

COMMISSIONERS APPROVAL

KANENWISHER

FOSS 

CHILCOTT 

IMAN 

STOLTZ 

Members Present.....Commissioner Matt Kanenwisher, Commissioner Suzy Foss,
Commissioner Greg Chilcott, Commissioner J.R. Iman and Commissioner Ron Stoltz

Date.....March 29, 2012

► Minutes: Glenda Wiles

► The Board met at 9:04 a.m. for a public hearing on Budget Amendments to the Fiscal Year 2012 Budget. Present at this meeting was Chief Financial Officer Klarryse Murphy and Comptroller Jana Exner. Klarryse indicated any additional monies added to the budget after its formal adoption must be approved by Resolution and as such made an explanation of each Resolution. **Commissioner Chilcott made a motion to adopt Resolutions No. 2828 through 2842 for FY 2012. Commissioner Iman seconded the motion.** Discussion: Legal notices were made through the paper of record and no conflicts of interests were noted by any Commissioner.

Public Comment through Web Ex participation:

Chris Hockman participated for purposes of testing the first advertised Web Ex (live recording of Commissioners on the Web).

All voted "aye". (5-0)

Public Hearing was closed at 9:30 a.m.

► The Board met at 9:35 a.m. for Budget Transfer Resolutions to the for Fiscal Year 2012 Budget. Present at this meeting was Chief Financial Officer Klarryse Murphy and Comptroller Jana Exner. Klarryse explained the difference between budget amendments and budget transfers of which an explanation of each Resolution was made. **Commissioner Chilcott made a motion to adopt Resolutions No. 2843 through 2867. Commissioner Iman seconded the motion.**

Public Comment:

Ken Clark stated he feels like these transfers are a 'shell game' because it is hard to understand the money coming in and going out, so could there be a simple condensed budget, because it looks like things are being hidden from the public.

Discussion by the Board included the necessity of transfers during the fiscal year, showing the additions and deletions of the current year and how that shows up during the following fiscal year and having that category defined for purposes of understanding the balances in the line items. The Board concurred this is something they can look at during the next fiscal year.

All voted "aye".

► The Board met at 10:10 a.m. to award the Magnesium Chloride bid. Discussion: **Commissioner Iman made a motion to table this award until future information is received for proper award. Commissioner Stoltz seconded the motion and all voted "aye". (5-0)**

► The Board met at 10:30 a.m. for various administrative issues as follows:

- Approval of Cultural & Aesthetic Project Grant with Historical Society #1612 - Present were Historical Society Board Members Wayne Hedmon, Paula Fricke and Dan Rothlisberger. Paula indicated this grant was awarded by the Montana Cultural Trust in May 2011, and is now ready for acceptance for Fiscal Year 2012 in the amount of \$3,000. This is a pass through grant from Montana Cultural Trust to Ravalli County. **Commissioner Chilcott made a motion to approve this Cultural & Aesthetic Project Grant. Commissioner Foss seconded the motion.** Discussion: This is not federal monies as the Montana Cultural Trust is a private organization. It is noted that the language in the grant names Ravalli County as the sponsor of this grant. **Commissioner Chilcott amended his motion to have this grant reviewed by Civil Counsel and the Chief Financial Officer in order to have a Memorandum of Understanding delineating the responsibilities for each party. Commissioner Foss seconded this amendment.** At this point Chief Financial Officer Klarryse Murphy was present for further discussion. **All voted "aye". (5-0)**
- Registration approval for Storm Water Conference attendance - Discussion was to send another county employee with Commissioner Ron Stoltz to this conference in Kalispell between April 10-12th. It was concurred due to the budget, only Commissioner Stoltz would be attending.
- Approval of Security Agreement between Florence Fire and Farmers State Bank - It was noted this is a loan Florence Rural Fire District is seeking from Farmers State Bank in the amount of \$474,711.47. The commercial security agreement has been reviewed and approved by Deputy County Attorney Dan Browder who noted by telephone conference this agreement is signed off by the local governing body because Florence Fire taxes are collected through mill levies by the Treasurer. **Commissioner Iman made a motion to authorize this Commercial Security Agreement between Florence Rural Fire District and Farmers State Bank. Commissioner Foss seconded the motion and all voted "aye". (4-0) Commissioner Chilcott was not present for this discussion or vote due to a conference call commitment.**

► Commissioner Kanenwisher and Commissioner Chilcott attended a meeting at the Montana Rail Link Office in Missoula during the afternoon hours to discuss the Bitterroot Line and the application by the county for the Tiger IV Grant dollars.

► The Board met at 1:30 p.m. for a public hearing for fee increases, decreases or establishment for the following departments/offices. Present at this hearing was Sheriff's Office Administrative Assistant Trish Harrison, Clerk & Recorder Regina Plettenberg, Public Health Nurse Judy Griffin and Staff Kerry McKillip, Treasurer Marie Keeton, 9-1-1 Director Joanna Hamilton and 9-1-1 Staff Eric Gustafson, Chief Financial Officer Klarryse Murphy and Commissioners Administrative Assistant Glenda Wiles

- Sheriff's Office - Detention Center New and Increased Fees Proposal (see attached). Currently the booking fee is \$55.00 and they would like to increase this fee to \$100.00 as the average daily total is \$91.00. They would also like to establish an Administrative Information Booking Fee based on Labor at a rate of \$15.00 and establish an Administrative DNA fee based on labor at a rate of \$15.00. The Board concurred these are reasonable fees for establishment.
- Clerk & Recorder's Office & Elections (see attached). Cost for Searches/Copy Request when a citizen asked for a request of a document or plat map copy set at \$5.00 fee for up to 5 pages. Change in MLS Online Access Fee which would be dropped from \$1,200 to \$600 per year for up to 50 users. Costs for Addressing Fee increasing to \$18.00 in order to obtain the address and numbers on the board and \$8.00 for just the number and board. Cost for Mail Ballot Election is currently set at .85 cents, and the request is to charge the actual costs for mail ballot elections. Cost for voter list to be emailed is currently charged at \$6.00 for each half hour the election clerk spends emailing the voter list to candidates, parties etc. Regina would like to increase this charge to a flat \$20.00 fee based on labor rates. The Board concurred these are reasonable fees for increases/establishment.
- Public Health Department (see attached). This increase is for vaccines is based on current vaccine price, shipping and handling, employee time, supplies, refrigeration, medical waste disposal which are the variables in the product and fixed costs which would be the federal excise tax and security monitoring as well as a \$18.00 fee per dose to cover the costs beyond the individual dose price and excise tax. Discussion from Commissioners was the cost breakdown rather than an estimate for the variables. Kerry can provide a cost sheet showing those variable costs in order to establish the estimate for the fee. The Board concurred these are reasonable fees for increases with Kerry's forthcoming cost breakdown.
- Treasurer (see attached) Proposed increase from \$50.00 to \$75.00 for the Assignment Fee as justified by the cost breakdown which far exceeds the \$75.00 fee. Discussion included the charges if additional research is done when going to a tax deed. The Board concurred these are reasonable fees for increases.
- 9-1-1(see attached) Proposed fees for pulling a recorded 911 call set at \$25.00 which is based on labor, mailing costs, and any hard costs. Discussion was that while these costs have been charged, the request is now formally being submitted to the Commissioners for formal approval. The Board concurred these are reasonable fees for establishment.
- Administrative (see attached) Establishment for administrative requests from non-county employees for gathering data, which is based on labor at \$35.00 per hour. The Board concurred these are reasonable fees for establishment.
- Commissioners Office (see attached) A reduction in the cost of paper copies was presented. Currently the fee for copies of offices/departments not set under the MCA are .50 cents for the first page, .25 for page 2 through 25 and .15 cents for page 26 and

subsequent. The proposed change is to reduce pages 2 through the subsequent pages to .15 cents which is based upon the hard costs for paper, toner, staples, monthly maintenance, cost of copier and CIP for future copy purchase as well as labor to make a copy. Establishment of Disc copies at \$5.00 was based on actual costs of the supply and labor to copy the materials onto the disk. This price of \$5.00 is for over the counter copies as any materials mailed will be charged at the current mailing rate. Establishment of Petition to Annex into a Fire District would be the actual cost to run the legal notice of public hearing in the paper of record which would be billed to the petitioner. The Board concurred these changes and establishment of fees are reasonable.

Commissioner Stoltz made a motion to adopt Resolution No. 2868 for the increase/decrease and establishment of fees from these offices/departments as presented today. Commissioner Iman seconded the motion.

No public comment by Web Ex or in by audience attendance.

All voted "aye" (3-0). NOTE: After the hearing was held, new information came to the Commissioners Office in regard to the Sheriff's Office request which was presented incorrectly. Therefore the Sheriff's Office request will not be included in this resolution and will come back to the Commissioners in a separate public hearing.

Public Hearing was then closed.