

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

- Greg will close out the bridge project from the paperwork side.
- Robie explained how the balance of the funds from the MCEP grant should arrive.

911 Dispatch Discussion- Justin Jenness, Lewistown Police Chief. Dorothy Gremaux via Zoom

- Justin Jenness reported on the operation costs of the 911 Call Center that serves Fergus, Judith Basin and Petroleum Counties as well as Lewistown. He explained their need for further funding and their plan to access fees based on a 3 year average amount of usage.
- Petroleum County represents approximately 2% of the calls to dispatch. That would cause our share to be approximately \$12,000.00 per year. The 911 Board is looking for \$6000 from Petroleum County to finish out this year. Next year will cost the county the full \$12,000.00.

Airport Discussion- Laura Kiehl, Austin Kiehl were in attendance.

- Laura Kiehl and Austin Kiehl presented the Board with information for the Winnett Airport improvement idea.
- Laura presented literature on MDT Aeronautics Division Airport Loan and Grant Program Summary for informational purposes.
- There was discussion about who has or could serve as the Airport Manager.
- Discussion was had on establishing a board or joint board with Winnett. There was discussion about financial and feasibility studies, engineering companies that had been recommended for airport work, and grant program deadlines.
- The Kiehls will report back at a future meeting with further information.

The meeting adjourned at 3:15 pm.

Signed: _____



Attest: _____

