

JOURNAL NO. 33

ROOSEVELT COUNTY MONTANA

ROOSEVELT COUNTY COMMISSIONER'S PROCEDURES FOR NOVEMBER 2025

November 10, 2025

Special Public Meeting- Election Canvas

Present: Commissioners Gordon Oelkers, Presiding Officer and Robert Toavs, Member; Lindsey McNabb, DES Coordinator; Tracy Miranda, Clerk and Recorder; Erika Fyfe, Clerk of Court.

Zoom: None

Commissioner Oelkers called the meeting to order at 2:00 P.M.

Election Canvassing

The Commissioners reviewed the canvassing results for the City of Froid elections. There were four candidates. Commissioners confirmed the tallies were accurate.

Commissioners Toavs moved to adjourn.

Commissioner Oelkers seconded.

Meeting adjourned at 2:01 P.M.

November 18, 2025

Regular Public Meeting

Present: Commissioners Gordon Oelkers, Presiding Officer and Robert Toavs, Member; Lindsey McNabb, DES Coordinator; John Bach, Interstate Engineering; Clyta Dillon, Library Board; Bill VanderWeele, Northern Plains Independent Newspaper; Janet Livingston, Library Supervisor; Lauri Evan, Library Board; Bill Juve.

Zoom: Jade Failing, FPRC Crisis Coalition; Penny Henderickson, Culbertson Justice of Peace.

Commissioner Oelkers called the meeting to order at 11:00 A.M.

Public Comment: Clyta Dillon with the Library Board stated they have a few problems that need to be addressed. The need for a Human Resources Department. Commissioner Oelkers explained that the county uses MACO and the county attorney's office for the human resources issues, there is a persistent need for dedicated HR personnel to help manage employee issues. The other issue is that the Friends of the Library did an unauthorized purchase for tree removal that was taken out of the library budget, but it was never presented to the Library Board for approval. Commissioners explained that they were unaware that Friends of the Library is not part of the library board. Janet will provide the Commissioner's office with a current list of board members and a current list of Friends of the Library members to distinguish between the two groups. Janet will also inform the Friends of the Library at their next meeting that they must go through the library board first, then the library board presents it to the Commissioner's, they cannot bypass this process.

Commissioner Update: Robert reported that he attended a couple different meetings. He attended a GNDC meeting that was on the Brownfield grant. He also participated in an information- gathering session for Bigsky Passenger Rail, where community members expressed support for maintaining the service. Robert also met with the Fort Peck Tribe's new executive board and discussed the Brockton water project. Robert also visited with the City of Wolf Point Mayor Chris Dschaak about

the ongoing Mosquito District and MOU between city and county on cleaning up properties within city limits.

Gordon reported that he put signs up regarding the Brockton water will be shut off for a day. He attended a couple safetyfest training, and attending these training courses helped with lowering the county's workman's comp mod factor. Gordon mentioned that the audit was completed and overall was successful, though there were some issues with invoices follow-ups and Stone Garden grant matters.

Minutes:

Minutes for the Regular Public Meeting of October 28, 2025

A motion was made by Commissioner Toavs to approve the minutes for the regular public meeting of October 28, 2025, seconded by Commissioner Oelkers. Passed

Minutes for the Gravel Bid Opening of October 28, 2025

A motion was made by Commissioner Toavs to approve the minutes for the gravel bid opening of October 28, 2025, seconded by Commissioner Oelkers. Passed

Minutes for the Month of October 2025

A motion was made by Commissioner Toavs to approve the minutes for the month of October 2025, seconded by Commissioner Oelkers. Passed

Minutes for the Special Public Meeting of November 10, 2025

A motion was made by Commissioner Toavs to approve the minutes for the special public meeting of November 10, 2025, seconded by Commissioner Oelkers. Passed

Administrative Issues:

Resignation from Sheriff's Office Deputy Jarret Smith

A motion was made by Commissioner Toavs to recognize resignation from Sheriff's Office deputy Jarret Smith, seconded by Commissioner Oelkers. Passed

Action on Brockton Water Repairs

A motion was made by Commissioner Toavs to approve to install a 6-inch gate valve and replace water main between existing tee, and ASRWSS connection point in the Town of Brockton Water System in the amount of \$5,000.00, seconded by Commissioner Oelkers. Passed

Discussion: Commissioner Oelkers stated that there was a prior approval for \$6,000.00 for investigation, the valve is an additional \$5,000.00. This includes the valve, reducer, 90-degree bend, pipe, labor and equipment. John Bach stated the recent water project simplified the system but did not resolve pressure issues, which were identified as a flow restriction problem rather than a pressure problem during high use times. It was noted that a valve near Sam's residence was inoperable and may be stuck open. It was agreed to proceed with the project to replace hydrants and valves, which are ready to go out to bid. It was also agreed to proceed with installing pumps for residents on the upper northeast corner. The valve installation will consist of replacing damaged pipes and this valve will allow for water bypass during repairs. In the spring of 2026, the PER grant applications will open up, and the Commissioners will apply for said grant to address pressure and flow issues.

Action on Cybersecurity Policy Update

A motion was made by Commissioner Toavs to approve the cybersecurity policy to prevent unauthorized external devices from compromising the County's computer system, seconded by Commissioner Oelkers. Passed

Claims:

Claims for November 6, 2025 in the amount of \$250,323.66

A motion was made by Commissioner Toavs to approve the claims for November 6, 2025 in the amount of \$250,323.66, seconded by Commissioner Oelkers. Passed

Pay Raises:

Annual Pay Raise for Detention Center Employee Chelsea Lindsay

A motion was made by Commissioner Toavs to approve annual pay raise for Detention Center employee Chelsea Lindsay, seconded by Commissioner Oelkers. Passed

Annual Pay Raise for Detention Center Employee Rhea Smoker

A motion was made by Commissioner Toavs to approve annual pay raise for Detention Center employee Rhea Smoker, seconded by Commissioner Oelkers. Passed

Annual Pay Raise for Maintenance Department Employee Cam Burshia

A motion was made by Commissioner Toavs to approve annual pay raise for Maintenance Department employee Cam Burshia, seconded by Commissioner Oelkers. Passed

New Hire:

Jerri Choate, Justice of the Peace Culbertson

A motion was made by Commissioner Toavs to approve new hire Jerri Choate to the Justice of the Peace Culbertson clerk, seconded by Commissioner Oelkers. Passed

Additional Administrative Issues: None

New Business: None

Unfinished Business: None

Commissioner Toavs moved to adjourn.

Commissioner Oelkers seconded the motion.

Meeting adjourned at 11:25 A.M.

November 25, 2025

Regular Public Meeting

Present: Commissioners Gordon Oelkers, Presiding Officer; Robert Toavs and Doug Marottek, Members; Lindsey McNabb, DES Coordinator; Bill VanderWeele, Northern Plains Independent Newspaper; Bill Juve.

Zoom: Clayton Vine, GIS Coordinator.

Commissioner Oelkers called the meeting to order at 11:00 A.M.

Public Comment: Bill Juve expressed his appreciation on the county roads helping with tearing down the old fata apartments. Bill Vanderweele asked the Commissioners for any information on the new Cynan H2 plant and if they support it. Commissioner Oelkers explained that the plant has secured offtake contracts and is seeking investments. Commissioners noted that they had not received any updates from the senator office regarding federal funding for the project. It was noted that a press release should be done soon.

Commissioner Update: Doug had no update as he was out for two weeks. Robert reported he attended a safety meeting with the road department, where concerns were raised about drivers not slowing down when meeting with blade or truck operators and hunters parking in the road during hunting season. Gordon reported last week he attended the MACO property, casualty and workman's comp meetings in Billings, where they noted both trusts were performing well with good investments returns.

Minutes:

Minutes for the Regular Public Meeting of November 18, 2025

A motion was made by Commissioner Toavs to approve the minutes for the regular public meeting of November 18, 2025, seconded by Commissioner Marottek. Passed

Administrative Issues:

Action on Weed Department Request to Purchase Two New Trailers

A motion was made by Commissioner Toavs to approve Weed Department request to purchase two new trailers from Eddy Bauer in the amount of \$15,400.00, seconded by Commissioner Marottek. Passed

Discussion:

Commissioners stated that the total amount for two 18' tilt flat beds is \$22,400.00 with a trade in of two flatbeds in the amount of \$7,000.00 for a total cost of \$15,400.00.

Claims:

Claims for November 20, 2025 in the amount of \$217,129.11

A motion was made by Commissioner Toavs to approve the claims for November 20, 2025 in the amount of \$217,129.11, seconded by Commissioner Marottek. Passed

Pay Raises: None

New Hire:

Macala Balikian, Aging Services

A motion was made by Commissioner Toavs to approve new hire Macala Balikian to the Aging Services as a substitute cook for Bainville, seconded by Commissioner Marottek. Passed

Additional Administrative Issues: None

New Business: None

Unfinished Business: None

Commissioner Toavs moved to adjourn.

Commissioner Marottek seconded the motion.

Meeting adjourned at 11:11 A.M.

CLAIMS: The Board has now completed the auditing of all claims presented for payment and ordered the following:

1000 GENERAL	
101000 CASH/CASH EQUIVALENTS	157,299.33
2110 ROAD FUND (8 VOTED MILLS)	
101000 CASH/CASH EQUIVALENTS	47,593.60
2130 BRIDGE FUND	
101000 CASH/CASH EQUIVALENTS	54,215.75
2140 NOXIOUS WEED	
101000 CASH/CASH EQUIVALENTS	2,547.99
2160 COUNTY FAIR FUND	
101000 CASH/CASH EQUIVALENTS	4,649.99
2190 COMPREHENSIVE INSURANCE	
101000 CASH/CASH EQUIVALENTS	3,932.00
2220 LIBRARY	
101000 CASH/CASH EQUIVALENTS	33,095.74
2280 SENIOR CITIZENS	
101000 CASH/CASH EQUIVALENTS	14,073.19
2290 EXTENSION SERVICE	
101000 CASH/CASH EQUIVALENTS	5,318.85
2300 PUBLIC SAFETY (7 VOTED MILLS)	
101000 CASH/CASH EQUIVALENTS	71,738.55
2360 ROOSEVELT CO MUSEUM	
101000 CASH/CASH EQUIVALENTS	8,922.28
2390 DRUG FORFEITURE & SEIZURE	
101000 CASH/CASH EQUIVALENTS	500.00
2393 RECORDS PRESERVATION	
101000 CASH/CASH EQUIVALENTS	920.86
2460 MCCABE SPECIAL	
101000 CASH/CASH EQUIVALENTS	149.20
2795 COMMUNITY OF BROCKTON	
101000 CASH/CASH EQUIVALENTS	341.91
2830 PLANNING JUNK MV	
101000 CASH/CASH EQUIVALENTS	2,400.00
2850 911 EMERGENCY	
101000 CASH/CASH EQUIVALENTS	1,940.46
2979 CFDC-BIOTERRORISM GRANT	
101000 CASH/CASH EQUIVALENTS	64.75
5210 WATER OPERAT-BROCKTON	
101000 CASH/CASH EQUIVALENTS	1,062.25
5310 SEWER OPERAT-BROCKTON	
101000 CASH/CASH EQUIVALENTS	216.12
5410 SOLID WASTE OPER-BROCKTON	
101000 CASH/CASH EQUIVALENTS	2,861.54
7200 RURAL FIRE DISTRICT 64	
101000 CASH/CASH EQUIVALENTS	23,884.94
7380 WOLF POINT TV	
101000 CASH/CASH EQUIVALENTS	1,512.82
7385 POPLAR TV	
101000 CASH/CASH EQUIVALENTS	795.66

Total: 440,037.78

TOTAL PAYROLL WITH WORKERS COMP & UNEMPLOYMENT: \$847,706.32

TOTAL CLAIMS AND PAYROLL FOR OCTOBER 2025: \$1,287,744.10

ABATEMENTS APPROVED: 5843-5853

FEES RECEIVED: The following fees for the month of October were received from various offices:

Clerk and Recorder	\$11,445.00
JP Wolf Point	\$
JP Culbertson	\$
Clerk of District Court	\$3,393.53
Sheriff	\$1,200.00

INVESTMENT INTEREST: County Treasurer Betty Romo reported the County had received investment interest for the month of October from the following:

Opportunity Bank Savings Interest	\$1,421.66
Opportunity Bank Checking Interest	\$
Opportunity Bank STIP Interest	\$117,254.30
Opportunity Bank Money Market	\$1,900.12
Independence Bank Savings Interest	\$264.99
Opportunity Bank CD Interest	\$
Buchanan Capitol (Charles Schwab) Interest	\$5,230.15
MBS Inc Bond Interest	\$13,218.55

DEPOSITS: The following listed checks were deposited with the County Treasurer

- \$136.00- Oil Royalties from Foundation Energy to General Fund.
- \$46,741.65- Oil Royalties from Continental Resources to General Fund.
- \$1,763.66- Oil Royalties from Darrah Oil to General Fund.
- \$8,291.71- Oil Royalties from Oasis Petroleum to General Fund.
- \$2.00- Burn Permit Fee to General Fund.
- \$22,542.66- FY 26 Fuel Tax to Gasoline Tax Fund.
- \$56,120.07- Oil Royalties from Continental Resources to General Fund.
- \$4.00- Burn Permit Fee to General Fund.
- \$999.27- Oil Royalties from Devon Energy to General Fund.
- \$774.57- Oil Royalties from White Rock Oil & Gas to General Fund.
- \$36,811.60- State Workers' Compensation Dividend for FY 24 to General Fund.
- \$100.00- Reimbursement for Culvert Band from Push Company to Road Fund.
- \$2.00- Burn Permit Fee to General Fund.
- \$112.99- Oil Royalties from Prima Exploration to General Fund.
- \$1,122.43- Oil Royalties from Citation Oil & Gas to General Fund.
- \$753.82- Oil Royalties from Darrah Oil to General Fund.
- \$400.00- Tower Rent from State of Montana to General Fund.
- \$200.00- Tower Rent from State of Montana to General Fund.
- \$2.00- Burn Permit Fee to General Fund.

Presiding Officer
BOARD OF COUNTY COMMISSIONERS
THE BOARD ROOSEVELT COUNTY, MONTANA

ATTEST: _____
COUNTY CLERK AND CLERK OF
OF COUNTY COMMISSIONERS

