

County Commissioners
 Garfield County
 P.O. Box 7
 Jordan, Montana 59337

Phone: (406) 557-2434
 Fax: (406) 557-2765

GARFIELD COUNTY BOARD OF COMMISSIONERS

January 29, 2026

Commissioners will hear public comments on any matter during the time allotted for public comment.

The Commissioners are unable to take any action on any matter not on the agenda.

To appear on the agenda please contact the Commissioner Secretary, Kerri Gipson.

The Commissioners will recess at the noon hour, unless noted on the agenda.

OLD BUSINESS:			
*REH	*Roads	*Groundskeeping	*PAC

Time	Name	Subject
9:00am	Public Comment – Old Business/New Business	
10:00am	Charlie Saylor – Clerk	Claims & Payroll
11:00am	Brandon Janshen - SDI	Pre-Bid Conference
12:00pm	LUNCH	
1:00pm	Public Health, DES, Transit/Senior Center, Sheriff's Dept, Health Center	Emergency Preparedness
2:00pm	Carrie Murnion	Personnel Issues
5:00pm	Adjourn	

COMMISSIONERS PROCEEDINGS

REGULAR SESSION

January 29, 2026

BOARD MEMBERS PRESENT:

CHAIRMAN: KELLY WITT

VICE-CHAIR: CARLA MCWILLIAMS

MEMBER: ABSENT: JERRY COLLINS

MINUTES TAKEN BY: KERRI GIPSON

Chairman Witt called the meeting to order at 9:01am

AGENDA

Motion by McWilliams, seconded by Witt to approve the agenda as posted 48 hours ago. Motion carried.

PUBLIC COMMENT

Charlie Saylor & Tasha Powell asked the commissioners about Holiday Pay for county employees who are dual, fulltime & part time employees. Commissioner Witt said he would take it into consideration.

Lorin Pino, maintenance, came in to discuss issues with the clinic addition wall heater getting turned off. It is the only heat source for that addition, and it must stay on.

CHARLIE SAYLOR – CLERK – CLAIMS & PAYROLL

Electronic payroll Check #79881 through #79826 in the amount of \$141,914.42 were approved and paid. Non-electronic Payroll Check #26649 through #26674 in the amount of \$156,553.78 were approved & paid. Claim #48085 through #48158 in the amount of \$336492.45 were approved & paid.

BRANDON JANSSEN – SDI – PRE-BID CONFERENCE

Brandon Janssen and Mark Toennis with SDI joined via Teams Video meeting, Beau Lufborough with Board by Board and TJ Harris with AFAB joined via phone and Charlie Saylor - Clerk were present for the Pre-Bid Conference. Brandon and Mark went over the specs and drawings for the proposed Courthouse Step replacement project and answered any questions.

Recessed for lunch at 12:00 p.m.

Reconvened at 1:00 p.m.

PUBLIC HEALTH, DES, TRANSIT/SENIOR CENTER, SHERIFF'S DEPT, HEALTH CENTER – EMERGENCY PREPAREDNESS

Those present for discussion were Rex Phipps, Dixie Pierson, Annette Thomas, Sherlie Hains, Mega McDonald, Joe Tate, Mary Pat Watson and Rocky Nelson. Commissioner Witt explained wanting to discuss the possibility of getting some sort of plan in place to check on community members, especially the elderly, when natural disasters happen. Topics of discussion were Liabilities, Emergency Shelters, Places, compiling lists of those to check on, Generators and Supplies, need for more community involvement i.e. neighbors checking on neighbors.

CARRIE MURNION – PERSONNEL ISSUES

Commissioner Witt offered Carrie the opportunity for a Closed Session to discuss the personnel issue at hand, Carrie declined. Witt went on to explain the reason for the meeting is because Carrie decided not to use her fingerprint to use the new Time Clock system, he stated they have received her objection letter and understands her point but he explained this is what has been decided to be implemented county wide. Carrie explained she has not changed her opinion and would not be using her biometric data to clock in, Witt informed her that if that is the case she can no longer be employed here so she is terminated.

ADJOURN

McWilliams made a motion to adjourn the meeting @ 5:00pm, Witt 2nd the motion. All in favor, motion to adjourn carried.

Meeting adjourned at 5:00pm. The next regular meeting is scheduled for February 04, 2026, at 9:00am.

COMMISSIONER PROCEEDING MINUTES ACCEPTED & APPROVED BY:

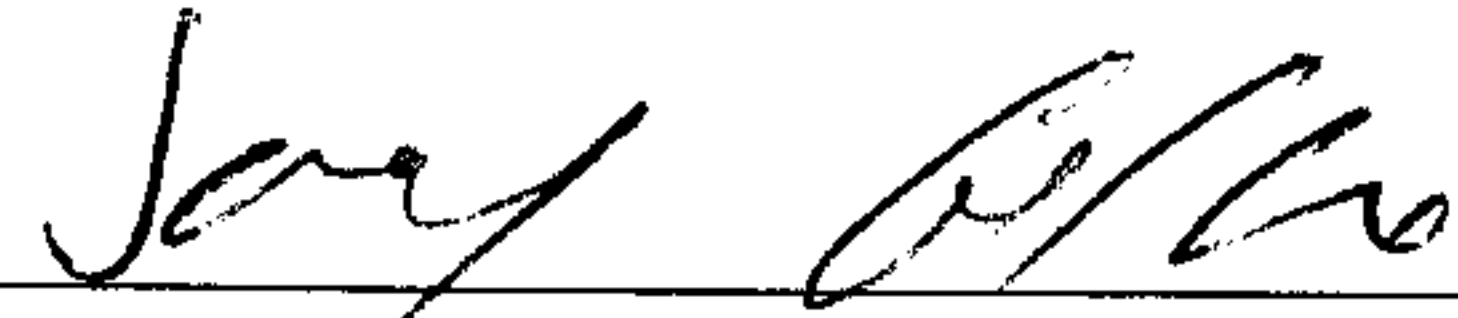
GARFIELD COUNTY COMMISSIONERS



KELLY WITT, CHAIRMAN



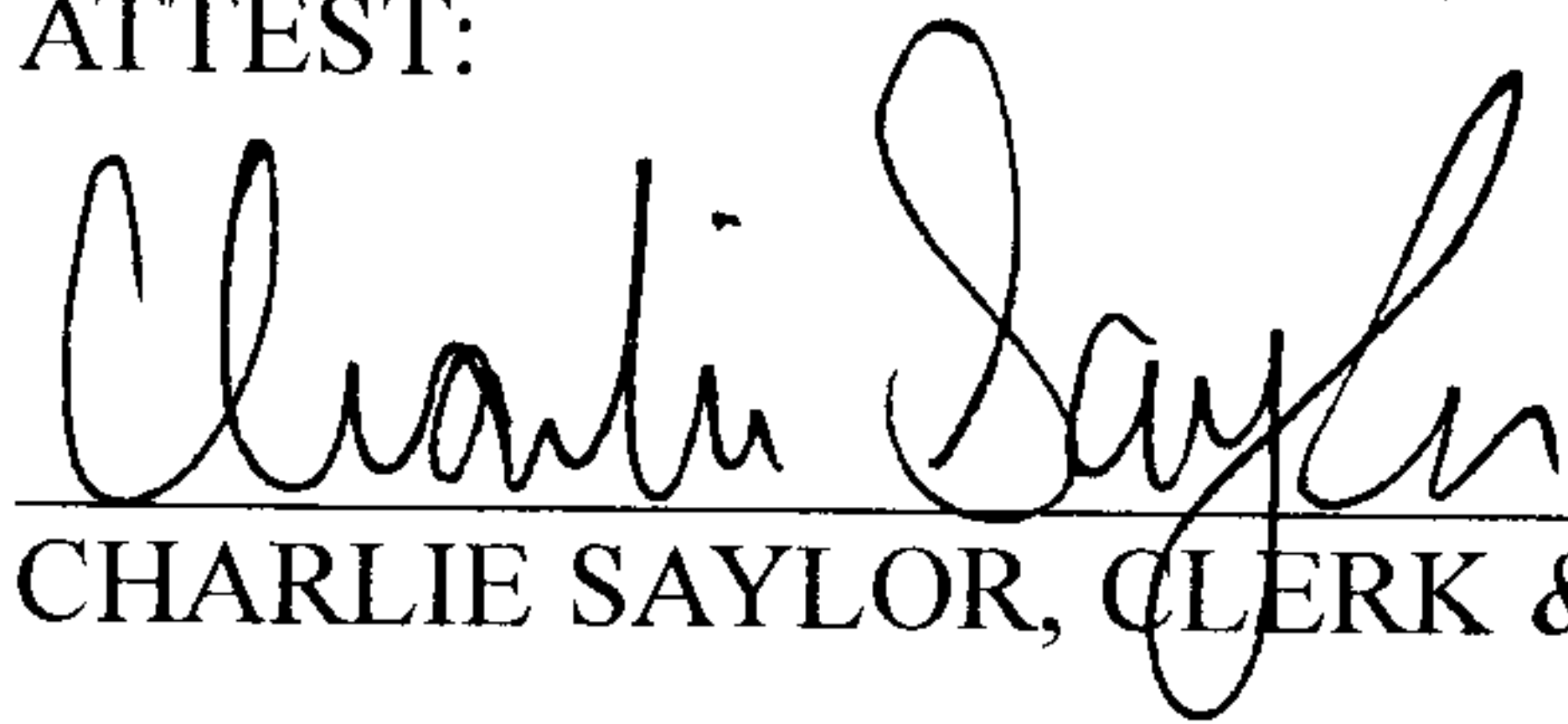
CARLA MCWILLIAMS, VICE-CHAIR



JERRY COLLINS, MEMBER



ATTEST:



CHARLIE SAYLOR, CLERK & RECORDER

02/03/26
16:00:22

GARFIELD COUNTY
Check Register
For the Accounting Period: 1/26

Page: 1 of 4
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
48085	S	472 ABBOTT LABORATORIES INC.	1147.81	01/29/26			
48086	S	1224 ALL ACTION CONSTRUCTION	3854.36	01/29/26		CL 33558	1147.81
48087	S	1395 ALLEGIANCE BENEFIT PLAN MGMT	75.00	01/29/26		CL 33581	3854.36
48088	S	A52000 AMAZON CAPITAL SERVICES, INC.	715.30	01/29/26		CL 33578	75.00
48089	S	1153 ANDA, INC.	707.18	01/29/26		CL 33564	715.30
48090	S	1108 ANNETTE THOMAS	25.00	01/29/26		CL 33568	707.18
48091	S	1004 BADLANDS MEDICAL STAFFING	40849.00	01/29/26		CL 33547	25.00
48092	S	866 BALCO UNIFORM CO., INC.	166.59	01/29/26		CL 33574	40849.00
48093	S	927 BIG SKY FIRE EQUIPMENT	19832.86	01/29/26		CL 33523	166.59
48094	S	289 BILLINGS CLINIC	3290.48	01/29/26		CL 33538	19832.86
48095	S	1409 BLUE ROCK DISTRIBUTING CO.	72.00	01/29/26		CL 33527	3290.48
48096	S	848 BLUE SKY PARTS	208.50	01/29/26		CL 33550	72.00
48097	S	B91000 BOSS OFFICE PRODUCTS	878.00	01/29/26		CL 33555	208.50
48098	S	121 BRUCO, INC.	383.38	01/29/26		CL 33573	878.00
48099	S	543 CARLSON MACHINE & REBUILD	265.00	01/29/26		CL 33518	383.38
48100	S	1529 CATALYST FOR CHANGE	15363.93	01/29/26		CL 33507	265.00
48101	S	C80000 CENEX FLEETCARD	912.91	01/29/26		CL 33577	15363.93
48102	S	M50000 DAN MUNIAK	1200.00	01/29/26		CL 33519	912.91
48103	S	1260 DENIM FOGLE	750.00	01/29/26		CL 33516	1200.00
48104	S	470 DIRECT SUPPLY, INC.	140.02	01/29/26		CL 33567	750.00
48105	S	1317 DIXIE PIERSON	83.52	01/29/26		CL 33533	140.02
48106	S	1337 DUSTY BENSON	25.00	01/29/26		CL 33551	83.52
48107	S	722 EAGLE PRINTING	1477.80	01/29/26		CL 33541	25.00
48108	S	E29000 EAST-MONT COMMUNICATIONS	10757.00	01/29/26		CL 33546	1477.80
						CL 33537	10757.00

02/03/26
16:00:22

GARFIELD COUNTY
Check Register
For the Accounting Period: 1/26

Page: 2 of 4
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
48109	S	907 EMMA HIGGINS	48.93	01/29/26			
48110	S	603 FISHER SCIENTIFIC CO LLC	1596.66	01/29/26		CL 33530	48.93
48111	S	764 GARFIELD COUNTY BANK	1434.24	01/29/26		CL 33570	1596.66
48112	S	977 GARFIELD COUNTY BANK	3499.60	01/29/26		CL 33557	1434.24
48113	S	H80000 HELL CREEK ELECTRIC INC.	2221.36	01/29/26		CL 33554	3499.60
48114	S	413 HOLMLUND MOBILE LOCK & KEY	249.00	01/29/26		CL 33524	2221.36
48115	S	466 IN STITCHES	270.00	01/29/26		CL 33522	249.00
48116	S	522 INTERSTATE ALARM COMPANY	234.00	01/29/26		CL 33511	270.00
48117	S	700 JENNIFER BOLINGER	125.00	01/29/26		CL 33532	234.00
48118	S	934 JERRY COLLINS	25.98	01/29/26		CL 33579	125.00
48119	S	1125 KELLY WITT	261.00	01/29/26		CL 33521	25.98
48120	S	1458 KYLEE DRANE	11.30	01/29/26		CL 33582	261.00
48121	S	M37000 MACSS; C/O RHONDA LONG	600.00	01/29/26		CL 33514	11.30
48122	S	M85000 MAIN HARDWARE	694.51	01/29/26		CL 33526	600.00
48123	S	1145 MCKESSON MEDICAL--SURGICAL	4955.63	01/29/26		CL 33565	694.51
48124	S	493 MEDLINE INDUSTRIES, INC	2324.99	01/29/26		CL 33536	4955.63
48125	S	465 MEGA MCDONALD	25.00	01/29/26		CL 33559	2324.99
48126	S	943 MHA	5699.98	01/29/26		CL 33528	25.00
48127	S	935 MICHAEL FREDERICK	25.00	01/29/26		CL 33571	5699.98
48128	S	1538 MICHAEL OLSON	5.75	01/29/26		CL 33525	25.00
48129	S	M57000 MIDWEST LABORATORIES, INC	122.60	01/29/26		CL 33542	5.75
48130	S	1452 MONIDA SHARED IMAGING, LLC	1808.00	01/29/26		CL 33510	122.60
48131	S	40 MONTANA COUNTY ATTORNEYS ASSN.	1000.00	01/29/26		CL 33531	1808.00
48132	S	M82000 MSU EXTENSION SERVICE	3014.03	01/29/26		CL 33520	1000.00
						CL 33509	3014.03

02/03/26
16:00:22

GARFIELD COUNTY
Check Register
For the Accounting Period: 1/26

Page: 3 of 4
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
48133	S	578 MSU-EXTENSION	350.00	01/29/26			
48134	S	1346 MSU-UNIVERSITY COMMUNICATIONS	66.15	01/29/26		CL 33553	350.00
48135	S	540 MT HEALTH NETWORK	39354.41	01/29/26		CL 33512	66.15
48136	S	1511 NORPAC SHEET METAL, INC.	376.00	01/29/26		CL 33561	39354.41
48137	S	1539 PEOPLE 2.0 GLOBAL	8100.84	01/29/26		CL 33566	376.00
48138	S	1277 POWERPLAN	302.11	01/29/26		CL 33560	8100.84
48139	S	474 PRAIRIE TRAVELERS	13097.50	01/29/26		CL 33556	302.11
48140	S	1149 PRN STAFFING SOLUTIONS LLC	33679.68	01/29/26		CL 33562	13097.50
48141	S	Q20000 QUAD K SUPPLY	948.00	01/29/26		CL 33563	33679.68
48142	S	1540 REVEAL WEB WORKS	1623.72	01/29/26		CL 33534	948.00
48143	S	886 RICHARD ROBERTSON	25.00	01/29/26		CL 33569	1623.72
48144	S	430 ROCKY NELSON	25.00	01/29/26		CL 33540	25.00
48145	S	R25000 RYAN'S GROCERY	3244.81	01/29/26		CL 33548	25.00
48146	S	214 SANDHILLS SEWING & VACUUM	849.00	01/29/26		CL 33552	3244.81
48147	S	A70000 SERAPHINE CLINIC LLC	23000.00	01/29/26		CL 33515	849.00
48148	S	726 SHERLIE HAINS	25.00	01/29/26		CL 33535	23000.00
48149	S	1221 STAHLY ENGINEERING & ASSOCIATES, INC.	6746.50	01/29/26		CL 33529	25.00
48150	S	1099 STEVE DOWNS	25.00	01/29/26		CL 33508	6746.50
48151	S	M66000 STEVE MOTHERSHEAD	25.00	01/29/26		CL 33545	25.00
48152	S	S27000 STEVENSON & SONS FUNERAL HOME	320.00	01/29/26		CL 33539	25.00
48153	S	468 SYSCO	5376.69	01/29/26		CL 33544	320.00
48154	S	1307 TEO SINKS	25.00	01/29/26		CL 33572	5376.69
48155	S	163 THE CHEMNET CONSORTIUM, INC.	210.00	01/29/26		CL 33513	25.00
48156	S	S10000 TOM SPILLUM	25.00	01/29/26		CL 33549	210.00
						CL 33543	25.00

02/03/26
16:00:22

GARFIELD COUNTY
Check Register
For the Accounting Period: 1/26

Page: 4 of 4
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
48157	S	925 TUMBLEWOOD ENVIRONMENTAL INC	2100.00	01/29/26			
48158	S	1012 WILDERNESS MEDICAL STAFFING, LLC	63138.84	01/29/26		CL 33517	2100.00
						CL 33575	63138.84
Total for Claim Checks			336492.45				
Count for Claim Checks							74

* denotes missing check number(s)

of Checks: 74 Total: 336492.45

02/27/26
08:16:58

GARFIELD COUNTY
Check Register For Payrolls from 01/01/26 to 01/31/26

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeamed	Receipt Acct
-79881	315 BARBARA ANDERSON	941.73	01/31/26	1/26	
-79880	400 DUSTY BENSON	3032.26	01/31/26	1/26	
-79879	414 Jennifer Bollinger	3924.45	01/31/26	1/26	
-79878	244 EDWARD GERALD COLLINS	1574.37	01/31/26	1/26	
-79877	432 AARON CONNER	4339.94	01/31/26	1/26	
-79876	CJL001 JENNIFER L CRAWFORD	3253.72	01/31/26	1/26	
-79875	371 STEPHEN DOWNS	892.64	01/31/26	1/26	
-79874	DSC004 STEPHEN C DOWNS	388.37	01/31/26	1/26	
-79873	409 KYLEE DRANE	1945.53	01/31/26	1/26	
-79872	399 ADAM FORSLUND	4400.44	01/31/26	1/26	
-79871	411 BROOKE FRIEBOES	5519.99	01/31/26	1/26	
-79870	316 KAREN GIBBS	371.81	01/31/26	1/26	
-79869	321 HEATHER GIBSON	812.07	01/31/26	1/26	
-79868	71 CYNTHIA GIDLEWSKI	6889.87	01/31/26	1/26	
-79867	141 SHERLIE HAINS	3991.44	01/31/26	1/26	
-79866	372 REX HANEY	944.78	01/31/26	1/26	
-79865	95 CHARLOTTE HERBOLD	2989.28	01/31/26	1/26	
-79864	148 EMMA HIGGINS	1434.04	01/31/26	1/26	
-79863	441 LOGAN HORN	219.11	01/31/26	1/26	
-79862	456 RACHEL INGLI	1268.95	01/31/26	1/26	
-79861	455 BETHANY JACKSON	1508.06	01/31/26	1/26	
-79860	440 CHRISTY JEFFRESS	4833.34	01/31/26	1/26	
-79859	373 MICHELLE JOHNSON	951.23	01/31/26	1/26	
-79858	398 LAURA LIVENGOOD	2671.77	01/31/26	1/26	
-79857	243 DEBBIE LONG	1849.38	01/31/26	1/26	
-79856	93 SCOTT MAREK	1541.47	01/31/26	1/26	

02/27/26
08:16:59

GARFIELD COUNTY
Check Register For Payrolls From 01/01/26 to 01/31/26

Page: 2 of 4
Report ID: W100A

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed	Receipt Acct
-79855	420 MAGGIE MCDONALD	457.80	01/31/26	1/26	
-79854	MCR007 CARLA R MCWILLIAMS	1411.47	01/31/26	1/26	
-79853	MSJ001 STEVE J MOTHERSHEAD	2617.01	01/31/26	1/26	
-79852	314 CARRIE MURNION	1388.45	01/31/26	1/26	
-79851	16 ROCKY NELSON	1375.95	01/31/26	1/26	
-79850	98 SARAH NORDLUND	7400.65	01/31/26	1/26	
-79849	450 COURTNEY OLSON	929.87	01/31/26	1/26	
-79848	457 MICHAEL OLSON	1318.75	01/31/26	1/26	
-79847	397 DIXIE PIERSON	2680.16	01/31/26	1/26	
-79846	384 JESSIKA PIERSON	899.46	01/31/26	1/26	
-79845	140 PEGGY PIERSON	1740.37	01/31/26	1/26	
-79844	281 LORIN PINO	3250.34	01/31/26	1/26	
-79843	323 NATASHA POWELL	2584.04	01/31/26	1/26	
-79842	214 RICHARD ROBERTSON	2843.60	01/31/26	1/26	
-79841	193 TERRIE ROBERTSON	3049.16	01/31/26	1/26	
-79840	212 CHARLIE SAYLOR	4168.67	01/31/26	1/26	
-79839	75 TAMERA SHAWVER	5132.46	01/31/26	1/26	
-79838	438 JUANITA SIMS	4417.85	01/31/26	1/26	
-79837	83 KATHY SOUTH	3027.29	01/31/26	1/26	
-79836	STW001 THOMAS W SPILLUM	3140.94	01/31/26	1/26	
-79835	368 Charlie Saylor	1113.47	01/31/26	1/26	
-79834	254 JOSEPH TATE	3846.57	01/31/26	1/26	
-79833	381 SARA TATE	2452.88	01/31/26	1/26	
-79832	311 ANNETTE THOMAS	3567.19	01/31/26	1/26	
-79831	430 MEGAN THOMAS	612.77	01/31/26	1/26	
-79830	408 MARYPAT WATSON	646.43	01/31/26	1/26	

02/27/26
08:16:59

GARFIELD COUNTY
Check Register For Payrolls from 01/01/26 to 01/31/26

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed	Receipt Acct
-79829	320 KELLY WITT	1115.87	01/31/26	1/26	
-79828	257 BRYAN WOOD	3295.29	01/31/26	1/26	
-79827	437 KRISTA WRIGHT	5384.44	01/31/26	1/26	
-79826	434 KARMA YOUNG	3555.18	01/31/26	1/26	
26649	453 TERRI EDDY	105.65	01/31/26		
26650	263 RACHELL FOGLE	1387.68	01/31/26	2/26	
26651	241 KERRI GIPSON	2140.47	01/31/26	2/26	
26652	HRA001 RAYMOND A HAGEMAN	784.00	01/31/26		
26653	405 ELIZA HARBAUGH	916.39	01/31/26	1/26	
26654	96 ELSIE HELM	2919.87	01/31/26		
26655	451 KIMBERLY KREIDER	482.94	01/31/26		
26656	396 RHONDA LOSINSKI	669.08	01/31/26	2/26	
26657	101 MEGA MCDONALD	2183.65	01/31/26	2/26	
26658	88 JULIE MITTELSTEDTER	2603.59	01/31/26		
26659	PKE001 KELLY PIERSON	386.90	01/31/26		
26660	422 DALAUNA POTTS	618.14	01/31/26	2/26	
26661	282 RANDALL RAUH	2173.07	01/31/26		
26662	171 KELSEY STANTON	2731.25	01/31/26	1/26	
26663	AFLAC AFLAC	637.15	02/05/26		
26664	COLONIAL AFTTAX COLONIAL INSURANCE	385.91	02/05/26		
26665	CREDIT SERVICE CREDIT SERVICE CO., INC	133.00	02/05/26		
26666	HSA GARFIELD COUNTY	3299.50	02/05/26		
26667	FIT GARFIELD COUNTY BANK	45684.06	02/05/26	2/26	
26668	MACO HCT MACO HCT	50994.81	02/05/26		
26669	MONTANA CHILD S MONTANA CSSD SDU EAGE WI	142.00	02/05/26		
26670	SIT MONTANA DEPT OF REVENUE	4695.00	02/05/26		

02/27/26
08:16:59

GARFIELD COUNTY
Check Register For Payrolls From 01/01/26 to 01/31/26

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed	Receipt Acct
26671	P.E.R.S. MPERA/PERS	25744.67	02/05/26	2/26	
26672	SHERIFF'S RETIR MPERA/SHERIFF	4050.50	02/05/26	2/26	
26673	NATIONWIDE NATIONWIDE RETIREMENT SO	25.00	02/05/26		
26674	TRS RETIREMENT TEACHERS RETIREMENT	659.50	02/05/26		

* denotes missing check number(s)

of Checks: 82 Total: 298468.20 Electronic Checks: 141,914.42
Non-electronic Checks: 156,553.78



PRE-BID CONFERENCE AGENDA

GCHC STAIR REPLACEMENT

Jordan, Montana

SDI #2025034

Virtual Meeting on January 29, 2026 @ 11AM MST.

- 1) Everyone sign attendance roster and pick up copy of Addenda (if available).
- 2) Introduction of all present.
- 3) Brief description of project.
- 4) Review following bidding requirements and issues:
 - a) Bid opening **Wednesday, February 4, 2026** at **11AM MST** at **GC Commissioners' Office**. More information listed in the Instruction to Bidders.
 - b) Work can start **after Notice to Proceed**.
 - c) Substantial Completion for the project will be **June 30, 2026**.
 - i) One-Year Warranty starts on **Substantial Completion** date.
 - d) Review bid security and bonding requirements per Instruction to Bidders.
 - e) Review payment requirements in Supplementary Conditions.
 - f) Review insurance requirements for successful bidder in Supplementary Conditions.
 - g) Builder's Risk will be obtained and paid for by the **Contractor** per Supplementary Conditions.
 - h) General Construction Building Permit will be the responsibility of the **Contractor** per Supplementary Conditions.
 - i) Liquidated Damages of **\$100/day** per Supplementary Conditions.
 - j) Soils Report: N/A
 - k) Testing Requirements: See Division 03 and Supplementary Conditions.
 - i) Owners to pay for passing tests; GC to coordinate timing of testing.
 - l) NESHAP Report: N/A
 - m) Discuss timeline for Addenda.
 - i) Bidders should not rely on any verbal agreements or instruction that are not confirmed by written addendum.
 - n) Requests for clarification need to be received by the Architect by **Friday, January 30, 2026** at **4PM MST**.
 - i) Questions after that date, depending on importance, may not be answered by addenda.
- 5) Project Specific information:
 - a) Prevailing Wage Rates and 1% State Gross Receipts Tax required.
 - b) Dump Fees: Legal disposal of excavated dirt and demolition materials are the responsibility of the Contractor.
- 6) Comments from the Owner.
- 7) Field questions about Drawings and Specifications.
- 8) Adjourn meeting.



sdi architects + design

www.sdiarch.com

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406 . 234 . 0777 | bjanshen@sdiarch.com

**GCHC STAIR REPLACEMENT
JORDAN, MONTANA
JOB #2025034
January 29, 2026**

PRE-BID CONFERENCE ATTENDANCE						
NAME	COMPANY	CITY	PHONE	CELL	E-MAIL	
BRANDON JANSHEN	SDI ARCHITECTS + DESIGN	MILES CITY	406-234-0777	406-853-2824	bjanshen@sdiarch.com	
MARK TOENNIS	SDI ARCHITECTS + DESIGN	MILES CITY	406-234-0777	406-951-0847	mtoennis@sdiarch.com	
KELLY WIIT	GARFIELD COUNTY	JORDAN	406-557-2434		commissioner@garfieldcountymt.gov	
CARLA MCWILLIAMS	GARFIELD COUNTY	JORDAN	406-557-2434		commissioner@garfieldcountymt.gov	
CHARLIE SAYLOR	GARFIELD COUNTY	JORDAN	406-557-2760		clerk@garfieldcountymt.gov	
KERRI GIPSON	GARFIELD COUNTY	JORDAN	406-557-2434		commissioner@garfieldcountymt.gov	
BEAU LUFBOROUGH	BOARD BY BOARD	MILES CITY		406-439-8619	boardxb@yahoo.com	
TJ HARRIS	AFAB	MILES CITY		406-552-5378	nextgenconcrete406@gmail.com	