JOURNAL NO. 33

**ROOSEVELT COUNTY MONTANA**

**ROOSEVELT COUNTY COMMISSIONER’S PROCEDURES FOR NOVEMBER 2021**

**November 3, 2021**

**Special Administrative Meeting**

**Present:** Commissioners Gordon Oelkers, Presiding Officer and Gary Macdonald, Member; Lindsey McNabb, DES Coordinator/ Administrative Assistant.

A motion was made by Commissioner Macdonald to go into special administrative session, seconded by Commissioner Oelkers. Passed

**New Hire:**

**Laci Charlton to Dispatch**

A motion was made by Commissioner Macdonald to approve new hire Laci Carlton to Dispatch effective November 2, 2021, seconded by Commissioner Oelkers. Passed

Commissioner Macdonald moved to adjourn.

Commissioner Oelkers seconded

Meeting adjourned at 10:58 A.M.

**November 8, 2021**

**Special Administrative Meeting**

**Present:** Commissioners Gordon Oelkers, Presiding Officer and Gary Macdonald, Member; Lindsey McNabb, DES Coordinator/Administrative Assistant.

A motion was made by Commissioner Macdonald to go into special administrative session, seconded by Commissioner Oelkers. Passed

**New Hire:**

**Rehire Orin Cantrell to the Sheriff’s Office**

A motion was made by Commissioner Macdonald to approve re hire Orin Cantrell to the Sheriff’s Office effective November 1, 2021, seconded by Commissioner Oelkers. Passed

**Discussion:**

Commissioners would like to know if Orin will be covering the east end of the County.

Commissioner Macdonald moved to adjourn.

Commissioner Oelkers seconded.

Meeting adjourned at 1:08 P.M.

**November 16, 2021**

**Regular Public Meeting**

**Present:** Commissioners Gordon Oelkers, Presiding Officer; Duane Nygaard and Gary Macdonald, Members; Bill VanderWeele, Northern Plains Independent Newspaper; Erika Fyfe, County Attorney’s Office; Sabrina Labatte, Bartlett & West; Ken Norgaard, Road Foreman; Bill Juve; Lindsey McNabb, DES Coordinator/ Administrative Assistant.

**On the Phone:** Clayton Vine, GIS

Commissioner Oelkers called the meeting to order at 11:00 A.M.

**Conflict of Interest:** None

**Minutes:**

**Minutes for the Regular Public Meeting of October 26, 2021**

A motion was made by Commissioner Nygaard to approve the minutes for the regular public meeting of October 26, 2021, seconded by Commissioner Macdonald. Passed

**Minutes for the Special Administrative Meeting of October 28, 2021**

A motion was made by Commissioner Nygaard to approve the minutes for the special administrative meeting of October 28, 2021, seconded by Commissioner Macdonald. Passed

**Minutes for the Month of October 2021**

A motion was made by Commissioner Nygaard to approve the minutes for the month of October 2021, seconded by Commissioner Macdonald. Passed

**Minutes for the Special Administrative Meeting of November 3, 2021**

A motion was made by Commissioner Nygaard to approve the minutes for the special administrative meeting of November 3, 2021, seconded by Commissioner Macdonald. Passed

**Minutes for the Special Administrative Meeting of November 8, 2021**

A motion was made by Commissioner Nygaard to approve the minutes for the special administrative meeting of November 8, 2021, seconded by Commissioner Macdonald. Passed

**Public Comment:** It was asked if all position in Dispatch are filled. Dispatch still has one more opening.

**Administrative Issues:**

**Approval of Bartlett & West Agreement for Right of Way Project**

A motion was made by Commissioner Macdonald to approve Bartlett & West Agreement for the right of way project after a correction is made on page three regarding the district court, seconded Commissioner Nygaard. Passed

**Approval of Bartlett & West Task Order 2021-1 for Right of Way Project**

A motion was made by Commissioner Nygaard to approve task order 2021-1 for the right of way project, seconded by Commissioner Macdonald. Passed

**Approval of Use of American Rescue Plan Act Funds (ARPA) for Water Project for City of Culbertson**

A motion was made by Commissioner Macdonald to approve City of Culbertson request to use the American Rescue Plan Act Funds for a water project in the amount of $13,581.44, seconded by Commissioner Nygaard. Passed

**Claims:**

**Claims for November 4, 2021 in the amount of $194,168.40**

A motion was made by Commissioner Macdonald to approve the claims for November 4, 2021 in the amount of $194,168.40, seconded by Commissioner Nygaard. Passed

**New Hire:** None

**Pay Raises:**

**Annual Pay Raise for Aging Department Employee Anne Heller**

A motion was made by Commissioner Macdonald to approve annual pay raise for Aging Department employee Anne Heller, seconded by Commissioner Nygaard. Passed

**Annual Pay Raise for Maintenance Department Employee Cam Burshia**

A motion was made by Commissioner Nygaard to approve annual pay raise for Maintenance Department employee Cam Burshia, seconded by Commissioner Macdonald. Passed

**Additional Administrative Issues:** None

**New Business:** None

**Unfinished Business:** None

Commissioner Macdonald moved to adjourn.

Commissioner Nygaard seconded.

Meeting adjourned at 11:11 A.M.

**November 30, 2021**

**Special Administrative Meeting**

**Present:** Commissioners Gordon Oelkers, Presiding Officer; Duane Nygaard and Gary Macdonald, Members; Lindsey McNabb, DES Coordinator/ Administrative Assistant.

A motion was made by Commissioner Nygaard to go into special administrative session, seconded by Commissioner Macdonald. Passed

**Administrative Issues:**

**Approval of Resolution 2022-12, Transfer Appropriations Within the American Rescue Plan Act Fund**

A motion was made by Commissioner Nygaard to approve Resolution 2022-12 to transfer appropriations within the American Rescue Plan Act Fund (ARPA) from operating transfer out line to establish a line item within American Rescue Plan Act Fund for Town of Culbertson water main replacement project in the amount of $13,582.00, seconded by Commissioner Macdonald. Passed

**RESOLUTION NO. 2022-12**

**A RESOLUTION** of the Board of County Commissioners of Roosevelt County, Montana, to transfer appropriations within the American Rescue Plan Act fund from the Operating Transfers Out line item to establish an expenditure line item within the ARPA fund for the Town of Culbertson for the Highway 2 Water Main Replacement Project.

 **WHEREAS,** appropriations in the amount of $13,582 are available in the American Rescue Plan Act fund;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Roosevelt County, Montana as follows:

1. That $13,582 be transferred from the Operating Transfers Out line item within the American Rescue Plan Act fund to establish the following line item. (2991-705-521000-820)
2. That the expenditure Other Grants, Contributions & Indemnities line item be established in the amount of $13,582. (2991-705-430520-790)

That said increase authorization is effective immediately.

 **DATED** this 30th day of November, 2021.

 BOARD OF COUNTY COMMISSIONERS

 /s/ Gordon Oelkers

 Presiding Officer

 /s/ Duane Nygaard

 Member

 /s/ Gary Macdonald

 Member

ATTEST:

/s/ Cheryl A. Hansen

County Clerk and Clerk of the Board of

County Commissioners

Commissioner Macdonald moved to adjourn.

Commissioner Nygaard seconded.

Meeting adjourned at 10:09 A.M.

**WARRANTS: PAYROLL AND CLAIMS:** The Board has now completed the auditing of all claims presented for payment and ordered the following listed warrants issued:

|  |  |  |
| --- | --- | --- |
|  | payee/name |  Check $  |
| -67468 |  GARY MACDONALD |  $ 3,435.85  |
| -67467 |  DUANE NYGAARD |  $ 3,928.85  |
| -67466 |  GORDON OELKERS |  $ 4,470.59  |
| -67465 |  LAURIE EVANS |  $ 2,921.81  |
| -67464 |  TERESA ROMO |  $ 2,487.71  |
| -67463 |  JERI TOAVS |  $ 3,356.07  |
| -67462 |  JERRI GRIMSRUD |  $ 1,984.25  |
| -67461 |  TRACI HARADA |  $ 2,810.54  |
| -67460 |  PENNY HENDRICKSON |  $ 2,910.54  |
| -67459 |  PEGGY PURVIS |  $ 2,590.50  |
| -67458 |  SHELLEY ARNDT |  $ 3,318.43  |
| -67457 |  DAVID BLOCK |  $ 3,195.54  |
| -67456 |  BRITTANY DEAVILA |  $ 2,377.81  |
| -67455 |  BETTY ROMO |  $ 2,684.70  |
| -67454 |  CARLY TATTOO |  $ 2,457.23  |
| -67453 |  CHERYL HANSEN |  $ 3,792.70  |
| -67452 |  TRACY JUVE-MIRANDA |  $ 2,718.54  |
| -67451 |  LINDSEY NYGAARD |  $ 2,912.77  |
| -67450 |  JAN PANKRATZ |  $ 2,613.41  |
| -67449 |  MARIA RYAN |  $ 2,698.03  |
| -67448 |  ERIKA FYFE |  $ 2,948.85  |
| -67447 |  FRANK PIOCOS |  $ 6,020.98  |
| -67446 |  CHRISTA WAGNER |  $ 2,574.73  |
| -67445 |  BRENDA ABRAHAM |  $ 2,185.40  |
| -67444 |  CAMARILLO BURSHIA |  $ 2,535.55  |
| -67443 |  CRAIG KARGE |  $ 3,123.61  |
| -67442 |  CHRISTINE KILSDONK |  $ 2,364.40  |
| -67441 |  JENNA PRESSER |  $ 3,404.24  |
| -67440 |  STEVEN HARADA |  $ 250.23  |
| -67439 |  LINDSEY MCNABB |  $ 3,252.25  |
| -67438 |  CLAYTON VINE |  $ 3,445.65  |
| -67437 |  DANNON GIBBY |  $ 942.76  |
| -67436 |  SIBLEY JANKOVIAK |  $ 949.90  |
| -67435 |  MICHELLE BARSNESS |  $ 2,465.35  |
| -67434 |  FRANCES HAYES |  $ 4,377.49  |
| -67433 |  HUNTER LAMBERT |  $ 1,720.35  |
| -67432 |  KATHLEEN MACDONALD |  $ 691.78  |
| -67431 |  TARRAH POITRA |  $ 2,890.42  |
| -67430 |  PATRICIA PRESSER |  $ 5,173.95  |
| -67429 |  KARLA THOMPSON |  $ 273.66  |
| -67428 |  LOIS TUFTON |  $ 3,962.64  |
| -67427 |  BONNIE WEMMER |  $ 124.44  |
| -67426 |  DARLA ZIMMERMAN |  $ 2,501.50  |
| -67425 |  ARTHUR ALLEN |  $ 2,420.52  |
| -67424 |  JULIE BACH |  $ 3,334.69  |
| -67423 |  JEFF ADKINS |  $ 2,526.74  |
| -67422 |  GRANT BOYSUN |  $ 3,028.29  |
| -67421 |  NUFRY BOYSUN |  $ 3,092.59  |
| -67420 |  DAVID COMBS |  $ 3,037.10  |
| -67419 |  SCOTT DOORNEK |  $ 3,087.16  |
| -67418 |  ALAN ENGELKE |  $ 387.49  |
| -67417 |  JACOB GIBBY |  $ 2,894.20  |
| -67416 |  REX JENSEN |  $ 1,769.95  |
| -67415 |  EDWARD KALAL |  $ 4,206.60  |
| -67414 |  RYAN LAMBERT |  $ 2,857.74  |
| -67413 |  DEREK MCNABB |  $ 3,485.21  |
| -67412 |  EBERT MIRANDA |  $ 1,023.47  |
| -67411 |  KENNETH NORGAARD |  $ 3,258.80  |
| -67410 |  JARED POLAND |  $ 2,760.17  |
| -67409 |  ELDON PORRAS JR |  $ 3,115.92  |
| -67408 |  WILLIAM PETERSEN |  $ 3,099.88  |
| -67407 |  ANGELA MILLER |  $ 1,540.63  |
| -67406 |  BEATRICE BRUCE |  $ 1,859.53  |
| -67405 |  LEONA COLVIN |  $ 574.75  |
| -67404 |  SHEILA DUNN |  $ 2,295.90  |
| -67403 |  SHERI HARVEY |  $ 1,147.64  |
| -67402 |  JANET LIVINGSTON |  $ 3,072.96  |
| -67401 |  TAYLOR REESE |  $ 202.28  |
| -67400 |  PATRICIA SILVA PRONTO |  $ 2,313.62  |
| -67399 |  MIRACLE SPOTTED WOLF |  $ 2,682.58  |
| -67398 |  PAMELA CLARK |  $ 2,664.94  |
| -67397 |  ANNE HELLER |  $ 2,456.87  |
| -67396 |  VIRGINIA MCGINNIS |  $ 557.51  |
| -67395 |  ALYSSA PAUTSCH |  $ 2,195.28  |
| -67394 |  CAROL RASMUSSEN |  $ 2,304.61  |
| -67393 |  ELISE EGGEBRECHT |  $ 389.99  |
| -67392 |  JUDITH HEUPEL |  $ 2,690.81  |
| -67391 |  JASON BAKER |  $ 3,577.72  |
| -67390 |  TINA BETS HIS MEDICINE |  $ 2,380.71  |
| -67389 |  CENTENNIAL COLON |  $ 3,836.15  |
| -67388 |  MICHAEL ELLERTON |  $ 3,424.38  |
| -67387 |  JASON FREDERICK |  $ 4,532.29  |
| -67386 |  PILAR KUNZ |  $ 3,395.88  |
| -67385 |  TIMOTHY LINGLE |  $ 4,002.53  |
| -67384 |  JOSEPH MOORE |  $ 3,616.68  |
| -67383 |  PATRICK O'CONNOR |  $ 4,917.60  |
| -67382 |  RACHAEL PARKER |  $ 2,532.67  |
| -67381 |  DAMON SADLER |  $ 3,709.02  |
| -67380 |  MARY SIMONS |  $ 2,545.25  |
| -67379 |  JARED STANDING |  $ 4,798.55  |
| -67378 |  JOHN SUMMERS |  $ 4,802.98  |
| -67377 |  DHAREEN VILLALUZ |  $ 3,646.98  |
| -67376 |  GAYDELLA BRUNELLE |  $ 3,689.95  |
| -67375 |  CATHERINE DICKEY |  $ 3,200.38  |
| -67374 |  RITA DISERLY |  $ 3,666.45  |
| -67373 |  CARLOS GARCIA |  $ 3,352.47  |
| -67372 |  TIFFANY GREY BEAR |  $ 2,278.44  |
| -67371 |  BRANDY SUTTON |  $ 3,581.69  |
| -67370 |  TRISTIAN WARD |  $ 1,612.82  |
| -67369 |  JEFFREY WOZNIAK |  $ 4,254.55  |
| -67368 |  ELISE AKERS |  $ 2,308.56  |
| -67367 |  TROY BLOUNT |  $ 3,171.58  |
| -67366 |  LOWELL BOYD JR |  $ 2,363.78  |
| -67365 |  KEELIA BROCK |  $ 2,295.71  |
| -67364 |  DEBRA COLLINS |  $ 2,808.26  |
| -67363 |  DENISE DREW |  $ 2,648.04  |
| -67362 |  LAKOTA FLYING HORSE |  $ 2,491.32  |
| -67361 |  GERALD JACKSON JR |  $ 2,782.24  |
| -67360 |  JAMES MAGNAN |  $ 2,182.72  |
| -67359 |  RICHARD MCDONALD |  $ 2,567.73  |
| -67358 |  JOSHUA MILLER |  $ 2,645.38  |
| -67357 |  JERRETT SMIDT |  $ 2,481.48  |
| -67356 |  JARED TAYLOR |  $ 2,246.10  |
| -67355 |  SAMUEL BOYD |  $ 796.84  |
| -67354 |  LYLE LAMBERT |  $ 149.56  |
|  | Electronic |  $ 311,477.86  |
| -67353 | HSA WESTERN BANK |  $ 2,205.63  |
| -67352 | D-SHRF PUBLIC EMPLOYEES RETIREM |  $ 25,622.90  |
| -67351 | FIT IRS/FEDERAL DEPOSIT |  $ 106,447.81  |
| -67350 | P.E.R.S. PUBLIC EMPLOYEES RETIREM |  $ 60,548.74  |
| -67349 | PERS RETIREE PUBLIC EMPLOYEE RETIREME |  $ 26.77  |
| -67348 | SIT STATE TREASURER |  $ 19,457.00  |
|  | Deductions |  $ 214,308.85  |
| 44208 |  CLARICE CHALLSTROM |  $ 555.03  |
| 44209 |  GLORIA GIESE |  $ 1,204.53  |
| 44210 |  KAITLYN GREYBEAR |  $ 2,205.09  |
| 44211 |  MELVIN CLARK |  $ 3,181.71  |
| 44212 |  ZACHARIAH MORALES |  $ 1,957.66  |
| 44213 |  RICHARD MCDONALD |  $ 2,324.56  |
|  | Non-Electronic  |  $ 11,428.58  |
| 44214 | AFLAC AFLAC |  $ 4,810.89  |
| 44215 | AFSCME AFSCME |  $ 528.00  |
| 44216 | CHILD SUPPORT CHILD SUPPORT ENFORCEMEN |  $ 188.00  |
| 44217 | CHILD SUPPORT-S OFFICE OF CHILD SUPPORT |  $ 536.00  |
| 44218 | COLONIAL COLONIAL LIFE & ACCIDENT |  $ 2,153.25  |
| 44219 | EBMS/FLEX FEES EBMS |  $ 1,213.57  |
| 44220 | EBMS/HEALTH INS EBMS/HEALTH INSURANCE |  $ 114,994.81  |
| 44221 | GARNISHMENT/MDR MT DEPT OF REVENUE |  $ 776.11  |
| 44222 | JEFFERSON PILOT JEFFERSON PILOT FINANCIA |  $ 539.14  |
| 44223 | NEW YORK LIFE NEW YORK LIFE |  $ 3,053.72  |
| 44224 | PEBSCO NATIONWIDE RETIREMENT SO |  $ 2,100.00  |
| 44225 | UNION/DEPUTIES MONTANA TEAMSTERS/LOCAL |  $ 1,974.00  |
|  |  |  |
|  | Deductions |  $ 132,867.49  |
|  | Electronic |  $ 525,786.71  |
|  | Non-Electronic |  $ 144,296.07  |
|  | Total  |  $ 670,082.78  |

**TOTAL PAYROLL WITH WORKERS COMP & UNEMPLOYMENT: $691,063.55**

 1000 GENERAL

 101000 CASH/CASH EQUIVALENTS $77,157.78

 2110 ROAD FUND (8 VOTED MILLS)

 101000 CASH/CASH EQUIVALENTS $30,815.30

 2130 BRIDGE FUND

 101000 CASH/CASH EQUIVALENTS $3,674.00

 2140 NOXIOUS WEED

 101000 CASH/CASH EQUIVALENTS $530.28

 2160 COUNTY FAIR FUND

 101000 CASH/CASH EQUIVALENTS $3,284.26

 2200 MOSQUITO CONTROL

 101000 CASH/CASH EQUIVALENTS $6,665.00

 2220 LIBRARY

 101000 CASH/CASH EQUIVALENTS $25,799.14

 2280 SENIOR CITIZENS

 101000 CASH/CASH EQUIVALENTS $7,271.95

 2290 EXTENSION SERVICE

 101000 CASH/CASH EQUIVALENTS $7,778.15

 2300 PUBLIC SAFETY(7 VOTED MILLS)

 101000 CASH/CASH EQUIVALENTS $58,752.44

 2360 ROOSEVELT CO MUSEUM

 101000 CASH/CASH EQUIVALENTS $784.77

 2390 DRUG FORFEITURE & SEIZURE

 101000 CASH/CASH EQUIVALENTS $3,326.00

 2460 MCCABE SPECIAL

 101000 CASH/CASH EQUIVALENTS $20.08

 2795 COMMUNITY OF BROCKTON

 101000 CASH/CASH EQUIVALENTS $330.06

 2979 CFDC-BIOTERRORISM GRANT

 101000 CASH/CASH EQUIVALENTS $202.30

 5210 WATER OPERAT-BROCKTON

 101000 CASH/CASH EQUIVALENTS $117.60

 5310 SEWER OPERAT-BROCKTON

 101000 CASH/CASH EQUIVALENTS $250.92

 5410 SOLID WASTE OPER-BROCKTON

 101000 CASH/CASH EQUIVALENTS $3,139.28

 7200 RURAL FIRE DISTRICT 64

 101000 CASH/CASH EQUIVALENTS $975.00

 7380 WOLF POINT TV

 101000 CASH/CASH EQUIVALENTS $336.76

 7385 POPLAR TV

 101000 CASH/CASH EQUIVALENTS $64.80

 Total: $231,275.87

 **TOTAL CLAIMS AND PAYROLL FOR OCTOBER 2021: $922,339.42**

**ABATEMENTS APPROVED: 5700-5701**

**FEES RECEIVED:** The following fees for the month of October were received from various offices:

Clerk and Recorder $5,970.00

JP Wolf Point $2,410.00

JP Culbertson $5,630.00

Clerk of District Court $8,674.24

 Sheriff $

**INVESTMENT INTEREST:**  County Treasurer Betty Romo reported the County had received investment interest for the month of October from the following:

 Opportunity Bank Checking Interest $39.98

 Opportunity Bank Savings Interest $252.95

 Opportunity Bank STIP Interest $2,161.69

. Opportunity Bank Money Market $

 First Community Bank Interest Wolf Point $345.81

 Independence Bank Savings Interest $52.82

Opportunity Bank CD Interest $

**DEPOSITS:** The following listed checks were deposited with the County Treasurer

$26,657.53- Oil Royalties from Kraken to General Fund.

$2,621.79- Oil Royalties from Darrah to General Fund.

$1,174.69- Reimbursement from City of Wolf Point for JP/ City Attorney to General Fund.

$61.64- Interest on CUSIP 90348J35 to General Fund.

$2,255.54- Oil Royalties from EOG to General Fund.

$168.83- Oil Royalties from Foundation Energy to General Fund.

$8,520.34- Fiscal Year 2022 County Fuel Tax to Gasoline Tax Fund.

$101.34- Fiscal Year 2022 County Fuel Tax to Road Fund.

$2,582.08- Oil Royalties from Darrah to General Fund.

$400.00- Tower rent from Montana Highway Patrol to General Fund.

$446.67- Reimbursement from US Treasury to Community of Brockton.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **ATTEST:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Presiding Officer**

**BOARD OF COUNTY COMMISSIONERS COUNTY CLERK AND CLERK OF THE BOARD**

**ROOSEVELT COUNTY, MONTANA OF COUNTY COMMISSIONERS**