

Park County Commission Meeting Minutes
Week of January 4 – 8, 2010
Park County, Montana

January 4, 2010

Review of Daily Correspondence and Agenda

@9:02:56 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 from PCRFD#1 re. acting fire chief
- Three invoices from Tri-County Sheet Metal
- Memo re. Worker's Compensation laws
- Memo re. Fleshman Creek issue
- Memo re. landfill methane monitoring results extension
- Memo from MT Trout Foundation re. grant application
- Memo from Planning Department re. Travertine Road status

Commissioner Taylor said he will draft a letter today and submit it to appropriate parties regarding proposed changes to landfill hours so landfill educational pamphlets can be printed.

@9:19:37 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

January 4, 2010

9:30 A.M. – Review of Minutes for Week of December 28, 2009 – Commissioners Chambers – Postponed to Week of January 11, 2010

January 4, 2010

Selection of Angel Line Board Applications

@10:32:04 a.m., Chairman Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Jim Hunt, citizen; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to select Angel Line Board applicants.

Commissioner Malone said Jim Hunt, Martha Miller and Crystal Young submitted applications for two open board seats. Malone said current board members provided recommendations for applicants.

Commissioner Durgan said he would like clarification of the county auditor sitting on a county board and he is willing to check with the county attorney on the matter.

Commissioner Durgan made a motion to accept the recommendation of the Angel Line Board to appoint Crystal Young and Jim Hunt for the Angel Line Board. Commissioner Taylor seconded that motion. Motion passed.

@10:39:07 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

January 4, 2010

Consider Election of Presiding Officer

@11:33:50 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 elect a Commission presiding officer.

Commissioner Malone said the Montana Association of Counties said counties are to elect a presiding officer for the Commission, and a presiding officer is to be elected among two present commissioners on days the regular presiding officer is absent.

Commissioner Taylor said he thinks Commissioner Malone did a good job the past year as the Commission chairman and thinks he will continue to do a good job this year. Commissioner Durgan said he agrees with that statement. Malone said he thinks Taylor would also serve as a good presiding officer.

Commissioner Taylor made a motion to nominate Commissioner Malone as the presiding officer for the current year. Commissioner Durgan seconded that motion. Motion passed.

@11:37:36 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

January 5, 2010

Review of Daily Correspondence and Agenda

@9:04:00 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 from MACo re. prevailing wage and bidding requirements
- Memo re. Park County Cooperative Weed Management Area notes - To Commissioner Durgan for review
- Memo from union negotiator re. union employee negotiations - To Commissioner Durgan for review
- Memo from undersheriff re. reserve/part-time deputy title
- Commission correspondence log - To Commissioner Durgan for review
- Memo re. Great Falls MACRS annual conference
- Memo from Teamsters Local Union re. longevity agreement
- Memo from planning director re. county grant committee statement of purpose
- Memo from clerk and recorder re. metal recycling advertisement dates
- Memo from MT DEQ re. Gardiner Water District letter of violation

@9:24:07 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

January 5, 2010

Park County Road Updates

@9:33:36 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; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss county road issues.

Road Supervisor Ed Hillman said crewmen are hauling gravel to Old Yellowstone Trail and two graders are spreading gravel and grading on various roads. Hillman said his department has repair of pup trailers on the agenda for this fiscal year,

Commissioner Malone said data he has indicates Travertine Road is a county road.

Hillman said he will take three crewmen to a March 19 Montana Association of County Road Supervisors conference who have yet to attend.

@10:05:59 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

January 5, 2010

Weekly Human Resources Updates

@10:15:59 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 human resources department activities.

Human Resources Jill Ouellette said she is working on two potential job abandonment issues, one in the health department area and a second in a courthouse office, and will have a document for Commission signature on January 7. She said a new employee was hired in the justice of peace office.

There was discussion about longevity pay issues with the sheriff's office and review of a mathematical formula used to determine longevity pay.

Ouellette said she received a formal complaint from the wage an hour office regarding union payments for the road department. Ouellette presented the Commission with change of funding forms and a sheriff's office personnel longevity payment form for signature. She said mistakes in sick and vacation leave accruals have been rectified and affected employees will receive that accrued time on their paystubs. Ouellette said tax tables were changed by President Obama so differences were seen on employee paychecks and she fielded questions from employees on that issue.

@10:48:29 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

January 5, 2010

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

January 5, 2010

City/County Meeting

@4:07:07 p.m., City Commissioner Rick VanAken called a meeting to order in the Community Room of the City/County Complex. Present were City Commissioners Steve Caldwell and Rick VanAken; County Commissioners Durgan and Malone; City Manager Ed Meece; Robin Keyes, city HR associate; Martha Miller, county auditor; Shannan Piccolo, civil deputy county attorney; Camden Easterling, Livingston Enterprise; and John Mueller, minutes clerk.

City Commissioner Rick VanAken opened the floor to public comment. No public comment made.

Open Business

1. Community Center Feasibility Study Update: City Commissioner Steve Caldwell said a center committee is more open to facility layout and capacity, especially for the gymnasium, after a meeting two weeks ago. Caldwell said a center feasibility study is on track with a February 2 report date.

2. Update on Senior Center Rehabilitation Project: VanAken said a construction status meeting is held the first and third Tuesday of each month. He said contractors continue to work on the front half of the main hall floor and the corner store unit. VanAken said a couple abatement projects have surfaced as work progresses involving lead paint cleanup, window work on the upstairs floors continues, two change orders have been made to-date, sprinkler system work on the second and third floors has not commenced, and contractors are installing reinforcement beams in the building.

3. Information Sharing on New City Council Paper Saving Plan on Notebooks: Robin Keyes, city HR associate, provided the county commissioners with a copy of the original proposal of the plan. Keyes said it cost the city \$4,500 to generate meeting packets for one commissioner for a four-year term, so it purchased six DELL Notebooks and flash drives in December for \$2,600. She said she shows a slideshow presentation at city commission meetings for the public to view information and follow along, and that results in less paper use and costs. Keyes said the city commissioners can also download information from the city website or from home and can run off hard copies of information when needed.

City Manager Ed Meece said the city has eliminated time and expense for all meeting packets except for the city attorney, city office, and library. Meece said the meeting slideshow shows the public the commission is working off the same packet as the public can view in the city office and library. Meece said the city was having difficulty reconciling its meeting minutes and there were differing opinions from commissioners about minutes length and content. He said the city commission adopted a policy that meeting audio transcriptions serve as the official meeting minutes, and hard copies of minutes are no longer generated. Meece said the policy eliminates multi-page minutes and the time it takes to draft them, as well as time for commissioner reviews. Meece said the audio is correlated with a time log of meeting action items for quicker research capabilities. He said a policy was set where commissioners must disable email capabilities on their Notebooks during public meetings.

Additional Open Business

Malone said he would like to have an overhead projector in the Community Room. Meece said grant funds may exist from DES or emergency services to outfit the Emergency Operations Center (Community Room) for an overhead projector and possible new lighting and improved acoustics.

Meece said perhaps the commissions can catch up on the solid waste issue at the next meeting and where the county is in its efforts along those lines and whether the city can do anything further for the county.

VanAken said a concrete manhole in the rear city/county complex parking lot has cracked and is caving in and needs to be addressed.

Meece said the City of West Yellowstone said it would like to recycle its glass with the city. There was discussion about the possibility of Big Sky joining in that effort. Malone said the county does not have a good way to haul glass at this time. Meece said he will email Malone after he discusses the matter with West Yellowstone.

No Additional Public Comment

Agenda Items for Next Meeting: Solid waste operations and recycling update.

Next meeting scheduled for February 2, 2010 @ 4 p.m. in the Community Room

@4:41:21 p.m., the meeting adjourned.

January 6, 2010

Review of Daily Correspondence and Agenda

@9:09:46 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; 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 Gallatin County Sheriff re. Gallatin County road crew call-out policy
- Memo from planning director re. status of Nittany Grantworks contract
- Memo from Tony Steffins re. overtime pay issue
- Employee travel expense forms
- Memo from Tri-County Network re. county financial support

@9:23:04 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

January 6, 2010

Discussion of Funding of Sewer System on Fairgrounds Property

@10:00:55 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; Barbara Woodbury, sanitarian; Kim Knutson, fair manager; Lani Hartung, finance; Camden Easterling, Livingston Enterprise; Fair Board Members Mike Adams, Ed Flatt, Dan Nelson and Bob Skillman; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss funding of a sewer system at the fairgrounds property.

Sanitarian Barbara Woodbury said she scheduled the meeting as an update on the issue of installing a sewer system at the fairgrounds. Woodbury said hooking into the city sewer system would be the best option and would open up possibilities for the fairgrounds. She said the grounds currently have four septic systems with structurally sound tanks but problematic drain fields. Woodbury said the grounds need septic systems for the new rabbit and poultry barn and rodeo ticket office, but there is inadequate space to do anything with drain fields, and some existing drain fields are not adequate in size.

Fair Manager Kim Knutson said the fairgrounds have pumped the caretaker's house each month since June at \$150 per pump, which is taxing on the fair budget.

Commissioner Durgan said a cost comparison of possible routes for sewer lines from the city sewer system to the fairgrounds via H Street and Saint Mary's School could be submitted to the city for a bid. Finance Director Lani Hartung said a county facilities improvements fund contains \$20,000 and can be spent at the Commission's discretion. Durgan said there was talk about the fairgrounds sewer system tying into a Fleshman Creek Improvement project for a fairgrounds lift station, but that project is on hold due to an environmental assessment requirement.

Commissioner Taylor said perhaps the county could put out a request for proposals for engineers to submit ideas on options for a fairgrounds sewer system and get the project moving. Taylor said the country club is proposing a new clubhouse near the Quonset hut and the county may talk to the country club about partnering with a fairgrounds sewer project. The Commission said the \$20,000 facilities improvement funds could be available for requests for proposals.

There was discussion about consulting an engineer for the project and possibly scheduling another public meeting for that engineer to provide proposals, as well as to speak with the country club and other entities that may share in the project. There was discussion about looking into Treasure State Endowment Program funds for the sewer project.

In other discussion, Knutson said the fairgrounds phones are not working well and the issue needs to be addressed.

@10:33:32 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

January 6, 2010

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

January 7, 2010

Review of Daily Correspondence and Agenda

@8:43:10 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; and Commission Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Invoice from Guardian Title re. Myer's Flat research - To county attorney for review
- Memo from union negotiator re. longevity pay issue calculations
- Memo re. HB 645 reporting contract
- Memo re. February 22 LTAP applications
- Memo from Solid Waste Board member - re. condo refuse assessment issue
- Memo re. former employee appreciation reception
- Memo from Surveyor Fred Hall re. Shamrock Lane attorney correspondence
- Memo from Disability Rights Montana re. Commission letter response
- Memo re. board of health meeting agenda

Commissioner Malone said Extension Agent Tracy Mosley will work as she is able with health issues.

@8:54:31 a.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

January 7, 2010

Discussion of January Grant Application and Nittany Grantworks Budget Constraints

@11:10:21 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, planning director; Lori Benner, Nittany Grantworks; and Commission Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss a January grant application and Nittany Grantworks budget constraints.

Planning Director Philip Fletcher said the county grants committee decided at its last meeting to recommend Nittany Grantworks apply for Community Development Block Grant (CDBG) energy efficiency funds due February 1 through a federal energy efficiency program. Fletcher said the original focus of that grant was inventory of the city/county building, but that scope could be expanded to include energy efficiency issues with fairgrounds buildings. He said 86.5 hours remain on Nittany Grantworks contract with the county through June 30, 2010, and he understands Nittany may exhaust its remaining contract hours if it works on the CDBG funds, and other county departments may seek Nittany's assistance for other grants.

Fletcher said one alternative is to use up Nittany's contract money for the CDBG funds, and another option is for the planning department to take the lead in completing the bulk of hours for the grant with collaboration with Nittany in order to keep Nittany's hours on the project at a minimum. He said a third alternative is to not put in for the CDBG money.

Fletcher said he understands from the current conversation enough legitimate projects exist throughout the county to justify putting in for the CDBG energy efficiency funds. The Commission said it is in favor of the planning department taking on the CDBG effort using Nittany Grantworks in a supportive role. Nittany Grantworks CEO Lori Benner said that arrangement works for her. Fletcher said he would need assistance in determining what county buildings should be included in any grant proposal.

@11:36:51 a.m., Taylor made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

January 7, 2010

5:30 P.M. – Northern Rocky Mountain RC&D Meeting – Best Western Yellowstone Inn, Livingston, Montana – Commissioners Durgan and Malone attended

January 8, 2010

No Commission Meetings Scheduled

10:00 A.M. – Public Hearing for Decision on Cooke City Resort Tax Appropriations – Fire Hall, Cooke City, Montana – Commissioners Malone and Taylor attended

Marty Malone
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana