

- ❖ Opened Meeting @ 6 pm at Study Commission Suite 112 in the Powell County Court House. John Stavlo, Craig O'Rourke, Rob Kersch, Sheila Finco present.
- ❖ Approved Minutes from previous meeting. Initial meeting, no previous minutes.
- ❖ Open for Public Comment – No public in attendance.
- ❖ Reviewed standard meeting organization and conduct (Robert's Rules of Order). John Stavlo.
- ❖ Study Commission Organization reviewed (Positions were determined on Wednesday, November 19th after Study Commissioners were sworn in by Cele Pohle):
 - Chairman: John (Jake) Stavlo
 - Secretary: Rob Kersch
 - Treasurer: Craig O'Rourke
 - County Ex Officio Member: Sheila Finco, MSU Extension Service Office Administrative Assistant
- ❖ Sample Powell County Study Commission Timeline
 - Prepared by Rob Kersch.
 - Final draft is due 90 days from this meeting. Timetable may be revised, but each revision must be republished.
 - Discussed meeting format options to maximize efficiency and still allow public openness. Will finalize after training.
- ❖ Organizational Chart for County
 - Commission was provided Figure 4-1 Typical Organization of the Commission Form of Government with handwritten names of filled positions (Surveyor is not an elected position within Powell County).
 - Sheila will obtain actual organizational chart for Powell County, including employee directory w/responsibilities.
 - Commission notes that all elected officials (County Attorney, Sheriff, Coroner, Superintendent of Schools, Clerk and Recorder, Treasurer, Clerk of the District Court, Public Administrator, and Assessor) are not accountable to anyone except the voters. There is no oversight of these elected officials by any member of the Powell County Government.
- ❖ ~~City~~ Employees who are leaving at the end of the year:
 - Clerk and Recorder / Human Resources Officer / Assessor: **Diane Grey** (Retiring – Newly Elected Replacement is Jody Walker)
 - County Commissioner – District 1 (South Powell County) and County Commissioner Chair: **Cele Pohle** (Retiring – Newly Elected Replacement is Dan Sager)
 - ~~City~~ Coroner: **John Pohle** (Retiring – Newly Elected Replacement is Lee Jewell)
- ❖ Commissioners received the following items from Sheila Finco:
 - Commissioner District map, E-mail Account login information, Travel Claim Forms
- ❖ Discussed Study Commission Training
 - Training by MSU in Bozeman on December 8 and 9. Registration is at 11:00.
 - Room reservations made at Comfort Suites, Bozeman, MT
 - Travel Claims due by December 22nd. Mileage rate is .56/mile.
- ❖ Discussed methods of interaction, including town meetings and surveys.
 - Surveys to determine the general level of satisfaction/concerns of citizens would be good.
 - Town hall meetings will be discussed after training.
- ❖ Budget
 - Sample Budge Spreadsheet prepared by Craig O'Rourke
 - General concept approved.
 - Budget finalization will be conducted after Study Commission training.
 - Discussed monies available
 - County Mil for the two-year study commission is \$14,535.
 - Can only spend what is taken in, so assume 90% or \$13,000 over the two year study.
- ❖ No issues/concerns.
- ❖ Motion to Adjourn Meeting by Craig O'Rourke, seconded by Rob Kersch. All in favor.
 - Next Meeting is Tuesday, January 29th @ 6:00 pm at Deer Lodge Community Center. Agenda to be determined.

Robert C. Kersch, SECRETARY
 J. Stavlo Chairman