

COMMISSIONERS APPROVAL

KANENWISHER

FOSS

CHILCOTT 

IMAN 

STOLTZ 

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

Date.....April 23, 2012

► Minutes: Glenda Wiles

► The Board met at 8:30 a.m. with Road Administrator Eric Anderson and Road Foreman Bear Herman to discuss the level of service of dust abatement for roads. Discussion include county maintained roads as well as the application of dust abatement on private roads. The Board will meet again for further decision on May 8th.

► The Board met to discuss potential changes to the Ravalli County Park Board bylaws. Present were Park Board Members John Ormiston, Gary Leese and Robert Cron. Gary presented a list of potential changes that were discussed several months prior with the Commissioners but no changes were made. (See attached suggested changes to draft). The Board then made a review of the various sections noting their concurrence and or additions/issues of concerns. Due to the hour it was agreed to continue this meeting/working session at a later date, particularly to discuss Section 10.

► The Board met at 9:58 a.m. with Weed Supervisor Kellieann Morris in regard to weeds in the median on Highway 93. Kellieann stated the Weed Department can apply the weed abatement materials but time is of the essence due to the growth stage of the weeds. Kellieann indicated she believes the sterilent will cost approximately \$200.00. The Commissioners paid for the last application. Florence is handling their own weed spraying. Kellieann is working with the Victor Park District for their section. The Board agreed to have Kellieann place the sterilent in the amount up to \$200.00.

► The Board met with Forest Service personnel for an update.

► The Board met at 11:00 a.m. for Step 3 Grievance Hearing for David Ohnstad. Present was Deputy County Attorney Howard Recht, Human Resource Director Robert Jenni, David Ohnstad and Mr. Ohnstad's Attorney John Kutzman. Attorney Recht noted the Stage 2 Grievance was held on March 13th, with a denial and letter from the Commissioners on March 13th. On March 28th the Commissioners received a letter from Attorney Paoil requesting a Step 3 Grievance

Hearing. Attorney Recht stated that letter of request was beyond the five working days in order to invoke a Stage 3 Grievance Hearing. If the Commissioners were to hear additional evidence or see there was a violation of the process, it would invite the Commissioners to reconsider the decision that had been made. If not, the Commissioners can affirm the decision previously made on the basis of no procedural error or new information. In regard to this late request, certain statutes could be invoked that a failure to follow procedure could be jurisdictional - i.e., if the request is not made in the appropriate timeline, the Commissioners do not have to consider this Stage 3 proceeding because the process was not followed by David Ohnstad. Attorney Recht recommends they review the weight of the letter (the substance) but not to waive any procedural requirements. In other words the Commissioners can proceed. but note that the letter is late and the Board won't waive any procedural requirements.

Attorney John Kutzman stated the letter his office received was not received and time stamped until March 21st (which was several days after the March 13th date), therefore their response was within five days.

Discussion included the lettered envelope and secretary time stamping the Commissioners letter and the five days which are considered working days. (Mr. Kutzman then stepped out to have the letter faxed to the Commissioners Office. When received it shows the date stamp of March 21, 2012.)

Commissioner Chilcott stated in light of the faxed document provided by Attorney Kutzman he will make a motion that the Commissioners move forward with the Grievance Procedure, Stage 3. Commissioner Iman seconded the motion for discussion. Discussion: included why the letter from the Commissioners was not received until May 21st, and also to count out the five working days. All voted "aye". (4-0)

Public Comment: None received.

Commissioner Chilcott addressed the March 28th response letter from Attorney Paoli referencing the 3rd paragraph in regard to 'some sort of a secret meeting'. Commissioner Chilcott stated on March 13th, the Commission minutes show a review of the findings on January 20th by Commissioner Kanenwisher. Therefore he does not agree with Attorney Paoli's assessment.

Attorney Kutzman stated David Ohnstad's focus is on reinstatement to his Ravalli County employment. He indicated the March 13th meeting was brief and they are not sure how the letter of March 13th had so much detail in it. He asked if there was another meeting outside of the March meeting where the public was not present, as that is a matter of concern for them.

Commissioner Foss stated this was the first time she has seen the letter of March 13th so she does not appreciate any accusations from Attorney Kutzman. Commissioner Chilcott asked who prepared the letter of March 13th. Attorney Recht stated he prepared the letter on the direction of Commission Chairman Kanenwisher.

Commissioner Chilcott asked how does Stage 3 differs from Stage 1 & 2 of the grievance process. Attorney Recht stated the process applies to all employees in the county, however David Ohnstad grieves to the same body that hears his grievance.

Commissioner Foss asked if there is any new evidence or new challenge to the Ravalli County Policy. Commissioner Chilcott stated the Commissioners should direct that question to Attorney Kutzman.

Attorney Kutzman stated there was no new factual information to present (from the January 20, 2012 meeting) but Attorney George Corn had raised some procedural issues which included certain Board Member participation in the investigative process, and the delays in receiving information for David Ohnstad's response.

Commissioner Iman addressed the March 13th letter in regard to the Board's findings of January 20th. Howard stated the five items addressed in the March 13th letter were the findings from the January 20th meeting. He also noted this is David's second opportunity to show new evidence or that a procedural error occurred in the process.

Public Comment: None

Commissioner Chilcott indicated in light the discussion of no new evidence or procedural errors being found, which include no conflicts of interest, he sees nothing new to consider.

Commissioner Chilcott made a motion to deny the Stage 3 Grievance Request by David Ohnstad. Commissioner Stoltz seconded the motion. Discussion: Commissioner Iman questioned Civil Counsel in regard to making sure the Commissioners are following proper procedure. Attorney Recht indicated the County is following proper procedure. All voted "aye". (4-0).

Attorney Recht stated a letter in regard to this denial will be sent out today.

Commissioner Chilcott made a motion to have Attorney Recht draft the letter for Commissioner Foss' signature. Commissioner Stoltz seconded the motion and all voted "aye" .(4-0)

► The Board met at 11:40 a.m. with Ravalli County Economic Director Julie Foster to discuss and make a decision on the Montana Essential Rail Loan. Also present was Stevensville Town Mayor Gene Mim Mack. Julie gave an update on the rail line shortfall and the ability to apply for a loan which is due the end of May. There is a 1.4% origination fee (due when awarded) with zero percent interest. Discussion included the shortfall balance for the matching grant dollars at \$72,142.00 and with MRL's recent match of \$100,000, noting the Tiger Grant does not award until the end of June so there is an issue of paying the loan fee and not receiving the Tiger Grant. Discussion also included the loan being a 10 year loan when the rail line might only run for one - three years which does not fit the County's Fiscal Policy. The service to the south end of Darby was discussed as well as the other governing bodies having a proportional share of the loan if it was approved.

Public Comment: Bill Menanger felt this is bad policy to take out a loan for something that will not last as long as the loan.

Commissioner Chilcott stated while Bill makes a good point, this is a one-time payment and it is incumbent upon us to make the best investment possible, particularly when grant dollars have been met.. **Commissioner Chilcott made a motion to have Julie apply for \$172,172 through the Montana East Rail Loan Program. Commissioner Iman seconded the motion for discussion. Discussion: Commissioner Iman noted this whole issue has come this far by consensus of numerous partners and a good example of partnership is MRL's contribution of \$100,000. Commissioner Chilcott stated if the concern is with the fiscal policy, the county can pay the loan off within three years or amend the policy. Commissioner Iman, Commissioner Chilcott and Commissioner Foss voted "aye". Commissioner Stoltz voted "nay". Motion carried. (3-1)**

► Commissioner Chilcott attended a MR TMA meeting in Missoula at 2:00 p.m.

Board discussion on 4/23/2012

Suggested Changes to Draft

Park Board Procedures and Administration

We believe the revised version of the Park Board Procedures and Administration document presented to the Park Board at their September 14, 2011 meeting by Commissioner Ron Stolz, in the absence of Commissioner Matt Kanenwisher, needs further revision.

The Park Board was originally created on January 29, 1973 (on the same date Airport, Fair, Health, Planning, Weed and Veteran's Burial Boards were created) by Commissioners Howard Hammer, Ed Spannuth and Jim McKinley. There were 5 citizen representatives and the 3 commissioners on the board of 8. In August, 1974, the Park Board's authority was expanded to include management of the County Museums and funds allotted for Bicentennial use (Perm File #6181). The Park Board operated without Procedures and Administration until May 6, 1999 when Resolution #965 was passed by the Board of Commissioners. On July 8, 2004, the Board of Commissioners passed Resolution 1515 implementing the Ravalli County Master Park and Recreation Plan, a document outlining the vision for park and recreation land in the County. The Board pays close attention to the Master Plan for guidance on beginning a workable parks and recreation program in Ravalli County. On June 26, 2007 the BCC amended the Procedures and Administration document (Resolution No. 2133) to adjust the membership of the Board to reflect the change in Commissioner Districts. The current membership of the Board includes one representative from each of the 5 Commissioner Districts, three members-at-large and a County Commissioner.

We would like to suggest the following revisions to Park Board Procedures and Administration:

Section 3. Establishment

In accordance with and subject to Section 7-16-2301, MCA, the Board of County Commissioners has reorganized the Park Board.....

OK

Section 4. Jurisdiction

The jurisdiction of the Park Board shall be (limited to) the unincorporated area in Ravalli County. (Strike limited to)

OK

Section 7. Membership

(e) Terms of Office. We believe terms should be 3 years to allow about 1/3 of the Board terms to expire each year. With terms starting July 1, we need to determine how to fill the 6 month "gap" in current terms that expire at the end of calendar years.

OK

(h) Compensation. We suggest the entire subheading of 7-1-201(c) MCA be included in the document. None of the current members of the Board have claimed mileage for their services, but since the membership of 5 of the members requires they be residents of commissioner districts we feel it is only fair the option to claim mileage remains open, if for no other reason than to provide a minimal incentive to volunteer to serve on the Board.

add language for res. scheduled pre-approved meeting or site visit.

Section 6 Functions, Powers and Duties

We believe the Functions, Powers and Duties of the Park Board are well represented by 7-16-2312 (County Park Superintendent), 7-16-2325 (Power of park board to employ persons and to make contracts), 7-16-2327 (Indebtedness for park purposes), and 7-16-2322 (Rules and ordinances to implement part. (1) (a)), MCA and these Titles of MCA statutes should be included in their entirety in the Park Board Procedures and Administration.

✓ BCC does not want vol. board having that respons. + supervision to a Park Superintendent. i.e. Standard Supervision techniques are necessary due to # and personnel issues.

Section 9. Meetings

(a) Schedule of Meetings

(3) Special Meeting. Clarification of the written notice phrase seems necessary. Does the written notice go to the Board from the BCC, or could the written notice come from a member of the public to the BCC? Also, in this age of digital communications, is it necessary to provide written notice to Board members? Is 5 days notice required by statute? It seems like most reasons for a special meeting might be to address a time-sensitive issue and 5 days notice might not result in timely resolution.

OK

(d) Record of Proceedings. Since the Secretary is required to keep a written record of the proceedings of the Board, we feel a recording is unnecessary.

Section 10. Park Fund

(a) Generally. We suggest inclusion of the entire language of 1-16-2328, MCA.

(b) Disposition of Funds We suggest re-titling this sub-heading to "Sale, lease, or exchange of dedicated park lands" and including the entire Title 7-16-2324 MCA language in this section.

(c) Approval of Park Projects No Change

(c) (a) We suggest adding a sub-heading titled "Allowance of Claims" and including the language of 7-16-2330 MCA in its entirety.

(d) Accounting Requirements We suggest re-titling this sub-heading to "Disbursement of Money" and including the entire Title 7-16-2331 MCA language in this section.

As a matter of convenience for current and especially future Park Board members, we suggest Title 76-3-621 MCA (Park dedication requirement) be added as an appendix to the Procedures document.

We believe the above revisions to Park Board Procedures and Administration will extend to the Park Board all the powers enumerated in state statute, while limiting the powers to those activities consistent with limitations specified in the statutes.

PARK BOARD PROCEDURES AND ADMINISTRATION

Sec. 1. Table of Contents

- Sec. 1. Table of Contents
- Sec. 2. General description
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- Sec. 5. Purpose
- Sec. 6. Functions, powers and duties
- Sec. 7. Membership
- Sec. 8. Officers
- Sec. 9. Meetings
- Sec. 10. Park Fund
- Sec. 11. Legal representation
- Sec. 12. Amendment
- Sec. 13. Severability

Sec. 2. General Description.

This document describes the purpose of the Park Board and procedures and requirements of the Board.

Sec. 3. Establishment.

In accordance with and subject to Section 7-16-2301, MCA, the Board of County Commissioners has created the Park Board (Resolution No. 965). The Park Board may be referred to herein as the Board.

Sec. 4. Jurisdiction.

The jurisdiction of the Park Board shall be limited to the unincorporated area if Ravalli County.

Sec. 5. Purpose.

The purpose of the Park Board is to develop a comprehensive and integrate recreation and open space system that is responsive to user needs and demands that provides residents and tourists with a variety of recreational opportunities, that is efficient and cost effective, and that serves the greatest number of residents.

Sec. 6. Functions, Powers and Duties.

Include Powers and Duties
State
Statute
(a) **Generally.** In general, the Board shall have the following functions, powers, and duties:

- (1) Keep an accurate and complete record of all bonds, contracts, papers, documents of the Board. (See: 76-1-305 (3), MCA)
- (2) Keep a written record of all meetings, which records the vote of each member on each action. (See: 7-1-201 (12), MCA)
- (3) Use consultants as technical support to fulfill its functions and duties.

(4) Request information from any official or department of the County or the state or any city, town, or other taxing units operating within the County.

(5) Set uniform rules pertaining to investigations and hearings.

(6) Prepare, publish, and distribute reports and other material consistent with the purpose, functions, powers, and duties of the Board.

(7) Initiate, prepare, review, hear, and make recommendations to the Board of County Commissioners to amend this set of operating procedures.

(8) Other lawful activities as assigned or undertake.

(b) **Personnel Matters.** The Board shall have the following functions, powers, and duties with regards to personnel administration:

(1) Determine the qualifications of, appoint, remove, and fix the compensation of the employees of the Board, consistent with Section 7-16-2314 (2) MCA. (See: 7-1-201 (2)(d); 7-16-2325 (1)(a); and 7-16-2326 MCA)

(2) Delegate ministerial acts to employees, except where final action of the Board is necessary.

(3) Prepare performance evaluations of the department head (park superintendent).

(4) Other lawful activities as assigned or undertaken.

(c) **Financial Administration.** The Board shall have the following functions, powers, and duties with regards to the financial administration:

(1) Supervise the fiscal affairs of the Board.

(2) Prepare and submit to the Board of County Commissioners an annual budget in the same manner as other departments.

(3) Expend annual appropriations.

(4) Incur indebtedness on behalf of the County, upon the credit of the County, consistent with Section 7-16-2327 (2) (a), MCA, and other applicable state law. (See: 7-16-2327 (1), MCA)

(5) Enter into contracts consistent with Section 7-16-2325 (2), MCA.

(6) Solicit, accept and expend funds, grants, and services from the federal, state, or local government agencies or from civic sources. (See: 7-16-2332, MCA)

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- (7) Solicit and accept any gift, donation, grant, devise, or bequest and hold or dispose of the same for park purposes.
- (8) Other lawful activities as assigned or undertaken.

(d) **Park Administration.** The Board shall have the following functions, powers, and duties for park planning within the county:

- (1) Assist the Ravalli County Planning Board in its efforts to prepare a proposed Park and Recreation Master Plan of the Board of County Commissioners' consideration. (Note: The Planning Board is ultimately responsible for the preparation of the Park and Recreation master Plan and has the final authority to forward a recommendation to the Commissioners, not the Park Board. (See: 76-1-601, MCA)).
- (2) Keep the Board of County Commissioners and the general public informed and advised on the park policies of the County.
- (3) Submit to the voters of the County the question of issuing bonds for park purposes. (7-16-2327 (2)(b), MCA)
- (4) Lease County park areas for nonpark purposes consistent with Section 7-16-2323, MCA.
- (5) Sell or exchange park areas consistent with 7-16-2324, MCA.
- (6) Adopt rules which have the force of resolutions of the County Commissioners to protect and promote the improvement of park property and facilities; to protect the flora and fauna that may be situated on park property; and for the use of park facilities. (See: 7-16-2322 (1)(a)(I and ii) and (1)(b), MCA)
- (7) Adopt penalties for the violation of adopted rules. (See: 7-16-2322, (1)(a)(iii), MCA)
- (8) Propose ordinances to the Board of County Commissioners that would impose criminal sanctions as provided for in Section 7-16-2322 (2) (a), MCA, for the violation of adopted rules.
- (9) Propose a resolution to the Board of County Commissioners that would authorize the Board to hire a park warden to enforce adopted rules as provided for in Section 7-16-2322 (2)(b), MCA.
- (10) Other lawful activities as assigned or undertaken.

(e) **Limitations.** The Board shall not have the following powers:

- (1) Incur liability on behalf of the County in excess of money on hand or in excess of taxes actually levied for the Park Fund. (See: 7-16-2329, MCA).
- (2) Sue or be sued independently of the Board of County Commissioners, unless so authorized by state law. (See: 7-1-201 (4), MCA)

Sec. 7. Membership

- (a) **Number.** The Board shall consist of nine (9) voting members. (See: 7-1-201 (8), MCA) Voting members shall consist of the following: one (1) County Commissioner; one (1) member living with Commissioner District Number 1; one (1) member living with Commissioner District Number 2; one (1) member living with Commissioner District Number 3; one (1) member living with Commissioner District Number 4; one (1) member living with Commissioner District Number 5; and three (3) at large members. The Board may also include up to three (3) ex-officio, non-voting members. (See: 7-1-201 (9), MCA).
- (b) **Appointment.** The Board of County Commissioners shall appoint the members to the Board. (See: 7-1-201 (3) (14), MCA)
- (c) **Eligibility Requirements.** With the exception of the County Commissioner, the following conditions for eligibility for appointment to the Board shall apply:
 - (1) **Place of Residence.** Each member upon appointment shall reside in Ravalli County. (7-1-201(14), MCA) If a member moves outside of his/her district to another part of the county, the member shall be allowed to remain on the Board, until his/her term expires.
 - (2) **County Employees.** No employee of the County shall be eligible for membership on the Board.
- (d) **Considerations in Making Appointments.** Any interested and eligible citizen as provided for above may be appointed to the Board. (See: 7-1-201 (15), MCA)
- (e) **Terms of Office.** With the exception of the County Commissioner, each member shall be appointed to a two (2) year term starting January 2. (See: 7-1-201 (7), MCA) The County

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Commissioner shall serve for the duration of his/her term of elective office.

(f) **Conditions for Removal from Board.** A member of the Board shall be removed from the Board and the member's office declared vacant under the following conditions:

- (1) The member fails to attend two consecutive meetings, excluding committee meetings, without excused absences; or
- (2) The member moves outside of County; or
- (3) The Board of County Commissioners removes the member for cause or as provided by resolution. (See 7-1-201 (15), MCA)

(g) **Vacancies.** When a position becomes vacant before the end of the term, the Board of County Commissioners shall publicize or advertise the vacancy in a paper of general circulation within the County and post a notice in the Courthouse for at least 30 days prior to the appointment. (See: 7-1-201(5), MCA)

(h) **Compensation.** Members shall not receive a salary for their services on the Board. (See: 7-1-201 (c), MCA)

Pay Mileage

(i) **Expenses.** Members may be paid for travel and other expenses incurred on Board business under procedures prescribed in advance by the Board. (See: 7-1-201 (c), MCA).

Sec. 8 Officers.

(a) **Offices.** The Board shall include the following officers: President, Vice-President, and Secretary. At the Board's discretion, it may choose to not elect a Secretary from its membership, but rather appoint a County employee to fulfill the function of that office, with the approval of the Board of County Commissioners.

(b) **Election.** At its annual meeting, the Board shall elect a President, Vice-President, and Secretary (if an employee has not been appointed as provided above) from among its membership by majority vote. If there is more than one (1) nominee for any office, voting shall be by secret ballot.

(c) **Terms of Office.** The term of office shall be for one (1) year. An Officer whose term has expired shall hold office until his successor is elected.

(d) **Limitation on Consecutive Terms.** No member shall hold the same office for more than three (3) consecutive terms.

(e) **Vacancies.** In the event of a vacancy in any office, the President, upon approval by a majority of voting members present, shall designate a member to fill the unexpired term of the office.

(f) **Rights of Officers.** Officers shall have all the rights and privileges of a Board member.

(g) **Duties of President.** The President shall:

- (1) preside at all meetings of the Board,
- (2) plan the agenda for the Board,
- (3) be an ex-officio member of all committees,
- (4) act as a liaison between the Board and the Board of County Commissioners,
- (5) execute all legal documents on behalf of the Board,
- (6) appoint the chairman and members of all committees,
- (7) call special meetings as provided herein,
- (8) act as the public representative of the Board or designate an alternate, and
- (9) Other activities as assigned or undertaken.

(h) **Duties of Vice-President.** The Vice-President shall perform the duties of the President in all cases when the President is unable to serve or as otherwise directed by the President.

(i) **Duties of Secretary.** The Secretary shall:

- (1) keep an accurate record of all meetings and correspondences of the Board, and
- (2) Other duties as assigned by the Board.

Sec. 9. Meetings

(a) **Schedule of Meetings.** The Board shall conduct meetings as provided for below: (See: 7-1-210 (13), MCA)

- (1) **Regular Meeting.** The Board shall meet once a month at a time set by the Board, provided there is a need for a meeting.
- (2) **Annual Meeting.** The regular meeting held in January shall be known as the annual

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meeting and shall be for the purpose of electing officers, receiving annual reports, reviewing committee functions, review annual procedures and administration and for such other business as may arise.

(3) **Special Meeting.** Special meetings may be called by the President, or by two (2) members of the Board or by the Board of County Commissioners upon written request. There must be 48 hours public notice in advance of a special meeting. Need to verify that this amount of notice is sufficient to meet public notice requirements.

(b) **Open to the Public.** All meetings of the Board are open to the public and shall be held in a public building; unless the business of the Board must be conducted out of the office (e.g. site visits). (See: Title 2, Chapter 3, Part 2, MCA, and Article II, Section 9, Montana Constitution)

(c) **Notice Requirements.** All meetings of the Board shall be publicized by placing the time, date, and nature of the meeting on the County's weekly agenda. (SEE: 7-1-201 (13), MCA)

(d) **Record of Proceedings.** The Board shall keep an audio tape of the proceedings for a period of two (2) years. In addition, the Board shall prepare and keep a written summary of the meeting and the various decisions of the Board and the vote of each member. (See: 7-1-201 (12), MCA)

(e) **Requirements for Quorum.** A quorum shall consist of five (5) voting members. (See: 7-1-201 (11), MCA)

(f) **Requirements for Voting.** Each decision of the Board shall be approved by a majority vote of the members present at a regular, annual, or special meeting in which a quorum is in attendance and voting. (See: 7-1-201 (11), MCA)

(g) **Voluntary Abstain or Disqualification from Voting.** A member shall abstain from voting on a particular issue or shall be disqualified by majority vote of the remaining members present, if any one of the following circumstances apply:

(1) The member has a direct or indirect financial interest in the outcome of the matter at issue (See: 7-16-2314, MCA); or

- (2) The member has such close personal or business ties to the outcome of the issue that the member cannot reasonably be expected to exercise sound judgment in the public interest; or
- (3) Participation in the matter might violate the letter or spirit of a member's code of professional responsibility; or
- (4) Other applicable law that applies.

Sec. 10. Park Fund.

(a) **Generally.** All revenue received or generated by the Board shall be deposited into the county treasury in a special fund, to be known as the Park Fund. (See: 7-16-2328 MCA) By *in deed* Commissioner motion on August 3, 2010, the *all* Park Board may spend up to \$1,000 per incident *of* with a cumulative expense of \$6,000 annually *of* upon Commissioner Liaison approval. The Board shall also obtain a fuel credit card with the limit of \$500 for equipment operation. *MCA*

Sale, lease or exchange
(b) **Disposition of Funds.** Revenue realized from the sale or exchange of any land that was dedicated to the County for park purposes shall be used consistent with Section 76-3-621, MCA, for cash received in lieu of dedication. (See: 7-16-2324 (4) MCA) *7* *in funds* *all*

(c) **Approval of Park Projects.** When the Board votes to fund, in whole or part project, the decision shall be based on an itemized budget, which specifies the total amount of the appropriation and an estimated cost for each of the various work elements of the project. Once an appropriation has been made and a budget approved, the Board may, at its discretion, amend the budget with just cause. *[a] Allowance of Claims*

(d) **Accounting Requirements.** The Board shall observe the following requirements: (See: 7-1-201 (16), MCA) *7-16-2325*

Disturbance of May 7-16-2010
(1) **Claims.** For park projects that have an itemized budget, the Board may authorize a county employee to approve the payment of claims. All claims which have not been pre-approved by the Board must be approved by the Board at a regular or special meeting. (See: 7-16-2330, MCA)

(2) **Warrants.** All money paid out by approval by a majority of the members of the Board at a regular meeting at which a quorum is in attendance and voting and with due notice and report being made to the Board of County

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Commissioners, payments so authorized may be made by warrant drawn upon the county treasury, signed by the Chairman of the Board of County Commissioners and countersigned by the Ravalli County Clerk & Recorder, (See: 7-16-2331, MCA)

- (e) **Budget Report to Board.** The accounting department shall prepare and submit a budget report to the Board on a monthly basis.

Sec. 11 Legal Representation.

The Board of County Commissioners may appoint legal counsel to represent the Board when it deems necessary.

Sec. 12. Amendment.

As may be needed, the Board of County Commissioners can amend this set of operating procedures consistent with state law.

Sec. 13. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase is for any reason held by any court of competent jurisdiction to unconstitutional or otherwise invalidity of the remaining provision shall continue in full force and effect.

*add Park Land
dedication
Requirements
as Appendix
76-3-621*

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- Adopted May 6th, 1999 (Resolution No. 965)
 - Amended June 26th, 2007 (Resolution No. 2133)
 - Amended August 2011 (Resolution No.