

Minutes of Reorganizational Meeting
January 2, 2015 – 2:00 p.m.
Fergus County Commissioners
712 W. Main St., Suite 210
Lewistown, MT 59457

Present: Commissioner Sandy Youngbauer, Commissioner Carl Seilstad, Commissioner Ross Butcher, and Rana J. Wichman, Clerk & Recorder. Public present: See attached list.

CALL TO ORDER:

Commissioner Youngbauer called the meeting to order at 2:00 p.m.

PUBLIC COMMENT ON AGENDA ITEMS:

Ben Tuss spoke about the structure of the commissioner districts and the need for equal representation. He stated he felt the commission chair needs to rotate between the three districts. Tom Wojtowitz and Commissioner Seilstad both indicated that has been the practice in the past. Commissioner Youngbauer stated that MCA is followed.

ANNOUNCEMENTS & REPORTS:

Board openings for the Port Authority, the Tax Appeals Board, and the Council on Aging were announced.

Commissioners Youngbauer and Seilstad welcomed Ross Butcher as the new Fergus County Commissioner.

DISCUSSION/ACTION ITEMS:

- 1) Reorganize Board of Commissioners:
 - a) Elect Presiding Officer: Commissioner Seilstad nominated Commissioner Youngbauer. Commissioner Butcher seconded the nomination. Passed unanimously.
- 2) Resolution on Travel and Expenditure Reimbursement for 2015 in accordance to Resolution 11-99 Employees Mileage Reimbursement and 17-2006 Commissioners Mileage Reimbursement. Commissioner Seilstad moved to adopt the 2015 Travel and Expenditure Reimbursement Resolution. Commissioner Butcher seconded. Passed unanimously.
- 3) Review Calendar for 2015 Holidays, Paydays, and Meetings: Commissioner Seilstad moved to adopt the 2015 Commissioner Calendar. Commissioner Butcher seconded. Commissioner Youngbauer gave out a letter stating she wants to go on record as objecting to the calendar including the fact that she believes regular weekly meetings need to be held and payment of claims needs to be changed to weekly to conform to the Commissioner meeting schedule, and she feels employees should be paid every two weeks rather than monthly. Commissioner Butcher stated he likes these concepts but has not had time to look into these changes. Commissioner Seilstad indicated he feels the Clerk & Recorder needs to be included in these decisions. Commissioners Seilstad and Butcher voted in favor of adopting the 2015 Commissioner Calendar. Commissioner Youngbauer voted against. Motion carried.
- 4) Establish Office Hours: The current office hours for the Commissioners are Monday through Friday, 10 a.m. to 12:00 noon, and 2:00 p.m. to 5:00 p.m. Commissioner Butcher moved to adopt the same hours for 2015. Commissioner Seilstad seconded. Passed unanimously.

PUBLIC INPUT: Tom Wojtowick stated that he believes the Commissioners have moral authority to encourage and authorize training on head injuries in the County and the City of Lewistown. Commissioner Seilstad agreed with his analysis. Mr. Wojtowick also asked that appropriate behavior by employees be encouraged as well as inappropriate behavior discouraged.

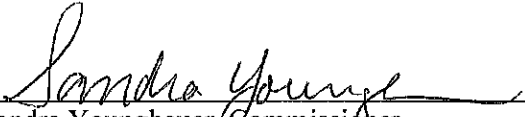
Discussion on the appointments to the recreation district included Tom Wojtowick asking that these appointees be carefully interviewed and well qualified.


OTHER BUSINESS: The Commissioners had intended to go through and adopt their various board and/or committee appointments but it was not on the agenda so it will be done at the 1/9/2015 meeting.

NEXT MEETING DATES:


January 9, 2015 Friday – 2:00 p.m.	Business Meeting	Fergus County Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457
January 21, 2015 Wednesday – 5:15 p.m.	Business Meeting	Fergus County Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457
January 23, 2015 Friday – 2:00 p.m.	Business Meeting	Fergus County Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457

FERGUS COUNTY COMMISSIONERS


Sandra Youngbauer, Commissioner


Carl Seilstad, Commissioner

Attest:


Rana J. Wichman, Clerk & Recorder


Ross Butcher, Commissioner

AGENDA

Board of Fergus County Commissioners
Re-Organizational Meeting – January 2, 2015- 2:00P.M.
712 W. Main St., Suite 210
Lewistown, MT 59457

TENTATIVE AGENDA

PUBLIC HEARING:

PUBLIC COMMENT ON AGENDA ITEMS:

ANNOUNCEMENTS/REPORTS:

1. Port Authority (5 Year Term)—2 Positions open (to be filled any time)
2. Tax Appeals Board (3 Year Term)—1 Position open (to be filled anytime)
3. Council on Aging Board (3 year Term) 1 Position open (to be filled anytime)

BID OPENING:

DISCUSSION/ACTION ITEMS:

1. Re-organize Board of Commissioners:
 - a. Elect Presiding Officer:
2. Resolution on Travel and Expenditure Reimbursement for 2015, in accordance to Resolution 11-99 employees mileage reimbursement and 17-2006 Commissioners mileage reimbursement
3. Review Calendar for 2015 Holidays, Paydays, Open Meetings, and Business Meetings.
4. Establish Commissioners Office Hours

APPOINTMENTS:

PUBLIC INPUT:

OTHER BUSINESS:

NEXT MEETING DATES:

January 9, 2015 Friday—2:00PM	Business Meeting	Fergus County Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457
January 21, 2015 Wednesday—5:15PM	Business Meeting	Fergus County Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457
January 23, 2015 Friday --2:00PM	Business Meeting	Fergus County Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457

REMINDER: Agenda items are due to the Commissioners 10 days prior to the meeting.

Fergus County

SUBJECT TO CHANGE

2015 Commissioner Meetings, Holidays, and Pay Dates

Commissioner Business Meetings – 5:15 p.m. Commissioner’s Office

January 21 (Wed)	Feb 18 (Wed)	March 18 (Wed)
April 15 (Wed)	May 20 (Wed)	June 17 (Wed)
July 15 (Wed)	August 19 (Wed)	September 16 (Wed)
October 21 (Wed)	November 18 (Wed)	December 16 (Wed)

Commissioner Business Meetings – 2:00 p.m. Commissioner’s Office (Tentative)

January 2 (Friday) – Re-organizational Meeting	
January 9 (Friday)	January 23 (Friday)
February 6 (Tuesday)	February 25 (Wednesday)
March 10 (Tuesday)	March 26 (Wednesday)
April 10 (Friday)	April 24 (Friday)
May 11 (Monday)	May 26 (Monday)
June 10 (Wednesday)	June 25 (Thursday)
July 10 (Friday)	July 24 (Friday)
August 10 (Monday)	August 25 (Tuesday)
September 10 (Thursday)	September 25 (Friday)
October 9 (Friday)	October 26 (Monday)
November 10 (Tuesday)	November 24 (Tuesday)
December 10 (Thursday)	December 23 (Wednesday)

MACo Mid-Winter Conference – Helena – February 9-12 (Mon through Thurs)

MACRS Annual Conference – Great Falls – March 23 – 26 (Mon through Thursday)

MACo Fall Conference – Missoula – September 20-24 (Sun through Thurs)

County Employee Pay Dates (Tentative)

January 5 (Monday)	February 5 (Thursday)	March 5 (Thursday)
April 6 (Monday)	May 5 (Tuesday)	June 5 (Friday)
July 6 (Monday)	August 5 (Wednesday)	September 4 (Friday)
October 5 (Monday)	November 5 (Thursday)	December 4 (Friday)

2015 Holidays (observed)

New Year’s Day	Thursday, January 1
Martin Luther King Jr Day	Monday, January 19
President’s Day	Monday, February 16
Memorial Day	Monday, May 25
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Columbus Day	Monday, October 12
Veteran’s Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Christmas	Friday, December 25

Adopted ____

Fergus Co Commissioners

14 Fergus County Board & Committee Appointments

CS= Ross Butcher CR= Carl Seilstad SY= Sandy Youngbauer

BOARD NAME	COMMISSIONER 2014	COMMISSIONER 2015	MEETING TIMES
Airport	CS		First Wednesday of the month @ 3:00PM
Area 2 Agency on Aging	KR		Two or Three times a year--Advisory Board
Big Spring Creek Watershed Board	SY		
Central MT Foundation Board	CS		Every month
Central MT Health District #6 Board	SY		Every three months
Clearing House Connections (people in need)	SY		
Community Council	ALL		Third Monday of the month
Community Management Team	KR		
Council on Aging	KR		Third Wednesday of every month @ 12:00PM
County Health Insurance Committee	SY		As needed
County Investment Committee	SY		Monthly
County Safety Committee	KR		Third Thursday of the month @ 8:30AM
Department Head Committee	ALL		Second Thursday of the month
Emergency Snow Removal	ALL		Once a year
ESAA	CS		Once a month
Extension Advisory Board	KR		Once in a while
Fire Council	ALL		Third Thursday of the month @ 7:00PM
Hospital	CS		Every month also Executive Board & Investment Board
Human Resource Development Council	SY		
Jail Standards Committee	SY		As needed
Local Emergency Planning Committee	ALL		Second Thursday of the month
Mental Health Advisory Board/LAC	CS		Every Month
Mental Health Governing Board	CS		Every Month
Port Authority	SY		Second Wednesday of the month @ 8:00AM
School Transportation Board	SY		
Snowy Mountain Development Council	KR		Third Wednesday of every month
South Central Juvenile Detention Board	SY		
Tri County 911 (Formerly Cent MT Interoperable Communication Consortium)	SY		
Weed Board	KR		First Wednesday of every month

January 2, 2015

I am speaking against the 2015 Calendar as presented for the following reasons;

1. I would like to see all commissioners' meetings be held on Thursday of each week. I believe with Fergus County having full time commissioners we should conduct business on a regular weekly basis. We would then pay claims to coincide with those dates. There are enough claims that we should be paying those vendors weekly instead of twice per month. Many larger counties pay claims on a daily basis but I do not currently see Fergus County in that category. Processing claims weekly would be a benefit to some departments to ensure timely payment of credit card bills that incur interest and other services that we do not receive statements for before the cutoff day. If the claim submission is by Friday afternoon, then the clerk and recorder's office would have until Tuesday to present them to the commissioners and we would have ample time to review them all instead of just rubber stamping them to get expenses paid.
2. I think it is time for Fergus County to start paying employees every two weeks instead of monthly. It is hard to get qualified younger employees to work for the county and it is a hardship on those people to come and work for us and be paid monthly.

I realize that procedures probably will not change today with a new commissioner coming on board, who has not had time to evaluate the daily operations of the county, but going on record with these proposals now will ensure that the conversation/communication has been initiated.

Respectfully,

Sandy Youngbauer

RESOLUTION NO 1-2015

A RESOLUTION ADOPTING REIMBURSEMENT RATES PAYABLE TO
OFFICERS AND EMPLOYEES FOR TRAVEL RELATED EXPENSES.

WHEREAS, from time to time County officers and employees are required to travel for County business, and in connection with such travel, officers and employees incur travel related expenses; and

WHEREAS, it is necessary to reimburse such officers and employees at set rates;

NOW THEREFORE BE IT RESOLVED, that the following reimbursement rates shall apply as of January 1, 2015:

Mileage: Actual mileage when first and last mileage readings are provided on claim, when using your personally owned vehicle.

Mileage from map documentation by the shortest travel route (2-18-504).

Calculations – Total mileage times \$.575 per mile.

When employees share personal transportation only one mileage allowance may be claimed.

Meals: To be eligible for the meal allowance, an employee must have been in a travel status for more than three (3) continuous hours. Employees will be reimbursed at the following rates or receipt value.

In-State Meal Rates: \$5.00 for the morning meal, \$6.00 for the midday meal, and \$12.00 for the evening meal.

Out-of-State Meal Rates: \$7.00 for the morning meal, \$11.00 for the midday meal, and \$23.00 for the evening meal.

Maximum one meal allowed per normal work shift.

Maximum two meals if travel commenced more than one hour before or terminated more than one hour after employee's assigned work shift.

Elected Officials (Department Heads or their designees) but not both, attending In-County meetings as part of their job responsibilities, may be reimbursed for meals at a rate consistent with State rates or receipt value. Per IRS ruling, taxable if NO OVERNIGHT stay occurs.

Hotel/Motel Rooms:

Fergus County policy is to follow the State of Montana travel reimbursement policy, with the original Motel/Hotel zero balance receipt.

State Rate of Lodging

The in-state lodging reimbursement rate is \$83 plus tax, except for those communities listed below.

1-0340.25 IN-STATE TRAVEL - LODGING REIMBURSEMENT RATES AT ACTUAL COST SUBJECT TO FEDERAL PER DIEM CAP

Except as provided for in section 1-0340.30, you are eligible to be reimbursed your actual out-of-pocket lodging expenses, **not to exceed the federal per diem room rate for the location involved**, plus the taxes on the allowable cost, for any location in Montana.

Please see the table below for the federal per diem room rates for Montana (October 1, 2014 - September 30, 2015), as shown on the [US GSA \(CONUSA\) page:](#)

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the following page on our website: <http://www.mtcounties.org/counties/county-information/cities-towns-communities>

Primary Destination	County	Max Lodging (exc. taxes)	Max Per Diem Rate	First & Last Day
Standard Rate	Applies for all locations without specified rates.	83	129	34.50
Big Sky West Yellowstone (Oct. 1 - May 31)	Gallatin	86	147	45.75
Big Sky West Yellowstone (June 1 - Sept. 30)	Gallatin	125	186	45.75
Butte	Silver Bow	88	139	38.25
Glendive	Dawson, Richland	161	217	42

Sidney				
Helena	Lewis & Clark	89	145	42
Missoula				
Polson				
Kalispell	Missoula, Flathead, Lake	92	143	38.25
(Oct. 1 - June 30)				
Missoula				
Polson				
Kalispell	Missoula, Flathead, Lake	128	179	38.25
(July 1 - Aug. 31)				
Missoula				
Polson				
Kalispell	Missoula, Flathead, Lake	92	143	38.25
(Sept. 1 - Sept. 30)				

PASSED AND APPROVED THIS 2ND DAY OF JANUARY, 2015.

BOARD OF COMMISSIONERS

SANDY YOUNGBAUER

CARL SEILSTAD

ROSS BUTCHER

ATTEST:

RANA J. WICHMAN, CLERK & RECORDER

RESOLUTION NO. 17-2006

A RESOLUTION AUTHORIZING THE PAYMENT OF MILEAGE
FOR TRAVEL TO AND FROM WORK AT THE FERGUS COUNTY COURTHOUSE
FOR EACH MEMBER OF THE BOARD OF COUNTY COMMISSIONERS

WHEREAS, the members of the Board of Commissioners, during each work day travel to and from the Fergus County Courthouse to conduct business of the county; and due to the geographical size of Fergus County, such travel can constitute a significant expense; which could discourage members of the public from seeking such office; and

WHEREAS, there exists a statute, Section 7-4-2108, Montana Code Annotated, which provides that members of Boards of County Commissioners are allowed to receive a mileage allowance for the distance necessarily traveled in going to and returning from the county seat and his or her place of residence while engaged in the performance of official duties; and such statute specifically states that it is not applicable to counties that have adopted the charter form of government; and


WHEREAS, the Board of Commissioners believes that such statute does not prevent boards of commissioners in counties that have a charter form of government from passing a resolution authorizing the payment of a mileage allowance for members of the board of commissioners; it being the apparent intent of the legislature that charter forms of government are free to enact or establish their own policy regarding a mileage allowance for members of the Board of Commissioners; on terms that are fair and appropriate;

NOW THEREFORE BE IT RESOLVED that the members of the board


of commissioners shall be paid a mileage allowance, in accordance with Section 2-18-503; for the distance necessarily traveled in going to and returning from the county seat and his or her place of residence each day that such trip is actually made to perform official duties.

PASSED AND APPROVED this 17 day of MAY,
2006.

BOARD OF COMMISSIONERS:



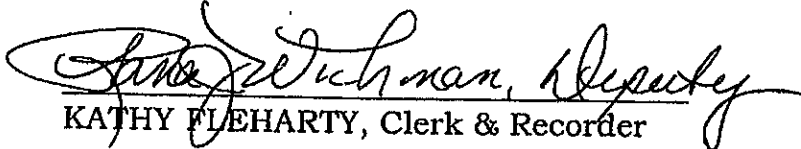
CARL SEILSTAD



KEN RONISH

JOHN JENSEN

ATTEST:



KATHY FLEHARTY, Clerk & Recorder

4 J

RESOLUTION NO. #11-99

A RESOLUTION TO SET THE RATE OF MILEAGE REIMBURSEMENT WHEN EMPLOYEES OR OFFICERS USE PRIVATE VEHICLES FOR COUNTY BUSINESS; AND TO EXERCISE SELF GOVERNING POWERS TO CHANGE THE RATE OF REIMBURSEMENT PER MILE WHEN AN EMPLOYEE OR OFFICER TRAVELS IN EXCESS OF 1000 IN ANY GIVEN MONTH

WHEREAS, Section 2.18.503 Montana Code Annotated sets forth mileage rates of reimbursement for all persons who use their own automobiles "in the performance of official duties"; and

WHEREAS, officers and employees of Fergus County from time to time find it necessary to travel in their private and personal vehicles "in the performance of official duties"; and

WHEREAS, it is appropriate that such officers and employees receive a rate of reimbursement for each mile which is equal to the mileage rate allowed by the United States Internal Revenue Service for the current year; provided that a leased or government owned vehicle is not available; and

WHEREAS, the cited statute provides that if an officer or employee travels over 1000 miles in any given calendar month, the rate of reimbursement for each mile in excess of 1000 is to be reduced by 3 cents; and

WHEREAS, Fergus County is a Charter form of government, with self governing powers, and the rates and requirements of the cited statute may be modified by the board; and it is the opinion of the board that the rate of reimbursement provided for herein is appropriate; and further that the rate should not be reduced when a particular employee or officer travels in excess of 1000 miles in any given calendar month;

NOW THEREFORE BE IT RESOLVED THAT all employees and officers of Fergus County who use their private vehicle for performing their official duties shall be compensated at the mileage rate allowed by the United States Internal Revenue Service for the current year; and such rate shall be applicable regardless of the amount of miles traveled by the employee or officer in any given calendar month; and

BE IT FURTHER RESOLVED, that if a county owned or leased vehicle is available for use, such ^{should} ~~shall~~ be used by an officer or employee instead of a private vehicle; and

BE IT FURTHER RESOLVED that the provisions hereof shall not affect or modify any other policy or polices of Fergus County regarding mileage reimbursement, unless such is specifically modified by the express language contained herein.

PASSED AND APPROVED this 19th day of May, 1999.

BOARD OF COMMISSIONERS:

Kathie A. Bailey
KATHIE BAILEY

Vernon Petersen
VERNON PETERSEN

Joe A. Spika
JOE A. SPIKA

ATTEST:

Kathy A. Fleharty Marilyn Bernick
KATHY FLEHARTY, Clerk & Recorder *Des*

Minutes of Open Meeting
January 2, 2014 – 2:00 p.m.
Fergus County Commissioners Office
712 W Main St., Suite 210, Lewistown MT 59457

2014-001

Present: Presiding Officer Ken Ronish, Commissioner Sandra Youngbauer, Commissioner Seilstad and Vivian Shammel, Commissioner Assistant/Human Resource Administrator. Public present: Tom Wojtowick, Ben Tuss, and Joe Zaler.

CALL TO ORDER:

Presiding Officer Ronish called the meeting to order at 2:00 p.m.

DISCUSSION/ACTION ITEMS:

1. Re-organize Board of Commissioners
 - a. Elect Presiding Officer.
Commissioners Seilstad made a motion to appoint Ken Ronish. Commissioner Youngbauer seconded the motion. Motion passed.
2. Resolution on Travel and Expenditure Reimbursement for 2014, in accordance to Resolution 11-99 employees mileage reimbursement and 17-2006 Commissioners mileage reimbursement.
Commissioner Seilstad made a motion to approve mileage, meals and room rates. Commissioner Youngbauer seconded the motion. Motion passed. No action taken on Commissioners mileage.
3. Review Calendar for 2014 Holiday, Paydays, Open Meetings, and Business Meetings. Discussion on moving all meetings to the 2:00PM rather than 5:15PM meetings was opened up by Ken Ronish.
Commissioner Youngbauer made a motion to accept the calendar as presented. Commissioner Seilstad seconded the motion. Motion passed.
4. Establish Commissioners Office Hours. Commissioner Seilstad made a motion to continue with the 10AM to 12PM and the 2PM to 5PM office hours that they currently have. Commissioner Youngbauer seconded the motion. Motion passed.
5. The Commissioners went through the list of Fergus County Board and Committee Appointments and assigned a commissioner to each one. The assignments reflect 2013's assignments.

APPOINTMENTS: None

PUBLIC INPUT: Tom Wojtowick wanted to know about interment for indigent individuals. Ben Tuss wanted to go over several things. Communication is lacking from the County Commissioners. The December 19th the City Manager was on the radio discussing the Fairgrounds Sewer and Water project and the necessity for it. Yet there has not been any comments from the Fergus County Commissioners regarding this project. Kevin Myhre went on to talk about the Park/Recreation District and the need for this project and still no comments from the Fergus County Commissioners. Public voice could be anyone of the Commissioners not just Ken Ronish. Ben Tuss continued to say that the Commissioners should be in 3 separate offices because he felt that together they were not comfortable enough to speak out on issues. Ben Tuss acknowledged reading Ken Ronish's article on the year ahead, yet there were no individual comments from the other 2 Commissioners. Ben Tuss continued to say that the government is oversee the County. This government of County Commissioners is all reactive and nothing proactively addressed by the current County Commissioners. Commissioner Seilstad indicated that the Commissioner could get into trouble for supporting a mill levy for the Fairgrounds. Ben Tuss continued his comments, saying that the Fergus County Charter form of Government is the worst thing ever written. All 3 Commissioners have authority to legislate and be the executive powers as well. Commissioners Seilstad will double check on whether the Commissioners can speak out about a mill levy initiative. Commissioner Ronish indicated that he did the radio interviews after each of the meetings. Ben Tuss said that the interviews should

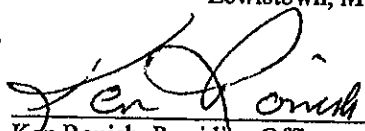
be with more than just Commissioner Ronish. Commissioner Youngbauer indicated the Fairgrounds Sewer and Water project is a City project. Ben Tuss indicated that it was disparately sad as far as communication from the Fergus County Commissioners. Ben Tuss then asked if Commissioner Ronish speaks out about Commissioner Seilstad and Youngbauers opinions. Commissioner Seilstad indicated that he had a different opinion about the Fergus County Commissioners communication. Ben Tuss then said that Commissioner Youngbauer is holding a lease with the County. Commissioner Seilstad indicated that Commissioner Youngbauer has elected to not lease the land again and this will go out for bid in May 2014. Ben Tuss indicated that it was terrible for the County Commissioners to restrict or restrain anyone from carrying out their portion of the contract with the County. Ben Tuss further indicated that he does not support Bauman, and does not feel that there is a conflict of interest. Ben Tuss further indicated that he would like public hearings on the Park/Recreation District. Commissioner Ronish indicated that by law they have to have public hearings.

OTHER BUSINESS: None


NEXT MEETING DATES:

January 2, 2014 Thursday 2:00PM	Re-organizational Meeting	Fergus County Commissioners 712 W. Main St. Lewistown, MT 59457
January 10, 2014 Friday - 2:00PM	Business Meeting	Fergus County Commissioners 712 W. Main St. Lewistown, MT 59457
January 15, 2013 Wednesday 5:15PM	Business Meeting	Fergus County Commissioners 712 W. Main St. Lewistown, MT 59457

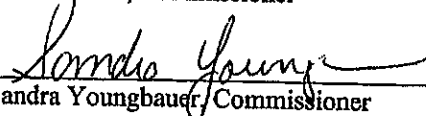
FERGUS COUNTY COMMISSIONERS



Ken Ronish, Presiding Officer



Carl Seilstad, Commissioner



Sandra Youngbauer, Commissioner

Attest:



Dolores Sramek, Treasurer

AGENDA

Board of Fergus County Commissioners
Open Business Meeting – January 2, 2014- 2:00P.M.
Fergus County Commissioners Office
712 W Main St. Suite 210 Lewistown, MT 59457

CALL TO ORDER:

DISCUSSION/ACTION ITEMS:

1. Re-organize Board of Commissioners:
 - a. Elect Presiding Officer:
2. Resolution on Travel and Expenditure Reimbursement for 2014, in accordance to Resolution 11-99 employees mileage reimbursement and 17-2006 Commissioners mileage reimbursement
3. Review Calendar for 2014 Holidays, Paydays, Open Meetings, and Business Meetings.
4. Establish Commissioners Office Hours

APPOINTMENTS:

PUBLIC INPUT:

OTHER BUSINESS:

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January 15, 2013 Wednesday– 5:15PM	Open Meeting	Fergus County Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457

Reminder that agenda items are due to the Commissioners 10 days prior to the meeting.

2014 Fergus County Board & Committee Appointments

KR= Ken Ronish CS Carl Seilstad SY= Sandy Youngbauer

BOARD NAME	COMMISSIONER
Airport Board	
Area 2 Agency on Aging	
Big Spring Creek Watershed Board	
Central MT Foundation Board	
Central MT Health District #6 Board	
Central MT Tourism Board	
Clearing House Connections (people in need)	
Community Council	
Community Managemetrn Team	
County Health Insurance Committee	
County Investment Committee	
County Safety Committee	
Department Head Committee	
Emergency Snow Removal	
Extension Advisory Board	
Fire Council	
Hospital	
Human Resource Development Council	
Human Services Council	
Jail Standards Committee	
Judith Basin Watershed Project	
Local Emergency Planning Committee	
Mental Health Advisory Board/LAC	
Mental Health Governing Board	
Port Authority	
Revolving Loan Fund Review	
School Transportation Board	
Snow Mountain Development Council	
South Central Juvenile Detention Board	
Tri County 911 (Formerly Cent MT Interoperable Communication Consortium)	
Veterans Internment	

RESOLUTION NO. _____

A RESOLUTION ADOPTING REIMBURSEMENT RATES PAYABLE
TO OFFICERS AND EMPLOYEES FOR TRAVEL RELATED EXPENSES

WHEREAS, from time to time County officers and employees are required to travel for County business, and in connection with such travel, officers and employees incur travel related expenses; and

WHEREAS, it is necessary to reimburse such officers and employees at set rates;

NOW THEREFORE BE IT RESOLVED, that the following reimbursement rates shall apply as of January 1, 2014;

Mileage:

Actual mileage when first and last mileage readings are provided on claim, when using your personally owned vehicle.

Mileage from map documentation by the shortest travel route (2-18-504).

Calculations- Total mileage times .56 cents per mile.

When more than one employees shares personal transportation, only one mileage allowance may be claimed.

Meals:

To be eligible for the meal allowance, an employee must have been in a travel status for more than 3 continuous hours. Employees will be reimbursed at the following rates or receipt value.

In-State Meal Rates: \$5 for the morning meal, \$6 for the midday meal, and \$12 for the evening meal.

Out-of-State Meal Rates: \$7 for the morning meal, \$11 for the midday meal, and \$23 for the evening meal.

Maximum one meal allowed per normal work shift.

Maximum two meals if travel commenced more than one hour before or terminated more than one hour after employee's assigned work shift.

Elected Officials (Department Heads or their designees) but not both, attending In-County meetings as part of their job responsibilities, may be reimbursed for meals at a rate consistent with state rates or receipt value. Per IRS ruling, taxable if NO OVERNIGHT stay occurs.

Hotel/Motel Rooms:

Fergus County policy is to follow the State of Montana travel reimbursement policy.

State Rate for Lodging

The in-state lodging reimbursement rate is \$83 plus tax, except for those communities listed below.

1-0340.25 IN-STATE TRAVEL - LODGING REIMBURSEMENT RATES AT ACTUAL COST SUBJECT TO FEDERAL PER DIEM CAP

Except as provided for in section 1-0340.30, you are eligible to be reimbursed your actual out-of-pocket lodging expenses, **not to exceed the federal per diem room rate for the location involved**, plus the taxes on the allowable cost, for any location in Montana.

Please see the table below for the federal per diem room rates for Montana (October 1, 2013 - September 30, 2014), as shown on the US GSA (CONUSA) page:

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the following page on our website: <http://www.mtcounties.org/counties/county-information/cities-towns-communities>

Primary Destination	County	Max Lodging (exc. taxes)	Max Per Diem Rate	First & Last Day
Standard Rate	Applies for all locations without specified rates.	83	129	34.50
Big Sky	Gallatin	83	144	45.75

West Yellowstone (Oct. 1 - May 31) Big Sky				
West Yellowstone (June 1 - Sept. 30)	Gallatin	117	178	45.75
Butte	Silver Bow	88	139	38.25
Glendive	Dawson, Richland	105	161	42
Sidney				
Helena	Lewis & Clark	88	144	42
Missoula Polson Kalispell (Oct. 1 - June 30)	Missoula, Flathead, Lake	89	140	38.25
Missoula Polson Kalispell (July 1 - Aug. 31)	Missoula, Flathead, Lake	114	165	38.25
Missoula Polson Kalispell (Sept. 1 - Sept. 30)	Missoula, Flathead, Lake	89	140	38.25

PASSED AND APPROVED this _____ day of January, 2014.

BOARD OF COMMISSIONERS:

SANDY YOUNGBAUER

KEN RONISH

CARL SEILSTAD

ATTEST:

RANA WICHMAN, Clerk & Recorder



FERGUS COUNTY

Commissioners:
 Ken Ronish
 Carl Sellstad
 Sandy Youngbauer

2014 Commissioner Meetings, Holidays, and Pay Dates

Commissioner Open Meeting –5:15PM Commissioner’s Office

January 15, 2014 (Wed)	February 19, 2014 (Wed)	March 19, 2014 (Wed)
April 16, 2014 (Wed)	May 21, 2014 (Wed)	June 18, 2014 (Wed)
July 16, 2014 (Wed)	August 20, 2014 (Wed)	September 17, 2014 (Wed)
October 22, 2014 (Wed)	November 19, 2014 (Wed)	December 17, 2014 (Wed)

Commissioner Business Meetings – 2:00PM Commissioner’s Office (Tentative)

January 2, 2014 (Thurs)	January 10, 2014 (Fri)	January 24, 2014 (Fri)
February 7, 2014*	February 25, 2014 (Tue)	March 10, 2014 (Mon)
March 25, 2014 (Tues)	April 10, 2014 (Thurs)	April 25, 2014 (Fri)
May 9, 2014 (Fri)	May 27, 2014 (Mon)	June 10, 2014 (Tues)
June 25, 2014 (Wed)	July 10, 2014 (Thurs)	July 25, 2014 (Fri)
August 11, 2014 (Mon)	August 25, 2014 (Mon)	September 10, 2014 (Wed)
September 26, 2014 (Thurs)*	October 10, 2014 (Fri)	October 24, 2014 (Fri)
November 10, 2014 (Mon)	November 25, 2014 (Tues)	December 10, 2014 (Wed)
December 23, 2014 (Tues)*		

Conferences

MACo Mid-Winter Conference—Billings—February 10 -13, 2014 (Mon – Thurs)
 MACRS Annual Conference-- March 24-27, 2014 (Mon-Thurs)
 MACo Fall Conference—Kalispeil—September 21st-25th

COUNTY EMPLOYEE PAY DATES (Tentative)

January 6 (Mon)	February 5 (Wed)	March 5 (Wed)
April 4 (Fri)	May 5 (Mon)	June 5 (Thurs)
July 3 (Thurs)	August 5 (Tues)	September 5 (Fri)
October 6 (Mon)	November 5 (Wed)	December 5 (Fri)

2014 Holidays (observed)(Tentative)

New Year’s Day	January 1, 2014 (Wed)
Martin Luther King Jr. Day	January 20, 2014 (Mon)
Lincoln’s & Washington’s Birthday	February 17, 2014 (Mon)
Memorial Day	May 26, 2014 (Mon)
Independence Day	July 4, 2014 (Fri)
Labor Day	September 1, 2014 (Mon)
Columbus Day	October 13, 2014 (Mon)
General Election Day	November 4, 2014 (Tues)
Veteran’s Day	November 11, 2014 (Tues)
Thanksgiving Day	November 27, 2014 (Thurs)
Christmas	December 25, 2014 (Thurs)

*Tentative Dates

