



LINCOLN COUNTY MONTANA

313878 BOOK: PF PERM/FILES PAGE: 15328 Pages: 2
STATE OF MONTANA LINCOLN COUNTY
RECORDED: 01/15/2025 3:26 KOI: RESOLUTION
CORRINA BROWN CLERK AND RECORDER
FEE: \$0.00 BY: *DeLisha Jackson deputy*
FOR: LINCOLN COUNTY BOARD OF COMMISSIONERS 512 CALIFORNIA AVE,

RESOLUTION 2025-05

A Resolution Establishing Days/Hours of Operation for County Offices

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

Whereas, MCA 7-4-102 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, MCA § 7-4-2211, 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 an affected elected county officer, every day in the year except holidays and Saturdays.

(3) A board of county commissioners may, by resolution, decide to locate the office of a county officer outside the boundaries of the county seat. The office of a county officer must be located within the boundaries of the county.

Whereas, pursuant to MCA § 7-1-4131 and § 7-1-2121, a notice of public hearing was published in the Tobacco Valley News. Additionally, it was posted on two courthouse bulletin boards, the Eureka Annex main business office and the county website under public notices.

NOW, THEREFORE, BE IT RESOLVED:

The 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. 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 an emergency or extenuating circumstance. Offices listed above with limited employees may close for one hour, indicating return time with signage.

The Lincoln County Sheriff's Office operates on a 24/7 basis. Additionally, Lincoln County Commissioners have the option to maintain their offices within their respective districts, making them exceptions.




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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 1-15-2025 Approved Disapproved [] Amended []

Adopted this 15th day of January, 2025.

LINCOLN COUNTY BOARD OF COMMISSIONERS


Brent Teske, Chair

ATTEST:



Corrina Brown, Clerk of the Board