

May 31, 2017

The Lincoln County Board of Commissioners met for a regular session on May 31, 2017, in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Cole, Commissioner Bennett, Commissioner Peck, County Administrator Darren Coldwell and Clerk and Recorder Robin Benson.

Commissioner Cole opened the meeting with the **Pledge of Allegiance**.

10:00 AM **Treasurer's Monthly Report/Nancy Higgins:** Present were Alan Gerstenecker, John Blodgett and Nikki Meyer, Eureka via VisionNet.

Nancy submitted the Monthly Cash Reconciliation Report and Lincoln County Investment Reports for commissioner review with supporting documentation. Nancy submitted the Cash Report for April 2017, commenting that it is tax season and there is a very large amount of anticipated revenue expected to be coming in. Robin commented that reserves may need to be adjusted to 1/3 of appropriations to covers expenses from July to November when there are no tax dollars coming in; it would help deflect negative cash balances during those months.

Mobile Home bills have been mailed out; this equals about \$400,000 in anticipated revenues. Mobile Home writs typically go out at this time to the sheriff's office. A writ is good for 120 days, and then the process moves to a sheriff's sale.

Nancy expressed concern about moving forward with this process due to the retirement of the Civil Clerk in the Sheriff's Department. Darren said the Civil Clerk position is going to be replaced. Nancy said her concern is inundating a new civil clerk without appropriate training time; the writ process is a lot of work for the Treasurer and Sheriff Departments.

Commissioner Peck suggested visiting with Undersheriff Brandon Huff.

Nancy stated that the Motor Vehicle Department in Eureka has been struggling with the state system and asked if a Eureka employee could come down to Libby to work; Nancy said she has one employee that will be taking time off and could provide a workstation at that time.

Nancy informed the commission that Brady Selle asked if he could attend training in June which is not a part of the contract, but the money is budgeted in the County Superintendent budget. Nancy said she did give Brady permission to attend.

10:30 AM **Administrative Issues:** Present were Alan Gerstenecker, John Blodgett, Tammy Hedrick, and Nikki Meyer, Eureka via VisionNet.

- **Ventilation in the Sheriff's Department:** Estimate is \$30,000 to \$50,000 to put in an air conditioning system, although there may still be difficulties getting air conditioning to the inmate cells. Commissioner Peck suggested a person with ventilation/air conditioning expertise to analyze options to fix this issue.
- **EMA:** EMA made a verbal agreement with Dave Haines to plant trees that were taken from his property during flooding. Darren asked if the money can be taken out of PILT (approximately \$8,000) to be paid back with the disaster revenues. Commissioner Peck asked if there is any easement agreement on file and if the property is in the City or the County.
- **Insurance:** Darren informed the commission that all vehicles and properties to be insured have been sent to MACo. We are waiting to hear what our new insurance premium will be based on accurate listing of county owned vehicles and properties.
- The Commissioners read the **minutes** for May 24, 2017. **Motion** by Commissioner Bennett to approve minutes as submitted. Second by Commissioner Peck, motion carried unanimously.
- Robin submitted the **Lincoln County DUI Task Force Annual Plan/July 1, 2017 to June 30, 2018** for commission approval. Robin said the report was submitted earlier this morning. The commissioners agreed to review the plan for one week before approval.
- Robin shared a "Thank You" letter from the Heritage Museum in appreciation of the *World War I, Western Front* map that was donated to them.

10:45 AM **County Finance Policy:** Present were Tim Orthmeyer, Tammy Hedrick, Alan Gerstenecker, John Blodgett, and Nikki Meyer, Eureka via VisionNet.

Darren informed the commission that the Finance Policy has been approved by MACo and EPA. **Motion** by Commissioner Peck to approve the new County Financial Policy as written and as approved by MACo and EPA. Second by Commissioner Bennett, motion carried unanimously. Commissioner Cole asked if the county attorney has reviewed the policy. Darren said no, it was looked at by MACo's Brian Hopkins and Harrold Blattie.

11:00 AM **Public Comment Time:** There were no public comments.

11:15 AM **Eureka Airport Bid Opening:** Present were Tim Orthmeyer, Tammy Hedrick, Alan Gerstenecker, John Blodgett and Nikki Meyer, Eureka via VisionNet.

Three bids were received and Tim Orthmeyer, representing Morrison Maierle, Inc. opened each bid and checked off criteria required.

Boundary Electric out of Bonner's Ferry Idaho: \$285,275 Total

Pablik Electric Company out of Missoula: \$397,000 Total

Montana Lines out of Great Falls: \$431,080 Total

Tim said the bids will be reviewed and he will return next week to give the commission a recommendation.

Tim requested signatures for the certifications again because new forms were implemented.

**Motion** by Commissioner Peck to sign the Drug Free Workplace and Selection of Consultant Process certifications.

Second by Commissioner Bennett, motion carried unanimously.

Tim said Morrison Maierle is wrapping up the Master Plan Study for the Eureka Airport. Tim is requesting 95% of fees for the project, total invoice \$55,632. **Motion** by Commissioner Peck to pay the \$55,632 as requested. Second by Commissioner Bennett, motion carried unanimously.

1:30 PM **Planning Department:** Canceled

**Meeting adjourned** at 12:00 PM.

**LINCOLN COUNTY BOARD OF COMMISSIONERS**

---

Mike Cole, Chairman

**ATTEST:** \_\_\_\_\_  
Robin Benson, Clerk of the Board