

Park County Commission Meeting Minutes
Week of December 21 – 25, 2009
Park County, Montana

December 21, 2009

Review Daily Correspondence and Agenda

@8:55:47 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review the daily agenda and correspondence.

Correspondence included:

- Montana Prison Industries brochures – To commissioners for review
- Memo re. reclamation and development grant program - To Grants Committee for review
- Memo from DES Coordinator re. out of town notice
- Memo from LTAP re. Asphalt Institute Conference
- Memo from MACo re. midwinter conference February 22-25 in Great Falls
- Memo from Montana Water Trust re. Feb 2 meeting - To Commissioner Durgan for review
- Memo from Environmental Quality Council
- Memo from deputy fire warden re. equipment in possession
- Memo from Weed/Junk Vehicle Manager re. out of office notice
- Invoice from NorMont Equipment re. snow wheel tire
- Memo from DEQ re. deficiency letter
- Memo re. bankruptcy court
- Memo re. Safe Routes to School program

@9:05:26 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

December 21, 2009

Review of Minutes for Week of December 14, 2009

@9:53:08 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review Commission meeting minutes for the Week of December 14, 2009.

Commissioner Taylor requested a revision to Page 9 of 12, the sixth full paragraph should read, “Commissioner Malone said Duane E. Mathews submitted a letter of resignation from the Park County Solid Waste Board on December 3 as the Clyde Park member, effective immediately.”

Commissioner Taylor made a motion to accept the minutes as amended. Commissioner Durgan seconded that motion. Motion passed.

@9:55:24 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

December 21, 2009

10:00 A.M. – Meeting with Permitting Agencies for 9th Street Island Bridge Replacement Project – *CTA Engineering Office, Sterling Savings Bank Building, Livingston*

10:30 A.M. – Discussion and Overview of Park County Community Foundation – Commissioners Chambers – Cancelled

December 21, 2009

3:00 P.M. – Grants Review Committee – West Room

December 22, 2009

Review of Daily Correspondence and Agenda

@8:41:30 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review the daily agenda and correspondence.

Correspondence included:

- Memo from MACO re. Forestry Bill Projects
- Memo re. Livingston ice and hockey rinks construction
- Employee memo re. landfill supervisor position
- Memorandum of Decision re. Heart K floodplain project
- On Tap Magazine
- Memo from National Parks Conservation Association - To Commissioners for review
- MDT newsletter
- MDT Aeronautics magazine
- Memo re. Agency IV Agency on Aging meeting minutes
- Three memos re. MT Board of Crime Control

- Vision Air newsletter - To Commissioner Durgan for review
- Memo from MT DEQ re. electronic integrated water quality list serve
- Memo from Airport Board re. December 22 minutes
- Memo from clerk of court re. out of office notice
- Memo from DOWL HKM Engineering re. Park County Landfill miscellaneous correspondence

@8:49:46 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 22, 2009
County Road Updates

@9:01:34 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Ed Hillman, road supervisor; Shannan Piccolo, civil deputy county attorney; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss county road issues.

Road Supervisor Ed Hillman said road crewmen repaired Calvary Road yesterday and Strong Lane was graded last week. He said Crewman Scott Fletcher graded Old Yellowstone Trail North from Highway 89 to Rural Address 3482 and from that address to Valley View Subdivision.

Hillman said the county road crew can remove all Bailey bridge approach material, including the large concrete blocks. Hillman asked if a resolution exists to adopt county roads standards. He said the county needs to adopt bridge standards, as well, and an MDT representative would like to meet with the county to discuss that issue.

@9:22:30 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 22, 2009
Weekly Human Resources Updates

@9:35:45 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Ed Hillman, road supervisor; Jill Ouellette, HR; Martha Miller, auditor; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss human resources department activities.

Human Resources Analyst Jill Ouellette said she received an email from the teamsters union regarding time-and-a-half payment for call-out work for union-represented road

crewman. Ouellette said that payment amount is not permitted per state law. There was discussion about that issue, and Ouellette said she will research the law and issue further.

Ouellette presented the Commission with two employee change of status forms for signature and a confidential personal home and cell phone list for county employees. She said she has the county list of office numbers on the (P) Public drive. Ouellette presented the Commission with other Montana county cell phone use policies for review and salary increase protocol and policy used by other Montana counties as discussed at the MACo HR training seminar Ouellette attended. Ouellette reviewed information to include in a revised county employee manual.

Ouellette said the building maintenance person should be the ADA designee per a MACo HR meeting. She reviewed new criteria that qualify as formal disabilities.

There was discussion about paid employee breaks and liability issues for employees who leave county property during those breaks. Ouellette said Yellowstone County has a safety and wellness committee and she will provide a description of that county's safety program to Park County's DES coordinator.

Ouellette said the local job service will pay to register vehicles through stimulus funds for individuals looking for employment.

There was discussion about employee new-hire and exit interview forms. Ouellette asked whether the Commission will post a landfill manager position. Commissioners Malone and Taylor said the position is not posted.

Ouellette said a road crew plow truck damaged a private citizen's fence and she processed that incident.

There was discussion about Ouellette sitting on or only advising interview panels.

@10:41:38 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 22, 2009

12:00 P.M. – Airport Board – Clarks Crossing

2:00 P.M. – Onsite Viewing of Yellowstone View Condominiums Development – Gardiner, MT – Commissioners Malone and Taylor attended

5:00 P.M. – Museum Board – Yellowstone Gateway Museum – Canceled

December 23, 2009

Review of Daily Correspondence and Agenda

@8:34:17 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review the daily agenda and correspondence.

Correspondence included:

- Memo from Nittany Grantworks re. CTEP funding signature
- Memo from Montana Weed Control Association - To Commissioners Durgan and Malone for review
- Memo from DOWL HKM re. landfill methane monitoring report

@8:37:00 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 23, 2009

9:00 A.M. – Review and Sign Claims – Commissioners Chambers

December 23, 2009

Discuss 2009 Updates to Community Wildfire Protection Plan

@9:31:22 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Gordon Rothe, deputy fire warden; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss 2009 updates to the Community Wildfire Protection Plan.

Deputy Fire Warden Gordon Rothe read through the revised plan with the Commission. Rothe said the plan is not a binding or regulatory document, but gives successes and challenges that exist between varying fire fighting agencies and focuses on the big picture prevention effort. He said the plan is not an operational plan, but mostly notes interagency cooperation. Rothe said it is recommended the plan is occasionally updated. He said the National Park Service and Forest Service have reviewed the plan, and he is waiting to hear back from the county planning department.

Commissioner Taylor made a motion to accept the Wildfire Protection Plan as provided by Mr. Rothe. Commissioner Malone seconded that motion. Motion passed.

@10:07:47 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 23, 2009

Consider Signing American with Disabilities Act Plan

@10:32:12 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider signing an American with Disabilities Act (ADA).

Commissioner Malone said the county DES coordinator prepared the plan as the county's ADA representative in response to Disability Rights Montana request for an ADA plan. Malone read into the record various county ADA efforts and deficiencies such as countertop height, wheelchair ramps, water fountain height, and restrooms.

Commissioner Taylor made a motion to sign the American with Disabilities Act Plan provided to the Commission by Ms. Van Nurden. Commissioner Malone seconded that motion. Motion passed.

@10:39:55 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 24, 2009

Review of Daily Correspondence and Agenda

@8:42:51 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review the daily agenda and correspondence.

Correspondence included:

- Memo re. SJR DUI laws at Law and Justice website
- Memo re. January 7 RC&D annual dinner
- Citizen memo re. Emigrant incorporation
- Memo from Disability Rights Montana re. correspondence

Commissioner Malone said the Commission will submit a letter stating the county has enough funds for closure, post-closure and corrective action of the landfill so the county does not have to make payments for those services until March 3, 2010.

@8:46:41 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 24, 2009

Consider Signing Maintenance Commitment and CTEP Administrator Form for a Shields Valley Safe Routes to School Project

@11:01:39 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Breanna Polacik, Nittany Grantworks; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider signing a maintenance commitment and CTEP administrator form for a Shields Valley Safe Routes to School project.

Breanna Polacik explained to the Commission responsibilities of Park County, the Town of Clyde Park, and the Shields Valley School District with associated costs for a Safe Routes to School program. Polacik said the county is responsible for a radar speed sign and two rumble strips on Rock Creek Road and an extension of a culvert at the corner of East Avenue and First Street in Clyde Park.

Commissioner Taylor made a motion to accept the proposal for the Safe Routes to School as proposed by Nittany Grantworks and Breanna Polacik. Commissioner Malone seconded that motion. Motion passed.

@11:09:25 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 25, 2009

Christmas Day Holiday – All Offices Closed

Marty Malone
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana