

Commission Meeting Minutes; Park County, Montana  
Week of December 29 – January 2, 2009

December 29, 2008

Park County Road Updates

@9:05:05 a.m., Chairman Lahren called a meeting to order in the Commissioner Chambers. Also present was Shannan Piccolo, deputy county attorney; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to update the Commission about Park County road issues.

Commissioner Lahren said he spent the weekend doing reconnaissance and pulling vehicles out of the snow on Mission Creek, West Boulder and the Swingley route. He said high winds would plug roads as soon as the road crew opened them up with snow plows. Lahren said Mission Creek and West Boulder roads are clear this morning, and the road crew is working on Swingley. Lahren said he received a report of Meigs Road drifting back in although the road crew continually worked on clearing it. Lahren said Commissioner Durgan received a call about Spruce Lane, but believes that road was taken care of. He said the Five Acre Tracts were worked on, as well.

Lahren said a steel hydraulic hose broke on the new grader in Gardiner, but the mechanic has replaced it.

Lahren said the road crew has worked a lot of overtime due to the recent snow storm, but is pretty well caught up.

He said the Commission will work on a model for outsourcing some road work during snow storms like just experienced or when the road crew may be fatigued or has worked a lot of overtime hours.

@9:08:25 a.m., Lahren adjourned the meeting.

December 29, 2008

Review of Correspondence, Public Contacts and Determine Action Plan

@10:09:11 a.m., Vice-Chairman Durgan called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Lahren were present. Also present was Raea Morris, Commission executive assistant, Bill Hurley, operations; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to review correspondence, public contacts and determine action plans.

Correspondence included:

- Memo re. Future Fisheries Improvement Program application requesting letter of support from Commission for Freshman Creek/Voyich project - To Lahren for review. Commissioner Lahren said the DEQ has approved the spending of the money on the Voyich project
- Memo from accounting department re. work done on annual budget report over the holiday - To file
- Memo from accounting department re. budgetary issue and proposed wage increase
- MDT Montana in the Sky newsletter - To Hurley for review
- Memo from county attorney reminding county employees and elected officials about protocol of seeking legal advice from county attorney's office - To file
- Memo re. Future Fisheries Program information - To Lahren for review
- Memo from Van Jamison re. wind power - To Durgan for review
- Headwaters Recycling newsletter - To Durgan for review
- MACo legislative update - To Durgan for review
- Milk River Watershed News newsletter
- MDT Newslite newsletter - To Durgan for review
- Memo from accounting re. closure of county offices - To Commission for review
- Memo from Livingston Enterprise re. advertisement for board opening
- Memo from city manager re. dumpsters mentioned in safety minutes - To maintenance personnel for review
- Memo from Job Service re. U.S. Bureau of Statistics for unemployment - To Commissioner Taylor for review
- Rural Dynamics Incorporated newsletter - To Durgan for review
- MT DES emergency management course to be held on January 19 in Ft. Harrison, MT - To Durgan for review
- December 18 Library Board meeting agenda and minutes - To Durgan for review
- Memo from Rossin Brothers of Butte, MT re. received bid for recycling of metal materials at Park County, Montana - To contract file and landfill manager for review
- Memo re. Park County Fire Council meeting on December 23 canceled due to weather
- Memo from undersheriff re. Forest Service proposed contract with Park County for patrol of campgrounds and fire emergency reimbursements
- Memo re. citizen telephone calls about county road issues - To road book
- Memo from radio station DJ re. Commission providing weekly report of county issues - To Commission action file
- Memo from Americans for Balanced Energy Choices re. carbon capture - To file
- Memo re. rehearing of Cooke City zoning variance meeting scheduled for January 28 at 10 a.m. - To Commission action file
- Memo re. state minimum wage increase to \$6.90 per hour on January 1, 2009 - To human resources for review
- Announcement of meeting for Upper Yellowstone Watershed Basin at St. John's Church in Emigrant on January 8 from 7 - 9 p.m. - To Durgan for review

- Memo from Van Jamison re. wind energy - To Durgan for review
- Memo from Montana Tech re. renewable energy - To Durgan for review
- Memo from Commissioner Lahren re. installation of “Caution” signs at Main Boulder Ranch on Christmas Day and road closure sign missing from Whispering Pines subdivision. Lahren said he passed on a theft of county property to the undersheriff

Commission Executive Assistant Raea Morris presented the Commission with its upcoming agenda through January 2, 2009. Morris said the Commission has a 9:30 a.m. meeting with Morrison-Mairle on December 31 to discuss county bridge needs.

@11:07:11 a.m., Durgan made a motion to postpone the meeting until after the 2:30 Extension Office Monthly Review meeting in order to review Commission meeting minutes at that time. Lahren seconded that motion. Motion passed.

December 29, 2008  
Proclamation Meeting

@1:30:20 p.m., Vice-Chairman Durgan called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Jerry Brekke, Park County historian; Philip Fletcher, planning director; Bill Hurley, operations; Mike Inman, planning; Marc Richards, GIS/IT; Shannan Piccolo, deputy county attorney; June Little, clerk of court; Allan Lutes, sheriff; Bernadette Rambow, AP clerk; Jerri Miller, planning; Raea Morris, Commission executive assistant; Commission Minutes Clerk John Mueller; Public Citizens Jim Barrett, Mary Karell, Barney Hallin, Dick Murphy, Calvin Caplis, Signe Lahren, Joe Gaab, Carol Woodley, Ray Alt, Harriet Alt, Nancy Adkins, Pat Brekke, Lynnette Zwerneman and Warren McGee. No public comment was made.

The meeting was scheduled to read a Park County Commission proclamation into the record.

Commissioner Durgan read into the record a proclamation recognizing Commissioner Larry Lahren’s contributions to Park County. The proclamation read in part the Park County Commission bestowed upon Lahren the honorary title of Park County Archaeologist.

@1:37:50 p.m., Durgan adjourned the meeting.

December 29, 2008  
Review of Completed Management, Discussion and Analysis Report by Auditor

@2:04:22 p.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Martha Miller, auditor; Bill Hurley, operations; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to review the completion of the Management, Discussion and Analysis (MDA) Report by the auditor.

The Commission presented Auditor Martha Miller with a memo stating she has completed her part of the MDA report as well as she could. Commissioner Lahren said he recommends Miller write a memo summing up the Commission memo to note how the process went. Lahren said Miller should include a disclaimer to qualify her work, which states her report includes numbers provided to her.

The Commission reviewed major incidents and issues that occurred in the county in Fiscal Year 2008 to be included in the MDA report. The incidents and issues included: the Carbella Bridge project, Old Yellowstone Trail South road work, the Ninth Street Bridge incident, Sheriff's Office reserve funds, Wilsall Senior Citizens Center project, the Park County Senior Center project, Gardiner Sidewalk project, Combined Gardiner Water and Sewer District vote and transition effort, Pirelli property land purchase, Myer's Flat radio repeater work, county growth policy, and the Cooke City Fiscal Year 2008 resort tax expenditures.

The Commission reviewed the status of various projects or issues to be mentioned in the MDA report, which included the purchase of the Pirelli property, two new sheriff's deputies, a new museum employee, a new deputy clerk and recorder, a new auditor position, a proposed loan to the Gardiner Sewer District, a DEQ violation for a Gardiner Sewer District spill and subsequent remediation project on Fleshman Creek, county road grader leases, a salary increase for the county attorney per state code, legal costs to defend a recall petition, reorganization of the county courthouse vault and archival records, departure of the Montana driver's license bureau from the city/county building, and the physical reorganization of the county attorney and probation offices in the courthouse.

The Commission reviewed projected projects and issues for FY '09, which included jail space and condition, Angel Line to be administered by the county with a formal advisory board, the solid waste board will reconfigure solid waste fees in Park County, Ninth Street Bridge replacement or purchase of the Bailey bridge, a Ninth Street Bridge study, and the Gardiner Sidewalk Project.

Miller said she is poised to put the rest of the narrative into the 2008 MDA report at this point. She said she does not know how to run budget reports, needs to know where PILT funds were transferred to, and needs accounting personnel Marilyn Hartley's assistance to do those things. She said she is proposing working on a Saturday so Miller and Hartley will not be interrupted. The Commission said it does not see a problem with authorizing Hartley to work eight hours of overtime on a Saturday to assist Miller, and if more hours are needed the Commission should be approached for authorization.

Director of Operations Bill Hurley said he will work toward a deadline of January 9. The Commission said a draft document by that date would allow for revisions and more time can be granted if needed.

@2:58:48 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 29, 2008

MSU Extension Office Monthly Review

@3:01:19 p.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Mary Anne Anderson; 4-H Extension; Tracy Brewer; MSU Extension; and Commission Minutes Clerk John Mueller. No public comment was made.

Mary Anne Anderson and Tracy Brewer provided the Commission with a summary report of trainings and activities each agent participated in during October and November.

Anderson said she is working on a project that will enable her to find her niche with non 4-H youth in order to assist those kids. Anderson said she and Brewer will help with the educational side of a Farms to Families project by conducting horticulture and food classes.

Tracy Brewer said she participated in a Beef Quality Assurance program, an Area VI tour in Paradise Valley, a hydroelectric workshop in the valley attended by 45 individuals, a cattle and wildlife diseases workshop at the library, and held a November pesticide applicator training in which 500 credits were awarded.

Brewer said she may put on a wind and solar energy workshop and is planning a small acreage pasture management workshop in the county. She said an upcoming Beef Extension program at MSU is in contact with seven counties to implement a bio security project, which includes brucellosis.

Brewer said she and Anderson are looking into community and economic development ideas during the poor economic times.

@3:19:05 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 29, 2008

Discussion of Agenda and Review Minutes for Week of December 22, 2008

@3:19:39 p.m., Chairman Lahren reopened a meeting in the Commissioners Chambers postponed from the morning. Commissioners Durgan, Lahren and Taylor were present.

Also present was Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to review Commission meeting minutes for the Week of December 22, 2008.

Reviewing Commission meeting minutes for the Week of December 22, 2008, Commissioner Lahren requested a revision to Page 1 of 12, the fifth paragraph should read in entirety, "Commissioners Durgan and Taylor clarified that county elected official offices will follow state law per the county attorney's advice and will be open December 24 and 26." On Page 11 of 12, Lahren noted the correct spelling of the name "Swandal."

Commissioner Durgan requested a revision to Page 4 of 12; the last complete paragraph should read in entirety, "Hurley said the county can now go to the city with its desired PBX option and ask whether or not the city will join in on the system with the county."

On Page 10 of 12, County Attorney Linneweber requested the following paragraph be added to the December 23, 2008, Discussion Regarding Procedures for Safety Concerns, meeting: "County Attorney Linneweber said unsafe conduct by employees is a personnel matter, and that the proper procedure would be for the documentation to go to the employee's supervising elected official. The Safety Committee does not investigate personnel matters. Rather, the Safety Committee's role is to take remedial steps (and preventive steps when possible) to ensure that unsafe conditions are mitigated, but does not have anything to do with the personnel aspect of the issue. The Commission agreed with this procedure, and will be putting together a policy."

Durgan made a motion the minutes be approved as corrected and with additions offered by the county attorney. Commissioner Taylor seconded that motion. Motion passed.

@3:25:20 p.m., Durgan made a motion to adjourn the meeting. Lahren seconded that motion. The meeting was adjourned.

#### December 30, 2008

9:00 A.M. – Claims Review Meeting – Commissioners Chambers

#### December 30, 2008

#### Resolution to Create a Park County Parks & Recreation Board

@10:00:33 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Mike Inman, planning; Shannan Piccolo, deputy county attorney; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to consider a resolution to create a Park County Parks and Recreation Board.

Planner Mike Inman said the Commission passed the parks plan a year ago and the board was never created. He said people are applying for a board that does not exist, and this resolution will officially create the board.

Deputy County Attorney Shannan Piccolo said it was determined that creating longer board member terms made sense because the projects the board will work on will be longer in scope. Piccolo said language was added to permit board composition to include one nonvoting ex officio member who is a student in Park County.

Commissioner Lahren read Resolution #1040 into the record.

Lahren made a motion to pass the resolution as read. Taylor seconded that motion. Motion passed.

@10:11:59 a.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 30, 2008

Discuss Budget Amendment for Landfill Manager Performance Appraisal and Increase

@11:00:08 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Jill Ouellette, human resources; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to discuss a budget amendment for a landfill manager performance appraisal and pay increase.

Human Resources Assistant Jill Ouellette said she is representing Landfill Manager Lois Hatfield at the meeting because Hatfield could not attend. Ouellette said Commissioner Lahren conducted a performance review for Hatfield, and Hatfield averaged the highest mark on virtually everything.

Ouellette said Hatfield submitted a memo to the Commission, minus Commissioner Taylor, that said she would get a two dollar per hour increase this fiscal year. Ouellette said the budget allows for only a one dollar per hour raise. She said the main focus of this meeting is to determine whether the Commission wants to pass a resolution to amend the budget in order to offer Hatfield a two dollar per hour raise she was promised in writing.

Commissioner Durgan said Hatfield wrote in a letter dated September 11, 2008 that her current wage is only 23 cents more an hour than one of the landfill operators. He said clearly a supervisory position should merit more than that because Hatfield has and accepts more responsibilities as a manager. Durgan said he kind of questions a two dollar per hour raise.

The Commission said it concurs that a one dollar an hour raise will not require a budget amendment because that money is in the existing budget.

Lahren made a motion based on the performance appraisal and the fact it is in the budget, which was one of the Commission's criteria, the Commission will give the landfill supervisor a dollar an hour raise effective December 29, 2008. Durgan seconded that motion. Motion passed.

@11:10:20 a.m., Durgan made a motion to adjourn the meeting. Lahren seconded that motion. The meeting was adjourned.

December 30, 2008

Review New Job Descriptions for Human Resources Director and Analyst/Assistant

@11:29:31 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Jill Ouellette, human resources; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to review new job descriptions for the human resources director and analyst/assistant positions.

Human Resources Assistant Jill Ouellette provided the Commission with updated job descriptions for the human resources director and human resources assistant/analyst positions and reviewed the changes she made to those job descriptions. Ouellette said she broke her job duties down into percentages of time spent doing each duty per the Commission's request.

Ouellette said she spoke with Jack Holstrom at MACo who said if job titles are close and duties are basically the same, the level of professionalism of a position can be changed without the county having to post or interview for a new position, because it is renaming existing positions and putting duties in the proper place.

Ouellette said she took the human resources assistant job because it was a part-time position, she thought it would be fun, and because she loves and thrives on HR stuff. She said she has a family and kids in sports who she wants to spend time with, which is why she accepted the job at such low pay. She said at that time she had no idea she would have to perform on a professional level and be a representative of the county in a number of different ways working with elected officials and department heads with their HR needs. Ouellette said she thinks there should be an adjustment in her pay because she has been working for months at a level of pay equivalent to a clerk but she has not given the Commission clerk-level work. She said that fact is just happenstance, is no one's fault and is just the way the cookie crumbled, but she would like to be considered for an increase.

Ouellette said her job title should include both human resources analyst and assistant positions because she is conducting the duties of both positions.

Commissioner Lahren asked if funds exist in the human resources department budget to accommodate Ouellette's requested pay increase. Ouellette said funds do exist in that budget, especially since the HR director position is not filled.

Motion: Lahren said based on what he's seen, the county has tweaked, quantified and qualified the HR assistant/analyst position because it has changed relative to the context and things going on at the county at this time and in terms of the county's personnel administration, and based on Jack Holstrom's comments this isn't a new position and is just refining an existing position and the county is in compliance with that, he would make a recommendation the Commission accept the redefined analyst/assistant position as outlined in a December 2008 description submitted by Ouellette, and at the same time recommend a raise to \$16.50 per hour. Commissioner Taylor seconded that motion.

Discussion: Commissioner Durgan said it is important to note this action has been cleared with MACo and Jack Holstrom. There was discussion about paying Ouellette different wages when she conducts different tasks. The Commission said it is okay with the \$16.50 an hour straight across for Ouellette for all duties as an HR assistant and analyst or others as defined by the commissioners, which currently are filling in when needed at the landfill and for the AP clerk and Commission executive assistant. The Commission said the pay increase should be retroactive to November 7.

Vote: Motion passed unanimously.

@11:52:43 a.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

#### December 30, 2008

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

#### December 31, 2008

##### Discussion of Bridge Needs with Morrison-Maierle

@9:29:16 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Lahren and Taylor were present. Also present was Shannan Piccolo, deputy county attorney; Bill Hurley, operations; Jerry Brekke, historian; Jim Scoles, Morrison-Maierle, Inc.; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to discuss county bridge needs with Morrison-Maierle, Inc.

Jim Scoles of Morrison -Maierle, Inc. provided the Commission with funding options for county bridge needs. There was discussion about the county's need to address the ongoing Ninth Street Bridge closure.

The first funding option Scoles discussed was a Montana Department of Transportation (MDT) Off System Bridge Program, which Scoles said was used to replace the Corwin Springs Bridge. Scoles said the program consists of federal dollars funneled through MDT, is a competitive process, requires counties to rank their top priority project every two years, and can take a lot of time to receive funds and complete work. Scoles said MDT does not intend to replace the program's top ranked bridge until 2015 or 2020. Director of Operations Bill Hurley said the Old Highway 10 Bridge is currently on the Off System Bridge Program List.

Scoles said the Old Highway 10 Bridge project will go through, is high on the list, the environmental analysis is near completion or is completed, and the project is in the engineering development stage. He said he cannot give an expected let date but it may be 2009 to 2012.

Scoles said a second funding opportunity available is the Treasure State Endowment Program (TSEP), which is based on a coal tax through the Montana Department of Commerce and is used by an average of 10 Montana counties each year. Scoles said TSEP is probably the primary funding source for counties to replace structures. He said TSEP is a grant application process, requires a lot of paperwork, but can potentially give a dollar to dollar match up to \$500,000 for a total project amount of \$1 million.

Scoles said the program offers a preliminary engineering study grant with a dollar to dollar match up to \$20,000 for a total project amount of \$40,000. He said the program is not competitive and is awarded on a first come first serve basis with no financial screening. He said it enables counties to assess their long-term planning needs, would pay someone to evaluate different Rural Improvement District (RID) and Special Improvement District funding sources and bonding, and it forces preliminary engineering on a structure, hydrology and provides a good engineering estimate of what needs to be done on a project when funds are available.

Scoles said TSEP monies are awarded based on public health and human safety, financial need, and appropriate design and long term solution of a problem. He said money will be available on March 31, 2009, so ideally the county should submit an application before that date. He said the process requires the Commission to submit an application requesting the money, pass a resolution in a documented public meeting, and then hire an engineer to complete an extensive preliminary report.

Scoles said drawbacks to the program include it being a competitive grant process so not every project is funded and it requires a lot of paperwork, but bridges have ranked well through the grant process. Scoles said he estimates 80 to 90 percent of bridges have been funded because the awards are based on health and human safety. He said TSEP is a great value for a large grant application, but small cost structures can make the program

costly due to paperwork and engineering costs. Scoles said time is a drawback, because the legislation meets every other year and grant applications are due every other year.

Scoles said it would likely take two and half years to get funds through the TSEP program for Ninth Street Bridge during which time the engineering study would be completed. He said the engineering study could probably be completed within one year.

Scoles said an optimistic estimate for the Ninth Street Bridge project would result in building a bridge in two and a half years if the county received all potential funding sources. Scoles said he would speculate the county could probably build a bridge over the Yellowstone River at Ninth Street today for \$1 to \$2 million of today's dollars, and that structure may clear-span the river. He said that cost would include removal of the old structure at an estimated \$100,000 to \$200,000. Scoles said the Ninth Street Bridge issue is a unique one, and the Commission may need to consider an RID funding option with the project.

The Commission scheduled a meeting with Scoles for January 12, 2009 at 11 a.m., in order to review information presented today. Scoles said Morrison-Maierle may develop an engineering cost estimate for that meeting and he will speak with MDT about the possible cost of the project. He said large bridge sidewalks and aesthetics may alter that estimate.

@10:30:14 a.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 31, 2008

Consider a Resolution to Appoint a Special Deputy County Attorney

@10:34:38 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Lahren and Taylor were present. Also present was Brett Linneweber, county attorney; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to consider a resolution to appoint a special deputy county attorney.

Lahren read Resolution #1039 into the record.

County Attorney Linneweber said the county attorney's office has what he would say is a "perceived conflict" on the litigation matter in question, which is why assistance is being requested from the attorney general's office. Linneweber said he does not anticipate having to adjust his budget to accommodate this request.

Lahren made a motion to pass the resolution as read. Taylor seconded that motion. Motion passed.

@10:39:08 a.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 31, 2008

Discussion and Decision on Dispatch for Road Crew

@11:00:33 a.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Lahren and Taylor were present. Also present was Marc Richards, GIS/IT; Shannan Piccolo, deputy county attorney; Jeff Tong, Bridger Communications; Bill Hurley, operations; Brad Wilson, road department; Mark Smith, road department; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to discuss a dispatch system for the road crew.

Commissioner Lahren said the philosophy is to connect the Commission office with the county road department to improve communications and not have to rely on cell phones to relay directions, problems, or emergency of safety situations.

Jeff Tong of Bridger Communications said he proposed to the Commission last week that rather than installing another transmitter in the city/county building which could interfere with the emergency safety system, the county could use the existing base station at the county shop and connect it to the Commission office with a telephone line. He said that setup would be fast and accessible and he has checked with IT and Wispwest and it is entirely possible to do. Tong said Bridger Communications has successfully set up such a system in another county and in commercial businesses.

Tong said at this point the county must work with the system it has in place, but the base station system may be moved to the Myer's Flat radio site once update work to that site is completed and operational. Tong said the base station is at the county shop, so Bridger Communications would provide a specialized desk set system at the courthouse connected to the county shop through a dedicated Wispwest system. He said that will enable the Commission office to have two-way radio communication with the road department radio system. Tong said he expects the equipment to arrive mid next week and the system should be up and running by January 14.

Road Crewman Brad Wilson said he would like to have a dispatch area at the county shop to include a log sheet in order to know where crewmen are working. Wilson said a written running log is a time in/time out documentation of where crewmen are. He said if he needs to go out at 3 a.m., it does him no good to have the dispatch at the courthouse.

There was discussion about an audio recording log of radio transmissions. Tong said the system ordered for the county does not have that capability, and it was determined a written log sheet will suffice at this stage of the effort.

GIS/IT Manager Marc Richards said the county may have to up the bandwidth at the county road shop, which may increase the shop's internet service fee maybe from \$35 to \$55 per month. Tong said he thinks the county has enough bandwidth at the shop to run the system.

@11:21:31 a.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 31, 2008

Review Correspondence, Public Contacts and Determine Action Plans

@1:30:07 p.m., Chairman Lahren called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Lahren and Taylor were present. Also present was Bill Hurley, operations; Jerry Brekke, historian; Marty Malone, public citizen; and Commission Minutes Clerk John Mueller. No public comment was made.

The meeting was scheduled to review correspondence, public contacts and determine action plans.

Correspondence included:

- Memo re. a personnel PERS matter
- Memo from Citizen John Munis re. sign destroyed at Whispering Pines - Commissioner Lahren said the undersheriff is investigating that issue
- Memo re. rehearing for reconsideration of Cooke City zoning change scheduled for January 28, 2009 at 10 a.m.
- Memo from undersheriff re. Forest Service contract with county sheriff's department
- Employee of the month nomination form
- Chicken Creek/Cowan School Road report - To road book
- Shooting Star Trail report - To road book – Park County Historian Jerry Brekke said he suggests the final draft report attachments be made available to the county attorney in the event a question regarding the status of the road or an abandonment petition comes up - To county attorney's office for file
- Conflict of interest waiver re. legal counsel in Gardiner meeting scheduled for January 7, 2009
- Memo from undersheriff re. overhead costs issue
- Memo re. county department questions about road work permit application
- Memo from undersheriff re. assigning investigation of missing Whispering Pines sign
- Memo from Dispatch 911 re. final progress report for Myer's Flat radio work
- Memo re. health and safety memorandum template
- Legal advice from deputy county attorney
- Key for linen room at county shop
- Road crew daily log sheets

- Resolution creating Board of Parks and Recreation to be signed by clerk and recorder and deputy county attorney

Commissioner Lahren summed up a discussion with road department personnel. Lahren said the plan is to install a dispatch radio center at the county shop that links with a base in the Commission office to enable communication between the road crew and the Commission. Lahren said road crewmen Mark Smith and Brad Wilson recommended a dispatch person be stationed at the county shop to dispatch calls, keep logs, order supplies, and keep timesheets.

Lahren said the option of outsourcing road work was discussed, but not liked by the crewmen. He said Smith and Wilson recommended hiring part-time temporary employees with CDLs for times when the road crew is backlogged or members are fatigued.

Lahren said there was discussion about an interesting set of problems with the recent snow storms, including citizens calling road crewmen asking to be pulled out from being stuck at midnight on county roads. Lahren said that type of service never happened before and needs to be coordinated with Search and Rescue. Lahren said the public needs to stop calling the road crew and complaining to them about road conditions or asking for road work, and the public needs to telephone the Commission for such things.

Lahren said there was discussion to post a plowing schedule on the county website and in the newspaper to inform the public what the routes are and when they can expect a road crewman to be on a certain road. He said that posting should include a statement that says school routes are the number-one priority roads and a disclaimer that a road crewman's typical work schedule is eight to five so addressing getting stuck after hours is a citizen responsibility.

Commissioner Taylor said he will set up a meeting next week with the county road crew, Search and Rescue, the sheriff's office, and Yellowstone National Park to define what is an emergency and how emergencies will be addressed.

Lahren said Jim Scoles of Morrison-Maierle will be present at a meeting on January 12 at 11 a.m. to discuss possible Ninth Street Bridge options. Lahren reviewed with Commissioner Durgan the Commission's morning discussion with Scoles.

@1:58:51 p.m., Lahren made a motion to adjourn the meeting. Taylor seconded that motion. The meeting was adjourned.

December 31, 2008

3:00 P.M. – Park County Road Updates Meeting – Commissioners Chambers – Canceled – Commissioners individually met with road crewmen to review road conditions and work progress

Voided Checks  
Payroll: #43935

January 1, 2009

New Year's Day Holiday – All Offices Closed

January 2, 2009

Commissioners Meeting to Elect Chairman and Vice-Chairman

@10:30:05 a.m., Vice-Chairman Durgan called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present was Rick VanAken, public citizen; and Commission Minutes Clerk John Mueller.

The meeting was scheduled to elect the Commission chairman and vice chairman.

Commissioner Durgan opened nominations for Commission chairman.

Commissioner Malone asked the duties assumed by the Commission chairman. Durgan said responsibilities include in part running meetings, signing various documents, and acting as the county spokesman. Durgan said chairs are elected to one-year terms and re-election of chairman and vice-chairman is conducted at the start of each new year.

Durgan asked he not be nominated for the chairman post due to extenuating circumstances in his personal life at this time. He said he will accept any other post.

Durgan nominated Marty Malone for chairman. Commissioner Taylor seconded that motion. Taylor made a motion to close nominations. Malone seconded that motion.

Durgan and Taylor said they are confident in Malone's ability to serve as Commission chairman. Malone said his goal when running for the office was to be a full-time person and this job comes before his personal ranch operations.

Taylor made a motion for a unanimous ballot for Malone to be chairman. Malone seconded that motion. Motion passed.

Chairman Malone opened nominations for the position of vice-chairman. Taylor nominated Jim Durgan. Malone seconded that motion. Taylor made a motion for a unanimous consent of the nomination. Durgan seconded that motion. Motion passed.

Malone opened the floor to public comment. He said he and Commissioner Taylor attended a new-commissioner training where it was suggested public meetings provide for public comment on any county business.

Public comment was made by Rick VanAken. VanAken asked how the county was doing with the snowplowing of county roads. Taylor said the roads are in good shape today. Malone said the Commission will hold a public county roads update meeting on January 5 at 9 a.m. at which the road crew and a spokesman from law enforcement will

be present in attempt to coordinate how emergency situations and conditions will be addressed. Malone said the Commission urges the public to attend.

VanAken said street maintenance is the area in which public citizens primarily recognize the efforts of local governments, and he is going to work toward improving the city's efforts in that area. VanAken said the city manager has been gone for the last two weeks, and the city commission must go through him to have any city business conducted, as it is part of the city's arrangement the city commission does not call up the road or street or utilities departments to request work. VanAken said that arrangement is something he intends to bring up with the city manager and he has been embarrassed by and not happy with the recent city street/snow situation.

Malone asked if the city has an emergency plan. VanAken said the city does not have one he is aware of. The Commission said it does not think the county has one either. There was discussion about the need for the city and county to look at that issue jointly. Malone said the city and county should work hand in hand to help out the citizens.

VanAken said a county-wide scoping session is scheduled for mid January in order to discuss and coordinate for emergency plans. Durgan said the city and county should follow up on that session at the City-county meeting next week.

There was discussion about the need to keep public citizens well informed of city goings on and the city's need to improve on that. He said the city does utilize a flyer in city water bill mailings for that purpose.

Durgan said the Commission needs to determine what boards and committees the different Commission members will sit on in a scheduled public meeting.

@10:52:20 a.m., Malone made a motion to adjourn the meeting. Durtgan seconded that motion. Motion passed.

Marty Malone  
Chairman, Park County Commission  
Park County, Montana

Denise Nelson  
Clerk & Recorder  
Park County, Montana