

Park County Commission Meeting Minutes
Week of August 29 – September 2, 2011
Park County, Montana

August 29, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:33:57 a.m., Chairman Taylor 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; Marilyn Hartley, finance; Kelly Johnson, maintenance; and Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo email re. August 28 YGM meeting notice
- Memo document re. Great West Engineering Gardiner Sidewalk Project RFB
- Memo email re. Park County, Wyoming, joint letter to extend Highway 212 dates
- Memo email re. citizen Fleshman Creek Project comment
- Memo letter re. citizen road maintenance commendation
- Memo email re. Gardiner citizen whitewater rafting company complaints
- Memo email re. Cooke City sewer district petition
- Memo email re. September 22 Cooke City board training session
- Memo document re. September 8 Clyde Park Hazard Mitigation Plan meeting

Road Supervisor Ed Hillman said a damaged road grader was towed to the road shop on August 26 and he has not heard from the county's insurance company regarding two claims processed for damaged road equipment. Hillman said Steve Koontz is crushing gravel and the county has a contract to fix a Swingley Road slide, Big Creek slide and a bid was received to do a riprap job on Mill Creek. He said Tom Miner Bridge is being worked on, as well.

Commissioner Malone reported on an August 26 visit to Cooke City.

Kelly Johnson, maintenance, said he provided the Commission with a bid to fix watering systems and beds for courthouse boulevard trees, as well as cut out dead tree limbs. The Commission authorized Johnson to schedule the work.

Assistant Finance Director Marilyn Hartley said COSTCO will no longer provide a \$10-discount to Park County employees. The Commission said it will not get a corporate account with COSTCO.

Malone said he wants to express his concern about an article in Friday's Livingston Enterprise regarding the Fleshman Creek Project.

@9:03:47 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

August 29, 2011
Fiscal Year 2012 Budget Workshop

@10:03:05 a.m., Chairman Taylor 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 Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled as a Fiscal Year 2012 budget workshop.

Finance Director Lani Harung presented the Commission with Fund number 2399 Yellowstone River Ranch Estates funds. She said funds remain at \$61,000, but she put \$32,500 of those funds into a line item titled "Park County Historian Cemetery Expenses" and the balance was put into a fund titled "Parks and Recreation Expenses."

Addressing Fund number 2956 - CTEP Gardiner Sidewalk Project, Hartung said she budgeted \$230,000 in expenditures in the line item. Hartung said she is talking with the county DES coordinator about various grants she administers and associated county match amounts.

Hartung said she created Fund number 12-29-03 for RAC Title II monies for three projects totaling \$285,167. Hartung said the three projects include Main Boulder Road, Willow Creek Road and Yellowstone River Trail.

Addressing Fund number 2250, Community Development, Hartung said that department's director has finalized his budget as \$179,266 with less than \$900 in reserves. She said the director proposes changes in staffing levels in his office to loosen up monies in his budget. She said he will conduct an analysis of where his employees spend their time, as he thinks he can use better use funds elsewhere by reducing staffing time.

There was discussion about a Commission budget line item for a part-time redistricting employee and budgeting for disaster and emergency events and FEMA reimbursements.

@10:36:25 a.m., the meeting adjourned.

August 29, 2011

Review of Minutes for Weeks of August 15 and 22, 2011

@1:04:01 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Philip Fletcher, community development; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review Commission meeting minutes for the Week of August 15 and 22, 2011.

Reviewing minutes for the Week of August 15, 2011, Commissioner Malone requested a revision to Page 3 of 14, the last sentence should read, "The Commission said it will provide Fletcher with the requested information after she fills out a public information request."

Reviewing minutes for the Week of August 22, 2011, Commissioner Durgan requested a revision to Page 1 of 14; last full paragraph; the last sentence should read, "The Commission lowered Clerk of Court reserves below 33 percent."

Malone requested a revision to Page 5 of 14, a bullet point should read, "Rehabilitation of Billman Creek Bridge on Miller Drive."

Commissioner Malone moved to pass the minutes for the Weeks of August 15 and 22 as corrected. Commissioner Durgan seconded the motion. Motion passed.

@1:21:41 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 29, 2011

Discussion/Decision of Resource Advisory Committee Approved Grants

@2:01:51 p.m., Chairman Taylor 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; Lani Hartung, finance; Philip Fletcher, community development; Lauren Oswald, Forest Service; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider a decision on Resource Advisory Committee-(RAC) approved grants.

Lauren Oswald, US Forest Service, said approved RAC grant projects may operate under separate agreements and contracts or under one contract. She said it may be beneficial for Park and Sweet Grass Counties to have a joint agreement for a Main Boulder Road project in part to benefit the invoicing process.

Commissioner Malone said the counties would like to go out for bid on the project in December, and he will meet with Rick Reid of Sweet Grass County to view the project on September 12. Oswald said she will help coordinate a Willow Creek Road project. Commissioner Malone said he and Reid will meet on September 12 to coordinate on the Main Boulder Road project. She said she will try to have a Forest Service engineer consult with the county road supervisor to discuss project engineering and design issues on the Willow Creek Road project.

In other discussion Oswald said the Bull Fire in Gardiner is still burning between 800 and 900 acres and the Forest Service plans to let that fire burn in hopes of a season-ending weather event. Oswald said a Smith Creek logging effort to thin trees around home sites will commence per court action and the Forest Service hopes to conduct a prescribed fire near Lone Mountain on the Stillwater County line later this fall.

@2:41:08 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 30, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:33:52 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, administrative assistant; and Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo document re. Cochran first minor subdivision staff report
- Memo email re. vault lights
- Memo email re. Community Development Director absence from August 31 Cochran first minor meeting

@8:41:02 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

August 30, 2011

County Road/Engineering Services Updates

@9:01:11 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Ed Hillman, road; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss county road issues and engineering services updates.

Road Supervisor Ed Hillman said he has not heard from the county's insurance company about a damaged road grader and a damaged dump truck. He said the mowing crew is mowing roads, and a Massey tractor's compressor was fixed.

Commissioner Taylor asked if crumbling edges on Meigs and Swingley Roads have been addressed. Hillman said the mowing crew is mowing roadsides first, but Meigs Road edges look good all the way up the road.

Hillman said the county will be reimbursed by FEMA for \$40,000-worth of work done after high water events, and he is still working on contracts with FEMA.

@9:23:12 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 30, 2011

Human Resources Updates

@9:33:35 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Jill Ouellette, HR; Lani Hartung, finance; and 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 change of status form for a comp-time pay line for the maintenance man who is working weekly hours in excess of 40 because of mosquito spraying duties. She said she drafted a DES assistant position job description but has yet to hear back from the DES Coordinator; she is ready to post a Cooke City compactor operator position notice once she receives a signature from the outgoing employee; a GIS temporary redistricting job description was drafted and is working on a salary study for the position at a Grade 15; and she is working on risk management guidelines for building rentals per MACo.

Ouellette said the county's insurance carrier no longer has an issue with other county's employees riding in a Park County motor pool vehicle, such as to trainings, and a waiver from other employees is not needed.

Ouellette said she is addressing an issue with lost paperwork on an employee who started work at the county in April and qualified for benefits on June 1. She said the county needs to find a way to accommodate the employee who has claims for \$207 and should have \$250 in his flex-account bank.

Finance Director Lani Hartung said a member of the public sent a letter to HR asking for an electronic communication to be put into Hartung's personnel file. Hartung asked the Commission if a member of public has the ability to put something into an employee's

personnel file. She also asked why the communication was passed on to the assistant finance director, who opened the document. Ouellette said a public citizen can try to put something in an employee's file, but she would submit the information to the department head's supervisor who would determine whether the information needed to go into their employee's file. Hartung said she is concerned something not necessarily confidential ended up in the hands of the assistant finance director. Ouellette said she did not know it was for Hartung, as the envelope was sealed and not addressed, and she did not see the contents of the envelope until yesterday. Ouellette said the volunteer individual in question submitted volunteer hours to her predecessor, but they now go to the Accounting Department, so Ouellette submitted the envelope to the payroll clerk assuming it was a report of volunteer hours worked.

Ouellette said nothing goes in an employee's personnel file without the employee knowing about it. Hartung said that historically has not always been the case at Park County.

Commissioner Durgan asked how the arrangement with the Commission/HR Assistant is working out in the HR Department. There was discussion about keeping a calendar to better track the hours the assistant works in both offices.

@9:57:18 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 30, 2011

10:00 A.M. – Community Development Transportation Meeting – West Room

August 30, 2011

10:30 A.M. – Discussion/Decision of Amending FY2012 GIS Budget – Commission Chambers – Canceled

August 30, 2011

12:00 P.M. – Airport Board – Best Western, Paradise Room – Commissioner Durgan attended

1:00 P.M. – Fire Safe Coalition – West Room

August 30, 2011

Personnel Meeting

@2:03:24 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Philip Fletcher, community development; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to address a personnel issue.

Community Development Director Philip Fletcher said he would like the meeting closed to the public. Commissioner Taylor said the public's right to know is overridden by Fletcher's rights to privacy.

Commissioner Malone moved to close the meeting to the public. Commissioner Durgan seconded the motion. The meeting closed to the public.

@3:00 p.m., the meeting adjourned.

August 30, 2011

5:30 P.M. – Museum Board – Eagles Landing Club House, Livingston – Commissioner Taylor attended

August 31, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:32:33 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Barbara Woodbury, environmental health; Kelly Johnson, maintenance; Lani Hartung, finance; and Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo letter re. PCSO Five Acre Tracts road signage and safety issue recommendations
- Memo email re. Rock Creek Road project
- Memo email re. Sept 21 Cooke City steering committee representation
- Memo email re. Sept 6 conference call with Park County, WY
- Memo email re. MACo directory

Director of Environmental Health Barbara Woodbury provided the Commission with draft county floodplain regulations for review.

Kelly Johnson, maintenance, provided a bid for putting tile in the courthouse kitchen. Johnson said the current tile will be encapsulated with the overlain linoleum. Commissioner Taylor asked Johnson to check with the contractor in fixing damaged tile at the law enforcement entrance, as well.

Finance Director Lani Hartung asked about travel expenses and use of county motor pool vehicles. She said all employees need to be aware they will not receive \$0.55 per mile if they use their own vehicle for travel when motor pool vehicles are available. The

Commission said it will send out an email notifying employees of the issue with the new policy to commence September 1.

Commissioner Taylor reported on an August 30 Yellowstone Gateway Museum meeting.

@8:57:59 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 31, 2011

Review and Consideration of Cochran First Minor Subdivision

@9:13:02 a.m., Chairman Taylor called a meeting to order in the Community Room of the City/County Complex. Commissioners Durgan, Malone and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Philip Fletcher, community development; Bernie Hallin, surveyor; Mr. and Mrs. Jackson, financiers; Tom and Debbie Gould, citizens; Leanne Schraudner, attorney; Chuck Donovan and Dann Babcox, PCRFD#1; and Minutes Clerk John Mueller.

The meeting was scheduled to review and consider the Cochran First Minor Subdivision.

II. Conflict of Interest: Commissioner Durgan said he had conversation with adjoining landowner Matt Inderland about concerns Inderland had about water rights on his property in reference to the proposed subdivision. Durgan said he met with the county subdivision administrator after talking to Inderland and the administrator assured him the issue would be taken up at the planning board meeting.

III. Public Comment: None

IV. New Business

A. Review and Consideration of Cochran First Minor Subdivision Preliminary Plat Application

1. Subdivision Administrator Report: Community Development Director Philip Fletcher said staff recommended approval of the subdivision application with conditions. Fletcher said the proposed subdivision is a two-lot first minor off of Eldridge Creek Trail, a county road, in Cokedale. Fletcher said the applicant proposes dividing 120 acres into a 20-acre parcel with an existing house and a remainder of 100 acres as vacant land.

2. Applicant Presentation: Surveyor Barney Hallin said the applicant is proposing a 20-acre tract and a 100-acre tract. Hallin said the Jacksons have physical and legal access to their home site via Eldridge Creek Road, a county road, even though that road is not maintained to county subdivision standards. He said the road does not have to be improved because the Jackson's existing home is already built. Hallin said the 100 acres has access via Eldridge Creek Road. He said any structures built on the property will have private drives that must be built to county standards.

3. Open Public Meeting: @9:29:38 a.m., Taylor opened the public comment session of the meeting.

a) Public Comment on the Proposal: Attorney Leann Schraudner said she represents TKG Cokedale and Tom and Deborah Gould. She said the Goulds are in support of the Jackson minor subdivision, but have issue with the subdivision in that Applicant Kincaid filed lawsuit against her client about an internal road crossing the subdivision property in question.

b) Public Comment on Water and Sanitation: Dann Babcox, PCRFD#1, said the subdivision's pond fire fill site was an issue of concern, specifically ongoing care and maintenance of the pond. Babcox said he put ideas and concerns together and emailed those to Fletcher for his review. He said he does not see use of the spring to feed the pond as an issue with water flow in Eldridge Creek.

Babcox read written comment into the record as presented to the board of commissioners.

4. Discussion and Determination by the Park County Commission

The Commission reviewed required approval criteria as follows:

I. Affects on Agriculture: *Commissioner Malone moved to accept the findings and conditions as presented. Commissioner Durgan seconded the motion. Motion passed.*

II. Affects on Agriculture Water User Facilities: *Commissioner Malone moved to accept Affects on Agriculture Water User Facilities. Commissioner Durgan seconded the motion. Motion passed.*

III. Affects on Local Services: Under Recommended Finding A, Malone requested changing the term "volunteer" to "voluntary."

The Commission inserted the public comments read into the record by PCRFD#1 Chief Dann Babcox as Recommended Conditions associated with Findings D, E and F and amended parts of that comment as follows:

@10:07:28 a.m., the meeting recessed. @10:25:55 a.m., the meeting reconvened.

The Commission added the following conditions:

- Prior to final plat, applicants shall have an engineering study to determine if there is sufficient water from the spring to fill/maintain a non-consumptive fire suppression system as proposed by the applicant. If the engineering study determines insufficient water, applicant proposes to access necessary water via a well.

- Prior to final plat, the applicant will have its fire suppression system engineered and approved by a professional engineer
- Prior to final plat the engineered fire suppression system must be approved by Rural Fire District #1
- The fill site shall be clearly marked as a fire suppression pond.
- Prior to final plat, the applicant shall show proof of water rights for the fire suppression system, which will guarantee sufficient water
- Access to the fire fill site shall meet subdivision standards and be approved by Rural Fire #1

Commissioner Malone moved to approve Affects on Local Services as amended. Commissioner Durgan seconded the motion. Motion passed.

IV. Affects on the Natural Environment: Addressing Recommended Condition 7, Malone requested language changes to create uniformity in referencing MSU Extension and NRCS and deletion of descriptive language defining work done by the NRCS. The board deleted “weed control board” from Condition #8. The board deleted the personal name of an individual with the Montana State Historical Preservation Office under Condition #9. The board struck Condition #9 and added language “Refer to Condition #10.”

Commissioner Durgan moved to approve Section IV with changes made. Commissioner Malone seconded the motion. Motion passed.

V. Affects on Wildlife: Addressing Condition #14, the board changed the term “required” to “encouraged.” Addressing Finding D, the board changed the term “subdividers” to “applicant(s).” Addressing Condition 16, the board struck the words “by fence, chain, leash, lead or electronic containment device.”

Commissioner Malone moved to approve Section V as corrected. Commissioner Durgan seconded the motion. Motion passed.

VI. Affects on Wildlife Habitat: *Commissioner Malone moved to accept Section VI as written. Commissioner Durgan seconded the motion. Motion passed.*

VII. Affects on Public Health and Safety: The board made the following revisions:

- Addressing Finding D, the board struck existing language and inserted, “The Jackson Tract’s driveway physical and legal access will be provided off of Eldridge Creek Trail (existing)”
- Addressing Finding D, the board inserted: “The Cochran Tract’s driveway physical and legal access will be provided off Eldridge Creek Trail (existing) at SE corner of the N ½ NW ¼ of Section 28, T2S, R8E of Section 28, T2S,R8E, P.M.M.”

- Addressing Finding D, the board added, “The Jackson Tract will not create any new impacts to the Eldridge Creek Trail because it currently contains a residence.”
- Addressing referenced Condition #22, the board revised Condition #22 to say, “All internal subdivision driveways and road approaches providing physical and legal access to the proposed Cochran First Minor Subdivision shall be built and maintained to County Standards, see Section VI of the *2010 Park County Subdivision Regulations*.”
- Addressing Finding D, the board added a recommended condition to say, “A covenant shall be filed with the final plat and a statement contained on the final mylars stating ‘The portion of Eldridge Creek Trail serving the Jackson Tract does not meet current 2010 subdivision road standards, which may affect ingress and egress and emergency services.’”
- The board revised Condition #20 to say “A covenant shall be filed with the final plat stating, ‘*The Cochran First Minor Homeowners’ Association shall be created and responsible for maintenance, repair, improvement and other work on the road approach and internal driveway.*’”

Commissioner Malone moved to approve the Affects on Public Health and Safety as amended. Commissioner Durgan seconded the motion. Motion passed.

VIII. Compliance with the Survey Requirements in Part Four of the Montana Subdivision and Platting Act: *Commissioner Malone moved to approve as written. Commissioner Durgan seconded the motion. Motion passed.*

IX. Compliance with the Provisions Physical and Legal Access to Each Parcel within the Subdivision and the Required Notation of that Access on the Applicable Plat and any Instrument of Transfer Concerning the Parcel: The board revised Recommended Findings C to say, “The applicants are proposing to utilize Eldridge Creek Trail as the primary access to the subdivision as follows: The Jackson Tract’s driveway physical and legal access will be provided off of Eldridge Creek Trail (existing). The Cochran Tract’s driveway physical and legal access will be provided off Eldridge Creek Trail (existing) at SE corner of the N 1/2 NW 1/4 of Section 28, T2S, R8E of Section 28, T2S,R8E, P.M.M.”

Addressing Recommended Condition #22, the board revised language to say, “All internal subdivision roads, driveways and all road approaches providing physical and legal access...”

Addressing Condition #24, the board revised that condition to say, “Prior to final plat the applicants shall name and depict the primary access to each lot on the final plat, and shall meet the design standards for road and shall meet the definition of physical and legal access.” The board also cross-referenced Condition #24 to Section VII Findings D and E.

Addressing Finding E, the board deleted the last sentence of Finding E.

Commissioner Durgan moved to approve Section IX with corrections. Commissioner Malone seconded the motion. Motion passed.

X, XI, XII and XIII. *Commissioner Durgan moved to approve Sections X, XI, XII and XIII as submitted. Commissioner Malone seconded the motion. Motion passed.*

Commissioner Malone moved to reconsider Section III. Commissioner Durgan seconded the motion. Motion passed.

Addressing Section III, the board added the following language as part of Recommended Finding F, "A covenant will be filed stating 'The Cochran Minor Homeowners' Association shall be responsible for the maintenance, repair and insurance the fill site is operational in perpetuity.'"

Commissioner Malone moved to adopt the amendments to Section III. Commissioner Durgan seconded the motion. Motion passed.

Malone read into the record public written public comment from Citizen Tom Gould dated August 15, 2011.

Commissioner Malone moved to approve the Cochran Minor Subdivision as recommended by the Park County Planning and Development Board and amended by the Park County Commission. Commissioner Durgan seconded the motion. Motion passed.

@12:25:56 p.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

August 31, 2011
Fiscal Year 2012 Budget Workshop

@2:03:15 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Martha Miller, auditor; Kelly Johnson, maintenance; Lani Hartung, finance; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled as a Fiscal Year 2012 budget workshop.

Finance Director Lani Hartung said she budgeted a re-districting project for \$20,000 as a three-quarter-time position for eight months into the Commission budget. She said \$3,000 was added to the GIS Department budget for days that worker is not doing re-districting work.

The Maintenance Department budget was reviewed.

@2:31:10 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

August 31, 2011

Amend Resolutions #1090 and #1099 for Hazardous Weather and Flooding Emergencies

@3:01:16 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, administrative assistant; Jill Ouellette, HR; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to amend Resolutions #1090 and #1099 for hazardous weather and flooding emergencies.

Civil Deputy County Attorney Shannan Piccolo said the county decided not to levy the two emergency mills when Resolutions #1090 and #1099 were passed for emergency events in November 2010 and May 2011, respectively,. She said the county now will leverage those mills to qualify for reimbursement of expenditures the county incurred for recent emergencies.

Commissioner Malone moved to amend Resolutions #1090 and #1099. Commissioner Durgan seconded that motion. Motion passed.

Resolution #1112 amends Resolution #1090. Resolution #1113 amends Resolution #1099.

@3:04:44 p.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

September 1, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:56:45 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, administrative assistant; Jill Ouellette, HR; and Minutes Clerk John Mueller. No public comment made.

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

Correspondence included:

- Memo email re. public information request
- Memo document re. Willow Creek Road RAC project spreadsheet
- Memo email re. Cooke City Community Center Phase II
- Memo email re. DES Coordinator efforts and pay raises
- Memo document re. Allied Steel Bridge bids
- Memo document re. MRL transfer station lease
- Memo document re. September 20 Department Head meeting agenda

- Memo email re. September 27 Upper Yellowstone Watershed Basin meeting
- Memo email re. RAC Boulder Road project expansion
- Memo email re. radio tower insufficiencies

Human Resources Analyst Jill Ouellette provided the Commission with employee change of status form for signature.

Commissioner Durgan reported on an August 30 Airport Board meeting.

@9:14:11 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

September 1, 2011

Public Hearing to Sign a Resolution Passing the Park County FY2012 Budget

@11:00:11 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Martha Miller, auditor; Lani Hartung, finance; Wes Venteicher, Livingston Enterprise; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled as a public hearing to sign a resolution passing the Park County Fiscal Year 2012 Budget.

Finance Director Lani Hartung provided changes to Fund 2902 Fire Safety; Fund 2903 Title II RAC and a City/County Airport equating to \$1,074,549 made since a budget workshop meeting on August 31.

Commissioner Malone moved to pass the Park County FY 2012 Budget and set the levies. Commissioner Durgan seconded the motion. Motion passed.

Resolution #1114 was signed to establish the budget and levy amounts.

@11:16:18 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

September 1, 2011

Signing of City/County Airport FAA Grant

@1:01:28 p.m., Chairman Taylor 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; Raea Morris, administrative assistant; Jerri Miller and Kery LaDuke, airport board; Ed Meece, city of Livingston; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign a City/County Airport FAA grant.

Jerri Miller, airport board, said City/County Airport restoration project Additive Alternate #1 was approved by the Federal Aeronautics Administration in the amount of \$867,789.30 for improvements to the apron area and ramp reconstruction and expansion project. Commissioner Durgan said the funds in question were written into the FY 2012 budget before that budget was approved.

Commissioner Durgan moved to sign the necessary agreements and contracts concerning the Federal Aeronautics Aviation Grant that go with the renovation and repairs at the airport. Commissioner Malone seconded the motion. Motion passed.

Kerry LaDuke presented a form for Commissioner Taylor's signature guarding the airport against liquidation damages in the event Knife River takes longer to complete construction than expected.

@1:32:10 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

September 2, 2011

10:00 A.M. - Review Daily Agenda/Correspondence and Current County Projects -
Commission Chambers – Canceled due to no quorum of commissioners

Randy Taylor, R.S.
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana