



Resolution 2023-09

**RESOLUTION TO ESTABLISH DAYS/HOURS OF OPERATION
FOR COUNTY OFFICES**

**THE BOARD OF COUNTY COMMISSIONERS FOR LINCOLN COUNTY,
MONTANA FINDS:**

WHEREAS, 7-4-102, M.C.A., gives the Board of County commissioners the authority to establish hours for county offices to be open and transact business, and

WHEREAS, it is the intent of the elected officials and the employees of Lincoln County to be available and serve the citizens of Lincoln County to the best of their ability, and

WHEREAS, subject to 7-4-2211 MCA, County offices. (1) All county officers, except justices of the peace as set forth in 3-10-101 and except as provided in subsection (3), must keep their offices at the county seat.

(2) (a) The sheriff, the county clerk, the clerk of the district court, the treasurer, the county attorney, the county auditor in counties in which that officer is maintained, and the county assessor shall keep their offices open for the transaction of business during the office hours determined by the governing body by resolution after a public hearing and only if consented to by any affected elected county officer, every day in the year except legal holidays and Saturdays.

THE BOARD RESOLVES:

That office hours for county offices listed above are from 8:00 a.m. to 5:00 p.m. Monday through Friday weekly except on legal holidays, and Saturdays. All offices with a sufficient number of employees to rotate lunch hours will remain open during the lunch hour (noon to 1:00 p.m.) except in the event of emergency or extenuating circumstances. Offices listed above with limited employees may close for 1 hour with signage indicating return time.

Lincoln County Sheriff's Office is an exception to this rule as they operate on a 24/7 basis.

3044-93 BOOK: PF PERM/FILES PAGE: 14976 Pages: 2
STATE OF MONTANA LINCOLN COUNTY
RECORDED: 02/02/2023 8:55 KOI: RESOLUTION
ROBIN A. BENSON CLERK AND RECORDER
FEE: \$0.00 BY: *Robin Benson*
FOR: LINCOLN COUNTY BOARD OF COMMISSIONERS 512 CALIFORNIA AVENUE

THE BOARD FURTHER RESOLVES:

1. If a provision of this resolution conflicts with a provision of a previously adopted resolution, this resolution will prevail.





LINCOLN COUNTY MONTANA

THE BOARD FURTHER RESOLVES:

1. If a provision of this resolution conflicts with a provision of a previously adopted resolution, this resolution will prevail.
2. This resolution and its various sections, clauses and paragraphs are severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the resolution will not be affected.
3. This resolution will be effective immediately upon adoption, in accordance with § 7-5-123, MCA.
4. This Board directs that this resolution be entered into the minutes and signed by the Chair of the Board in accordance with § 7-5-121, MCA.

END OF RESOLUTION

Approved as to Form:

Marcia Boris, County Attorney

Date presented to the Board 2/1/23 Approved Disapproved () Amended ()

Adopted this 23rd day of January 2023.

LINCOLN COUNTY BOARD OF COMMISSIONERS

Josh Letcher, Chair

ATTEST:

Robin Benson, Clerk of the Board