

Park County Commission Meeting Minutes  
Week of July 19 – 23, 2010  
Park County, Montana

July 19, 2010

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:34:18 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; Ed Hillman, road; Philip Fletcher, community development; 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. refuse tags for bare land parcel
- Memo from RC&D - To Commissioner Durgan for review
- Memo re. 2010 Western Brownfields website
- Citizen memo re. public information request
- Memo re. worker's compensation exemption expiration
- Memo re. July 19 Shield's Valley Watershed meeting
- Memo re. Montana in the Sky newsletter - To Durgan for review
- Memo from MRL re. TIGER II grant

Community Development Director Philip Fletcher provided the Commission with email correspondence with the Montana DNRC Land Board. There was discussion about whether the county will submit a Treasure State Endowment Program grant for the 9<sup>th</sup> Street Bridge Replacement Project. Fletcher reported on a Cooke City Search and Rescue building grant.

Road Supervisor Ed Hillman said he checked Five Acre Tracts road signs, only two signs need to be erected, and 15 MPH signs need to be removed.

@9:12:50 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

July 19, 2010

9:00 A.M. - Land Commission Meeting- Helena, MT – Canceled

July 19, 2010

Review of Minutes for Week of July 12, 2010

@9:58:48 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 and approve Commission meeting minutes for the Week of July 12, 2010.

Commissioner Durgan requested a revision to Page 2 of 14; the second paragraph should read, "Commissioner Durgan made a motion to sign the two-year contract for the Sheriff's Office. Commissioner Malone seconded that motion. Motion passed." On Page 3 of 14, Durgan noted he and Weed Manager Clay Williams attended a City/County Weed Procedures meeting on July 12. On Page 6 of 14; first full paragraph, the second sentence should read, "Babcox said his records do not indicate the subdivision fire protection water source was approved by PCRFD#1." On Page 12 of 14, Durgan noted he and Community Development Director Philip Fletcher attended a July 15 RC&D meeting via conference call.

Commissioner Durgan made a motion to approve the minutes as corrected. Commissioner Taylor seconded that motion. Motion passed.

@10:05:01 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

July 20, 2010

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:32:49 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Raea Morris, executive assistant; Lani Hartung, finance; 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. Beartooth Highway Reconstruction Project update
- Citizen memo re. Gardiner Sidewalk Project letter to the editor
- Memo from PCEC re. weed pull at Mayor's Landing
- Memo from Wineglass Homeowner's Association re. abandoned trailer - To Junk Vehicle Manager for review
- Memo re. July 20 Department Head meeting agenda
- Memo from undersheriff to accounting department re. budget issues

- Memo from Montana DNRC re. right-of-way valuation for 9<sup>th</sup> Street Island Bridge
- Memo from Robert Peccia and Associates - To file
- Memo from Sheriff's Office re. work load for sheriff's clerk
- Memo from CTA Engineering re. TSEP funds notification
- Memo from county superintendent of schools re. school calendar on web page
- Memo from Citizen Bruce McLeod re. Hill Road abandonment

Finance Director Lani Hartung provided the Commission with a Shields Valley Senior Center report.

@8:53:20 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

July 20, 2010

County Road Updates

@9:05:40 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; Lani Hartung, finance; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss county road issues.

Road Supervisor Ed Hillman said he is going to start providing the Commission with a weekly list of upcoming and projected projects. Hillman said the road crew will try to install a culvert on Eight Mile Creek across Old Yellowstone Trail North; a new top will be placed on a Hunter's Hill Bridge; and gravel work will continue on Strickland Creek Road. He said a mower and donated tractors have arrived, and eight people have applied for a temporary road crewman position.

Commissioner Taylor asked why crewmen in the north part of the county are fixing snow fence in the summer. Hillman said those crewmen are caught up on road grading.

Commissioner Malone said he viewed a slide on Mission Road on July 19.

Finance Director Lani Hartung provided the Commission with year-to-date expenditure reports for the road and bridge funds. There was discussion about hiring summer temporary workers to mow and patch roads.

@9:29:30 a.m., the meeting adjourned.

July 20, 2010

Department Head Meeting

@9:33:31 a.m., Chairman Malone called a meeting to order in the West Room. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, executive assistant; Ed Hillman, road; Lani Hartung, finance; Ed Barich, county superintendent of schools; Philip Fletcher, planning; Suzanne Brown, public health nurse; Kim Knutson, fair; Scott Hamilton, Undersheriff; Paul Shea, museum; Richard Wright, transfer station; Martha Miller, auditor; and John Mueller, minutes clerk.

Commissioner Malone opened the floor to public comment. None made.

Estimate of Sally Port Doorway Sidewalk and ADA Compliance: Commissioner Malone said the area has been painted.

Suggestion Box: Commission Executive Assistant Raea Morris said a department head recommended a suggestion box for employees who wish to comment to or question the Commission in a confidential capacity. Commissioner Malone said his thought is for employees wishing to comment to attend the Commission's daily 8:30 a.m., meeting. Undersheriff Scott Hamilton said he thinks there are some employees who feel they cannot do that. Commissioner Taylor said he does not feel the Commission is unreachable, and anyone can come talk to them. Public Health Nurse Suzanne Brown said perhaps an email can be sent to all employees about the 8:30 a.m., meeting. Commissioner Durgan said anyone can drop off a note with Morris to express a concern.

Roundtable Discussion of Activities: Department heads and elected officials reported on recent and ongoing activities and projects.

Additional Comment: Commissioner Malone thanked attendees for holding budgets down and asked department heads to bring forth any ideas for better efficiency in county government.

The next department head meeting is scheduled for August 17, 2010, at 9:30 a.m. in the Community Room.

@10:09:05 a.m., the meeting adjourned.

July 20, 2010

Signing of Nittany Grantworks Contract

@11:01:42 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Philip Fletcher, community development; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider signing a Nittany Grantworks professional services contract.

Commissioner Malone said the proposed contract is for \$60 per hour not to exceed 240 hours and \$14,400 annually, with monthly invoices for work performed and an expiration date of June 30, 2011.

Community Development Director Philip Fletcher said it appears the proposed contract is for Fleshman Creek Restoration Project work only and Nittany does not expect to do any other work for the county for the rest of the contract term. Fletcher said it may be unrealistic and shortsighted for Nittany not to do any additional work for the county. He said he suggests administrative services, such as photocopying and records retrieval, be charged a rate less than \$60/hour, which would make the contract with Nittany more in line with other contracts the county has with other professional services for the 9<sup>th</sup> Street Bridge Replacement Project.

The Commission said it would like more specificity in the contract regarding scope of work, and may add language to enable Nittany to perform other work as assigned by the Commission or designated personnel. The Commission said it will wait to sign the contract after revisions are made and CEO Lori Benner can explain the contract. The Commission asked Fletcher to work on contract language with the civil deputy county attorney.

@11:14:44 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

#### July 20, 2010

1:30 P.M. - Senior Center Rehabilitation Project Construction Progress Meeting - Livingston Senior Center – Commissioner Taylor attended

6:30 P.M. - Fair Board Meeting - Park County Fairgrounds Dining Room – Commissioner Durgan attended

#### July 21, 2010

Review Daily Agenda, Correspondence and Briefing on Current County Projects

@8:30:52 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; Ed Hillman, road; 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. Montana Meth project judging

- Memo re. Secure Rural Schools election form
- Citizen memo re. refuse assessment
- Citizen memo re. weed management in city
- Memo re. public comment for logging project
- Memo from Teamsters Local Union re. sheriff's office longevity pay

Commissioner Malone said one patch was put in on Duck Creek Road and asked where three loads of hot patch were placed. Road Supervisor Ed Hillman said the crew is back on that road today. Malone said perhaps Hillman should go out to Duck Creek Road and see what the crewmen do. Hillman said he will do that.

Hillman said he is unsure when a culvert sink on the Pine Creek cutoff road will be patched. He said a crewman is grading the upper end of Willow Creek Road.

Commissioner Durgan reported on a July 20 Fair Board meeting and said security issues have been taken care of for the PBR event on July 28, and there was discussion about possibly making that event an annual event with added music concert.

@9:09:59 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

July 21, 2010

9:00 A.M. - Personnel Meeting - Commissioners Chambers – Canceled

July 21, 2010

Human Resources Updates

@9:32:22 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 activities in the Human Resources Department.

Human Resources Analyst Jill Ouellette provided the Commission with a travel authorization form; employee evaluation form; a grant application from a department head; employee change of status forms for a jailer, fairgrounds caretaker, transfer station employee, short-term fairgrounds worker, and two seasonal workers; employee benefit accrual correction forms; an employee exit interview; a roll-off container truck driver application; and ergonomic study results for three employees.

Ouellette said she has worked on sheriff's salary/longevity pay issues regarding sheriff's office deputies and is addressing open enrollment/insurance issues. She reported on an HR meeting she attended on July 16, which included discussion of mandatory drug testing for non-union employees. Ouellette said she heard back from an IT Manager

position candidate who was offered the position. The Commission said it is comfortable offering the candidate \$23.50 per hour.

@10:24:02 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

July 21, 2010

Signing of MOU for SAR Operations Plan between PCSO and Gallatin National Forest

@10:34:11 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 sign a Memorandum of Understanding for a Search and Rescue Operations Plan between the Park County Sheriff's Office and Gallatin National Forest.

Commissioner Malone said the MOU provides cooperation with SAR between Park County and the National Forest Service.

Commissioner Durgan made a motion to sign the Memorandum of Understanding for the Search and Rescue Operations Plan and Sheriff's Office and Gallatin National Forest. Commissioner Taylor seconded that motion. Motion passed.

@10:36:25 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

July 21, 2010

Discuss Budget to Actual Revenues and Expenditures for FY 2010

@11:02:18 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Lani Hartung, finance; Martha Miller, auditor; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss budget to actual revenues and expenditures for Fiscal Year 2010.

Finance Director Lani Hartung provided the Commission with a final Actual to Revenues and Expenditures report for Fiscal Year 2010, to discuss necessary transfers in and out between budgets.

@12:00:41 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

July 22, 2010

Review Daily Agenda, Correspondence and Briefing on Current County Projects

@8:33:35 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; Ed Hillman, road; Lani Hartung, finance; and Commission Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo from Clerk and Recorder re. Hill Road folder
- Memo re. July 23 Interoperability Montana meeting in Bozeman
- Memo from minutes clerk re. Bottler Springs status as a county road to Warnick Road
- Memo from Office of the Governor re. Title I, II and III expenditure reports
- Memo re. fire warden use of county vehicle - To Road Supervisor for action

Road Supervisor Ed Hillman said he met with a proposed wind farm on Mission Ranch, and the engineer said he would rebuild Mission Creek Road from the highway to the subject ranch at his expense.

Finance Director Lani Hartung asked how the Commission would like her to proceed with budget transfers in and out. The Commission asked Hartung to email figures for its review and comment and said each commissioner will provide Hartung with transfer figures for her to average and incorporate.

@8:59:15 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

July 22, 2010

Appointing of Deputy County Fire Warden

@9:47:09 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 appoint a Deputy County Fire Warden.

Commissioner Malone said a deputy fire warden needs to be appointed to assume fire warden duties in event the fire warden is absent. Malone said Fire Warden Bob Fry recommended Greg Coleman as this year's deputy county fire warden.

Commissioner Durgan made a motion to support the recommendation and appoint Greg Coleman as the county deputy fire warden. Commissioner Taylor seconded that motion. Motion passed.

@9:48:04 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

July 22, 2010

Discussion of Salaries for County Employees

@11:01:32 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; Erica Hoffman, GIS/IT; Marilyn Hartley, finance; Lani Hartung, finance; Jill Ouellette, HR; Bill Moser, citizen; and Commission Minutes Clerk John Mueller.

The meeting was scheduled to discuss county employee salaries.

Citizen Bill Moser said he is present as a private citizen because he is deeply concerned, specifically about the rudeness and dictatorial and overbearing nature in which he as a county employee has received in the county attorney's office, with the exception of Civil Deputy County Attorney Shannan Piccolo. Moser said he understands the Commission cannot control temperaments of another elected official in this county, but it does control that office's budget. Moser said the only leverage the Commission has over the conduct of its employees is wages, and a cut in wages would be a good place to start in addressing the issue until such time things change. Moser said other departments do not act the way those in the county attorney's office act.

Commissioner Malone said the state of Montana determines the county attorney's salary/wage. Moser said he is not talking about County Attorney Linneweber, but the administrative help in Linneweber's office. He said he sees no reason for county employees to be rude and dictatorial to the people that pay their wages, he is presenting a problem, and it is us up to the Commission to come up with some solution.

Assistant Finance Director Marilyn Hartley said she assumes a member of the public can submit a complaint against a county employee for his/her personnel file. Human Resources Analyst Jill Ouellette said she suggests a written memorandum to the commissioner's office. The Commission said Moser's comment into the public meeting record will suffice.

@11:08:02 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

July 22, 2010

Discussion of Treasurer's June Cash Report for Fiscal Year 2010

@2:05:30 p.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Lani Hartung, finance; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss a Treasurer's Cash Report for June 2010.

Finance Director Lani Hartung provided the Commission with and explained a Treasurer's Cash Report for June 2010, as well as an updated budget to actual comparison report with approved transfers in and out.

@2:09:46 p.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

July 23, 2010

8:30 A.M. - Daily Correspondence/Agenda and Briefing on Current County Projects - Commissioners Chambers – Canceled due to commissioners' schedules

9:00 A.M. - Commissioner in Wilsall to Hear Area Resident Concerns – Val's Mercantile

10:30 A.M. - Commissioner in Clyde Park to Hear Area Resident Concerns - Clyde Park Town Hall

Marty Malone  
Chairman, Park County Commission  
Park County, Montana

Denise Nelson  
Clerk & Recorder  
Park County, Montana