

PETROLEUM COUNTY COMMISSIONERS

Regular Meeting Minutes

January 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, Deputy
Treasurer: Pam Bevis
Road Crew: Ray Rowton
Sheriff: Bill Cassell
County Attorney: Diane Cochran

Guests: None.

- Meeting called to order at 9:00 a.m. with the reciting of the Pledge of Allegiance.
- Paul made a motion to approve the agenda. Craig seconded it, motion passed.
- Craig made a motion to approve the minutes. Paul seconded the motion, and the motion passed.

Road Department- Ray Rowton

- Ray reports that the snow wings are on and ready to go. He also reports that the spindle on the roller has been replaced.
- Ray informed the Commissioners that the John Deere is still overheating. He will do some maintenance checks with the thermostat, or possibly the water pump or other necessary work.
- Jeremy may be able to take a MTD online course for 2 weeks, free of charge to get his CDL.
- Yellow water/BLM pit permit is still not back yet.
- Equipment leases and possible future purchases were discussed.
- Ray asked the Commissioners if they would like him to keep his SWPP active. The Commissioners agreed they would like him to keep his certificate active.

Sheriff/ DES – Bill Cassell

- Bill Cassell will be attending the 911 meeting tomorrow the 9th.
- Cory Smith will be covering for Bill Cassell on the 29th.
- Bill brought the Commissioners the updated Sheriff Department Policy Manual.

Treasurer's Report – Pam Bevis

- Pam presented pledge securities, current financial standing, and the cash report.
- The Deputy Treasurer job opening will remain posted for another couple of weeks.

Clerk's Report – Kris Rowton-Deputy

- Commissioners signed claims.
- Commissioners agreed to hire Kaly Maetche for \$12.00 an hour with a \$.50 raise after the probation period.

Commissioners

- Craig made a motion to approve Resolution 2024 - 1: A Resolution Setting Meeting Dates for 2024. Paul seconded the motion. The motion passed unanimously.
- Craig made a motion to approve Resolution 2024 - 2: A Resolution Setting Per Diem/Travel/Meal Reimbursement Rates. Paul seconded the motion. The motion passed unanimously.
- Craig made a motion to approve Resolution 2024 - 3: A Resolution Setting Incarceration Rates. Paul seconded the motion. The motion passed unanimously.
- Craig made a motion to approve Resolution 2024 - 4: A Resolution Adopting Road Standards. Paul seconded the motion. The motion passed unanimously.
- Craig made a motion to approve Resolution 2024 - 5: A Resolution Adopting Personnel Handbook. Paul seconded the motion. The motion passed unanimously.
- Craig nominated Sig Pugrud to remain the Presiding Officer of the Board. Paul made a motion to close nominations. Craig seconded the motion. The motion passed unanimously.
- Paul made a motion to Establish Office Hours. Petroleum County Courthouse hours of operation will be 8 am. Until 5pm. Monday through Friday unless otherwise preapproved. Craig seconded the motion. The motion passed unanimously.
- Paul made a motion to pay Snowy Mtn Development membership dues. Craig seconded the motion and the motion was carried unanimously.
- Craig made a motion to approve the Stahley Revised Administrative Agreement. Paul seconded the motion. The motion passed unanimously.

Courthouse Rehab – Brad Kahler, Robie Culver, Laura Nowlin all attended via Zoom

- The commissioners updated everyone about their meeting last week with Brad and Shane in Billings. Shane will let out bids to subcontractors and Brad will pursue permits from the state. It could be a month before the bids are in and we can access the changes to the project budget.
- There was discussion about the invoicing cycle.

Flatwillow Bridge – Greg Benjamin was in attendance along with Robie Culver via Zoom