

Park County Commission Meeting Minutes
Week of February 6 - 10, 2012
Park County, Montana

February 6, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:06:20 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Lani Hartung, finance; and John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo document re. Stenberg open pit mining application
- Memo document re. solid waste SurveyMonkey results
- Memo email re. third quarter 2011 distribution of oil production tax
- Memo document re. February 15 MT DEQ public hearing
- Memo document re. DOWL HKM landfill monitoring invoice
- Memo email re. Emigrant/Story Road stop sign issue
- Memo email re. 2011 Cooke City Resort Tax presentation meeting
- Memo email re. county mail room policy

Finance Director Lani Hartung asked if an expired \$1,000 per month contract with the city of Livingston to maintain culverts is in effect.

Commissioner Durgan reported on county roads he viewed on February 3.

@9:27:49 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

February 6, 2012

Review Minutes for Week of January 30, 2012

@10:54:47 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present was John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to review Commission meeting minutes for the Week of January 30, 2012.

Commissioner Malone requested a revision to Page 7 of 12, the third paragraph should read, "Commissioner Malone said Park and Sweet Grass Counties discussed using Great West Engineering to apply for a gravel permit." The first sentence of the second to last paragraph should read, "Angel Line Parking Issue: Commissioner Malone said the Angel Line Board has concerns with the Angel Line service designated parking space in front of the senior center being illegally used by motorists."

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

@10:57:00 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

February 7, 2012

Road Updates/Engineering Services Updates

@8:10:44 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; Ed Hillman, road; Ron Isackson, CTA; Bill and Mary Beth Kiel and Arn and Gwen Wagner, citizens; and John Mueller, minutes clerk.

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

Road Supervisor Ed Hillman said the road crew hauled gravel to Upper Cottonwood Road, and Muddy Creek Road was graveled last week. Hillman said employees at the road shop are no longer drinking the water after health screenings showed abnormal liver and kidney results. He said Water and Environmental Technologies, Inc. tested the well water and water coolers have been installed in the shop.

Citizen Bill Kiel said he wants to ensure all parties are on the same page regarding a proposed easement across private property in the Whispering Pines Subdivision involving four landowners in that subdivision on the Main Boulder Road. It was decided all correspondence on the matter between landowners and the county will go through Kiel as the citizen contact.

Ron Isackson of CTA Engineering said a Miller Drive site visit is scheduled for 10:00 a.m. on February 9, and an onsite meeting to discuss work on Cavanaugh Creek is scheduled at 1:00 p.m. that day. Isackson said CTA met last week to discuss coordination of public information meetings for the Fleshman Creek Project.

There was discussion about lowering the set temperatures in the outlying road shops due to high utility bills. Hillman said old lighting in the road shops are being replaced by more energy efficient florescent bulbs.

@8:58:18 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

February 7, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:05:30 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Tracy Mosley and Mary Anne Keyes, MSU Extension; and John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. community development director out of office schedule
- Memo email re. grants review committee bylaw changes
- Memo email re. community development director grants review committee resignation
- Memo email re. mail room policy
- Memo email re. Veteran's Professional employer
- Memo email re. Whispering Pines/Boulder Road issue
- Memo email re. February 7 Public Lands meeting
- Memo email re. Secure Rural Schools/PILT program
- Memo email re. Planning Department Director timesheet/tracking log
- Memo email re. union "me too" issue
- Memo email re. February 9 Public Employees Retirement Board meeting agenda

Mary Anne Keyes, MSU Extension, asked for direction regarding mail room policy. The Commission said mail room protocol/policy will remain as-is. Keyes said she will direct any mail room complaints directly to the Commission.

Commissioner Durgan said a memorandum submitted from the community development director stated that employee is resigning from providing staff support to the Grants Review Committee. There was discussion about that committee's bylaws. Keyes said the committee could draft orders of procedure in lieu of having bylaws, as it is a committee comprised of county employees. Mosley said she will amend the bylaws with comments as submitted by members of the committee to create succinct orders of procedure.

@9:25:34 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 7, 2012

Signing of Agreement with Montana Rail Link for Installation of Crossing Surface Material on Hunter Avenue in Park County (Springdale), MT

@9:35:21 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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign an agreement with Montana Rail Link (MRL) for installation of a crossing surface on Hunter Avenue in Park County (Springdale).

Civil Deputy County Attorney Shannan Piccolo said she worked with MRL to ensure the agreement contains the correct language, and the agreement contains an applicable exemption. Commissioner Taylor said MRL is upgrading the railroad crossing in Springdale, and the agreement requires Park County to provide an element of funding and materials for the project not to exceed \$8,900.

Commissioner Malone moved to sign the agreement with the railroad. Commissioner Durgan seconded the motion. Motion passed.

@9:43:25 a.m., the meeting adjourned.

February 7, 2012

10:00 A.M. – Human Resources Updates – Commission Chambers – Canceled

February 7, 2012

Discussion/Review of Consultant Road and Bridge Department Report

@10:42:02 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; Martha Miller, auditor; Erica Hoffman, GIS/IT; Ed Hillman, Dan Hackman and Brad Wilson, road; Philip Fletcher, community development; Wes Venteicher, Livingston Enterprise; Dann Babcox, Chuck Donovan and Bryan Eastman, PCRFD#1; Sheila Royston, citizen; and John Mueller, minutes clerk

The meeting was scheduled to review a consultant Road and Bridge Department report.

The Commission reviewed a Road and Bridge Department assessment report conducted by Consultant Jack Knorr. Discussion included report topics as follows:

Budget: Commissioner Malone said Knorr suggested transferring salary for one employee from the road budget to the bridge budget, as each budget is supported by separate mill levies.

Planning: Commissioner Taylor said the road department needs preliminary/short-term planning with associated dollar figures, as well as a long-term plan beyond four years. Malone said the county is beginning to do such with road traffic counts. Philip Fletcher, community development, said his department's work program is heavily steeped in road and bridges as part of its countywide capital improvements program. He said he planned to conduct field work this spring to identify and categorize bridges and culverts, and he already has road surface and condition data. Erica Hoffman, GIS/IT, said an effort to standardize gathering of data is ongoing, and it is important that new data falls within that effort. There was discussion about the need to get GIS data points for county bridges that have been updated and upgraded by the county road crew.

Road Supervisor Ed Hillman said he and the Commission have discussed chip-sealing and road milling projects. Taylor said long-term planning includes Shields River Road with a Forest Highways Program, which will require only two years of county maintenance.

Brad Wilson, road, said some of Knorr's report suggestions have been done, such as a five-year long-term plan that was created about five years ago.

Malone said the Commission needs to be more aggressive in the planning of road department activities, possibly by holding a monthly planning meeting to discuss road projects. He said the Commission also needs to be more active in inspecting roads instead of relying on citizen phone calls, and the road supervisor needs to be more active in supervising the road crewmen. Malone said holding the planning meetings in the chambers will get things recorded properly, and anyone can attend the meetings.

Malone said the county needs to reorganize roads within regions because demographics change. He said the county has hard surfaces on every road with almost 300 daily trips, except for Jardine Road, and the report says counties should consider hard surface once a road experiences 300 daily trips.

Chuck Donovan, citizen, said Old Clyde Park Road will get hammered when the KPRK Bridge project is completed. Malone said the state of Montana has said it will not provide funding for repairing of Old Clyde Park Road during the bridge replacement project.

Scheduling: There was discussion about crewmen working four, ten-hour days. Malone said crewmen accidents spiked when on that schedule, but Knorr's report said the county can save five percent on that schedule. Hillman said he advocates for a schedule of five, eight-hour days. Malone said it is best for the road supervisor to make that decision.

Citizen Sheila Royston asked if Knorr conducted research when reporting on scheduling of workers with data sheets filled out by road crewmen. Hillman said the current road department data log software program was not reviewed by Knorr in his research efforts. Royston said the report does not include an organizational report with flowchart showing the structure of the road department regarding reporting and hierarchy and how such is

used to schedule road work and crewman activities. She said the report is deficient as a report on the entire road department.

There was discussion about “non-productive” time as stated in the report, which involves driving time to a job and equipment warm-up time.

Taylor said the Commission needs more detail in the road log as to the type of work (grading, plowing, graveling) entered into the log. Malone said the road supervisor enters daily road crewmen work data into a program developed by the county IT Department. He said more detail is needed on employee timesheets to list precise segments of roads maintained so that data can be entered into the data log. There was discussion that the IT Department create a data sheet automated enough to be filled out by crewmen in a quick manner.

Wilson said his suggestion is all citizen calls should go through the road supervisor instead of individual road crewmen. Wilson asked why his and other crewmen’s input was not taken when given to the Commission three years ago. He said he is upset and confused as to why the Commission paid \$5,000 for a report when the whole crew provided input. Commissioner Durgan said the Commission wanted an independent, third party report.

Large Projects/Weather Events: Malone said he thinks the crewmen need to stay within their road districts, and outside contractors should be used when needed during major weather events. Royston asked why a November 2010 snowstorm created such confusion among responding county entities after the Commission held a plan coordination meeting on the subject in 2008. Wilson said he was appalled at the criticism against Hillman regarding the November 2010 event. He said the crewmen did everything they possibly could in that storm, and he thinks the Commission needs to step in and support department heads in difficult times. Wilson said the road department needs to receive emergency plans the Commission says the county has. Taylor said the road crew is considered emergency responders.

Equipment: Taylor said Knorr suggests trading in road department equipment to purchase other equipment. Hillman said Malone is working on getting rid of older equipment through an auction site, but he does agree with Knorr’s assessment of the equipment the county needs. Hillman said he thinks the county needs pull-behind pups for trucks, but the department is not bad off with the equipment it has. He said a roller and loader are needed. Wilson said the condition of some of the county’s road equipment is almost creating a safety issue, such as poor seats. Fletcher said road department equipment will be researched in detail over the next few months as part of the community development department’s countywide capital improvements program.

Management: Taylor said Knorr’s report suggests dividing the county into six grader districts. Hillman said the county has done that, but a couple of districts may need to be resized.

Summary: Malone said he thinks the Commission needs to take a more active management role and drive roads on Fridays instead of just answering citizen phone calls about road conditions. Wilson said he thinks the commissioners need to work one-on-one with road crewmen in their respective districts. He said communication can be improved through computer program data entry. Hoffman said the IT Department can build a program if the road department provides data fields it wants in the program. Wilson said the only way to improve communication is for communication to come from one source, the department head, and then funnel down to employees.

Malone said the Commission will write up a report of the current meeting to share with the public and employees. He said monthly planning meetings with the entire road department will be scheduled.

@12:43:18 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 7, 2012

Appointing of Interviewed/Recommended Fair Board Applicants

@1:35:22 p.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; Kim Knutson, fair; Bob Skillman, fair board; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to appoint interviewed and recommended Fair Board applicants.

Kim Knutson, fair manager, said the Fair Board recommended keeping the two gentlemen who reapplied to the board, as it had strong feelings about their dedication to the board and fairgrounds with welding and electrical assistance. Knutson said a three-person interview panel, which included her and Bob Skillman, scored applicants Mike Adams at 143, Jordan Aller at 130, Bill Rambow at 118 and Chuck Donovan at 104. She said Donovan had since withdrawn his name from consideration. She said the board felt Aller is a strong candidate, but it had concerns with Aller's availability with owning a business and raising a child. Bob Skillman said Aller said she did not know if she would be able to attend fair board meetings and help out at work meetings due to owning a business and raising a daughter, so that was a concern for the board.

Commissioner Malone asked if the Fair Board had seen the interview scores. Knutson said the board had not seen the interview panel scores, as it made its recommendation in November before the interviews took place. Malone said it seems to him the board ought to have the opportunity to review the interview scores and asked why the county goes through the interview process if board members do not review interview scores.

Human Resources Analyst Jill Ouellette said the interview panel was tasked with analyzing the results of the interview answers and determining who were the best

candidates for the board and why. She said she thought Aller would bring a lot of creativity and action to the board and often the best time to bring in new board members is when a strong core group of board members exists. She said she thinks the county should inform Aller Fair Board seats may come open in the near future.

Commissioner Durgan said he feels the two recommended board members are well qualified and he has every indication they will continue to serve and provide positive input to the board. Commissioner Taylor said he is in favor of taking the board's recommendation to reappoint Adams and Rambow.

Commissioner Malone moved Mr. Rambo and Mr. Adams be reappointed to the board. Commissioner Taylor seconded the motion. Motion passed.

@1:47:19 p.m., Durgan moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

February 7, 2012

Discussion of Public Transportation Grant Options with Program Manager of Western Transportation Institute

@2:03:05 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; Martha Miller, auditor; Philip Fletcher, community development; David Kack, WTI; Jeff Rupp, HRDC; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss public transportation grant options with the program manger of the Western Transportation Institute.

Human Resources Development Council (HRDC) Board of Director and Western Transportation Institute program manager David Kack said HRDC is able to manage a public transportation assistance grant on behalf of Park County for a one-year, trial program to provide low-cost public transportation fares for any rider in Park County. Jeff Rupp, HRDC, said the county has the option of managing the grant funds for the one-year effort or passing a resolution for HRDC to be the managing agency. Kack said HRDC can show required grant matching funds with other funding sources it has if it is to serve as the project's lead agency, and the county can show matching funds through its Angel Line Transportation Service if it chooses to administer the grant program. Commissioner Malone said he thinks the citizens of Park County want Angel Line to serve only the elderly, but Kack can ask the Angel Line Board it wants to use the funds as a match for the grant.

Commissioner Durgan said he asked the county civil deputy county attorney to look over a transportation plan. Civil Deputy County Attorney Shannan Piccolo said the county legally could participate in the program if the Commission decided to do so. Durgan said he questions how the county justifies subsidizing private business enterprises such as

Amazing Taxi, and if it does so does it leave itself open to funding another individual's coffee shop. Kack said the county would really be subsidizing the person riding the taxi and not the service.

Malone said his concern is taking on efforts with promised state or federal funds and then those funds going away after a desired service has been established with county assistance. Malone said he concentrates on the county government not providing services outside of its public safety, health and welfare responsibilities. Rupp said HRDC will not retry the proposed transportation program next year without federal or state funding.

Philip Fletcher, community development, said the proposed transportation project would fit into the county's overall public transportation planning program for rural Park County and would be consistent to where he thinks Park County will need to end up regarding special needs groups transportation. He said he thinks the proposed project is a no-lose situation provided it does not cost the county any money and there are no legal obligations. He said it is better to start the program now than in two years from now, for instance, when the economic situation may be worse. Durgan said he is in favor of the proposal for a one-year, trial effort if the county can comply with the parameters and not have to develop a board of directors. Rupp said the project would use the existing board formed when the Gallatin County transportation services were combined.

Commissioner Taylor said he is not interested in participating in the program if funding can go to the Streamline bus service. Rupp said the county can insert language prohibiting any funds from going to Streamline. Taylor said he does not like the idea of subsidizing private industry and thinks businesses should be able to make it or fail. Durgan said he does not like the idea of subsidizing private industry and he would not like to get into the position of not being able to provide the service after one-year's time. Malone said he does not want county residents to come back to the Commission if the project is not funded in the future. Rupp said HRDC likely will not ask Park County for project funding again after the one-year trial.

The Commission said it is agreement it is not interested in participating in the proposed project.

@2:44:54 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 7, 2012

7:00 P.M. – Public Presentation on Solid Waste Disposal Alternatives for Park County – Wilsall Senior Center, Wilsall

February 8, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:09:26 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Erica Hoffman, GIS/IT; Barbara Woodbury, environmental health; Kelly Johnson, maintenance; and John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. Community Development Director out of office schedule
- Memo email re. draft Safety Committee minutes
- Memo email re. draft LEPC minutes
- Memo email re. Oil and Gas Committee minutes
- Memo document re. Whispering Pines easement
- Memo email re. upstairs men's restroom ADA work
- Memo email re. February 9 Rancher's Roundtable session
- Memo email re. redistricting
- Memo email re. TSEP legislation veto ruling
- Memo document re. Cooke City newsletter
- Memo email re. Feb 23-24 Law and Justice Committee
- Memo email re. RAC grant approval reporting
- Memo email re. Cooke City resort tax meeting minutes

Barbara Woodbury, environmental health, said Water and Environmental Technologies tested the water at the road shop after reports of irregular employee health screening results. Woodbury said employees can give results to Dr. Wadley if they wish, as he needs to see results to make a determination of possible causes. She said her opinion is to err on the side of caution, thus not drink the water at the road shop until the water is tested and monitored for a period of time, perhaps a year.

Woodbury said she received permission from the city of Livingston for the Environmental Health Department to sign off on chicken permits within the city without waiting for quarterly Board of Health meeting approval.

Woodbury said 500 refuse alternatives surveys have been recorded by city of Livingston and the public comment period closes on February 17. She said as many as 700 surveys may have been returned to-date.

Erica Hoffman, GIS/IT, said her department will conduct a 30-day test with a higher internet speed through Wispwest to determine if a connection can be improved from the courthouse building to the county road shop. Hoffman said the IT Department needs written requested database fields from the road supervisor in order to build a road

department database. The Commission said the road supervisor needs to color code roads and draw grader districts for IT to put in the database.

Kelly Johnson, maintenance, said he is getting an estimate today for painting of downstairs walls.

@9:39:14 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 8, 2012

9:30 A.M. – Claims Review – Commission Chambers

10:00 A.M. – Discussion of IT Security Issues for Park County and City of Livingston – Community Room – Commissioner Malone attended

February 8, 2012

Appointment of Interviewed/Recommended Weed Board Applicants

@2:32:49 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Clay Williams, weed; Jill Ouellette, HR; Ed Hillman, road; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to appoint interviewed and recommended Weed Board applicants.

Jill Ouellette, human resources, said interviews were conducted by a three-member interview panel because more than three applicants filed for three open board seats. Ouellette provided the Commission with interview question results for review.

Commissioner Durgan moved to appoint the three highest scores to the Weed Board, which were Alan Johnstone, Bruce Lay and Bob Boyd. Commissioner Malone seconded the motion. Motion passed.

@2:48:08 p.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

February 8, 2012

Final Decision on Dividing Duties and Budget for Planning and Community Development Departments

@3:04:39 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Mike Inman and Jeri Stevens, planning; Jill Ouellette, HR; Martha Miller, auditor; Philip

Fletcher, community development; Wes Venteicher, Livingston Enterprise; and John Mueller, minutes clerk.

The meeting was scheduled to make a final decision on dividing duties and the budget for the Planning and Community Development Departments.

Commissioner Taylor said the Commission will finalize budgets for the Planning and Community Development Departments after it returns from a MACo conference the week of February 13. Taylor asked the two departments to submit requested budget figures for the remainder of the current fiscal year. He said the Commission will discuss individual budgets individually with the planning and community development department staffs and then sit down with the county finance director to ensure the requests are reasonable and available in the budget.

Regarding duties assigned to each department, Taylor said the three commissioners have gone over the issue and made the following decision:

Taylor said the Planning Department will be responsible for growth policy update and administration; zoning planning and administration; subdivision review and administration; parks and recreation planning and administration; natural resources/environmental planning; hazard mitigation planning; providing support for the Planning and Zoning Commission, Airport Board, Planning and Development Board, Board of Adjustments and the Parks and Recreation Board; Co-Floodplain Management and Administration; Long-Range and Community Assistance relative to the aforementioned. The Commission said Planning Technician Jeri Stevens will remain in the Planning Department as previously decided.

Taylor said the Community Development Department will now be titled the Economic Development Department. Taylor said the Economic Development Department will be responsible for grants administration, including researching, preparing and writing all county grants, as well as providing assistance to all other departments and the Grants Review Committee for grant development administration as assigned by the Commission; economic development planning and administration; special project administration duties as assigned by the County Commission, including but not limited to the Fleshman Creek Project, capital improvement programs and Gardiner Safe Routes to Schools Project; community assistance relative to grants administration, economic development and special project administration.

Taylor opened the floor to public comment. Philip Fletcher, economic development, asked if he should notify individuals in Gardiner he will no longer be working with them. Taylor said Fletcher should do that, but he will remain working with individuals in Gardiner on the Safe Routes to School/Gardiner Sidewalk Project. Commissioner Malone said the Community Development Block Grant is a grant funding source, so Fletcher should continue with that effort in Gardiner. Commissioner Durgan said the Commission previously determined the RTCA grant will be administered by the Planning Department. Fletcher said the Commission previously voted that a proposed National

Park Service plan to upgrade the park's north entrance in Gardiner, which includes plans for Arch Park, was determined to be economic development and asked if the Commission is now undoing that vote. Taylor answered in the affirmative.

Martha Miller, auditor, said she is currently working on a small grant for Angel Line and asked if Fletcher is to prepare and submit all county grants. Taylor said Fletcher is to perform grant administration for the Commission, and Fletcher can give staff advice and assistance with grants and a format to submit grants to the Grants Review Committee if needed.

Malone said the idea in creating the former community development department was to eliminate the need for an outside granting party and do grant work in-house. The Commission said individuals from the community who approach Fletcher for grant assistance should be referred to the Commission if they ask Fletcher for assistance. Malone said Fletcher can assist individuals with small grants at his discretion, or he can report to the Commission during his monthly update meetings to ask if he should commit county assistance to the individuals.

Fletcher said everything in his database is available on the O Drive, and he will no longer work on the database except for economic development efforts.

@3:18:00 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 9, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:41:02 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 John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo document re. Do Not Drink Water Signs
- Memo email re. community development department out of office schedule
- Memo email re. MACo regional training
- Memo email re. Livingston Network after hours
- Memo email re. upstairs restroom ADA work
- Memo email re. tire dump public comment
- Memo email re. radio ads
- Memo email re. SCEG subcommittee comments
- Memo document re. SWB application
- Memo document re. refuse pie chart
- Memo email re. transportation meeting comments

- Memo email re. zoning public hearing cancelation
- Memo email re. Board of Health updates
- Memo email re. Senator Tester outreach session
- Memo email re. road shop water issue/personnel data
- Memo email re. BLM public scoping period
- Memo email re. community development director work from home request
- Memo email re. Cooke City resort tax allocations request
- Memo emails re. Safety Committee/LEPC agendas
- Memo email re. Feb 16 YRCDC teleconference
- Memo email re. Angel Line parking issue
- Memo email re. community development director out of office schedule
- Memo emails re. Angel Line parking issue
- Memo email re. Angel Line parking ordinance
- Memo email re. employee complaint request

Commissioner Malone said the Gardiner Business District emailed about assistance promised from Park County staff.

@9:00:57 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 9, 2012

9:00 A.M. – Safety Committee – Commission Chambers

10:00 A.M. – Onsite Viewing of Miller Bridge – Five Acre Tracts

10:00 A.M. – Local Emergency Planning Committee – Community Room

1:30 P.M. – Commissioner Viewing of County Road – Shields Valley

1:30 P.M. – Grants Review Committee – East Room

7:00 P.M. – Public Presentation on Solid Waste Disposal Alternatives for Park County – Emigrant Hall, Emigrant

February 10, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:05:53 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; Erica Hoffman, GIT/IT; and John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo document re. GIS grant application
- Memo email re. financial impacts on levies
- Memo email re. HOME program newsletter
- Memo email re. employee complaint request
- Memo email re. City/County Compact update
- Memo email re. State Workforce Investment Board RFP
- Memo email re. community development director out of office memo
- Memo document re. February 17 Planning and Development Board agenda
- Memo email re. Grants Review Committee grant application recommendations

Addressing a Grants Review Committee grant application recommendations memo, Commissioner Malone said he thinks both the Cooke City Sewer and County Fairgrounds Projects should involve engineering firms in submitting grant applications.

Erica Hoffman, GIS/IT, asked the Commission to read a memo explaining activities and changes occurring in the GIS/IT Department. Hoffman said the Grants Review Committee recommended moving forward with a proposed GIS data layer update grant at its February 9 meeting. The Commission signed off on that grant application.

@9:25:19 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned

February 10, 2012

Discussion/Decision on Hiring Robert Peccia & Associates to Write Grant Applications for the Park County Fairgrounds Sewer Project

@9:32:36 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; Martha Miller, auditor; Mike Adams and Ed Flatt, fair board; Holly Manning, RPA; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider hiring Robert Peccia and Associates (RPA) to write grant applications for the Park County Fairgrounds Sewer Project.

Barbara Woodbury, environmental health, said a proposed fairgrounds sewer system project has been discussed for some time, and the Commission has already paid RPA to complete a Professional Engineering Report (PER), and now it is time to apply for funding for the proposed project.

Holly Manning, RPA, said RPA would add a funding implementation chapter to the PER, which is a requirement for funding agency applications, including a Montana DNRC Renewable Resource Grant and Loan Program for \$100,000. She said the county will then have to discuss how to fund the remainder of the project, which likely would be

through a state revolving loan fund program that has a 3.75% interest rate for 20 years. She said the county would have to hold a bond election to secure that general obligation loan. Manning said her recommendation is to seek enough funding to pay for a system on county property, and the county can reduce the amount of the loan needed if the system can tie into infrastructure included in the Fleshman Creek Restoration Project.

Manning said RPA included two scenarios in its PER, one with sewer system facilities on city of Livingston property and one on the fairgrounds property. She said options were discussed with the city when the PER was drafted. There was discussion about RPA consulting with CTA Engineering and that firm's work on the Fleshman Creek Project.

Manning said the county would need to contract with RPA for the funding effort, and then again for a final project design. Manning said the grant and loan applications would cost the county around \$8,000, which would include a public meeting. She said funding applications must be in by May, but grant agreements will not be signed by the state legislature until July 1, 2013. She said that timeframe would allow for adjustments before a bond issue would have to be sought.

Woodbury said she and Commissioner Taylor would discuss crossing St. Mary's property with sewer lines with St. Mary's representatives.

Commissioner Malone moved to employ the services of Robert Peccia and Associates to write and complete the grant application for the Fairgrounds Sewer Project. Commissioner Durgan seconded the motion. Motion passed unanimously.

Taylor said the Fleshman project would not hold up the fairgrounds project, as they are not dependent on one another. Taylor said funding for the RPA grant work will come from the Commissioners Special Projects budget.

@9:51:04 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

February 10, 2012
Solid Waste Work Session

@10:31:04 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were SWB members Allen Carter, Bob Currie and Dick Juhnke; Barbara Woodbury, environmental health; Courtney Lawellin, PCCC attorney; Kevin Funk and Jim Hunt, citizens; and John Mueller, minutes clerk.

The meeting was scheduled as a Solid Waste Board (SWB) work session.

Discussion of Disposal of Tires at Landfill: Taylor said the state said tires can be disposed of in the county landfill, but must be buried. He said cutting tires before burying them helps reduce the tires floating to the top. There was discussion about

mobile tire cutters at compactor sites to avoid placing tires in the county landfill. Commissioner Malone said the county does not know how many tires it receives in a year.

There was discussion about coordinating with tire installation businesses in the county to eliminate those businesses charging clients for tire disposal and then disposing of the tires in county green box sites. There was discussion about installing roll off boxes at the businesses.

Discuss Compactor Site Issues: Allen Carter asked how soon the Commission will draft a letter to permit him to meet with Kerry LaDuke of the Airport Board regarding a proposed Gardiner compactor green box site. Malone said the FAA needs to first conduct a study. Carter said he has located a second property in Gardiner that may be suitable for a compactor site. There was discussion about board members viewing the site with CTA Engineering representatives.

Other Discussion Topics: Barbara Woodbury, environmental health, said the county has received 826 responses to its solid waste alternatives survey. Woodbury said she could help the SWB with writing its master plan.

There was discussion about including a master plan option where the county submits one refuse tag per household and then charge refuse on a pay-as-you-go program, paying at individual compactor sites. There was discussion about the concern of cash changing multiple hands with such a system.

Citizen Kevin Funk said he would like the county to create a better service for county households.

Dick Juhnke said the Billings landfill will accept Park County's refuse at \$18 per ton.

@11:47:58 a.m., the meeting adjourned.

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

Denise Nelson
Clerk & Recorder
Park County, Montana