

Park County Commission Meeting Minutes
Week of November 30 – December 4, 2009
Park County, Montana

November 30, 2009

Review Daily Correspondence and Agenda

@8:47:33 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Jill Ouellette, HR; and Commission Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Citizen memo re. Flying Pig loading zone
- Meeting agenda for Yellowstone River Conservation District Council - To Commissioner Durgan for review
- Employee memo re. resignation letter
- Certificate of liability insurance for Comcast Montana
- Price quote from Printing For Less re. refuse tag printing
- Invoice from Big Bear Contracting
- Memo from Commission to Big Timber Fire
- Memo from Teamsters Local II re. sheriff's office longevity issues
- Memo re. storage tank renewal notice
- Memo re. transfer station scale inspection
- November 19 Library Board meeting agenda
- Memo from Occupational Safety and Health Administration re. Senior Center soil samples
- Legal advice to Commission from civil deputy county attorney

Human Resources Analyst Jill Ouellette presented the Commission with a PERS notice of delinquent contributions check she said needs to be cut today.

@9:08:54 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

November 30, 2009

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

November 30, 2009

Discussion of the Grant Committee

@10:02:42 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Philip Fletcher, planning; Denise Nelson, clerk and recorder; Martha Miller, auditor; Tracey Mosley, Extension; Kristen Wester, Nittany Grantworks; Lori Benner, Nittany Grantworks, Lani Hartung, finance; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss formation of a county grants committee.

Planning Director Philip Fletcher said the grants committee would make analysis of grant applications and provide recommendations to the Commission. Fletcher said the purpose of the committee is to make the grant application process more time efficient, the committee is not to serve as a threat to grant applications, but is intended to complement the application process.

Commissioner Taylor said he would like to have the committee advise the Commission on grants because the Commission does not have time to follow up on all grant specifics. Taylor said he thinks the committee would clear up misunderstandings and establish organization to know who is submitting what grants at what time.

There was discussion about the grants committee assisting in informing Nittany Grantworks what grants that organization would work on.

There was discussion about educating the public and county employees about implementation of the new grants process and committee. Fletcher said the committee will meet to discuss that issue.

@10:26:30 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

November 30, 2009

Consider Appointing of Census Enumerator for Emigrant Township

@10:38:39 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Brian Prah, citizen; and Commission Minutes Clerk John Mueller.

The meeting was scheduled to consider appointing a census enumerator for an Emigrant township application.

Commissioner Taylor made a motion to recess the meeting until time an individual expected for the meeting is present. Commissioner Malone seconded that motion. The

meeting recessed. @10:53:30 a.m., the meeting reconvened. Citizen Brian Prah was present.

Citizen Brian Prah said County Attorney Brett Linneweber said two people need to conduct the Emigrant census work for safety purposes. Prah introduced himself and provided a personal background of his accomplishments. Prah said he is an unbiased party in the effort, and he foresees weather as the only obstacle in completing the census.

Commissioner Malone said the Commission will hold a public meeting to discuss the census process the week of December 14.

Commissioner Durgan made a motion to appoint Brian Prah as the census enumerator. Commissioner Taylor seconded that motion. Motion passed.

@11:02:05 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

November 30, 2009

Discussion of Extension Office Upcoming Schedule Changes

@11:10:23 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were MSU Extension Agents Mary Anne Keyes and Tracy Mosley; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss upcoming schedule changes in the MSU Extension Office.

MSU Extension Agents Mary Anne Keyes and Tracey Mosley provided the Commission with their maternity leave plans. Keyes said she and Mosley expect to be out of the office on a staggered schedule to cover work the work load. The agents said they would like to bring their infants to work for three months and possibly until time the infants crawl provided they do not disrupt office business. The Commission said it did not have a problem with that proposal if kept discrete.

@11:22:21 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

November 30, 2009

12:00 P.M. – MACo Commission Training – Helena, MT – Commissioners Malone and Taylor attended

Voided Checks

Claims #: 66338; 67516; 67656; 67628; 67846

December 1, 2009

No Quorum of Commissioners – No Commission Meetings

8:00 A.M. – 5:00 P.M. – MACo Commission Training – Helena, MT – Commissioners Malone and Taylor attended

December 2, 2009

No Quorum of Commissioners – No Commission Meetings

8:00 A.M. – 5:00 P.M. – MACo Commission Training– Helena, MT – Commissioners Malone and Taylor attended

3:00 P.M. – Parks and Recreation Board – East Room – Meeting minutes available at www.parkcounty.org and in the Planning Department

December 3, 2009

No Quorum of Commissioners – No Commission Meetings

8:00 A.M. – 5:00 P.M. – MACo Commission Training– Helena, MT – Commissioners Malone and Taylor attended

December 4, 2009

Review of Daily Correspondence and Agenda

@8:36:07 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, executive assistant; and Commission Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo re. December 16 Department of Livestock DSA meeting
- Memo from Disability Rights Montana
- Memo from Department of Revenue re. change in tax jurisdictions
- Memo from State of Montana re. 911 service charges
- Memo from Montana DEQ re. open cut permit deficiencies
- Memo re. Montana LTAP winter safety workshop
- Memo from DES Coordinator re. cyber terrorism defense initiative
- Commission cell phone bill – To Commissioner Taylor for review
- Memo re. public hearing for Park County Board of Adjustments
- Memo from MT Dept of Revenue

- Memo from Teamsters Local II re. sheriff's office longevity issue - To Taylor for review
- Memo re. Coyote Wind Farm EIS and record of decision
- Memo from DES Coordinator re. safety goals and objectives
- Memo from MACo re. reappraisal of agricultural land
- Memo from MT Stockgrowers re. predator control fund invoice
- Memo from environmental health re. international food protection institute conference in Battle Creek, MI
- Memo from Extension re. brucellosis plan comment period
- Memo from city manager re. culvert work
- Safety Advisory Committee minutes
- Memo from undersheriff re. longevity issue
- Invoice for Tri County Sheet Metal re. installation of thermostat covers
- Safety notice re. dry hydrants
- Memo from Commissioner Malone to state veterinarian re. brucellosis
- Legal advice to Commission from civil deputy county attorney
- Confidential letter to Commission
- Memo from DNRC re. Wilsall Peak
- Memo re. Spring 2006 Community Wildfire Protection Plan

@9:24:49 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

December 4, 2009

9:00 A.M. – Review of Minutes for Week of November 23, 2009 – Commissioners Chambers – Canceled

December 4, 2009

Park County Road Updates

@10:01:47 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Ed Hillman, road supervisor; Shannan Piccolo, civil deputy county attorney; Allan Lutes, sheriff; Scott Hamilton, undersheriff; Matt Cocharo, citizen; and Commission Minutes Clerk John Mueller.

The meeting was scheduled to discuss county road issues.

Road Supervisor Ed Hillman said the road crew is addressing snow blown over the upper end of O'Rea Creek Road.

There was discussion about a buffalo fence erected across Aldridge Trail by Montana Fish, Wildlife and Parks. Civil Deputy County Attorney asked to have specifics of the fence to look into the matter.

Commissioner Durgan said he visited the road department shop to view its condition after receiving a bad review from the insurance carrier. He said the cleanliness and organization of the shop is not as bad as reported. There was discussion about the insurance carrier's report on the state of the road shop.

Durgan said a citizen telephoned about the poor condition of Horse Creek Road and the road needing gravel, grading and shoulders pulled. There was discussion about spraying weeds along that road.

Hillman said the road crew will grade the entirety of Strong Lane as soon as the weather warms a little.

Sheriff Allan Lutes said a protocol was to be established after a January 28, 2009 meeting for the road crew to be available upon sheriff's office request in emergency show situations. Lutes said four to six vehicles with children were trapped in snow on Swingley Road on November 13, 2009 and the road crew did not respond to a deputy sheriff's request. Lutes asked why there was no response. Hillman said he telephoned his crewmen and no one was available. Hillman said a crewman called out at 3:00 a.m. to plow the airport could not assist with Swingley Road because he cannot operate a grader. Lutes said the sheriff's office needs to have someone available when needed in emergency situations.

Durgan said the same situation happened before and an on-call list needs to be generated for winter months. Lutes said he agrees with that resolution during winter weather and problems with snow drifting. Commissioner Malone said more crewmen need to be trained on blades in the event of major snow events.

Citizen Matt Cocharo said he was present to again request lower speed limits on Merrill Lane. He said Willow Drive from Loves Lane; Miller Drive from Billman Lane and Guthrie Drive need to return to 25 miles per hour. Cocharo said he left a previous meeting with the Commission on the topic with an agreement signs would be purchased, but no signs have been erected on Merrill Lane. He said his fence has been hit three times and other people's fences have been damaged as well. He said the sheriff's presence helped after the first meeting, but speeding has resumed. Cocharo said the situation is out of hand and something needs to be done before someone is hurt or more property is damaged.

Sheriff Lutes asked for a written request of roads in the area to view on the matter.

Hillman said recorded daily work logs are not an accurate depiction of work actually completed by road crewmen, but work he logs into the computer is more accurate and based on employee timesheets. Durgan said crewmen need to pick out landmarks of where they graded or worked and report that to Hillman for the work log.

@11:03:30 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

December 4, 2009

10:00 A.M. – Yellowstone River Conservation District Council Meeting – MSU, College of Business, Billings, MT

December 4, 2009

Human Resources Updates

@11:07:39 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Jill Ouellette, HR; Martha Miller, auditor; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss weekly activities in the human resources department.

Human Resources Analyst Jill Ouellette presented an employee PERS payment form for Commission signature. Ouellette said a second Montana PERA issue for a part-time employee from 1986 has surfaced and she is addressing that. Ouellette provided the Commission with an employee change of status form for signature.

Ouellette said interim museum position interviews went very well on December 3 and she is processing information for museum board review.

Commissioner Malone said MACo provided the Commission with helpful information for HR functions at an elected county officials' training/commissioners certification conference.

There was discussion about employee explanation of overtime hours worked on timesheets.

@11:32:02 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

December 4, 2009

Consideration of Recommendation of Free Dumping of Metal at Landfill

@1:34:16 p.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Lois Hatfield, landfill; Dick Juhnke, solid waste board; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider a recommendation of free metal dumping at the landfill.

Solid Waste Board Member Dick Juhnke said the Solid Waste Board feels it would cost several thousand dollars to pay for a cleanup similar to the cleanup of Harvat's Flat. Juhnke said the board feels much of the illegally dumped metal lying around the county comes from city residents who have to pay \$75 per ton to dump metal at the landfill. Juhnke said B&B Appliance said he cannot afford spending \$75/month to dump at the landfill and he is now making \$500/month recycling with Pacific.

Commissioner Taylor said the Commission needs to discuss the proposal with the finance director to be sure it does not cut needed funds from the landfill. Landfill Manager Lois Hatfield said free metal dumping for county residents is still resulting in illegally dumped metal around the county. Hatfield said she spoke with other Montana landfills, and they all charge citizens to dump metal. Commissioner Taylor said perhaps the county could try free metal dumping for six months and see if it severely affects the landfill budget bottom line. Hatfield said it will change her budget's bottom line because it is very tight. Commissioner Malone said he will adjust a spreadsheet of landfill finances to help in determining how the free metal dumping trial run may affect the landfill budget.

Commissioner Taylor made a motion to allow free metal dumping at the landfill for a six-month evaluation period from December 15, 2009 to June 15, 2010. Commissioner Durgan seconded that motion. Motion passed.

@2:02:23 p.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 4, 2009
Personnel Meeting

@2:05 p.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Lois Hatfield, landfill manager; Jill Ouellette, HR; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to address a personnel issue.

Landfill Manager Lois Hatfield requested the meeting close to the public. Commissioner Taylor made a motion to close the meeting. Commissioner Malone seconded that motion. The meeting closed.

@2:34 p.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

December 4, 2009

Discussion and Overall Review of Office Equipment Analysis

@2:41:44 p.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Mary Brydich, Terrell's Office Machines; Marc Richards, GIS/IT; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss courthouse office equipment.

Mary Brydich of Terrell's Office Machines provided the Commission with results of a print management program and county office equipment analysis for the clerk and recorder; clerk of court; planning; GIS/IT; county copy room; justice of the peace; treasurer; commission and other county offices. The report included costs per copy and potential equipment replacement costs and schedules.

@3:06:45 p.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

December 4, 2009

Discussion of Office Equipment Replacement for Clerk of Court Office

@3:06:51 p.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were June Little, clerk of court; Mary Brydich, Terrell's Office Machines; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss office equipment replacement in the clerk of court office.

Clerk of Court June Little said she has budgeted for a new copy machine in her office and is having to telephone J&H for maintenance once a week. There was discussion about replacing clerk and recorder office equipment and reducing use of existing equipment and costs of leased versus purchased equipment.

The Commission said it needs a purchase order from Little for a new Terrell's copy machine.

@3:20:52 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

Marty Malone
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana