

Park County Commission Meeting Minutes  
Week of May 30 – June 3, 2011  
Park County, Montana

May 30, 2011

Memorial Day Holiday – All Offices Closed

May 31, 2011

Review of Daily Correspondence/Agenda and Briefing on Current County Projects

@8:37:54 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; Ed Hillman, road; 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. road petition/viewers map for Peterson Creek as county road
- Memo re. June 15 Oil, Gas and Coal Counties annual meeting
- Memo document re. Dept of Interior outstanding unfilled customer orders
- Memo email re. EPA clean water regulations
- Memo email re. MACo guidance conference call
- Memo email re. citizen complaint of white water rafting company on county right-of-way
- Memo email re. fire warden retirement
- Memo document re. interim fire warden appointment
- Memo email re. RC&D meeting
- Memo email re. June 6 MACo legislative meeting in Virginia City
- Memo letter re. recreational trail at north side park ending at North 8th Street to Summit Street
- Memo document re. courthouse ATM research
- Memo letter re. county auditor interest in Angel Line coordinator responsibilities

Commissioner Malone said a citizen named “Hillary” telephoned to say she is not interested in the county applying millings to Cokedale Road.

@8:50:57 a.m., Durgan made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

May 31, 2011

County Road Updates

@9:03:01 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; Steve Koontz, citizen; Hillary Taylor, citizen; Wes Venteicher, Livingston Enterprise; and Minutes Clerk John Mueller.

The meeting was scheduled to discuss county road issues.

Citizen Steve Koontz said he provided the Commission with a proposal for 12,000 cubic yards of one-inch minus road material from the Arthun site for a total price of \$49,500 he said is based on \$3 per gallon red fuel. Koontz said a cost in addition to \$3.00 for diesel fuel will be paid by the county and a cost of less than \$3.00 per gallon will be deducted from his price to the county.

Citizen Hillary Taylor said she does not want chipseal applied in front of her home on Cokedale Road because it will increase motorist speeds on that road. Taylor asked about toxicity millings will have in an adjacent creek.

Road Supervisor Ed Hillman said he does not have time or manpower to repair water damage to the Main Boulder Road.

Finance Director Lani Hartung said she needs equipment and labor hours from Hillman to apply for emergency reimbursement funds. Commissioner Malone said he suggests the county hold a meeting to authorize a two-mill levy for emergency expenditures.

Commissioner Malone made a motion the Commission allow Mr. Koontz to crush 10,000 cubic yards from the Arthun Pit with payment made after the fiscal year at \$4.125 per yard. Commissioner Durgan seconded that motion. Motion passed.

@9:33:25 a.m., Malone made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

May 31, 2011

Consider Decision for County Funding of Employee Health Insurance

@9:36:53 a.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; Barbara Woodbury, environmental health; Wes Venteicher, Livingston Enterprise; Kevin Larkin, Denise Nelson, Marilyn Hartley, Jill Ouellette and Scott Hamilton, insurance committee; Martha Miller, auditor; Lani Hartung, finance; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to consider the amount of county funding toward employee health insurance plans.

Human Resources Analyst Jill Ouellette said county employee insurance premiums increased 23.6 this year and increased 21.7 last year. Commissioner Malone said the county has apparently been paying 100 percent of county employee monthly insurance premiums for the last number of years and he does not know how long the county can continue to do so. Malone said he suggests the county come up with a flat dollar amount and let the employees select an insurance plan. He asked if the county could institute an opt-out option in light of Healthcare Reform Act changes. Ouellette said open enrollment starts in one week and she does not have time to work within such a situation. Malone said the county has to either raise revenues or cut expenditures.

Finance Director Lani Hartung said the county can increase permissible medical levy mills to 12.15, which would generate \$461,000. Hartung said the county generated \$397,000 in FY 2011 through a permissible medical mill levy of 10.57.

Undersheriff Scott Hamilton said the Park County Sheriff's Office (PCSO) cut \$100,000 from its budget last year, froze wages, and cut its budget further this year. Hamilton said Sheriff Lutes cannot make a decision right now to cut more from the PCSO budget without looking further at numbers. He said he fears additional cuts would impact PCSO services and equipment. Commissioner Durgan said he feels further cuts would impact the county's ability to hire and retain quality personnel for PCSO.

Treasurer Kevin Larkin said the insurance committee did what it was asked by the Commission, and with Ouellette's open enrollment timeline the Commission needs to make a decision on whether to continue with a five-percent tier program into which single employee benefit plans pay to assist family employee benefit plans. Ouellette said the committee was torn because the employee base is split over continuing with the tier adjustment or going with a standard rate. Ouellette said the county has 65 employees on single plans and 35 employees on family plans.

Commissioner Durgan made a motion to maintain the five-percent tier in fairness to all employees. Commissioner Malone seconded that motion. Motion passed unanimously.

Hamilton asked how much longer employees with spouses and kids can continue to work for an employer when they lose money each year. Hamilton said he will pay \$251 per month with the five-percent tier at the same funding rate as in FY 2012. He said an employee on a single plan staying on the RM 1000 would kick in \$83 per month at a \$740 county contribution.

Commissioner Malone made a motion the county contribute \$760 per month per employee toward employee healthcare benefits. Commissioner Durgan seconded that motion. Motion passed unanimously.

Commissioner Malone made a motion to continue with the Health Insurance Committee throughout the year and ensure the committee membership is balanced. Commissioner Durgan seconded that motion. Motion passed unanimously.

@10:29:59 a.m., Durgan made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

May 31, 2011

Signing of County Cooperative and Equipment Agreement with State DNRC

@11:02:04 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Greg Coleman, county fire; Dann Babcox and Chuck Donovan, PCRFD#1; Craig Campbell, DNRC; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign county cooperative and equipment agreements with the Montana Department of Natural Resources (DNRC).

Craig Campbell of DNRC said a cooperative agreement with Park County allows DNRC to provide county assist when a fire event gets out of hand. He said a second agreement allows DNRC to place county coop engines in Park County. Campbell said the county fire cooperative agreement has not changed but the equip agreement no longer contains language stating the county is liable for all DNRC equipment used by the county.

Commissioner Malone made a motion to sign the cooperative fire control agreement between the State of Montana and Park County. Commissioner Durgan seconded that motion. Motion passed.

Commissioner Malone made a motion to sign the cooperative equipment agreement between Park County and the State of Montana. Commissioner Durgan seconded that motion. Motion passed.

@11:33:01 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

May 31, 2011

Approval of HRDC Housing & Urban Development Emergency Shelter Grant Work Plan

@1:03:15 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Heather Grenier, HRDC; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to approve a Human Resources Development Council (HRDC) Department of Housing and Urban Development emergency shelter grant work plan.

Heather Grenier of HRDC said the annual dollar amount for the Emergency Shelter Grant Program work plan is figured by poverty level percentages. Grenier said the funds

provide shelter opportunities, homeless prevention and homeless placement. She said HRDC was awarded \$46,700 for the next year's work plan.

Commissioner Malone made a motion to approve the Human Resources Development Council's Emergency Shelter Grant work plan. Commissioner Durgan seconded that motion. Motion passed.

@1:12:49 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

May 31, 2011

Review of Minutes for Weeks of May 16 and 23, 2011

@1:51 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present was Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to review Commission meeting minutes for the Weeks of May 16 and 23, 2011.

Reviewing meeting minutes for the Week of May 16, 2011, Commissioner Malone requested a revision to Page 2 of 17; middle paragraph, the last sentence should read, "Clerk Colleen Singer said she would like to attend Sleuth software training at \$1,000 per day if a half-time hire is not granted."

Commissioner Taylor requested a revision to Page 2 of 17; second full paragraph, the first sentence should read, "Commissioner Taylor said a commissioner will view water running over Wall Rock Road. " On Page 5 of 17, the first sentence should read, "Commissioner Durgan made a motion the Commission accept the fairgrounds sewer system and lift station, Cooke City sewer system and a Cooke City EOC as priorities, in that order."

Commissioner Malone made a motion to accept the minutes for the Week of May 16 as corrected. Commissioner Durgan seconded that motion. Motion passed.

Reviewing meeting minutes from the Week of May 23, 2011, Commissioner Malone requested a revision to Page 3 of 14; last paragraph, the first sentence should read, "Commissioner Malone made a motion to accept the truck bid by Dave Leverett of \$5,000 with an auction fee of \$500, which the Commission will waive or refund." On Page 8 of 14; fourth full paragraph, the first sentence should read, "Commissioner Malone made a motion to amend the financial end of the contract for the Western Mental Health Center from \$15,000 to \$25,000."

Commissioner Malone made a motion to accept the minutes for the Week of May 23 as corrected. Commissioner Duragn seconded that motion. Motion passed.

@2:07 p.m., the meeting adjourned.

May 31, 2011

Discussion of City/County Airport Budget FY2012

@2:12:30 p.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Lani Hartung, finance; Airport Board members Jerri Miller, Kerry LaDuke and Don Wilson; Wes Venteicher, Livingston Enterprise; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to discuss a proposed Fiscal Year 2012 City/County Airport budget.

Airport Board Chair Jerri Miller said the board is requesting a one-time only extra mill to pay off a Montana Aeronautics loan for purchase of a Gardiner right-of-way. Commissioner Malone said the Commission would like a board-signed statement saying the mill would be a one-time request and not a continuous part of the Airport Board budget. The Commission reviewed the airport board's proposed budget.

@2:56:48 p.m., Durgan made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

May 31, 2011

Signing of Resolutions Closing Mission Creek and Swingley Roads in Flooding Situation

@3:04:54 p.m., Commissioner Durgan called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Shannan Piccolo, civil deputy county attorney; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign resolutions closing Mission Creek and Swingley Roads due to flooding.

Commissioner Durgan said signing of the resolutions is necessary for possible emergency reimbursement funding.

Commissioner Malone made a motion to sign Emergency Resolution #1102 closing Mission Creek Road from Mile 426 to the intersection with Swingley Road. Commissioner Durgan seconded that motion. Motion passed.

Commissioner Malone made a motion to pass Emergency Resolution #1101 closing Swingley Road at the intersection with Mission Creek Road. Commissioner Durgan seconded that motion. Motion passed.

@3:19:44 p.m. Malone made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

May 31, 2011

5:30 P.M. – Museum Board – Yellowstone Gateway Museum – Commissioner Taylor attended

Voided Checks

Claims #s: 72136; 72191

June 1, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:41:07 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; Bassett Hoiness; and Minutes Clerk John Mueller.

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

Correspondence included:

- Memo email re. county road flood information
- Memo re. June 2 Senator Tester outreach session
- Memo re. Boulder Road closure and Blacktail Plateau YNP road closures
- Memo email re. Park County Natural Gas Committee mission statement
- Memo email re. MACo regional audit training
- Memo email re. June 15 CTAB training
- Memo email re. Ron Nelson tree removal on Loves Lane - To Commissioner Taylor for review
- Memo email re. MACo District 8, 9, 12 minutes internet access
- Memo email re. June 6 county insurance benefits open enrollment
- Memo email re. Upper Yellowstone Snowmobile Club liability insurance
- Memo email re. public hearing amendment public hearing in Helena
- Memo email re. Cooke City meeting rescheduling
- Memo email re. HRDC Emergency Shelter Grant Program grant
- Memo email re. June 17 Planning Board meeting

Citizen Bassett Hoiness said the cost to repair two culverts and Peterson Creek damaged by flood waters is \$2,900 to \$3,500. Commissioner Malone said he will view the road and work on logistics while viewing other problem roads in that part of the county.

A citizen said Merrill Lane has a pothole larger than patched before. Commissioner Taylor said more material will be put into the road until the weather is warm enough to patch the road properly.

@9:14:08 a.m., Malone made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

June 1, 2011

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

June 1, 2011

Human Resource Updates

@9:33:09 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Taylor were present. Also present were Jill Ouellette, HR; 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 change of status forms for a PCSO sergeant completing a six-month probationary period and a roving green box maintenance worker hire paperwork, as well as exit interviews for a sheriff's office detective and Gardiner refuse site manager. Ouellette said the road supervisor wants to hire a short-term employee to work in a gravel pit, and there was discussion about the terms of that possible hire. She said she is preparing for county employee health benefit open enrollment.

@9:46:41 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

June 1, 2011

Budget Workshop for FY2012

@10:18:56 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Taylor were present. Also present were Lani Hartung, finance; Martha Miller, auditor; Brett Linneweber, county attorney; and Minutes Clerk John Mueller. No public comment made.

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

County Attorney Brett Linneweber provided his proposed FY 2012 budget for review.

There was discussion about emergency and disaster fund expenditures for high water issues.

@11:32:27 a.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

June 1, 2011

Signing of Contract(s) for Equipment, Personnel and Services in Disaster or Emergency Situation

@1:06:51 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Ed Meece, city manager; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign contracts for equipment, personnel and services in disaster or emergency situations.

Commissioner Taylor said the county has contracts with Berg Excavating, Clyde Bainter, Ruggles Construction, Gary's Backhoe, Steve Koontz and Chad Standish.

Commissioner Durgan made a motion to sign the contracts for a record of liability. Commissioner Taylor seconded that motion. Motion passed.

@1:10:21 p.m., Durgan made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

June 1, 2011

1:30 P.M. – City/County Compact Meeting – Community Room

3:00 P.M. – Parks and Recreation Board – West Room – Meeting minutes available in the Community Development Department

June 2, 2011

Review Daily Agenda/Correspondence and Current County Projects

@8:42:42 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; Shannan Piccolo, civil deputy county attorney; Ed Meece, city manager; Clint Tinsley, city public works; Belinda Van Nurden, DES; Lani Hartung, finance; Ed Hillman, road; 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. Cokedale Road millings project
- Memo document re. Resolution #s 1099-1102
- Memo email re. legislature interim report
- Memo email re. Gardiner Airport runway work

- Memo document re. postage meter log
- Memo email re. FEMA correspondence response
- Memo email. re. Gallatin County grants administrator resignation
- Memo email re. community development director FEMA reply comments
- Memo email re. traffic counter meeting request
- Memo email re. PCRFD#1 airport fire fill site issue

There was discussion with the city of Livingston about a dyke issue along the Yellowstone River behind the golf course and possibly contacting Engineer Scott Nelson to address the issue. Commissioner Taylor said he will work with Nelson and the Army Corps of Engineers to address the issue.

Finance Director Lani Hartung said she needs emergency financial, equipment and mileage numbers from the road supervisor to complete FEMA reports for reimbursement of emergency expenditures.

Civil Deputy County Attorney Shannan Piccolo said it may behoove the county to put out a public service announcement informing citizens about causing water damage issues for neighbors from attempts to address personal high water issues. Piccolo said liability issues can result from such instances.

There was discussion about a tour route for the Commission and DES personnel to take with FEMA personnel on June 5. Commissioner Malone said he will work with DES Coordinator Belinda Van Nurden on a proposed route.

Malone reported on a June 1 tour of Main Boulder Road water damage. Malone said he and Sweet Grass County commissioners toured the road 19 miles past the asphalt. Malone reported on Peterson Creek water damage and proposed repair work dollar figures.

The Commission said it needs to come up with a policy for costs and use associated with department vehicles and motor pool vehicles.

@9:48:13 a.m., Malone made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

June 2, 2011

Budget Workshop for FY2012

@9:58:46 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; Lani Hartung, finance; Martha Miller, auditor; Philip Fletcher and Jeri Stevens, community development; and Minutes Clerk John Mueller. No public comment made.

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

Finance Director Lani Hartung provided the Commission with permissible medical levy and fair budget, fair activities insurance issues and fairgrounds facility upgrades issues. There was discussion about the Community Development Department's budget and budgeting techniques.

@10:47:46 a.m., Malone made a motion to adjourn the meeting. Durgan seconded that motion. The meeting adjourned.

June 2, 2011

Signing of Airport Task Orders and Resolution Approving Airport Improvement Project Loan

@1:02:17 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Jerri Miller and Kerry LaDuke, airport; Ed Meece, city manager; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign an airport project task orders and resolution approving an airport improvement project loan.

Commissioner Malone said the task orders permit final design engineering.

Commissioner Malone made a motion to approve the loan for the City/County Airport project. Commissioner Taylor seconded that motion. Motion passed.

The Commission signed airport task orders for final design engineering.

@1:15:49 p.m., the meeting adjourned.

June 2, 2011

Signing of Snow Grooming Agreement with Upper Yellowstone Snowmobile Club

@2:03:50 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign a snow grooming agreement with the Upper Yellowstone Snowmobile Club.

Commissioner Taylor said the agreement is between Park County and the Upper Yellowstone Snowmobile Club in Cooke City and defines terms of services and contractor liability insurance parameters. Taylor said the term of the contract runs from 2011 to 2017.

Commissioner Malone made a motion to sign the snow grooming agreement with the Upper Yellowstone Snowmobile Club. Commissioner Taylor seconded that motion. Motion passed.

@2:06:45 p.m., Taylor made a motion to adjourn the meeting. Malone seconded that motion. The meeting adjourned.

June 2, 2011

Signing for Reimbursement of Program Costs and Record of Engineering Contract for City/County Airport

@3:00:47 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Jerri Miller and Kerry LaDuke, airport; and Minutes Clerk John Mueller. No public comment made.

The meeting was scheduled to sign for reimbursement of program costs and record of engineering contract for the City/County Airport.

Airport representative Jerri Miller said the reimbursement costs are for the 2009 original program and funds will be submitted to the FAA for reimbursement.

The Commission signed the documents presented by Miller.

@3:12 p.m., Malone made a motion to adjourn the meeting. Taylor seconded that motion. The meeting adjourned.

June 3, 2011

No Commission Meetings Scheduled

1:00 P.M. – Federal Emergency Management Agency Tour of Flood Damage in Park County – Commissioner Malone attended

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

Denise Nelson  
Clerk & Recorder  
Park County, Montana