

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS**  
**BROADWATER COUNTY, STATE OF MONTANA**  
**LOCATION:** 416 Broadway, Townsend, MT 59644  
**DATE:** January 9, 2023

Commissioner Darrel Folkvord called the meeting to order at 10:00 a.m. Commissioners Lindsey Richtmyer and Debi Randolph were also present.

Commissioner Folkvord discussed Broadwater County Emergency declaration canceled on December 29, 2022.

Public Comment: Sara McKittrick, Shirley Wilson, Butch Barton and Elizabeth Barton commented. Broadwater County Sheriff Nick Rauser commented. Broadwater County Attorney Cory Swanson commented.

10:15 AM Regular Meeting Closed Public Hearing opened.

10:16 AM Broadwater County Community Planning and Development Director Nichole Brown proposed Amendments to County Subdivision Regulations. Deputy County Attorney Jania Hatfield commented. No public comment. Add to the agenda for the next commission meeting.

10:32 AM Public Hearing Closed. Regular Commission Meeting Opened.

10:33 AM Commission Election of Officers discussion and decision. Commissioner Folkvord nominated Commissioner Randolph as Chair of the Broadwater County Commission. Commissioner Richtmyer seconded and carried.

10:34 AM Commissioner Randolph nominated Commissioner Folkvord as Vice Chair of the Commission. Commissioner Richtmyer seconded and carried.

10:36 AM Nadene Wadsworth with Great West Engineering presented DNRC Floodplain Mapping Update for Jefferson River; Jerry Grebenc, Great West Engineering, FEMA Maps.

10:51 AM Great West Contract, Task Order 04 Amendment 1, Scope of Services Broadwater County-Fair Grounds Septic & Restroom Construction & Grant Administration Services discussion and decision. Commissioner Folkvord moved to accept Task Order 04 Amendment. Commissioner Richtmyer seconded. No Public comment. Motion carried.

10:55 AM Fee Proposal Broadwater County Emergency Services Facility, Preliminary Architectural Report (PAR) discussed in the amount of \$58,090.00. Add to next week's agenda.

11:01 AM Commissioner Folkvord presented Broadwater County Website 101.  
[www.Broadwatercounty.mt.com](http://www.Broadwatercounty.mt.com) Broadwater County Technical support Ken Brug commented.

11:26 AM Resolutions and Policies for 2023 discussion and decision.

- a. Commissioner Folkvord moved to adopt a Resolution establishing Mileage, Lodging, and Per Diem Rates for Broadwater County Business Travel. Commissioner Richtmyer seconded. No public comment. Motion carried.
- b. Commissioner Folkvord moved to adopt a Resolution establishing Hours of Operation for Broadwater County Offices. Commissioner Richtmyer seconded. No public comment. Motion carried.
- c. Regular commission meetings will now be Wednesdays at 10:00 a.m., rather than Mondays. Commissioner Folkvord moved to adopt a Resolution establishing Regular Meeting Dates and Times for the Broadwater County Commission. Commissioner Richtmyer seconded. No public comment. Motion carried.
- d. Commissioner Richtmyer moved to approve Resolution establishing Meeting Agenda and Open Meeting Policy. Commissioner Folkvord seconded. No public comment. Motion carried.
- e. Commissioner Richtmyer moved to approve the Policy establishing Broadwater County Public Process Policy Mail & Items for Discussion with amendment section 5 paragraph 3. Commissioner Richtmyer moved to amend her motion to adopt with addition in section 5.01 section 3: the presiding officer will invite a motion from the commission. After a motion has been made and seconded, the presiding officer will then invite members of the audience to present or submit testimony. Public comment may be limited by the Presiding Officer. Commissioner Folkvord seconded. No public comment. Motion carried.

Commissioner Folkvord moved to approve December 28, 2022, Minutes. Commissioner Richtmyer seconded and carried.

Commissioner Folkvord moved to approve claims in the amount of \$122,155.79. Commissioner Richtmyer seconded and carried.

Commissioner Folkvord moved to approve payroll claims in the amount of \$236,823.74. Commissioner Richtmyer seconded and carried.

Commissioner Richtmyer moved to approve claims in the amount of \$37,669.64. Commissioner Folkvord seconded and carried.

Commissioner Folkvord presented Letter from Sheila Stencil to County Commissioners regarding County Compensation Board. Commissioner Folkvord moved to appoint Sheila Stenzel for a 3-year term on County Compensation Board. Commissioner Richtmyer seconded. No public comment. Motion carried.

Communications Received: Email from Butch Barton to Commissioners, Definition of Legal Access in Subdivision Regulations, Madison, Ruby & Jefferson Watershed Floodplain Maps Update, Great West Engineering Task Order No 4 Amendment 1 Scope of Services Broadwater County Construction and Grant Administration Services, Broadwater County Emergency Services Facility, Preliminary Architectural Report (PAR), Broadwater County Website presentation, Resolutions and Policies for 2023 discussion and decision: Resolution establishing Mileage, Lodging, and Per Diem Rates for Broadwater County Business Travel, Resolution establishing Hours of Operation, Resolution establishing Regular Meeting Dates and Times of Broadwater Commission, Resolution establishing Meeting Agenda and Open Meeting Policy, Resolution establishing Broadwater County Public Process Policy Mail & Items, and Letter from Sheila Stenzel to County Commissioners regarding County Compensation Board.

Present at the meeting was Elizabeth Burton, Eliza McLaughlin of MT43News, MSU Extension Allison Kosto.

The meeting adjourned at 11:59 a.m. The next regular Commissioner Meeting will be held on January 18, 2023, at 10:00 a.m.



Attest:

ANGIE PAULSEN  
Clerk and Recorder

  
DEBRA RANDOLPH  
Commissioner Chairwoman