

### **BOARD of COMMISSIONERS**

COUNTY OF CARBON • STATE OF MONTANA

Post Office Box 887 Red Lodge, MT 59068

Phone: (406) 446-1595 Fax: (406) 446-2640

#### RESOLUTION 2024-18 ESTABLISH ELECTED OFFICIALS' SALARIES FOR THE 2024-2025 BUDGET YEAR

**WHEREAS**, Per MCA 7-4-2504, the governing body of each county shall by resolution adjust the salaries of elected officials, and

**WHEREAS**, the Carbon County Compensation Board at their duly noticed public hearings held April 9<sup>th</sup> and April 16<sup>th</sup> voted to approve a cost of living increase of 6% for a total salary increase of 6%, and

**WHEREAS**, the Carbon County Compensation Board included the County Attorney's salary in the discussion of elected officials' salaries, and

**WHEREAS**, the Carbon County Commissioners discussed the salary increase recommended by the Compensation Board, and thanked the citizen representatives of the Compensation Board for recognizing their commitment and thanked all Carbon County employees for their dedication, and

**NOW THEREFORE BE IT RESOLVED**, that the Board of County Commissioners of Carbon County, Montana set salaries of Elected Officials of Carbon County for the 2024-2025 budget year, including the County Attorney, at 100% of base salary with an increase of \_\_\_\_\_%.

**NOW THEREFORE BE IT ALSO RESOLVED**, the County Attorney base salary for Carbon County to be set at \$\_\_\_\_\_\_ which is a \_\_\_\_\_% increase over the 2023-2024 budget year.

Dated this 25<sup>th</sup> day of April, 2024.

Carbon County Commissioners

Scott C. Miller Commissioner Dist. #1 Scott Blain Commissioner Dist. #2 Bill E. Bullock Commissioner Dist. #3

ATTEST:

Macque L. Bohleen, Clerk and Recorder

#### CARBON COUNTY MONTANA JOB DESCRIPTION FORM

Job Title: Deputy Sheriff / Sch	Position#:					
Department: Carbon County Sheriff's Department						
Reports To: Sheriff						
[gl Revised $D$ New [gl Regular $D$ Temporary [g!Non-Union $D$ Union						
[gl Full-Time $ D$ Part-Time	Hours per week: 40.00	[gl Nonexempt $ D$ Exempt				
Reason for opening:						
Prepared By: Sheriff Date: 9/18/18						

## I. **PURPOSE OF** THE JOB (What are the end results or objectives of this position? Why does the job exist? What are the primary responsibilities?)

To serve and protect the people of Carbon County by preserving the peace, enforcing criminal and civil laws, and providing related law enforcement and safety services; Patrol & provide safety and security for the Belfry, Fromberg, Joliet, & Roberts School Districts. Respond to criminal activity occurring on or near school property, assist district personnel in investigating student disciplinary matters that include acts or threats of violence, participates in educating students about subjects within the SRO's area of expertise, and act as an informal counselor to students. Work varies, allowing individual judgment within prescribed standards, procedures, or statutory provisions

#### 11. **ESSENTIAL FUNCTIONS** (What activities are required for the position to exist? Estimate the percentage of time spent in each.)

Enforce criminal and traffic laws under Montana Codes Annotated

Operate motor vehicles to patrol roadways of the county

Investigate criminal offenses

Perform search and rescue activities

Perform traffic control activities

Perform detention duties including caring for prisoners, transporting prisoners and other jailer duties

Perform arrests

Write and submit reports, maintain case files and perform other office duties

Prevent and suppress breaches of peace

Must conduct SRO duties, including safety and security of the schools

Must work school hours while school is in session / occasionally attending

extracurricular activities and sporting events.

Carbon County Job Description Form

#### 111. **OTHER DUTIES AND RESPONSIBILITIES** (Responsibilities/important duties performed occasionally or in addition to the essential functions of the position.)

Attend court trials and testify as needed

Perform public service and crime prevention activities

Serve civil process papers

Execute civil court orders

Command aid of inhabitants

Operate radar gun

Work with juveniles

Provide teaching and instruction

Provide instruction on firearm range and mobile video taping (In-car video camera)

Perform all duties required of the Sheriff's department including jailduties

Perform all duties customarily assigned to a full-time deputy

Perform First Aid as needed

Perform Deputy Coroner duties

Other duties as assigned by the Sheriff

IV.	<b>KNOWLEDGE AND SKILLS</b> (For each, indicate whether it is required, preferred, or desirable. Include licenses and certificates.)
Requ	red:
Statu	ory requirements under 7-32-303(2)
	(a) is a graduate of an accredited high school or the equivalent;
	(b) is of good moral character;
	(c) has never been convicted of a felony;
in any	(d) has not within 5 years immediately preceding the date of employment been affiliated manner with a subversive organization; and
	(e) has been examined by a physician licensed to practice in the state of Montana within ys immediately preceding the date of employment and has been pronounced in good cal condition.
Has a	bility to receive and disseminate criminal justice information
Must :	seek continued education involving SRO training
Neat	
	appearance
Monta	ina driver's license or ability to obtain one
	ana driver's license or ability to obtain one cally fit to perform job duties
Physi Prefei	ana driver's license or ability to obtain one cally fit to perform job duties
Physi Prefei Thoro	ana driver's license or ability to obtain one cally fit to perform job duties rred:
Physic Prefer Thoro MLEA	una driver's license or ability to obtain one cally fit to perform job duties red: ugh knowledge of Montana Codes Annotated
Physic Prefer Thoro MLEA Know	ana driver's license or ability to obtain one cally fit to perform job duties rred: ugh knowledge of Montana Codes Annotated Basic certificate
Physia Prefer Thoro MLEA Know Know	ana driver's license or ability to obtain one cally fit to perform job duties rred: ugh knowledge of Montana Codes Annotated Basic certificate how to operate Intoxilyzer

Γ

Ability to work well with the public, good public relations **skills** 

Preferred:

Able to communicate by telephone or radio with the dispatcher and the public

Able to maintain confidentiality

Thorough knowledge of weapons including firearms

Training in dvanced driving skills

Thorough understanding of civil and criminal law

Training and experience in conducting investigations

Knowledge of Court procedures

Dependable, Trustworthy and Responsible

Possess common sense

Ability to remain calm and to work and play well with others

Associates degree

#### V. **FISCAL RESPONSIBILITY** (Budgeting responsibilities, approval privileges on purchase orders and check requests, reporting and auditing functions.)

None

#### VI. **EXTENT OF PUBLIC CONTACT** (Within and outside the company)

The public and other agencies. Extensive contact with the public and other agencies

#### VII. **WORKING CONDITIONS AND ENVIRONMENT** (Necessary travel, unusual work hours, unusual environmental conditions, etc.)

Work day, afternoon, nightshifts and weekends. Requires travel.

#### VIII. PHYSICAL REQUIREMENTS TO PERFORM THE ESSENTIAL FUNCTIONS

(The essential duties of this position involve the following level of physical activity:)

Physical	Definition	Check one that best describes the frequency					
Activity	Dominion	Never	Occasionally	Frequently	Continually		
Repetitive Motion	Repeating movements of arms, hands, wrists		IZI				
Talking	Express or exchange ideas verbally			IZI			
Hearing	Perceive sound by ear				IZI		
Seeing	Obtain impressions through the eye				IZI		

Activity Level	Definition	Check One
Sedentary	Occasionally lifting/carrying up to 10 pounds or pushing/pulling small objects Sits most of the time	
	Infrequent to occasional walking or standing	
Light	Frequently lifting, carrying, pushing or pulling up to 10 pounds <i>and/or</i> occasionally lifting, carrying, pushing or pulling up to 20 pounds	
Light	requent waiking or standing or sitting most of the time and using arms or legs to push/pull	
Medium	Occasionally lifting, carrying, pushing or pulling 20-50 pounds <i>and/or</i> frequently lifting, carrying, pushing or pulling 10-20 pounds <i>and/or</i> continuous lifting, carrying, pushing or pulling up to 10 pounds Occasional to frequent walking or standing	
Heavy	Occasionally lifting, carrying, pushing or pulling 50-100 pounds and/or frequently lifting, carrying, pushing or pulling 20-50 pounds and/or continuous lifting, carrying, pushing or pulling 10-20 pounds Occasional to frequent walking or standing	IZI
Very Heavy		
Very Heavy	frequently lifting, carrying, pushing or pulling 50+ pounds and/or	

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other duties upon the request of the supervisor or other governing entity.					
⊡Aβpł&ved □Denied By:		Date:			
Comments:					

# Montana Facility Finance Authority

Adam Gill Executive Director

Seth Lutter Associate Director

Carolyn Jones <u>C-PACE Program Manager</u>



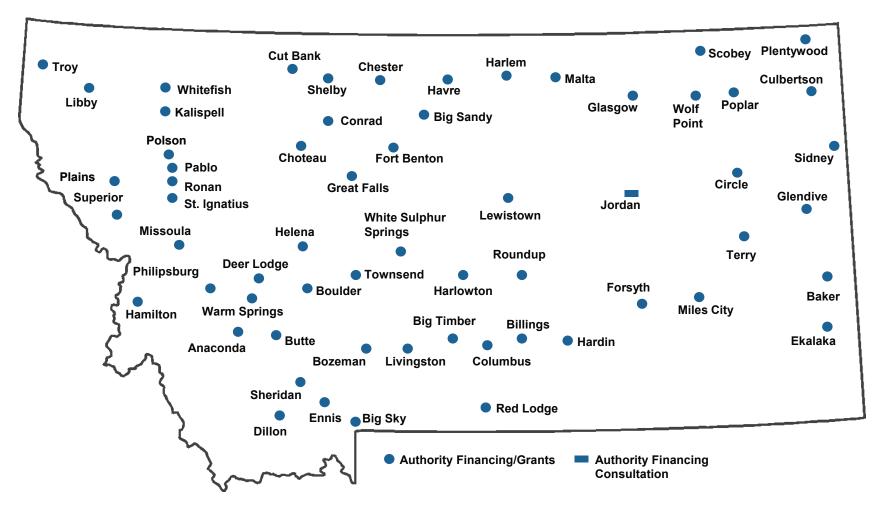
The Montana Facility Finance Authority

**Mission:** Enhance Montana healthcare and community capabilities through access to cost-effective capital financing and development services.

# Financing for nonprofit healthcare

- Tax-exempt bonds
- Small low-interest loans
- Grants to reduce the cost of the capital planning process.

# The Montana Facility Finance Authority



# What is C-PACE?

(Commercial Property-Assessed Capital Enhancements)

A financing structure that allows building owners to borrow private sector funds to pay for:

- energy efficiency improvements
- water conservation improvements
- renewable energy systems

Savings covers cost of improvements

Repayments made via an assessment on property tax bill

## Why C-PACE?

Because Wasted Energy = Wasted Money
Montana's average utility cost per year
Commercial – \$710,564,780
Industrial – \$467,120,200
\$1.2 billion spent per year

 30% of the energy used in commercial & industrial buildings is wasted
 \$353.3 million lost to waste annually



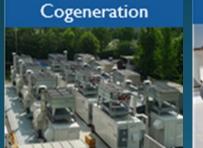
Elevators



# Typical Measures Funded by C-PACE

Irrigation

Water Reuse





#### Water Fixtures



\*\* Slide material provided by C-PACE Alliance\*\*

# **Eligible Properties**

- Commercial
- Industrial
- Mixed-Use
- Agricultural
- Multifamily

# Eligible Projects

- New Construction
- Retrofit
- Retroactive up to 3 years



# Role of MFFA as C-PACE Administrator

- Serves as the agent of the Local Government in respect to C-PACE
- Works with borrowers and lenders
- Receives district assessment revenue from county and disburses to lenders

# Role of the Local Government

- Establishes the District
- Bills and receives property taxes
- Local Government does not:
  - Serve as a collection agent for the lender
  - Work on behalf of the lender

Local Governments can be as involved or uninvolved as they would like.

# Role of the Local Government Treasurer

- Enters C-PACE assessments like other RID/SIDs
- Processes payments like other RID/SIDs (infrastructure is already in place)
- Routes funds to MFFA, which is responsible for routing to appropriate lender(s)

Estimated 2 hours to enter assessment into software

# What happens if there is a Default?

- As partial tax payments are not allowed, taxpayer effectively defaults on full payment. This is then processed like any other delinquent tax payment.
- Majority of C-PACE projects will involve Senior Lender consent and C-PACE loan documents typically detail the lender covering past due tax payments for collateral to be adequately protected.

# Benefits of a Local Government District

- Provides economic growth
- Saves local businesses money
- Creates / retains jobs
- C-PACE participation is 100% voluntary
- Neither local government nor citizens are on the hook for the loan
- Increases property values
- Increases revenues

# Local Government authorizes C-PACE by:

- Adopting a C-PACE Resolution of Intent;
- Holding a public hearing, at which the public may comment on the proposed program and the program plan; and
- Adopting a Resolution Establishing a C-PACE Program

# Tax Impact of a C-PACE Project

Carbon									
Class 4b - Commercial and Ind	Cou	ounty Mills		<b>County Schools</b>		Local Schools		City Mills	
Taxable Value		1.89%		1.89%		1.89%		1.89%	
Mills		132.159		36.74		162.505		132.553	
100,000.00	\$	212.31	\$	59.02	\$	261.06	\$	212.95	
250,000.00	\$	530.78	\$	147.56	\$	652.66	\$	532.37	
500,000.00	\$	1,061.57	\$	295.11	\$	1,305.32	\$	1,064.73	
1,000,000.00	\$	2,123.13	\$	590.23	\$	2,610.64	\$	2,129.46	
2,500,000.00	\$	5,307.84	\$	1,475.57	\$	6,526.61	\$	5,323.66	
5,000,000.00	\$	10,615.67	\$	2,951.14	\$	13,053.21	\$	10,647.32	
	20-Year Revenue Projection								
County Mills				inty Schools	Local Schools		City Mills		
100,000.00	\$	2,229.29	\$	619.74	\$	2,741.17	\$	2,235.94	
250,000.00	\$	5,573.23	\$	1,549.35	\$	6,852.94	\$	5,589.84	
500,000.00	\$	11,146.46	\$	3,098.70	\$	13,705.87	\$	11,179.69	
1,000,000.00	\$	22,292.91	\$	6,197.40	\$	27,411.75	\$	22,359.37	
2,500,000.00	\$	55,732.28	\$	15,493.49	\$	68,529.37	\$	55,898.43	
5,000,000.00	\$	111,464.55	\$	30,986.98	\$	137,058.75	\$	111,796.86	

Source: MT Dept of Revenue Biennial Property Tax Report 2021-22

# Headwaters Utility District – Broadwater County

- 200-acre development park at Montana's busiest intersection
- Property being developed by Bridger Brewing and will include a 60,000 bb/yr brewery and pub
- Prior development hampered by need for a wastewater system
- Membrane bioreactor system will clean sewage and sell it back as grey water.
- Estimated County tax revenue of over \$75,000 in first year



- Worked with Dividend Finance
- Up to \$5.5M in two tranches
- Expected project savings of \$10 million
- Financing enables growth of the entire development

# McCandless Building – Florence, CO

Amount Financed: \$616,844 Total Savings: \$779,814

Measures

- Insulation
- Lighting
- Window glazing
- Rooftop solar
- Heating & cooling
  Building value improved by \$619,910



"I recommend C-PACE because it can replace equity and because it doesn't affect you as a borrower. If you don't look at C-PACE, you're leaving money on the table."

— Melissa Baldridge, vice president of Sustainability, real estate broker, GreenSpot Global

# Where Are We Now?

Program launched January 1, 2022...

- Twelve counties and two cities have approved C-PACE Districts:
  - Broadwater, Butte-Silver Bow, Cascade, Fergus, Gallatin, Lincoln, Madison, Mineral, Missoula, Park, Pondera, and Yellowstone Counties and Cities of Kalispell and Whitefish
  - 58% of commercial buildings covered
- Outreach to nine other Local Governments
  - Once established, over 75% of commercial buildings will be covered
- Current discussions with 20 potential C-PACE projects in 10 counties
- Ready to assist with additional C-PACE projects

# More information available at: <u>www.LastBestPACE.com</u>

Adam Gill adamgill@mt.gov 406-444-0259 Carolyn Jones cjones@mt.gov 406-444-3367

Seth Lutter seth.lutter@mt.gov 406-444-5435





Everyday Foods Asano Otsu <u>asano.otsu@gmail.com</u> (406)426-4391

January 17, 2024

RE: Commercial Property Assessed Capital Enhancements

Dear County Commissioners,

As business owners in Carbon County, we are writing to express our support for Commercial Property Assessed Capital Enhancements (C-PACE), a program that will save money for hard working Montanans like us, while helping counties meet their economic development goals.

My husband and I own and operate two separate businesses in Red Lodge: Headwaters Studio and Design – a screen print and graphic design company and Everyday Foods – a wholesale and a very small direct to customer bakery business. We have been lucky enough to land in commercial leases that have allowed our businesses to grow – however, we are slowly growing out of the physical space. We aim to continue to grow our businesses and create more stable jobs for our community.

We are intending to build a new light industrial warehouse to house our businesses, as well as one additional commercial rental on 421 Cooper Ave. N. in Red Lodge this year, with a hope to be in operation by the fall of 2024. This will give us the chance to expand our business physically – and program like C-PACE could help us tremendously in coming up with working capital to invest in smart energy solutions that would be an investment for the future. Building a light industrial warehouse will be an endeavor in itself – but if the right financial opportunity can be made available, we would love to expand the project to house more sustainable solutions that will look to our future.

We encourage the County Commission to support Montana's families and businesses by enabling C-PACE in Carbon County.

Thank you for your consideration,

e/Asano Otsu

## BEARTOOTH

RESOURCE CONSERVATION AND DEVELOPMENT AREA, INC.

Carbon County Board of Commissioners PO Box 887 Red Lodge, MT 59068

Re: C-PACE

March 5, 2024

Dear Carbon County Board of Commissioners:

On behalf of Beartooth RC&D, I am writing this letter to encourage you to adopt a resolution allowing Commercial Property-Assessed Capital Enhancements (C-PACE) to be used in Carbon County. C-PACE allows property owners to upgrade commercial buildings to be more energy efficient and to conserve water without the large upfront costs they would normally have. We believe this program could be a benefit for people throughout the county.

Beartooth is always looking for ways to increase economic development and assist business owners. Carbon County has many older buildings in need of these sort of upgrades, and C-PACE can help owners save money on utility bills and conserve resources. In addition to making energy upgrades more affordable, there is the possibility of layering other programs to multiply the impact of C-PACE.

Thank you for your consideration of this program to assist Carbon County property owners. If you have any questions, please email me at <u>jbertolino@beartooth.org</u>.

Sincerely,

ice Bathine

Joel Bertolino Executive Director



128 So. Main St. P. O. Box 180 Joliet, MT 59041

PHONE 406-962-3914 FAX 406-962-3647 WEBSITE www.Beartooth.org



**Bridger Motel** 

120 N. Main St. mailing: P.O. Box 324 Bridger MT 59014 406-662-3212 alt. 406-662-5059

March 4, 2024

Hello Commissioners-

We are writing to express our strong support for the implementation of a C-PACE program in Carbon County.

We have owned and operated a small business in Carbon County for over 20 years. We believe a Commercial-Property Assessed Capital Enhancements (or C-PACE) program, would greatly enhance business opportunities for both our own motel, and many other properties in Bridger and throughout Carbon county.

If implemented in our county, this program would allow us to apply through the state for a commercial loan that would essentially pay for itself. Our motel, like many businesses on Bridger's main street, is older and in need of a number of repairs. A C-PACE loan would potentially allow us to upgrade and repair furnaces, doors, windows, insulation, and even lighting. We would even consider putting solar on our roof.

The benefit of the program is that all the energy savings from these improvements would then pay for themselves (if approved after an independent audit). We also like that the loan stays with the property, and allows more flexibility for changing ownership.

We strongly urge you to consider allowing a C-PACE program in our county- we believe it would help our business and many others.

Thank you-

Carol Doch

Carol Nash, owner



February 19, 2024 RE: Commercial Property Assessed Capital Enhancements

Dear County Commissioners,

As a business partner in Carbon County, we are writing to express our support for Commercial Property Assessed Capital Enhancements (C-PACE).

Local businesses are often confronted with steep utility bills as a result of old or inefficient buildings that need upgrades. Though upgrades would save property owners more money than they cost over the long term, the associated upfront price can be a challenge for many business owners, and they are often deterred from making the investment.

The unique way C-PACE financing works can help property owners bridge this financing gap and invest in the future of their businesses. A C-PACE program will encourage property owners to undertake upgrades that result in meaningful savings, freeing up capital to be recirculated into the local economy. C-PACE encourages new business development in existing buildings, revitalizing Main Street Montana.

C-PACE seeks to promote efficiency, which benefits end users both now and into the future. With rising costs of building in new construction, it makes more sense now than ever to upgrade and retrofit existing structures to make them perform optimally, thereby reducing initial and life-cycle costs for building owners.

C-PACE allows for new economic development without additional costs to the taxpayer and is a

win for all involved: property owners save money and improve their buildings, local workers gain job opportunities, banks make low risk investments, and the county meets its goals for enhancing and supporting local businesses.

We encourage the County Commission to support Montana's families and businesses by enabling C-PACE in Carbon County.

Thank you for your consideration,

Sincerely,

Sh In Jean

Sherry Weamer, Executive Director



Red Lodge Area Chamber of Commerce/CVB



June 7, 2022 RE: Commercial Property Assessed Capital Enhancements

Dear County Commissioners,

We are writing to express our support for Commercial Property Assessed Capital Enhancements (C-PACE), a program that will save money for hard working Montanans, while helping cities and counties meet economic development and conservation goals.

The City of Red Lodge implemented an Energy Conservation Plan in 2018 to reduce municipal carbon emissions and to find strategies that encourage reduction of emissions from residences and commercial properties. Investing in renewable energy and building improvements helps owners of commercial properties to become more economically and climatically resilient.

Local businesses are often confronted with steep utility bills as a result of old or inefficient buildings that need upgrades. Though upgrades would save property owners more money than they cost over the long term, the associated upfront price can be a challenge for many owners and they are often deterred from making the investment.

The unique way C-PACE financing works can help property owners bridge this financing gap and invest in the future of their businesses. A C-PACE program will encourage property owners to undertake upgrades that result in meaningful savings, freeing up capital to be recirculated into the local economy.

C-PACE encourages new business development in existing buildings, something we strongly support. Our community has many older buildings that would benefit from the types of energy efficiency upgrades that a C-PACE program encourages.

C-PACE seeks to promote efficiency, which benefits end users both now and into the future. With rising costs of building in new construction, it makes more sense now than ever to upgrade and retrofit existing structures to make them perform optimally, thereby reducing initial and life-cycle costs for building owners.

C-PACE allows for new economic development without additional costs to the taxpayer and is a win for all involved: property owners save money and improve their buildings, local workers gain job opportunities, banks make low risk investments, and cities and counties meet their economic goals.



1 Platt Avenue South, P.O. Box 9 Red Lodge, MT 59068 cityofredlodge.net (406) 446-1606



We encourage the County Commission to support Red Lodge businesses by enabling C-PACE in Carbon County.

Thank you for your consideration,

Kristen Cogswell, Mayor for the City of Red Lodge

Courtney Long, Planning Director





March 11th, 2024

RE: Commercial Property Assessed Capital Enhancements

Dear County Commissioners,

The Roosevelt Center is in the sixth year of a capital campaign to reuse and revitalize the 100-year-old former school building on Main Street in Red Lodge. We are writing to express our support for Commercial Property Assessed Capital Enhancements (C-PACE), a program that could open up financing for needed upgrades, like LED lights, solar array, and help decrease our operating expenses substantially which would help with program related expenses to help generate more conferences, theater performances, and events in the area.

As we continue to grow, our hours and number of open days have expanded as well as the number of occupied rooms in the building, which we rent to small business owners, like massage therapists, musicians, and artists. This has increased the cost for us to stay open.

The Roosevelt Center is an old and inefficient building in need of upgrades. These upgrades will save much more money than the upfront cost, however the associated upfront price is a challenge, since many lenders will not finance these types of upgrades.

C-PACE financing would help us bridge this financing gap and invest in the future of the building. C-PACE would help us move forward on projects here at the Roosevelt Center and would create work for contractors, engineers, suppliers, and installers.

C-PACE seeks to promote efficiency, and with the cost of building in new construction, it makes more sense now than ever to upgrade and retrofit existing structures to make them perform optimally, thereby reducing initial and life-cycle costs for building owners.

We are available any time to answer and questions or concerns you might have about this project.

Thank you for your consideration,

Katalen R. Hal

Kathleen Healy // Roosevelt Center; a program of the Red Lodge Area Community Foundation 406-546-0729

