to approve the Contract for Dispatch Services for the City of Conrad. Commissioner Hoppes seconded. Motion carried. Commissioner Broesder was absent.

Also attending: Dale Seifert and Ray Dawes, Dawes Engineering.

TAX ABATEMENTS APPROVED – June 29, 2016

Commissioner Kuka moved to approve tax abatement/cancellation #1019-1020

<i>NUMBER</i>	<i>REASON</i>	<i>CANCEL</i>	<i>ADD</i>	<i>PARCEL #</i>
1019	Late reporting	2,419.26		1065000
1020	Statewide re-aggregation	7.15		1336930

Commissioner Hoppes seconded. Motion carried.

Also attending: Dale Seifert.

REQUEST FOR LOAN AND LOAN FORGIVENESS FROM PORT AUTHORITY-ADOPTED – June 29, 2016

Cynthia Johnson, Executive Director of the Pondera Regional Port Authority, sent the commissioners with a request for loan forgiveness of the loan payment in the amount of \$14,962.50 under the current fiscal year. The written request outlined the Port Authority’s role in economic development and the need for the loan forgiveness in order to keep up operating costs, as well as to maintain a fund for further economic development. Commissioner Kuka moved to approve the loan and forgiveness of repayment and to treat the loan as a transfer of funds for fiscal year 2015-16.

Commissioner Hoppes seconded. Motion carried.

Also attending: Dale Seifert.

RESOLUTION AUTHORIZING BUDGET AMENDMENT TO PONDERA COUNTY BUDGET-ADOPTED – June 29, 2016

PONDERA COUNTY MONTANA
 RESOLUTION #39 – 2015/16
AUTHORIZING BUDGET AMENDMENTS TO
PONDERA COUNTY BUDGET

WHEREAS the Montana Code Annotated, Section 7-6-4006(4), grants the Board of County Commissioners the power and authority to amend the budget during the fiscal year by conducting public hearings at regularly scheduled meetings; and

WHEREAS Pondera County Commissioners approved the appropriations budget for the Pondera County during its regular budget approval process and errors in revenues and expenditures budget have been identified; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the budget be corrected as follows:

Revenue	Description	Prior Amount	New Amount
2300-335231	Task Force Reimbursement	\$0	\$3,500
4012-383001	Transfer from 1000 (Northern Transit)	\$113,000	\$115,000
2390-351013	Drug Forfeitures	\$3,000	\$3,700
2800-335005	Alcohol Rehab Apportion	\$12,000	\$15,500
2980-362025	Unanticipated Revenues (books)	\$0	\$575
2235-383000	Transfer from 3010	\$0	\$8,943
1000-383000	Transfer from 2180	\$0	\$45
Expenditure	Description	Prior Amount	New Amount
2300-201-420147-110	Salaries & Wage	\$0	\$2,102
2300-201-420147-140	Benefits	\$0	\$745

2300-201-420147-231	Gas, Oil, & Fuel	\$0	\$634
1000-004-420301-732	Youth Detention	\$8,000	\$10,000
1000-101-410150-219	Equipment (Postage Mach)	\$0	\$4,800
2800-405-440501-397	Contract Payments	\$37,201	\$38,200
2235-402-440210-360	Maint & Repair Serv.	\$50,000	\$22,250
2235-402-440210-946	Medical Equip.	\$47,500	\$75,250
3010-402-521000-823	Delinq. taxes to Hosp	\$0	\$8,943
2180-101-521000-823	Transfer to General	\$0	\$45

Adopted this 29th day of June, 2016 as moved by Commissioner Hoppes, seconded by Commissioner Kuka, and passed on a 3-0 vote of the board. Effective on passage and approval.

PONDERA COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Sandra J Broesder
Sandra J Broesder, Chairman

/s/ Janice Hoppes
Janice Hoppes, Member

ATTEST:

/s/ Thomas AKuka
Thomas A Kuka, Member

/s/ Kody L Farkell
Kody L. Farkell, Clerk and Recorder

RESOLUTION ESTABLISHING PROCUREMENT POLICY-ADOPTED – June 29, 2016

**PONDERA COUNTY MONTANA
RESOLUTION #40- 2015/16
ESTABLISHING PROCUREMENT POLICY**

WHEREAS, Montana Code Annotated in 18-4-124. provides that “(1) A political subdivision or school district may adopt any or all parts of this chapter and the accompanying rules promulgated by the department. (2) A governing body, as defined in 18-2-501, may adopt the provisions of Title 18, chapter 2, part 5 and use an alternative project delivery contract” and

WHEREAS, the Pondera County Commissioners deem adoption of all parts of Montana Code Annotated, Title 18, chapter 4 and the provisions of Title 18, chapter 2, part 5 as the Pondera County Procurement Policy is in the best interests of the County.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the State of Montana Procurement Policy contained in Title 18, chapter 4 and Title 18, chapter 2, part 5 be adopted as the Pondera County Procurement Policy.

Adopted this 29th day of June, 2016 as moved by Commissioner Kuka, seconded by Commissioner Hoppes, and passed on a 3-0 vote of the board. Effective on passage and approval.

PONDERA COUNTY COMMISSIONERS
Pondera County, Montana

/s/ Sandra J Broesder
Sandra J Broesder, Chairman

/s/ Janice Hoppes
Janice Hoppes, Member

ATTEST:

/s/ Thomas AKuka
Thomas A Kuka, Member

/s/ Kody L Farkell
 Kody L. Farkell, Clerk and Recorder

INCREASE OF SUPERINTENDENT OF SCHOOL CONTRACT AMOUNT – June 29, 2016

Commissioner Hoppes moved to increase Superintendent of Schools monthly contract for Lynn Utterback to from \$1,165 per month to \$1,200 per month, effective July 1, 2016. Commissioner Kuka seconded. Motion carried.
 Also attending: Dale Seifert.

MAY MINUTES APPROVED - June 29, 2016

Commissioner Hoppes moved and Commissioner Kuka seconded to approve the Commission Minutes for May 2016. Motion carried.
 Also attending: Dale Seifert.

DATE, TIME AND PLACE SET OPENING OF REQUESTS FOR PROPOSAL FOR PPRE-DISASTER MITIGATION SERVICES GRANT – June 29, 2016

Commissioner Hoppes moved to set Wednesday, July 27 at 10:00 a.m. in the County Commissioners office as the date, time and place for opening of requests for proposals for pre-disaster mitigation services. Commissioner Kuka seconded. Motion carried.
 Also attending: Dale Seifert.

FINAL CLOSEOUT CERTIFICATION FOR PONDERA REGIONAL PORT AUTHORITY NEIGHBORHOOD STABILIZATION GRANT MT-NSP-018-01-001-APPROVED – June 29, 2016

Commissioner Hoppes moved to approve the Final Closeout Certification for the Neighborhood Stabilization Program Grant #MT-NSP-018-01-001 for the Pondera Regional Port Authority. Commissioner Kuka seconded. Motion carried.
 Also attending: Dale Seifert

CLAIMS APPROVED FOR PAYMENT – June 30, 2016

FUND	June
GENERAL	\$ 39,837.76
ROAD	27,285.40
BRIDGE	4,772.45
WEED	20,332.27
COUNTY FAIR	2,608.68
PREDATORY ANIMAL	5,699.50
AIRPORT	314.32
AMBULANCE	136.97
COUNTY HOSPITAL & NURSING HOME	92,011.00
SENIOR CITIZENS	15,000.00
LIBRARY	130,603.00
EXTENSION SERVICE	6,797.14
PUBLIC SAFETY (LAW ENFORCEMENT)	17,494.92
HEALTH INSURANCE - EMPLOYER CONTRIBUTION	2,172.50
BRADY LIGHTS MAINTENANCE	346.00
ALCOHOL REHABILITATION	3,480.00
911 EMERGENCY	2,397.34
PUBLIC SAFETY CAPITAL IMPROVEMENTS	6,714.24
LAND USE PLANNING	1,426.50
DRUG FORFEITURE	5,187.00
EMERGENCY PREPAREDNESS GRANT	969.97
PERFORMANCE MGT GRANT	24.07
BREAST & CERVICAL SCREENING	420.13
WIC GRANT	799.04
MATERNAL CHILD HEALTH	341.48
IMMUNIZATION ACTION PROGRAM	79.00
TOBACCO USE PREVENTION GRANT	1,182.48
NAPA GRANT	24.07
HEALTH CARE FOUNDATION GRANT	142.00
JUNK VEHICLE GRANT	21,517.31

CTEP-DEPOT SOCIETY MUSEUM ROOF	9,887.43
NOXIOUS WEED GRANTS	2,241.00
JUNK VEHICLE CAPITAL IMPROVEMENT	2,752.10
REFUND FUND	2,824.35
<hr/>	
TOTAL CLAIMS	\$ 427,821.42
TOTAL PAYROLL	259,355.64
<hr/>	
TOTAL CLAIMS AND PAYROLL FUNDS	\$ 687,177.06
<hr/>	

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on June 30, 2016. Pondera County, Montana.

Sandra J Broesder, Chairman

ATTEST:

Kody Farkell, Clerk & Recorder