



LINCOLN COUNTY MONTANA

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STATE OF MONTANA LINCOLN COUNTY

RECORDED: 01/14/2026 2:10 KOI: RESOLUTION

CORRINA BROWN CLERK AND RECORDER

FEE: \$0.00 BY: Jessica Jones April

FOR: LINCOLN COUNTY BOARD OF COMMISSIONERS 512 CALIFORNIA AVE,

RESOLUTION 2026-05

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 requires county officers (except justices of the peace) to keep offices at the county seat and remain open for the transaction of business during office hours set by the governing body, after a public hearing and with consent of the affected elected officer, every day except Saturdays, Sundays and legal holidays; and

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

NOW, THEREFORE, BE IT RESOLVED:

1. The official **office hours** for county offices shall be **8:00 A.M. to 5:00 P.M., Monday through Friday**, except on legal holidays, Saturdays or in emergency circumstances.
2. Offices with sufficient staffing to rotate lunch coverage shall remain open during the lunch hour (noon to 1:00 P.M.). Offices with limited staffing may close for a one-hour lunch, provided signage indicates when the office will reopen, and business remains available before and after the lunch period, as required by law.
3. The **Lincoln County Sheriff's Office** shall operate **24/7**.
4. **County Commissioners** are authorized to maintain offices within their respective districts, in addition to the county seat, in accordance with MCA § 7-4-2211(3).
5. This resolution is adopted after public hearing and with the consent of all affected elected county officers, as required by law.



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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 January 14, 2026 Approved Disapproved [] Amended []

Adopted this 14 day of January, 2026.

LINCOLN COUNTY BOARD OF COMMISSIONERS

Brent Teske, Chair

ATTEST:

Corrina Brown, Clerk of the Board