

**COMMISSIONERS PROCEEDINGS  
REGULAR SESSION  
October 7, 2013**

BOARD MEMBERS PRESENT:

CHAIRMAN: Robert P. Cosgriff  
VICE-CHAIRMAN: Jerry L. Coldwell  
MEMBER: Teddy R. Robertson

Also present: Jerry Collins

MINUTES TAKEN BY: Carla McWilliams

CALL TO ORDER – ROLL CALL

Chairman Cosgriff called the meeting to order at 9:00 a.m.

AGENDA

Motion by Robertson and seconded by Coldwell to approve agenda as posted 48 hours ago.  
Motion carried unanimously.

**TIM FOGLE – ROAD SUPERVISOR**

Tim Fogle and Steve Mothershead met with Commissioners for weekly meeting. Cosgriff asked if Pierson's road was being worked on. Fogle said they had to wait for the hunters to be gone before they could haul gravel. Mothershead said Spillum said it wouldn't take long to finish it. Coldwell asked about the Snow Creek crossing. Fogle said they have been hauling gravel across it. Mower's are on the Ingomar Road. Maury Murnion has asked that the County go into Guesanburu's. Cosgriff asked if the mowing was going to get done. Fogle said they were hoping to. Mothershead said he bladed the U-All road before the last rain. Fogle asked what the County plans to do with the old firehall. Discussed the possibility of finding someone to take care of the coal furnace. Mothershead said electric heat would not be feasible and he has been unable to find anyone to take care of the furnace. Discussed the possibility of insulating the building. Cosgriff asked if there was any place to move the fire trucks. Mothershead said they could be put in the hangar at the airport. Coldwell said if it was shut down for the winter it would need winterized and could be used in the summer. Mothershead will stop back in before lunch when Bill Burkland is here.

**RUTH COULTER – MUSEUM BOARD**

Ruth Coulter and Mareta Brusett met with Commissioners to discuss insurance claim for hail damages to the Museum. Coulter said there are a few leaks but are not damaging anything. Addition for vehicles has been leaking for quite some time but now it is leaking into the museum. Coulter received an estimate from Ernie Carlson to repair roof of the museum for \$24,931.00. The repairs on the grade school were estimated at approximately \$1,600.00. Coulter said they are still having problems with commodities being put in the museum's room.

**MIRA WOOD –**

Wood met with Commissioners to discuss her overtime and comp time. Wood said she went through her old time sheets and added up her comp time and subtracted what she has used and it does not show up on her pay stub. Cosgriff said he thought the program Janet Sherer

uses does not allow her to accumulate more than 40 hours of comp time. Wood said she was not paid holiday time for Labor Day and she was told it would be paid next month.

#### LORI RYAN – DES COORDINATOR

Ryan presented list of available radios and list of person's who would like them. Discussed alarm that could go off daily. The cost would be \$200 and Ryan said if the County wants to do this she will meet with the Town Council to see if they would like to share the cost.

#### RAY HAGEMAN

Hageman stopped by to discuss DNRC matters. Robertson asked which budget should be used for the expenses for the side by sides. Two are to be taken out of search & rescue and one out of fire. Hageman said Singleton is going to pick up the grader in South Dakota. Hageman said he found a pickup at Ft. Lewis. Cosgriff asked if anything was available at Malmstrom air force base. Hageman said nothing could be picked up from Malmstrom.

#### BILL BURKLAND – 2014 AIRPORT PROJECT

Burkland with Robert Peccia & Associates met with Commissioners to discuss 2014 airport projects. Coldwell said gravel needs to be laid at the end of the runway and Burkland said he noticed this when he flew in. Rod Weeding is still the contact person. Discussed possibility of putting fire trucks in the hangar at the airport. Burkland said this shouldn't be a problem. Burkland said the County can charge for people dispensing fuel at the airport much the same as vehicles pay a tax to use the state's roads.

Burkland thanked County for re-hiring his engineering firm. Presented proposed agreement to furnish engineering services for improvements to Jordan Airport at a cost of approximately \$20,000. \$415,512 is the amount of monies Garfield County has loaned out and the County also has \$402,100 that has not been loaned for a total of \$817,622 available. Burkland has prepared an instrument approach procedure, which would allow aircraft to land by instrument rather than by sight only.

Motion by Coldwell, seconded by Robertson to authorize Burkland to submit an application to FAA for Instrument Approach Procedure. Motion carried.

Coldwell has received complaints that the beacon is too low. Burkland asked if there was a possibility of getting an easement to place the beacon on the hill north of the runway. Cosgriff asked if there would be any way of raising the existing tower. Robertson asked what options are available to the County. Burkland said moving the beacon would be the best option. Cosgriff said the cost of putting power in would be costly and we would need to obtain an easement from Tyler Murnion. Burkland said Glasgow could be contacted about an automated observing instrument (weather system) visibility sensor. Burkland said Montana Aeronautics has grant programs that help with half of the County's matching fund. Burkland said they also have a loan program with simple interest at 1 to 1.5 %.

Cosgriff said taxpayers may not support this because they would rather spend money roads worked on. The 5 year capital improvement plan is similar to what was done last time. Runway is in fairly good shape but has a few cracks so Burkland would suggest fog sealing in 2014. Burkland said projects should be bundled because the cost is \$20,000 per year regardless of how many projects are done. In 2014 the fog sealing will be done and other projects will be reviewed.

Motion by Coldwell and seconded by Robertson to have Robert Peccia & Associates take care of the advertising. Advertising will be in the Jordan Tribune and whichever paper Burkland feels is best. After a brief discussion it was agreed to advertise the project in the Jordan Tribune and Helena Paper, open bids in Helena, and appointing Burkland as processing agent for DELPHI invoicing system for federal reimbursement.

Burkland said funds should be received within a week or two of receiving application.

Recessed for lunch at 12:20 p.m.

Reconvened by Chairman Cosgriff at 1:15 p.m.

#### INTERVIEW APPLICANTS FOR COA POSITION

One application was received for COA position. Jill Clark was the only applicant. Cosgriff asked if there was anything else she would like to add to her application. Cosgriff asked if Clark felt she could make the trips to Billings. Clark said she had no problem with the transit bus. Clark stated she was familiar with the job. Cosgriff asked if Clark had a commercial driver's license. Clark said she did not but if required she could get one. Clark stated that Carol Hellyer has agreed to help her with the paperwork and anything else she needs. Cosgriff informed Clark that the Museum Board would be contacting her about moving the commodities. Clark said she would work on finding a separate location. Discussed starting wage.

Motion by Robertson, seconded by Coldwell, to hire Jill Clark for the COA position at a starting wage of \$10.50 per hour. Motion carried unanimously.

#### MINUTES

Motion by Coldwell, seconded by Cosgriff to approve September 27, 2013 minutes with corrections. Motion carried.

#### CLAIMS

Claim Check Nos. 30442 through 30454 in the amount of \$30,369.55 were approved and paid.

#### JO ANN STANTON – JOURNAL VOUCHERS

Motion by Coldwell and seconded by Robertson to approve following Journal Vouchers:

- JV #492 - to Adjust A/R to Balance per the subsidiary edger and Adjust the uncollectible accounts to 50% estimate.
- JV #493 - to clean up the negative amount reported in account 239000 in the nursing home
- JV # 494 – to reverse JV#481 posted by Treasurer to adjust the warrants payable and cash for May, 2013. Warrants previously outstanding have been cleared in the proper manner through Black Mountain Software.
- JV # 495 – to recognize revenue in nursing home for the revenues which have previously been coded as deferred. This is necessary for full accrual revenue reporting in the fund.
- JV# 496 – A) to adjust the balance reported in OPEB in the nursing home. B) to adjust current year compensated absences in the nursing home fund. Full accrual. C) to change the coding of transfers out.
- JV # 497 – to record current year on behalf of payments.

- JV# 498 – to record cash at fair value at year-end per GASB-31.
- JV# 499 – to record accruals at year-end for grant revenues which are receivables.
- JV# 501 – to adjust year end inventory for nursing home and bridge funds.
- JV# 504 – to record depreciation and accumulated depreciation in the nursing home fund for full accrual accounting.
- JV# 505 – To accrue accounts payable at year end.
- JV# 507 – To accrue payroll payable at year end.

Motion carried unanimously.

#### STEVE MOTHERSHEAD

Discussed uses for airport hangar. Mothershead was told to winterize the old fire hall and the fire trucks could be moved to the hanger. Discussed where to build cattle guards and possibility of using old ambulance barn or tearing down the old shed at the county yards. Jerry Collins said a hoist would be nice to move the cattle guards. Mothershead said the north side of the lots would be available for a building.

Robertson asked if anyone had seen a contract for the sanitarian as she was told a sanitarian was here last week and inspected all of the food establishments.

#### HEALTH CENTER ISSUES

Hanz Arnston, Administrator, and Sara Nordlund, DON gave Commissioners their weekly report on the Health Center. Also present were Jerry Collins, Delores Hill and Gala Hill. Arnston said Charlotte Herbold is a certified Navigator and will be setting up appointments next week as she is gone this week. There are currently 19 residents. Discussed cost of security cameras. Arnston said Greg Wolfe could install the cameras and Clyde Phipps could hook them up. Phil Hill joined the meeting. Coldwell received several calls in support of the Tele-Med. Cosgriff said most of his calls have been in support of the Red Button. Arnston said St. Vincent physicians will be available for assistance. Cosgriff said some people were asking if the red button could be used as a walk-in clinic. Arnston said it was not set up for this. It is to support our staff. Arnston said Plentywood, Wolf Point, Poplar, Miles City and Ekalaka are going with Avera. Coldwell asked what happens after 3 years. Arnston said there may be more help from St. Vincent's. Coldwell asked how we know if physician's have their credentials. Arnston said the physicians are from St. Vincent's.

Motion by Robertson, seconded by Coldwell to go with Avera. Motion carried unanimously.

Coldwell was concerned that a mill levy will need to be run. Cosgriff said a special mill levy will need to be run regardless.

Phil Hill said mill levy would not pass with the red button. Nordlund said the nursing home will receive a check in the amount of \$300,000 in the near future for the electronic health records.

Collins said contracts with Kidder, Arnston, and Muniak have a clause that provides for the cancellation of the contracts if the mill levy doesn't pass and asked if Tele-med could have the same clause. Cosgriff said this is not an option as he already asked this question.

Cosgriff said he feels it needs to be implemented in support of our nurses. Nordlund said Dan Muniak will be doing some training for the nurses next week. There will be 24/7 coverage and St. Vincent's will come down to do training.

Nordlund said Coldwell should let the taxpayers know that the "Red Button" will cut down on ER time before a transfer can be made because St. Vincent's would take care of the paperwork for the transfer and the nurse can complete the paperwork for the patient. Nordlund said she feels this is the future of medical care.

Contracts with Dr. Kidder, Hanz Arnston and Dan Muniak use a large portion of the mill levy.

#### ROADS

Phil Hill asked if his road is a county road. After reviewing the map it was found to be a county road. Hill said there had not been a blade in there for over 4 years.

Meeting adjourned at 5:00 p.m. The next regular meeting is scheduled for October 21, 2013, at 9:00 a.m.

#### GARFIELD COUNTY COMMISSIONERS:

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Robert P. Cosgriff – Chairman

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Jerry L. Coldwell – Vice-Chairman

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Teddy R. Robertson – Member

ATTEST:

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Janet Sherer, Clerk & Recorder