

April 26, 2013

Volume 64, Issue 1

Montana Municipal Clerks, Treasurers, & Finance Officers



Message from the President

Dear Fellow Clerks, Treasurers and Finance Officers:

It is time again for the MMCT&FOA's Annual Institute. The Education Committee led by Chairperson Brenda Schneider and staff from the Local Government Center has been working hard on this year's curriculum. This year's Institute will be held May 5-10, 2013 in Billings at the Billings Inn and Convention Center. Registration packets have been mailed out and a majority of registrations have already been completed and turned in. If you do not receive one, please contact the Local Government Center at 406-994-6694 or go to their website to register. Registration for five day program starts at 3pm Sunday with Welcome and Introductions from 3:45 to 4:30pm. The first mandatory session starts at 4:30pm and ends at 6:30pm. Remember that you are responsible for making your own motel reservations.

Once again the large binder with education data will not be provided. All institute information will be available on the LGC website for you to download and print out areas that are of interest to you. Please feel free to state your opinion on the evaluation forms. All input helps the committee make decisions that make institute a success. A quick reminder, if you wish CEU's, you must pay the \$20.00 fee to the LGC.

The semi-annual meeting is scheduled for Wednesday, May 8th at **8 am**. This is a change that we hope will generate better attendance at the meeting. A room designation will be assigned at a later date. Please attend, as this is your meeting and a chance to discuss and review the association activities. The last session of the day on Wednesday will run from 5pm to 6pm.

At the banquet this year, we will be having entertainment. Yes, entertainment! Comments have been received from previous evaluations that the banquet is boring. I hope this will give everyone a boost in the right direction. Our guest is Jake Bariz, a Buffalo Bill re-enactor.

Congratulations go out to Kelly Thiel for achieving MMC designation and Michelle Clark, Nikki Rogers and Michelle Dyckman for achieving CMC designations. If I missed anyone, please let me know so I can announce it at the semi-annual meeting.

I hope to see everyone again at clerk's institute.

Carolyn Schmoeckel

MMCT & FOA President

*No one ever said
on their deathbed,
"Gee, I wish I had
spent more time
alone with my
computer."*

2013 Legislature Transmittal Report

The Legislature has always been strange, and the gathering this year may be the oddest of them all because there is limited controversy and an understanding that serious problems cannot be solved without a level of cooperation that was impossible to find in most of the recent sessions of the Legislature. There is a lot of time left and many obstacles in the way, but there is also a reasonable possibility that the 2013 Legislature will be remembered for coming up with fair solutions to real problems.

The following list identifies those bills of highest importance to cities and towns:

HB-11 – will fund the Treasure State Endowment Program for the next two years. The introduced version authorized grant money for 25 projects, but the House Appropriations Committee agreed to cover the entire list of 49 projects. This bumped the total price tag on the bill to over \$30-million, and it is possible that some of the bonus money might be knocked off the bill in the final work to balance the state budget.

HB-152 – would have set up a system under applications for tax exemptions on new and expanding business property would have automatically been approved if a city did not act in a narrow time frame. The House Taxation Committee removed the automatic approval provision in the bill.

HB-156 – would have substituted state authority for local discretion in a zoning disagreement in Missoula. A majority of the House Local Government Committee did not believe it should act as the Missoula Reconciliation Bureau, and it tabled the bill.

HB-185 – would have required a referendum to establish a park district anywhere in Montana. This was one of two bills introduced in response to the creation of a park district in Billings. The House Taxation Committee tabled the bill.

HB-194 – will increase the competitive bid limit on gas tax funds allocated to local governments from \$25,000 to \$80,000. This bill will be coordinated with a Senate Bill that increased the general bid limit to \$80,000.

HB-234 – will allow police officers and fire fighters to include overtime and other extra pay in the definition of compensation to calculate pension benefits. The League testified that this change might be acceptable is the Legislature ended the practice of including insurance premiums and other benefits in the definition of compensation.

HB-314 – is the other measure that came out of Billings Park District imbroglio. As introduced, this bill included a retroactivity section that threatened district in other cities. The House Local Government Committee amended the objectionable provisions out of the bill before sending it on the the floor where it passed by a narrow margin.

HB-316 -- would have increased the state gas tax by two cents to fund public transportation. The bill was tabled in the House Taxation Committee because it would have increased costs for motorists. It is ironic that the price of gas has been increased 30 cents a gallon in Helena since the time of the hearing.

HB-435 will allow cities and towns to apply for Coal Board grants of up to \$200,000 to establish railroad quiet zones. The bill was approved by the House Appropriation Committee.

HB-443 -- would require Tax Increment Finance Districts to terminate after 15 years. This bill could eliminate one of the most effective economic development strategies in Montana. The sponsor is interested in discussing amendments that could possibly answer some of the many questions about TIF districts in the Legislature and among state agencies.

HB-452 -- will allow local governments impacted by oil and gas development to collect a surcharge of up to \$5 per night on hotel rooms and other accommodations. The money would be available for police and fire protection, emergency medical services and other operation cost connected with the transient populations flooding into

Eastern Montana. This is the only one of the many impact assistance bills that directly connects costs to the people using the services. The Appropriations Committee will hear the bill on March 5th.

HB-454 – is the Governor’s proposal to bring the Public Employee’s Pension System into actuarial balance. The bill will increase employee and agency contributions by 1% and add coal tax revenues to stabilize these accounts. An actuarial analysis used to back the bill indicated that these changes would reduce the amortization period to 36 years by 2019. This is important progress achieved by moderate increases in funding over an extended period of time that is totally consistent with the MLCT resolution adopted last fall in Kalispell.

HB-461 – will increase the limit on Fire Relief Association pension payments from \$225 to \$300 per month. The House passed the bill on February 27th

HB-486 – would have allowed non-resident property owners to vote and hold office in cities and towns. There are legitimate legal and constitutional questions about freeholder voting rights, but the Legislature considered two different measures to allow people who own property but don’t live in town to vote in municipal elections. House and Senate Committees had the good sense to table both bills.

HB-526 – will require the sheriff’s department to personally deliver a final notice to people threatened with the loss of their home through the tax deed process. The bill also requires the sheriff’s department to determine if the recipient of the notice understands the possibility that their home could be taken for back taxes.

SB-77 – increases the competitive bidding amount from \$50,000 to \$80,000 for construction projects and equipment purchases. It is coordinated with a House Bill that increased the bid limit on fuel tax funds.

SB-111 -- allows cities with 5,000 people in the immediate area to qualify for Urban System Funds distributed by the Department of Transportation. The bill passed both house and became law without the Governor’s signature.

SB-122 – gives cities and towns the option of holding primary election for those offices and in the wards where there are less than three candidates.

SB-130 – was the Senate response to the non-resident voting rights movement that seems to have been touched off by two people from different corners of the state.

SB-140 – would have combined school and primary elections. The sponsor agreed to exempt cities from the bill, but it was still tabled.

SB-239 – would also revise Tax Increment Financing by compressing industrial, technology and aerospace purposes into targeted economic development districts. This change will eliminate confusion and provide consistency in the TIF laws.

SB-284 – was the most expensive bill introduced in the first half of the session. It would have given anyone who alleged that a government action diminished the value of their property by 10% elevated standing, expedited proceedings and legal fees in cases filed under the proposed law. The bill arrived with an estimated cost to state and local government of more than \$600-million. The Senate Local Government Committee tabled the bill.

The Legislature is off to a good start but there is a lot of work that will have to be done before the session adjourns late in April. The Governor and both houses of the Legislature have to agree on bills to fix the pension systems, reduce property taxes and provide oil and gas impact assistance. They will also have to decide whether to expand Medicaid coverage to 70,000 Montanans under the Affordable Care Act. These are some of the most consequential issues our state has faced in many years. There is a grand opportunity to do a lot of good for many people and maybe that is what the optimists mean when they talk about the promise of spring.

Kelly Thiel, MMC, City of Plentywood

Kelly has worked for the City of Plentywood for 17 years. Her favorite part of her job is accounting and budgeting and helping customers. She does not like not being able to solve people's problems or having to deliver bad news. Outside of work, she enjoys spending time with family, riding motorcycles with her husband, and gardening. Most of all, however, she enjoys holding her new twin grandbabies, Kai and Liv, who were born July 31, 2012. Congratulations to Kelly!

Jake Barciz

Granite County Resident Jake Barciz, supports an impressive set of gray whiskers and is a Wild West reenactor who regularly portrays Buffalo Bill. He served as a maintenance man in Virginia City where he began his journey into historical reenactments after being told on a regular basis by visitors that he looked just like Buffalo Bill. Barciz now participates in Bannack Days held the third weekend in July, at the once capital of the State of Montana, Bannack which is now a Ghost Town located just out of Dillon Montana. He also does reenactments with "a whole bunch of rascals" within the State of Montana and out of the State. He has modeled for photo shoots, acted in some small films, and began entering and winning competitions. His resemblance landed him first place as the most authentic looking Buffalo Bill at the Western Legends "Birthday Bash" in Golden, Colorado recently. Barciz will discuss his life as Buffalo Bill after a welcome charade by a "lady of the night" at this year's MMCT/FOA Banquet.



Nikki Rogers, CMC, City of Missoula

Nikki has worked for the City of Missoula for nearly 8 years. She does love her because a lot of her work entails using the computer, which she enjoys. The least favorite part of her job is handling “disgruntled“ customers and seeing the media phone numbers show up on the caller i.d. Favorite activities and hobbies outside of work entail softball and golf during the spring and summer months. During the winter months, Nikki likes to attend the local junior hockey games or watch her favorite hockey team, Colorado Avalanche, on TV. When she is home, she enjoys scrapbooking, a good movie and relaxing with her dogs, Sistah, Tsoi, Tsvnde, and Tsonni.

Michelle Dyckman, CMC, City of Hardin

Michelle has worked for the City of Hardin for 5 years. She enjoys the variety of tasks that comes with her job and the feeling that she is helping people. She really doesn't care for the complexity of government... When she is not at work, she enjoys gardening, reading, and soduku.

Michelle Clark, CMC, City of Belgrade

Unfortunately, Michelle wasn't able to get her answers in before the newsletter went out, so if you run into her at institute next week, be sure to congratulate her and then ask her:

- 1. How long have you worked for the City of Belgrade?*
- 2. What is your favorite and least favorite aspect of your job?*
- 3. What do you like to do outside of work?*

MMCT&FOA

EXECUTIVE BOARD MEETING

FRIDAY, AUGUST 24, 2012, JORGENSON'S TROPHY ROOM

CALL MEETING TO ORDER: Carolyn Schmoeckel called the meeting to order at 8:32 a.m.

Officers present were:

Carolyn Schmoeckel, President	Malta
Stacy Ulmen, Vice President of 1 st & 2 nd Class Cities	Bozeman
Kelly Thiel, Vice President of 3 rd Class Cities	Plentywood
Tracy Rebo, Treasurer	Troy
Vanice Woodbeck, Secretary	Whitefish
Education committee Members:	
Brenda Schneider	Superior
Carolyn Schmoeckel	Malta
Kelly Thiel	Plentywood
Doris Pinkerton	Forsyth
Ron Brandt	Columbus
Stacy Ulman	Bozeman

TREASURER'S REPORT: Tracy Rebo gave the treasurer's report stating that of July 31, 2012 the balance is \$21, 092.41, we have a \$30,000 cd and we have had 130+ paid members paid with waiting to hear from 30 to 35. The expense for travel for the executive board and education committee was \$3,181.26. Tracy Rebo said she has received a bill from Mary Carey for flowers for Lowell Swenson's retirement. Tracy Rebo said she has not received receipts from the scholarships recipients so she will send out a reminder that they need to send them in. We received a refund from Government Center of \$655.07.

Stacy Ulman made a motion, 2nd by Kelly Thiel, to accept the Treasurer's report as presented. The motion passed unanimously.

APPROVE MINUTES FROM SPRING MEETING IN BILLINGS: Kelly made a motion, 2nd by Tracy Rebo, for approval of the minutes from May 9, 2012 of the spring meeting in Billings. The motion passed unanimously.

Budget: Carolyn Schmoeckel went over budget for 2012/2013. The budget from last year was \$20,815.00 and it was actually \$5,367.44. We did not have to pay for the special speaker as the Government Center and donations covered the cost. The Billings Hotel gave a lot with it being our first time of using their facility. Carolyn

Schmoeckel went through the budget:

MMCT & FOA INSTITUTE:	\$8,000
ANNUAL MTG AND SOCIAL NIGHT:	\$1,000
NEWS LETTER EXPENSE:	\$100.00
TRAVEL-EDUCATION COMMITTEE:	\$2,700
SCHOLARSHIPS-APT,GFOA,IIMC	\$2,000
WEBSITE:	\$500
MT INSTITUTE SCHOLARSHIP:	\$800
MEMORIAL SCHOLARSHIP:	\$800
PRINTING, PLAQUES, CER.,TAGS, ETC.	\$700
POSTAGE:	\$300
MISCELLANEOUS:	\$500
APT DUES/STATE ANNUAL FEE:	\$15
TOTAL:	\$20,915

Tracy Rebo made a motion, 2nd by Stacy Ulman, to approve the 2012/2013 budget as presented. The motion passed unanimously.

RECESS FOR EDUCATION COMMITTEE MEETING: At 8:55 a.m.

Also present at 10 a.m. were Dan Clark, Betsy Webb, Jen Blessum and Janelle of the Local Government Center.

CALL REGULAR MEETING BACK TO ORDER: Carolyn Schmoeckel called the meeting back to order at 12:10 p.m.

DISCUSSION ON HOW TO INVOLVE MEMBERS IN MEETINGS AND SERVING ON BOARDS/COMMITTEES: Carolyn Schmoeckel said she talked to some of the younger clerks and they said with having small kids they feel they will not have time to serve. Carolyn Schmoeckel said Agnes Fowler suggested maybe changing the by-laws so there are no term limits. President Schmoeckel expressed concerns that others would not run against already seated officers if there are no term limits. The by-laws state "shall hold office for a two year term with a maximum of two consecutive terms in an office.

Tracy Rebo suggested making a list of the committees and what they entail and how much time is involved as this might help get more people involved.

Ron Brandt said that Doug Kaercher from Havre might be interested in being on the Legislative committee.

ITEMS TO BE PLACED ON FALL MEETING AGENDA? Carolyn Schmoeckel said she has received phone calls and correspondence from the GFOA saying they would like to be more active with us.

COMMENTS: Carolyn Schmoeckel said our meeting at the League of Cities and Towns will be at 8:00 a.m. on October 3, 2012. There will be a Procurement Procedures with Theresa White and Richard Hickel from 10 to 12 also. Carolyn Schmoeckel has also talked to Pricilla from MMIA about changing the run/walk time because we lose a lot of members at the time they have it set up.

Tracy Rebo made a motion, 2nd by Kelly Thiel, to adjourn. The motion passed unanimously.

With no other business the meeting was adjourned at 12:30 p.m.

Respectfully submitted:

Vanice Woodbeck

Secretary

MMCT & FOA

**MONTANA MUNICIPAL
CLERKS-TREASURERS-FINANCE OFFICERS
ASSOCIATION**

Minutes of Semi-Annual Business Meeting

Wednesday October 3, 2012

8:00 a.m.

CALL TO ORDER

The semi-annual meeting of the Montana Municipal Clerks, Treasurers and Finance Officers Association was called to order by President Schmoeckel at 8:03 a.m. Officers present were:

Board Members;

Carolyn Schmoeckel, President

Stacy Ulmen, Vice President of 1st & 2nd Class Cities

Kelly Thiel, Vice President of 3rd Class Cities

Julie Lazaro, Vice President of Towns

Tracy Rebo, Treasurer

Vanice Woodbeck, Secretary

Members present:

Rochelle Angevine, Hardin
Laurae Clark, Bozeman
Diana Filban, Cut Bank
Toni Foster, Fairfield
Agnes Fowler, Conrad
Deanna Hanson, Malta
Mary Heydon, Fort Benton
Glena Hook, Libby
Douglas Kaercher, Havre
Lisa Kunz, Great Falls
Julie Lazaro, Hot Springs
Necile Lorang, Whitefish
Doris Pinkerton, Forsyth
Tracy Rebo, Troy
Michelle Richards, Colstrip
Jodi Rogers, Choteau
Nikki Rogers, Missoula
Carolyn Schmoeckel, Malta
Brenda Schneider, Superior
Kelly Thiel, Plentywood
Vanice Woodbeck, Whitefish
Teri Ruff, Shelby
Theresa White, Kalispell
Tina Voise, Cut Bank
Sarah Clary, Shelby

APPROVAL OF MINUTES

Brenda Schneider made a motion, 2nd by Agnes Fowler, to approve the Executive Board Meeting minutes of August 24, 2012. The motion passed unanimously.

Glena Hook made a motion, 2nd by Doris Pinkerton, to approve the minutes from the spring meeting on May 9, 2012. The motion passed unanimously.

TREASURER'S REPORT

Tracy Rebo gave the report that we have 136 registered members, a balance in the checking of \$18,916.34 and a CD at \$30,071.84. She has a total amount of \$3,613.79 in claims that need approval.

Doris Pinkerton made a motion, 2nd by Necile Lorang, to approve the claims for payment. The motion passed unanimously.

Necile Lorang made a motion, 2nd by Nikki Rogers, to approve the financial report. The motion passed unanimously.

COMMITTEE REPORTS

President Schmoeckel asked that there be one motion at the end of the committee reports.

a. Education: Brenda Schneider this year they had 22 -1st year, 12 -2nd year, 8- 3rd year 63 grads and 10 other attending institute this year. The 10 others were from Wyoming. Brenda Schneider introduced the education committee which is Doris Pinkerton, Stacy Ulmen, Carolyn Schmoeckel, Kelly Thiel, Julie Lazaro and Ron Barndt. The committee has added the following classed to the curriculum for 2013:

Social Media for Municipalities

Entity Wide Approach to Risk Management

Responding to Conflict

Dealing with Competing Demands

Talking Finance-Skip the Jargon

Developing Sustainable Budgets

Health Care a Budget Buster

Understanding Bonds Covenants and Reserves

Investment Strategies

Real Colors-In place of Futures Game

Back to Basics classes for 2012 are:

Payroll and Payroll accounting

Municipal Budget

Annual Report

The Education Committee continues to work with the Local Government Center to develop more webinars.

Next institute is scheduled for May 5-10, 2012 in Billings at the Billings Hotel.

b. Welcoming: none

c. Finance & Audit: Doris Pinkerton said she did the audit and everything is in good order.

d. Conference: Theresa White said the pizza party was fun last night and to please come the Hawaiian BBQ tonight for fun and music and the banquet on Thursday night. They have 310 registered for the conference.

e. Nominating: President Schmoeckel said they have 3 openings on the board and her and Kelly Thiel have received letters of interest from Tracy Rebo for Treasurer, Julie Lazaro for Vice President of Towns and Nikki Brummond for Vice President of 1st & 2nd Class Cities.

f. Courtesy: none

g. Legislative: Doug Kaercher said he is very happy to be appointed to this committee and it should be very interesting.

h. Other: none

Necile Lorang made a motion, 2nd by Jodi Rogers, to approve the Committee Reports. The motion passed unanimously.

PROFESSIONAL ASSOCIATION REPORTS

a. IIMC: Stacy Ulmen said the IIMC Conference is in Atlanta on May 19-23rd 2013 and she is hoping to go again. The theme this year is Lighting the way to Education.

b. GFOA: President Schmoeckel received a letter from Julie Hogg saying thank-you for the appointment of the MMCTFOA & GFOA representative. She was unable to make this conference but she wanted to give a little information about herself. She was born and raised in Livingston and am proud to be the City's Assistant Finance

Director. I have been working for the City for a little over 5 years. In May of 2011 I attended the GFOA annual conference and for the past 2 years I have reviewed budgets from around the country for the GFOA's budget award program. I am currently pursuing my Certified Public Finance Officer Certification and hope to have it completed in the next 2 years. I am married with 3 boys who are Tommy age 5, Mikey age 3 and Joe is 6 months.

c. APT US&C: none.

OTHER BUSINESS

a. Present FY 2012-2013 budget: President Schmoeckel said the budget was approved at the Board meeting in August.

Necile Lorang made a motion, 2nd by Nikki Rogers, to accept the 2012-2013 budget. The motion passed unanimously.

b. Election of Officers: President Schmoeckel said she received letters of interest from Nikki Brummond 2 year term for Vice President of 1st & 2nd Class Cities, Julie Lazaro for Vice President of Towns and Tracy Rebo for Treasurer.

Necile Lorang made a motion, 2nd by Brenda Schneider, to elect Nikki Brummond as Vice President of 1st & 2nd Class Cities by unanimous proclamation. The motion passed unanimously.

Necile Lorang made a motion, 2nd by Doris Pinkerton, to elect Julie Lazaro as Vice President of Towns by unanimous proclamation. The motion passed unanimously.

Necile Lorang made a motion, 2nd by Toni Foster, to elect Tracy Rebo to Treasurer by unanimous proclamation. The motion passed unanimously.

c. Installation of Officers: President Schmoeckel administered the Oath of Office to Julie Lazaro as Vice President of Towns and Tracy Rebo for Treasurer . She will give the oath to Nikki Brummond for Vice President of 1st & 2nd Class Cities over the phone.

d. Comments from Association of Members: Doris Pinkerton asked that everybody come to the MMIA Board Meeting on Friday morning as there is an election for the board and the votes are important.

President Schmoeckel would like everyone to think about maybe changing the by-laws for board limits. We are having trouble getting people interested in serving on the board and people can only be on the board to two 2-year terms. She does not want to see no term limits put on because then nobody probably would run against somebody already in office. This subject will be on the agenda for the May meeting so everybody put your thinking caps on.

Agnes Fowler made a motion, 2nd by Nikki Rogers to adjourn the meeting. The motion passed unanimously.

Meeting adjourned at 8:35 a.m.

Respectfully submitted:

Vanice Woodbeck

Secretary

MMCT & FOA

**MONTANA MUNICIPAL CLERKS, TREASURERS, & FINANCE OFFICER'S
ASSOCIATION EXECUTIVE BOARD AND COMMITTEE MEMBERS**

President

Carolyn Schmoeckel
Clerk/Treasurer
P.O. Box 1300
Malta, MT 59538

**Vice-President of:
1st & 2nd Class Cities**

Nikki Brummond
Finance Officer
305 W. Watson St.
Lewistown, Mt. 59457

3rd Class Cities

Kelly Thiell
Clerk
PO Box 1
Plentywood, MT 59254

Towns

Julie Lazaro
Clerk/Treasurer
PO Box 6699
Hot Springs, MT 59845

Secretary

Vanice Woodbeck
Asst. Clerk
P.O. Box 158
Whitefish, MT 59937

Treasurer

Tracy Rebo
Clerk/Treas
P.O. Box 823
Troy, MT 59935

Immediate Past President

Mary Embleton

Education

Brenda Schneider, Superior - Chair
Doris Pinkerton, Forsyth
Stacy Ulmen, Bozeman
Carolyn Schmoeckel, Malta
Kelly Thiel, Plentywood
Ron Barndt, Columbus
Julie Lazaro, Hot Springs

Welcoming

Carol Markuson, Circle - Chair

Finance & Audit

Doris Pinkerton, Forsyth
Annie Pickering, Kevin

Newsletter

Elizabeth Roos, West Yellowstone
-Chair

Fund Raising

50/50 Tickets: ?
Corporate Sponsorships: Ceri
Fuhringer, Dutton
Silent Auction: Stacy Ulmen

Historian

Agnes Fowler, Conrad - Chair

Convention

Helena, Mt.

League Secretary

Agnes Fowler, Conrad

Memorial Scholarship

Pam Ames, Chair
Jodie Campbell

Records Retention

Marty Rehbein, Missoula - Chair
Mary Corey, Choteau

Legislative

Ron Barndt, Columbus, Chair
Jodi Rogers, Choteau
Doug Kaercher, Havre

Nominating

Carolyn Schmoeckel, Malta- Chair
Kelly Thiel, Plentywood

Courtesy

Mary Corey, Choteau - Chair
Raedelle Aspenlieder, Culbertson

MMCT&FOA Achievement

Award

Melanie Gospodarek, W. Yellow-
stone
Chair
Pam Payovich, Livingston
Michelle Richards, Colstrip

IIMC Representative

Stacy Ulmen, Bozeman

GFOA Representative

Jessie Hogg, Livingston

APT US&C Representative

?

Website

Chelsea Peterson
Stacy Ulmen
Nikki Rogers

District Chairs

A: Sherri Baccaro
B: Lisa Kunz
C: Doris Pinkerton
D: Rochelle Angevine
E:&F: Pam Humphrey