

Minutes of Fergus Co. Commissioners Business Meeting

August 25, 2017 – 2:00 p.m.

Fergus County Commissioners

712 W. Main St., Suite 210

Lewistown, MT 59457

Present: Commissioner Sandra Youngbauer, Commissioner Ross Butcher, and Clerk & Recorder Rana Wichman. Commissioner Carl Seilstad was absent. Public present: See attached sign in sheet.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Presiding Officer Seilstad asked if there were any alterations or corrections to the August 16, 2017 minutes. Hearing none the minutes will stand approved as distributed and they will be on file with the Clerk and Recorder and on the Fergus County Website.

PUBLIC COMMENT ON AGENDA ITEMS: None

PUBLIC HEARING: None

BID OPENINGS: None

PERSONNEL ANNOUNCEMENTS:

- 1) Clerk & Recorder Administrative Assistant
- 2) Road & Bridge Departments (2)
- 3) Custodian/Janitor

ANNOUNCEMENTS / REPORTS: None

DISCUSSION /ACTION ITEMS:

- 1) Approval of August 10, 2017, and August 25, 2017 claims: Commissioner Butcher moved to approve the August 10, 2017, and August 25, 2017, claims. Commissioner Youngbauer seconded. Passed unanimously.
- 2) Budget Resolutions:
 - a) Resolution #15-2017 Family Planning Title X: and
 - b) Resolution #16-2017 Family Planning Title X: Commissioner Butcher moved to approve Resolutions #15-2017 and #16, 2017. Commissioner Youngbauer seconded. Passed unanimously.
 - c) Resolution #17-2017 Spend Cash Reserves: Commissioner Butcher moved to approve Resolution #27-2017. Commissioner Youngbauer seconded. Passed unanimously.

- 3) McCarthy Road – Petition for Cattleguard (Car Gate) in an Established County Road: Commissioner Butcher moved to approve the Petition for Cattleguard on McCarthy Road. Commissioner Youngbauer seconded. Passed unanimously.
- 4) Mill Creek Road – Petition for Cattleguard (Car Gate) in an Established County Road: Commissioner Butcher moved to approve the Petition for Cattleguard on Mill Creek Road. Commissioner Youngbauer seconded. Passed unanimously.
- 5) Fergus County Recreation District By-Laws: Commissioner Butcher moved to approve the Fergus County Recreation District By-Laws. Commissioner Youngbauer seconded. Passed unanimously.
- 6) Reorganization of County Departments:
 - a) Facilities Maintenance: Commissioner Butcher moved to reorganize the custodial and grounds maintenance department. Commissioner Youngbauer seconded. Ross Butcher spoke regarding developing a department that is more inclusive of the grounds the County takes care of. The belief is it will be more efficient. The position of Facilities Director would be added. The department would include the courthouse and fair maintenance staffs with the thought that all maintenance staff would be utilized better. Questions were asked regarding who would get the basic day to day work done, and if there would always be one person assigned to the courthouse and one to the fair. Commissioner Butcher stated their thoughts were that there would be the facilities director, an assistant facilities director, and two other staff members. The new director would set up the schedule moving staff back and forth as needed. Treasurer Gwen Gehlen asked what the qualifications would be for the new facilities director and was told some management and custodial experience. They want to hire a proactive individual. Commissioner Youngbauer stated there is a need to reduce overtime during the fair. Mary Miller voiced her concern regarding the director knowing the ins and outs of the courthouse and the fair. She was told everybody has to start somewhere. The director will need to gain institutional knowledge and use what resources we have. The facilities director will answer directly to the Commissioners. Deputy County Attorney Jean Adams stated the County needs to do away with department heads shoveling snow. She will have Neal Tucek look into the Workers Compensation ramifications. Jack Houser asked when the Commissioners plan to make the changes and Commissioner Youngbauer stated by budget time. Passed unanimously.
 - b) Finance: Commissioner Butcher moved to reorganize the finance department for the County. Commissioner Youngbauer seconded. Commissioner Butcher stated this has been in the works for a long time. A fiscal officer would take on more of the daily duties. He said it has to do with secession planning. He said it is easier to hire for a specific skill set as opposed to having someone elected with the necessary qualifications. They are looking for someone that is progressive, and for accuracy and stability. Treasurer Gwen Gehlen asked what size counties have been researched regarding this and was told all sizes. She also asked how this will affect the Treasurer's office, and what duties the fiscal officer would have. Commissioner Butcher said they would start with claims and budgeting activities throughout the year, and payroll has already been moved. Commissioner Youngbauer said the Commissioners need more input and she is concerned about employee turnover. Gehlen asked about things like Treasurer's checks and who would be doing them. Commissioner Youngbauer asked if this is listed in statute. Commissioner Butcher stated since he has been here he doesn't see us moving forward and he sees this as doing that.

Clerk & Recorder Rana Wichman stated she feels the Commissioners are rushing this and asked that until more research has been done no decisions be made. Gehlen asked when this will be opened up but this hasn't been decided. Wichman stated her concern regarding getting into issues over who is responsible for various things. Treasurer Gehlen voiced the same concern. Passed unanimously.

APPOINTMENTS:

- 1) Snowy Mountain Development Board: Commissioner Butcher moved to appoint Gary Barta to a first term on the Snowy Mountain Development Board. Commissioner Youngbauer seconded. Passed unanimously.
- 2) Fergus County Recreation District Board: Commissioner Butcher moved to appoint Joe Irish (in town representative) and Gary Barta (out-of-town representative) to second terms on the Fergus County Recreation District Board. Commissioner Youngbauer seconded. Passed unanimously.

PUBLIC INPUT: None

OTHER BUSINESS:

NEXT MEETING DATES:

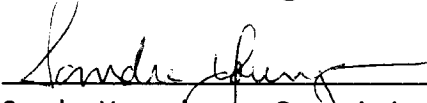
September 1, 2017 Friday, 10:00 a.m.	Final Budget Meeting	Fergus Co. Commissioners 712 W Main St., Suite 210 Lewistown, MT 59457
September 11, 2017 Monday, 2:00 p.m.	Business Meeting	Fergus Co. Commissioners 712 W. Main St., Suite 210 Lewistown, MT 59457
September 25, 2017 Monday, 2:00 p.m.	Business Meeting	Fergus Co. 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 COMMISSIONERS:

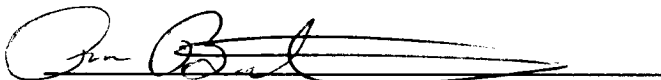


Carl Seilstad, Presiding Officer

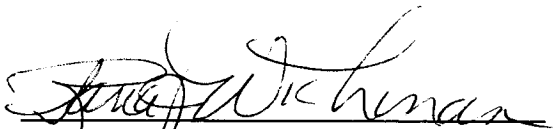


Sandra Youngbauer, Commissioner

Attest:



Ross Butcher, Commissioner



Rana J. Wichman, Clerk & Recorder

