

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

**REGULAR MEETING – STILLWATER COUNTY COURTHOUSE
March 14, 2023**

- PRESENT** Commissioners Tyrel Hamilton, Chair, Steve Riveland, Jeff Ruffatto, members.
- Others Present: Ben McVitte, Road and Bridge; Chip Kem, Sheriff, Jerry Friend, Treasurer; Marlo Pronovost, Stillwater County News; Marsha Olson.
- PLEDGE** Commissioner Hamilton opened the meeting with the Pledge of Allegiance.
- MINUTES** January 10, 2023 AND January 17, 2023
- Commissioner Ruffatto **MOVED** to approve the minutes from January 10, 2023, and January 17, 2023. Commissioner Riveland **SECONDED**. No discussion. Motion passed.
- CLAIMS** None
- RECOGNITION** None
- ANNOUNCEMENTS** Pulled off the Planning item (Joint Application), noted by Tyrel Hamilton.
- CONSENT AGENDA**
- County Attorney
- A) West Publishing Corporation 36-month contract, for \$620.64 per month. Research subscription for County Attorney.
- Planning (PULLED THIS OFF OF AGENDA FOR THIS DAY)
- A) Joint Application / Silver Creek Road Bank Projects (SPA 124 Permit, 318 Authorization and 401 certification and a Section 404 Permit)
- FILE ITEMS** Sheriff's Office
- A) Report for Month ending February 28, 2023 in the amount of \$150.00.
- Commissioner Riveland **MOVED** to consent to the consent items except for the Joint Application in Planning and file the file items. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.
- REGULAR BUSINESS**
- Commission
- A) Approval of Contract from Invictus Investments DBA County Support for an independent Audit to begin on April 1, 2023, contract amount shall not exceed \$18,000.00.
- Commissioner Riveland gave a brief description of the audit service provided by Kate Becker and that she does internal audits and the Commissioners have requested an internal audit for accounting procedures and to identify risk areas in policy and processes in the County.
- Commissioner Ruffatto **MOVED** to approve the contract from Invictus Investments DBA County Support, not to exceed \$18,000.00. Commissioner Riveland **SECONDED**. No further discussion. Motion passed.

City/County Airport

- A) Approval of Special Event Request for a Balloon Rally, utilizing the West end of the Airport. Event to take place on May 5-7, 2023

Marsha Olsen the Event planner updated the Commissioners stating that the Chamber of Commerce is the sponsor and will provide insurance. The City of Columbus has approved the event. The City Attorney requires a co-sponsorship approval from the City and County, so the request is to approve the event with contingency of getting insurance and following the instructions as outlined by the attorney. The Airport Board has also approved the event and the Stillwater Sibanye is providing parking location. All other entities Fire and Police have been notified and they are aware. Friday will be a media event, Saturday a.m. the launch will be early, Friday night there will be a meet and greet at the Drought House. Saturday night is the big event for a balloon glow for the public. Food trucks will provide a food option and these are all pre-approved by the City. Family event, no alcohol or fireworks. Sunday a.m. there will be a launch if weather permits.

Commissioner Riveland requested if the Sheriff department had been notified, and if the insurance has the required coverages. Marsha Olsen, said that she would show the insurance to Nancy Rhode and assure that everything is in place.

Commissioner Riveland **MOVED** to approve the event contingent upon approval of the policy by the County Attorney on all items associated with the event also that the event will not have alcohol. Commissioner Ruffatto **SECONDED**. No further discussion. Motion passed.

Planning

- A) Notice of Award for the Firemans Point Bridge
Contract bid out in the amount of \$84,998.00 to Holden Excavating.

Commissioner Ruffatto **MOVED** to approve the Notice of Award for the Firemans Point Bridge to Holden Excavating in the amount of \$84,998.00. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

- B) Memorandum of Understanding MOU – City of Columbus and Stillwater County for Fairground location off of Sheep Dip Rd, for water service.

Commissioner Riveland **MOVED** to approve the MOU for water services with the City of Columbus and Stillwater County for the Fairground location off of Sheep Dip Rd. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

Zoning Commission

- A) Appointment of Shari Ekwortzel to the Zoning Commission for a two-year term.

Commissioner Riveland **MOVED** to approve Shari Ekworzel to the Zoning Commission for a two-year term. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

PUBLIC COMMENT

None.

With no further comments heard the meeting was adjourned at 9:16 a.m.

APPROVED BY: /s/ Tyrel Hamilton, Commissioner Chairman

Prepared by: Kisha Cornell, Administrator

ATTEST: Heidi L. Stadel, Clerk and Recorder