

## PETROLEUM COUNTY COMMISSIONERS

Regular Meeting Minutes

May 8, 2023

Petroleum County Courthouse  
302 E. Main – Winnett, Montana

### Commissioner's Present:

Chairman: Sig Pugrud  
Commissioner: Craig Iverson  
Commissioner: Paul McKenna

### Staff Present:

Clerk: Kris Rowton  
Treasurer & Interim County Manager: Pam Bevis  
Road Crew: Ray Rowton  
Sheriff: Bill Cassell  
County Attorney: Diane Cochran

### Guests: Jeremy Springer

- Meeting called to order at 9:00 a.m.
- Craig made a motion to approve the amended agenda. Paul seconded it, motion passed.
- Correspondence: None.
- Public comment: Jeremy Springer representing the Town of Winnett maintenance department was present to update the Commissioners on the work being done around town.
  - Jeremy gave a storm drain update.
  - Pool update: all concrete decking is out and hauled away, contractors are planning the new lines that will be installed and Jeremy has the liner and materials for the renovation. He will start draining the pool soon so the work can begin. All new plumbing was done last year.
  - Jeremy also reported that he has all the material to fix all the potholes around Winnett.
  - The new playground equipment is here and ready to be set up as soon as the weather cooperates.

### Road Department- Ray Rowton

- Ray reported on the progress and costs of the 4 corners gravel pit permit.
- James Gibbs is no longer an employee. Therefore, a new posting with job service will need to be posted.
- Ray reported on the various road grading projects, the shop door installation project, gravel trailer issues and the need to increase next year's fuel budget.

- Ed Mack let Ray know that he has an interest in mowing for the road department when weed spraying season is over.

#### **Sheriff/ DES – Bill Cassell**

- Bill reported he had decided not to hire the one deputy applicant he had interviewed.
- There was a discussion on an alternative deputy arrangement.

#### **County Manager – Pam Bevis**

- Pam gave an update on Black Mountain. The Treasurer's office and the Motor Vehicle Department have had software training and recognize they still have a lot to learn until things will run smoothly. The first expenditure report produced by the software showed the need for a lot of refinement; a project for the upcoming weeks.
- Paul moved to adopt Resolution 2023-10: A Resolution to Establish a Policy for Processing Late Employees Timecards. Craig seconded it. Motion passed.

#### **Treasurer's Report – Pam Bevis**

- Pam presented pledge securities, current financial standing, and the cash report.
- Pam set up a separate bank account for all the funds for the Courthouse Rehab project.

#### **Clerk's Report – Kris Rowton**

- Commissioners signed claims for April 2023.

#### **Further Items**

- **Form of Government Change**
  - There was the First Reading on Ordinance No. 1: An Ordinance Proposing a Change to The Adopted Alternative Form of Government of Petroleum County. Paul made a motion that approved the first reading. Craig seconded the motion and the motion passed and will be moved on to the 2<sup>nd</sup> reading at the next meeting.
  - The commissioners reviewed Resolution 2023 - 11: A Resolution Calling for An Election on The Form of Government of Petroleum County
  - The commissioners reviewed Resolution 2023 - 12: A Resolution Establishing the Petroleum County Form of Government Transition Plan
- **First Public Hearing to discuss County Voting Districts Modifications**
  - The commissioners reviewed Resolution 2023 - 13: A Resolution Revising Commissioner District Boundaries
  - The commissioners reviewed Resolution 2023 - 14: A Resolution Adopting and Designating the Official Precinct Boundaries for Petroleum County for all County Elections and Certifying the Same to the Petroleum County Election Administrator.

- **Annual Wage Compensation Board Meeting** The board members Jim Brady, Dave Harris and William Menager reviewed a possible wage increase to the staff. After lengthy discussion the board recommended an increase of 6.5% to the Commissioners.
- **Flatwillow Bridge Project** There was nothing new to report; still awaiting MCEP response on GCCM approval or notification of grant award from the legislature.
- **Courthouse Rejuvenation Project**
  - Brad from High Plains Architects, Robbie with Stahly Engineering and Kelly Beevers were online, and Laura Nowlin was in attendance. Brad walked us through his biweekly agenda.
  - Slight modifications were made to the plan for the sheriff's office.
  - We reviewed the latest modifications to the upstairs design
  - Laura gave an update on grants.
  - CDBG grant has been signed.
  - Still awaiting closing documents from Wishneff for HTC
- **County Planning Board** Board members Diana Brady and Bonnie Shaw were in attendance and Kelly Beevers was online to discuss how the board had worked at writing a revision to the Growth Policy capturing the many changes within the county of the past ten years as well as new development ideas that are now being considered. The Planning Board had decided there was no need for a Land Use Plan thinking the subject was covered sufficiently within the Growth Policy. The commissioners will review the Revised Growth Policy, as well as research other counties use of a Land Use Plan document in addition to a Growth Policy document.

Meeting adjourned at 5:20 p.m.

Signed: Steph Poyard

Attest: Jess Hoge

