

**SPECIAL  
CASCADE COUNTY COMMISSION MEETING  
FEBRUARY 16, 2018  
COMMISSION CHAMBERS  
COURTHOUSE ANNEX, ROOM 111  
1:00 PM**

**COMMISSION MINUTES  
JOURNAL NUMBER 58**

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at [cascadecountymt.gov](http://cascadecountymt.gov) and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). This written record was officially approved on February 27, 2018.

**PRESENT:**

**Cascade County Commission:** Madam Chair Jane Weber excused, Commissioner Joe Briggs, and Commissioner Jim Larson

**Cascade County Staff:** Carey Ann Haight – County Attorney’s Office, Mary Embleton – Budget/Grants, Jim Ekberg – Public Works, Rina Fontana Moore – Clerk and Recorder, Diane Brien – Accounting Manager, Bonnie Fogerty – Commission Office, and Marie Johnson – Clerk and Recorder’s Office.

**Public Present that signed the attendance sheet:** Jenn Rowell – The Electric e-newspaper.

**CALL TO ORDER:** Commissioner Briggs called the special meeting to order.

**PLEDGE OF ALLEGIANCE:** Everyone participated in reciting the pledge of allegiance.

**SPECIAL MEETING ITEM #1**

**MOTION TO APPROVE/DISAPPROVE**

**Resolution # 18-09:**

Budget Appropriation for the acquisition of Banik Suites. Total Amount: \$18,639.00 (*Ref: Contract 18-24, Sell & Purchase Agreement*)

Jim Ekberg- Public Works, presented this resolution for a budget appropriation to purchase of the Banik/Dimke unit at the Executive Plaza (Old Tribune Building). With an overall budget shortfall of \$18,639.00 the unanticipated revenues from election fees is available for this purchase.

Mary Embleton- Budget Officer, confirmed that the prior purchase of the Dimke property lead them to this shortfall. A budget amendment was required to secure the funds and she recommended to use the elections fees

which was revenue that was already there. She agreed that funds should be restored to the election fund with an additional budget appropriation.

Commissioner Larson, agreed that the purchases are necessary, but don't always happen at a convenient time.

Commissioner Briggs, stated that since they were at the MACO conference they were not available for discussion on this matter. He was also curious why Mary Embleton did not utilize the discretionary fund instead of doing two appropriations. He also reminded Mary Embleton that in the past they had talked about using discretionary funds if needed to purchase these properties.

Rina Fontana Moore commented that she was dismayed that her funds were being used without her knowledge. She felt that this budget appropriation was not clear to Brian Clifton, who signed it and that the funds were coming out of the Elections fees. She requested that the monies be available to her for the purchase election machines and supplies when needed.

Carey Ann Haight requested clarification by stating that there are certain accounts that are set aside for specific capital improvement purchases.

Commissioner Briggs agreed and stated that some departments have monies set aside for specific capital improvements and that the general fund in one big bucket. And that's why this looks so weird- we have revenue source for one purpose and then immediately spent it on another purpose. He said he would like to see some further separation of this in the future.

Commissioner Briggs directed staff to set up a separate account for capital improvement funds for the purchase of elections equipment. And take the steps necessary to replace the elections fees.

Commissioner Larson made a **MOTION** to approve Resolution 18-09, as follows: "I move the Cascade County Commission approve Resolution 18-09, the Budget Appropriation for the acquisition of Banik Suites. Total Amount: \$18,639.00 (*Ref: Contract 18-24, Sell & Purchase Agreement*) **R0351436**  
**Motion carries 2-0**

**PUBLIC PARTICIPATION IN DECISIONS OF BOARD AND  
ALLOWANCE OF PUBLIC COMMENT ON MATTERS THE  
COMMISSION HAS JURISDICTION, ON ITEMS NOT COVERED BY  
TODAY'S AGENDA.** None

**ADJOURNMENT:** The meeting was adjourned at 1:25 PM