

COMMISSIONERS APPROVAL

BURROWS JB

FOSS SF

CHILCOTT J

IMAN JR

STOLTZ K

Members Present.....Commissioner Jeff Burrows, Commissioner Suzy Foss, Commissioner J.R. Iman and Commissioner Ron Stoltz

Date.....June 26, 2013

► Minutes: Glenda Wiles

► Commissioner Greg Chilcott was in Helena for a MACo Board meeting and JPIA Board of Directors meeting.

► The Board met at 8:35 a.m. with the Sheriff's Administrative Assistant Trish Harrison to review and approve the submittal of the FY 2013 JAG Project Grant to the Department of Justice in the amount of \$12,192.90. If approved, the monies will be spent on various equipment for the Sheriff's Office. (See attached Grant Application). **Commissioner Foss made a motion to submit the JAG Grant in the amount of Commissioner Stoltz seconded the motion and all voted "aye". (4-0)**

► Commissioners Burrows, Foss, Iman and Stoltz attended a Salary Compensation Board Meeting at 9:00 a.m.

Present at this meeting were other Compensation Board Members, Dee Sizeland, Sheriff Chris Hoffman, Jim Tadvick and County Attorney Bill Fulbright. Also present was Human Resource Director Robert Jenni who presented the attached information and Chief Financial Officer Klarryse Murphy. Klarryse addressed the existing inflation of \$67,000 on the aggregate which includes all departments except the Road Department, plus the \$35,000 the county will receive back from the State for State Entitlement and Entitlement Levies. The new growth is anticipated at \$181,000. Calculating these monies conservatively, she estimates an amount of monies to be approximately \$200,000. This figure does not include PILT or Local Option Monies. Robert stated if the a cost of living (COLA) raise was given to all employees at 2.1%, the estimated cost to the county would be approximately \$150,000. Longevity for elected official was also discussed.

Klarryse felt comfortable granting a 2.1% COLA this year based on the hard dollars, but this does not include any "unknowns" such as the health insurance increases. Robert felt 2.1% COLA would be good this year for all employees, but minimally the Elected Officials should

receive \$1.00 per year annually so the Deputies receive their statutory raises. Robert stated under the Affordable Health Care Act, the County anticipates a minimum of \$55.00 per employee, annual increase. Since the exchange has not been set up by the Federal Government yet, the costs of the health care is still an unknown. Some experts are saying the increase could be up to 50%.

Bill made a motion that the Salary Compensation Board recommend to the Commissioners that a 2.1% increase of COLA be given, with two conditions: 1) unless the Commissioners determine the employee base in the county is to receive a lower rate, then Elected Officials receive the lower rate, and 2) not less than a \$1.00 increase in the next year for Elected Officials. Sheriff Hoffman seconded the motion. Discussion: If the Commissioners decide that no COLA is given then the motion stands at the \$1.00 per year for Elected Officials. All voted "aye".

Bill also addressed the fact that the County Attorney salary is separated out in statute with the State paying a portion of his wages. The State will be paying a \$1,780 increase per year, effective July 1, for the next two years for the County Attorney's salary. Bill stated this dollar amount is broken down in salary, FICA/PERS (benefits), and thirdly the health insurance costs. \$1,561.00 is the salary, the balance is the benefits and health insurance. He stated he would like that money to go to him instead of to the County funds which is what normally happens to the monies. **Jim made a motion to have this money (\$1,780) from the State go to the County Attorney's salary. Sheriff Hoffman seconded the motion. All voted "aye".**

► At 10:05 a.m. the Board met with Extension Agent Katelyn Anderson to make a decision on the SNAP Grant Approval. Katelyn stated this is the same grant as last year, however it is unknown if they will have an employee fill this position which is grant funded. **Commissioner Foss made a motion to approve of the MOU for the SNAP Grant, subject to the availability of funding. Commissioner Iman seconded the motion and all voted "aye". (3-0)** Commissioner Stoltz was not present for this meeting.

JAG grant
Application
Attachment

**BJA FY 2013 Edward Byrne Memorial Justice Assistance Grant
(JAG) Program Local Solicitation
2013-H4767-MT-DJ
Ravalli County, Montana**

ABSTRACT

Applicant: Ravalli County Sheriff's Office
205 Bedford Street, Ste. G
Hamilton, MT 59840
(406)375-4000

Contact: Trish Harrison: tharrison@rc.mt.gov

Project Title: The FY 2013 Ravalli County JAG Project

Goals:

- a. to provide necessary protective equipment to allow Patrol, Detective, and Detention Officers to safely perform their duties.
- b. to update old and outdated equipment, and provide uniform issued equipment throughout the Divisions of the Sheriff's Office.

Strategies:

The FY 2013 Ravalli County JAG Project will enable the Ravalli County Sheriff's Office to purchase new equipment to provide for officer safety and enhance the response and investigation of incidents. This equipment is a critical to the quality and safety of day-to-day operations and make the workplace more efficient. We have compared prices and found the best value and quality for our money. The RCSO intends to order the equipment as soon as the funding is awarded and available for use.

2013 JAG Project Identifiers

1. Communications
 2. Equipment—general
 3. Equipment-tactical
 4. Firearms
 5. Hazardous Material Safety Protection
 6. Officer Safety
 7. System Improvements
-

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ATTACHMENT 1: PROGRAM NARRATIVE

Need: This project supports the Ravalli County Sheriff's Office Patrol, Detective, and Detention Divisions, as they perform their every day duties. The equipment purchased with the assistance of the 2013 Edward Byrne Memorial Justice Assistance Grant will enhance the response and investigation of incidents, as well as provide public safety and ensure the safety of our officers. Our annual budget simply does not accommodate the purchase and maintenance of large quantities of specialized equipment necessary to carry out public safety service provision as effectively as possible.

The Ravalli County FY 2013 JAG PROGRAM will support the purchase of this equipment to improve day-to-day law enforcement functionality:

- **(2) Colt AR -15 Rifle**
 - **(10) Panasonic TS10 Lumix digital still camera**
 - **(13) PNYU 2GB flashcards for Panasonic cameras**
 - **(20) TS10 car chargers for Panasonic cameras**
 - **(50) Tyvek cover-alls**
 - **(30) Chemical splash goggles**
 - **(50) Anti-Odor masks**
-

- **(200) Tyvek shoe covers**
- **(100) MyClyns personal protection spray, decontaminate**
- **(50) 1st response respirators**
- **(2) Kenwood Single Band Single Head Remote radio head**
- **Kenwood TK-790HBK R.F. Deck Radio**
- **(40) Carquest Battery-Life Controls**
- **(4) 5.11 LED Patrol Flashlight (opticsplant)**
- **(10) Office Chairs**

The 2013 JAG Award would be used to purchase two new Colt AR-15 carbines, to replace Detective Division rifles. The carbine rifles are more tactical, and being shorter in overall length are much easier and safer to deploy in search and arrest warrant scenarios in houses and buildings.

Many of our patrol Deputies are using Olympus digital cameras that are five or six years old for still evidence photographs. These cameras are wearing out and breaking. Ten new Panasonic TS10 cameras would provide a uniform camera to be issued to each deputy. The 8GB flashcard and car charger will allow the Deputies to take sufficient photographs of their investigations and charge the batteries in their patrol vehicles.

The 2013 JAG award would be used to completely update and refit each RSCO fleet vehicle with the Personal Protection Equipment required not only by our policy, but to provide Deputies with the means to protect themselves from chemical and biological contaminations. The Tyvek

coveralls, shoe protectors, goggles, masks, respirators, and Personal Protection Spray will be issued to Patrol, Detectives, and Detention Officers. The MyClyns Personal Protection Spray is the only product that can be sprayed directly into the eyes, nose, and mouth to neutralize a biological contamination. Additionally, the Tyvek coverings protect against the transfer of evidence while investigating crime scenes.

The purchase of two Single Band Single Head Remote radio heads, and one R.F. Deck will allow the RCSO the ability to outfit two patrol vehicles with standardized radio communications. The RCSO has one R.F. Deck but not the head necessary to complete the unit and make it useable. The Crime Scene and Civil Deputy's mobile radio is in desperate need of replacement, and the purchase of the second head will allow the ability to replace another old Motorola radio that is antiquated and not repairable.

The purchase of the Carquest Battery Life switches will put a battery switch enabling the opportunity to stop the draining of parked fleet vehicles. This will extend battery life and costs associated with replacements, as well as the need to jump start patrol vehicles parked for any extended period of time.

The RCSO is in need of replacing at least four patrol flashlights in vehicles that either do not have a light installed, or is worn and not functioning to the level needed.

Last, we are in need of replacing our report writing room chairs. The chairs we have now are 11 years old and are worn out.

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Ravalli County, Montana**

ATTACHMENT 2: BUDGET AND BUDGET NARRATIVE

1. PERSONNEL: N/A
2. FRINGE BENEFITS: N/A
3. TRAVEL: N/A
4. EQUIPMENT:

Equipment	Unit Cost	# of units	Total
Colt AR-15	\$1,132.00	2	\$2,265.00
Panasonic TS10 Lumix digital still camera	\$240.00	10	\$2400.00
PNYU 8GB flashcards for Panasonic camera	\$15.00	13	\$195.00
TS10 car chargers for Panasonic cameras	\$13.89	20	\$277.80
Carquest Battery Life Controls	25.00	40	\$1000.00
Tyvek cover-alls	\$7.50	50	\$375.00
Chemical splash goggles	\$3.75	30	\$112.50
Anti-Odor masks	\$5.25	50	\$262.50
Tyvek shoe covers	Case of 200	200	\$130.14
MyClyns personal protection spray, decontaminate	\$16.95	100	\$678.00
1 st Response respirators (10 per box)	\$29.95	5	\$149.75
Kenwood Single Band Single Head Remote radio head	\$709.25	2	\$1,418.50

Kenwood TK-790HBK R.F. Deck Radio	\$1,239.00	1	\$1,239.00
5.11 LED Patrol Flashlight (Opticsplanet)	139.99	4	\$559.96
10 Office Chairs	165.00	10	1839.00
Project Total			\$12,193.00
FY 2013 Jag Funds			\$12,192.90

The Ravalli County Sheriff's Office is requesting \$12,193.00 in FY 2013 JAG Funds to purchase the equipment and supplies listed above. We have selected this equipment after a thorough inventory and analysis of our needs. The JAG funds will be used to bring the RCSO inventory of Personal Protective Equipment, evidentiary photography equipment, and rifle inventory to an acceptable level. The JAG funds will enhance officer safety in regards to chemical and biological contaminants as well as investigatory and tactical needs. The office chairs will replace old unsafe chairs in the report writing room. The items purchased will be distributed through the Patrol, Detective, Coroner, and Detention Divisions.

Colt AR-15 carbines will be issued to the Detectives Division to replace long rifles that are much harder to control in space limited environments.

Panasonic digital cameras, flashcards, flashlights, and car chargers will be issued to the Coroner and Patrol Divisions for use in investigations.

Tyvek coveralls, Tyvek shoe covers, splash goggles, anti-odor masks, MyClyns personal protection spray, and respirators will be issued throughout the RCSO to be used to protect against chemical and biological hazards encountered by RCSO staff on a daily basis. The coveralls and shoe covers also protect against crime scene contamination.

The Kenwood radio equipment will be installed in RCSO fleet vehicles to replace antiquated radio equipment that is no longer repairable or functional. The battery life controls will be installed on all vehicles to extend the battery life and costs associated with replacements.

5. SUPPLIES

6. CONSULTANTS/CONTRACTS: N/A

7. OTHER: N/A

TOTAL REQUEST: \$12,193.00

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Ravalli County, Montana**

ATTACHMENT 3: REVIEW NARRATIVE

Our project was brought before the Board of Commissioners on June 26, 2013 at the hour of 8:30 a.m., during which hearing any and all public comment was invited and taken. There were no comments received from the public during the 15 minute meeting. The grant application was reviewed and Chairman Jeff Burrows authorized its submittal to the DOJ via the GMS system this date.

**Jeff Burrows, Chair Date
Board of County Commissioners
Ravalli County, Montana**

Salary
Compensation
Board Meeting

**Cost-of-Living Adjustment for County Officials' Salaries
for Fiscal Year 2013-2014**

Pursuant to Montana Code Annotated §7-4-2503 and §7-4-2504 (1991), the cost-of-living adjustment is derived using the Consumer Price Index for all Urban Consumers (CPI-U) from the U.S. Department of Labor, Bureau of Labor Statistics (1982-84=100):

- | | | |
|-----|---|------------------------------------|
| (A) | Annual CPI-U index (annual average) for calendar year 2012: | 229.6 |
| (B) | Annual CPI-U index (annual average) for calendar year 2011: | 224.9 |
| (C) | Index point change from 2011 to 2012 [A - B]: | $229.6 - 224.9 = 4.7$ |
| (D) | Percent change in annual indexes from 2011 to 2012
[C / B]: | $4.7/224.9 = 0.021$ or 2.1 percent |
| (E) | Cost-of-living adjustment factor -- 100 percent of the
percent change in the annual index from 2011 to 2012
(effective 7/1/13): | 2.1 percent |

Certified by:

Patrick M. Barkey
Director

3/20/2013

Date

(3/20/2013 revised)

RAVALLI COUNTY

HISTORY OF COLA GIVEN

GIVEN COLA

FY 2002	5.00%	3.40%
FY 2003	2.80%	2.80%
FY 2004	1.60%	1.60%
FY 2005	2.30%	2.30%
FY 2006	2.70%	2.70%
FY 2007	3.40%	3.40%
FY 2008	3.20%	3.20%
FY 2009	2.80%	2.80%
FY 2010	1.50%	3.80%
FY 2011	0.00%	-0.04%
FY 2012	0.00%	1.60%
FY 2013	1.00%	3.20%
FY 2014	?	2.10%

COUNTY	County seat	Rank in population	Rank in mill value	Rank in C&R base FY 2013	Population	FY 2013 Mill Value	Clerk & Recorder's base salary FY 13
Yellowstone	Billings	1	1	3	150,069	298,309,894	60,580.00
Missoula	Missoula	2	4	2	110,138	203,566,071	63,380.00
Gallatin	Bozeman	3	3	4	91,377	243,192,953	57,854.00
Flathead	Kalispell	4	2		91,301	244,186,018	
Cascade	Great Falls	5	5	5	81,837	137,153,002	56,995.00
Lewis & Clark	Helena	6	6	1	64,318	116,629,147	66,600.00
Ravalli	Hamilton	7	8	9	40,450	80,832,101	49,333.00
Silver Bow	Butte	8	11		34,383	68,444,058	
Lake	Polson	9	10	13	28,947	71,642,181	44,595.00
Lincoln	Libby	10	14	22	19,566	36,251,712	40,898.00
Hill	Havre	11	17		16,397	32,045,416	
Park	Livingston	12	12	10	15,469	39,237,110	47,897.00
Glacier	Cut Bank	13	26	28	13,624	22,602,670	38,095.00
Big Horn	Hardin	14	25	17	13,093	24,139,669	43,680.00
Custer	Miles City	15	34	18	11,752	16,314,048	42,688.00
Fergus	Lewistown	16	24	26	11,506	25,651,306	39,247.00
Sanders	Thompson Falls	17	16	23	11,440	34,899,063	40,546.00
Jefferson	Boulder	18	22	6	11,381	25,870,599	53,672.00
Roosevelt	Wolf Point	19	21	15	10,527	26,512,373	43,899.00
Richland	Sidney	20	18	7	10,128	30,659,882	52,249.00
Carbon	Red Lodge	21	15	8	10,028	35,812,111	50,777.00
Rosebud	Forsyth	22	7	16	9,379	104,061,326	43,899.00
Deer Lodge	Anaconda	23	31	36	9,299	18,013,208	35,113.00
Beaverhead	Dillon	24	30		9,198	18,199,641	
Stillwater	Columbus	25	13	20	9,131	37,187,753	41,615.00
Dawson	Glendive	26	28	14	8,989	19,881,133	44,000.00
Madison	Virginia City	27	9	11	7,660	77,355,321	46,614.00
Valley	Glasgow	28	23	35	7,487	25,769,778	35,525.00

Powell	Deer Lodge	29	36	39	7,063	14,366,457	33,959.00
Blaine	Chinook	30	38	19	6,565	13,949,025	42,382.68
Pondera	Conrad	31	39	21	6,257	13,380,038	41,348.00
Teton	Choteau	32	35	24	6,091	16,185,774	39,663.00
Chouteau	Fort Benton	33	27		5,793	20,724,122	
Broadwater	Townsend	34	41		5,752	12,954,421	
Toole	Shelby	35	29		5,239	18,338,046	
Musselshell	Roundup	36	42		4,701	10,821,525	
Phillips	Malta	37	32	27	4,250	17,644,611	38,745.00
Mineral	Superior	38	45	42	4,208	10,197,395	32,000.00
Sweet Grass	Big Timber	39	33	32	3,623	17,533,496	37,056.00
Sheridan	Plentywood	40	44	12	3,460	10,261,969	46,384.00
Granite	Philipsburg	41	43	34	3,068	10,700,012	36,175.00
Fallon	Baker	42	19		2,956	28,862,051	
Liberty	Chester	43	47		2,402	7,583,134	
Wheatland	Harlowton	44	37	38	2,140	14,173,365	34,254.00
Judith Basin	Stanford	45	40	31	2,004	13,010,038	37,080.00
Meagher	White Sulphur Springs	46	46	41	1,911	7,688,020	33,216.00
Daniels	Scobey	47	50		1,763	5,445,536	
Powder River	Broadus	48	49		1,738	6,850,959	
McCone	Circle	49	48	37	1,711	7,070,308	35,084.00
Garfield	Jordan	50	52	40	1,251	5,256,949	33,242.00
Prairie	Terry	51	54		1,159	4,258,215	
Carter	Ekalaka	52	20	30	1,152	28,426,939	37,386.00
Wibaux	Wibaux	53	55	33	985	3,683,689	36,809.00
Golden Valley	Ryegate	54	51	25	865	5,289,138	39,318.00
Treasure	Hysham	55	53	43	727	4,584,436	27,856.78
Petroleum	Winnett	56	56	29	491	1,640,990	37,530.00
					998,199	\$2,445,300,202	

average
mean

\$44,369.00
\$43,074.00

COLA FY 13	Clerk & Recorder's base salary FY 14	COLA FY 14							
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0%	63,380.00								
10%	63,865.69	0%							
	61,741.00								
5.10%	59,909.25	2.10%	61,167.34						
		2%							
1%	49,827.00								
4.65%	46,675.20								
5.30%	43,074.44								
	41,434.63								
0%	47,913.99								
9.90%	48,045.00								
4.90%	44,796.83								
6.20%	43,095.00								
4.40%	47,500.00								
5.90%	53,795.22	2.1 % COLA plus a 2.2% salary adjustment for a 4.3% raise						\$56,133.27	
	-								
4.20%	43,371.42								
13%	49,831.47								
1.60%	47,224.00								
11.70%	39,673.00								

Prepared by: Paula - Teton

MONTANA ASSOCIATION OF CLERK AND RECORDERS/ELECTION ADMINISTRATORS

(EXCLUDING SHERIFF)

<u>COUNTY</u>	<u>NAME</u>	<u>HEALTH INSURANCE</u>	<u>LONGEVITY FOR ELECTED OFFICIALS</u>
Beaverhead	Debbie Scott	\$847	1% per year
Big Horn	Kim Yarlott	\$644	1% per year
Blaine	Sandi Boardman	\$643.92	1-5 yrs-\$\$.20/hr, 6-10-\$.40, 11-15-\$.60 16-20-\$.70, 21-25-\$.80, add'l 5 yrs \$.10/hr
Broadwater	Doug Ellis	\$1,061	None
Carbon	Marcia Henigman	\$700	1% per year
Carter	Pamela Castleberry	\$620.77	None
Cascade	Rina Fontana Moore	\$471.51	None
Chouteau	Lana K Claassen	\$750	None
Custer	Linda Corbett	\$736	None
Daniels	Kristy Jones	\$716.12	None
Dawson	Shirley Kreiman	\$679	None
Deer Lodge	Joey Blodnick	\$576 may raise to \$580	None
Fallon	Brenda J. Wood	\$1011.46-employee pays \$40	None
Fergus	Rana Wichman	\$665.97	\$.05 per hour @2080 hours = \$104 per year capped at 15 years
Flathead	Paula Robinson		
Gallatin	Charlotte Mills	\$662 - 100%	None
Garfield	Janet Sherer	\$644	None
Glacier	Glenda M. Hall	\$725	None
Golden Valley	Mary Lu Berry	\$873	None
Granite	Blanche McLure	\$906	
Hill	Darla Dahl	100%	1% per year
Jefferson	Bonnie Ramey	\$628.44	1% per year
Judith Basin	Amanda H. Kelly	\$645.00	2-4 yrs-\$25/mo, 5-8 yrs-\$35/mo, 9-12 yrs-\$45 13-16 yrs-\$55/mo, 17-20 yrs-\$65/mo, 21-\$75
Lake	Paula Holle	\$748.83+2.90/10,000 life ins	2% per year
Lewis & Clark	Paulette DeHart	675-Employee pays \$50	after 4 years, increase \$1,000, after 5 years \$1,500, 6 years and more \$500
Liberty	Rhonda S. Pimley	\$592	\$261/yr after 5 yrs, \$262 per yr thereafter
Lincoln	Tammy D. Lauer	Up to \$739.84/family	1% per year
Madison	Peggy Stemler	\$513	None
McCone	Maridel Kassner	\$500	\$100/yr service no cap
Meagher	Dayna Ogle	\$800	None
Mineral	Staci Hayes	\$714	1% per year
Missoula	Vickie M. Zeier		
Musselshell	Jane E. Mang	\$509 but may raise to \$568	None
Park	Denise Nelson	\$808	1% after 5 years, capped at 8 years
Petroleum	Leslie Mitchell	\$632	1% per year
Phillips	Marian Ereaux	\$1,345.29-100%	None
Pondera	Kody Farkell	\$490-100%	None
Powder River	Karen Amende	\$829	1% per year
Powell	Diane S. Grey	\$657.75	\$200 per term
Prairie	Toni Kalfell	\$401.14	None
Ravalli	Regina Plettenberg	\$607	1%-elected are capped at 12 years
Richland	Stephanie Verhasselt	\$624	\$.50/hr for every 5 yrs capped at \$2.50/hr
Roosevelt	Cheryl A. Hansen	\$687.24	None
Rosebud	Geraldine Custer	\$900	None
Sanders	Jennine M. Robbins	\$582	\$100/after 5yr, \$110-10yrs, \$120-15yrs

Sheridan	June Johnson	\$710 + 1200 Into a H S A	\$130-20+ years None
Silver Bow	Sally Hollis		
Stillwater	Pauline M. Mishler	\$664.97 w/cost share to add spouse and family	None, but are considiering
Sweet Grass	Sherry Bjorndal	\$530	None
Teton	Paula J. Jaconetty	\$446	None
Toole	Treva Nelson	\$625	1% after 5 years
Treasure	Ruth L. Baker	\$597 - 100%	
Valley	Lynne Nyquist	\$709 - 85%	None
Wheatland	Mary Miller	\$676.43	1% per year
Wibaux	Patricia Zinda	\$693	depends on how the commissioners are
Yellowstone	Jeff Martin	\$675	\$4100 over a 5 yr period capped after 5 yr