

Park County Commission Meeting Minutes  
Week of January 23 – 27, 2012  
Park County, Montana

January 23, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:34:32 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; Philip Fletcher, community development; 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. Bear Creek Hydro Electric Project cancelation
- Memo email re. MACo health screening sign-ups
- Memo email re. NRM EDD bidding options

Community Development Director Philip Fletcher reported on his personal health. Fletcher said he will provide the Commission with a detailed written report of ongoing projects, particularly the Flesman Creek Restoration Project, before January 25. Fletcher said he is doing work on several grants, and he will be very busy writing grants and working on an economic development district and capital improvements program in the spring. Fletcher said he suggests Commission meetings are held with people requesting grant assistance from Fletcher to find out what is needed and relevant timelines.

Commissioner Malone said he thinks the Grants Review Committee needs to be reactivated, because his intention was for Fletcher to be the lead person of that committee. Fletcher said he will schedule a joint meeting with the Commission and Grants Review Committee to discuss coordination measures.

Malone asked about Fletcher's capital improvements grant. Fletcher said he still has \$14,000 in that grant to pay for assistance. Malone asked if those funds could be used to document road and bridges in the county, as the need for such work was listed in a road department consultant report. Fletcher asked Commissioner Durgan the status of a fairgrounds master plan.

@9:00:07 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

January 23, 2012

Discussion/Decision of Emigrant Chico Cemetery Status

@9:32:23 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; Jerry Brekke, historian; Carol Woodley, Connie Standish, Audrey Dodge and Steve Amick, cemetery association members; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider a decision on the status of the Emigrant/Chico Cemetery groups.

Jerry Brekke, historian, said the Emigrant Cemetery Association has become the Friends of the Emigrant Cemetery as a nonprofit entity, and a similar association is organizing for the Chico Cemetery. Brekke said the cemeteries were donated to school districts that are no longer in existence. He said the cemeteries are trying to establish a legal entity or method that can underwrite the cemetery associations' project-related endeavors, as several cost-effective projects are lined up, such as using university assistance for ground-penetrating radar work. Brekke said such work would require a legal entity with which the universities could enter into an agreement. Also, Brekke said expansion of cemeteries is possible through private land donation, but individuals do not know to whom to donate funds. Brekke said each cemetery would like to conduct individual fundraisers.

Shannan Piccolo, civil deputy county attorney, said the county could take over ownership of the cemeteries and give the Friends the authority to improve the cemeteries as they have in the past, possibly as separate associations. Commissioner Malone said he thinks the county could serve as a good channel for people to donate funds to the cemeteries, hold that money as a legal entity and provide historian consultation and legal counsel for easement and liability issues.

Steve Amick, Chico Cemetery Board, said donations, funders and grants are available, and he personally is afraid to donate metal furniture to the cemetery until he knows legalities.

Commissioner Taylor said he thinks the county should take over the cemeteries, and each cemetery should form individual nonprofit entities to take care of their own funds and ensure funds designated for a certain cemetery goes to that cemetery. He said such would provide the cemeteries with an entity with which MSU and others could work, as legally necessary. Taylor said he would entertain a motion to have Piccolo draft a resolution to go forward with approaching Arrowhead School District to transfer cemetery deeds to the county.

Commissioner Malone moved to move forward with transferring deeds. Commissioner Durgan seconded the motion. Motion passed.

@10:11:42 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

January 23, 2012

Discussion of Budget to Actual Revenues and Expenditures and Treasurer's Cash Report for December 2011

@10:14:46 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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss budget to actual revenues and expenditures and a Treasurer's Cash Report for December 2011.

Finance Director Lani Hartung provided to-date budget figures and the status of department budgets and explained discrepancies between the county treasurer's cash balance and the accounting department's general ledger. Hartung provided budgeted transfers-out for commissioner approval.

@10:39:36 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

January 23, 2012

11:30 A.M. – Review of Minutes for Week of January 16 – Commission Chambers – Postponed until January 24 at 10:00 a.m.

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

January 24, 2012

County Road/Engineering Services Updates; Decision on Used Wheel Loader Bids

@8:11:09 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; Parks Frady, CTA; Chet Sharbono, RDO; Dennis Morelock, T&E; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss county road issues and engineering services updates and decide on used wheel loader bids.

Addressing used wheel loader bids, Commissioner Taylor said the county's legal counsel reviewed and deemed viable bids submitted by RDO Equipment and Tractor and Equipment. Road Supervisor Ed Hillman said the lower priced loader has too many hours on it (11,000) for the requested price, and it needs new tires. He said the loader in question was started and driven around by road department personnel. Hillman submitted a written opinion that he and mechanic Dan Hackman recommend the county

not purchase said loader. Commissioner Malone said the county's loader is now fixed, and a consultant report said the county does not need another loader.

Commissioner Durgan moved to reject all bids. Commissioner Malone seconded the motion. Motion passed.

Discussing county road issues, Taylor said a culvert on Loves Lane has a hole because of a tree growing through it and has collapsed. Hillman said a stop sign was replaced on Loves Lane. Hillman said he cannot see where the county road was allegedly damaged by a citizen in the Whispering Pines Subdivision.

Parks Frady, CTA Engineering, said CTA is looking at options for Cavanaugh Creek, which may include installation of a bridge.

@8:49:52 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

January 24, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:50:13 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; Parks Frady; 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. county wellness clinic sign ups
- Memo email re. Senior Center Angel Line bus parking issue
- Memo email re. Angel Line parking issue letter to the editor
- Memo email re. Angel Line member contact list
- Memo email re. MACo county leadership institute
- Memo email re. February 15 MACo energy committee
- Memo email re. planning department director timesheet tracking
- Memo document re. county printing contract
- Memo document re. Homemaker Program letter of support
- Memo email re. Juvenile Detention Board agenda
- Memo email re. February 2 Senator Tester outreach session
- Memo letter re. brucellosis working group
- Memo email re. Gardiner south side drainage issue
- Memo email re. rifle range installation regulations
- Memo email re. MACo natural resources committee

Civil Deputy County Attorney Shannan Piccolo asked if the commissioners reviewed the scope of work and CTA Engineering cost sheets for the Fleshman Creek Restoration Project. Piccolo said she has drafted a contract with CTA based on those figures. The commissioners said they will review the documents.

Commissioner Malone said an Angel Line Service van is not getting bids on an online auction site and asked the administrative assistant to put a legal ad in the newspaper. Malone said a report from a federal wildlife specialist regarding the Gardiner Airport was completed.

@9:30:38 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

#### January 24, 2012

##### Human Resources Updates

@9:52:59 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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss activities in the Human Resources Department.

Jill Ouellette, HR, said a MACo Wellness clinic started that morning and hopes for participation by at least 40 percent of the county employee force. Ouellette said she conducted pre-screening of 13 applications for an open Clerk and Recorder clerk position. She said she finalized Fair Board interview questions, and interviews are scheduled for January 27, and she is still working on Weed Board interview questions.

@10:01:44 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

#### January 24, 2012

##### Review of Minutes for Week of January 16, 2012

@10:19:03 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor 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 16, 2012.

Commissioner Malone requested a revision to Page 1 of 12; second full paragraph, strike sentence, "Hillman said the existing road is not legal, as it is on private property, so he assumes the original right-of-way was left in the event it was needed." The third sentence should read, "He said boulders that were in the right-of-way have been removed by Long."

Commissioner Malone moved to accept the minutes for the Week of January 16 - 20 as corrected. Commissioner Durgan seconded the motion. Motion passed.

@10:23:19 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

#### January 24, 2012

12:00 P.M. – Airport Board Meeting – Mission Field, Livingston – Commissioner Durgan attended

7:00 P.M. - Public Presentation of Park County Solid Waste Disposal Alternatives - Community Room, Livingston

#### January 25, 2012

##### Daily Correspondence/Agenda and Briefing on Current County Projects

@8:39:48 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Raea Morris, administrative assistant; 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. public information request
- Memo email re. Juvenile Detention Board member info
- Memo email re. Freshman Creek scope of work documents
- Memo email re. public information request
- Memo document re. Gardiner Airport wildlife study letter
- Memo document re. January 31 Northwestern Energy reception
- Memo email re. January 31 Yellowstone Gateway Museum agenda
- Memo email re. February 1 City/County Meeting agenda

@9:06:37 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

#### January 25, 2012

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

9:30 A.M. – Western Montana Mental Health – Butte, Mental Health Center – Commissioner Taylor attended

1:30 P.M. – Livingston Transportation Coordination Committee – East Room –  
Commissioner Malone attended

January 26, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:37:53 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 John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. postal rates
- Memo email re. donut zoning district legal description
- Memo email re. USDA Gardiner Airport report
- Memo email re. Livingston Advisory Committee appointees
- Memo email re. crosswalk signs
- Memo email re. commissioner audio backup drive
- Memo email re. resort tax allocation
- Memo email re. January 26 YGM Collections Committee
- Memo email re. January 30 donut zoning district update meeting
- Memo document re. Montana FWP public comment
- Memo document re. Hub International Mountain States Limited
- Memo document re. public information request

Commissioner Malone reported on a January 25 Transportation Advisory Committee meeting.

Commissioner Taylor reported on a January 25 Western Montana Mental Health meeting.

Malone said the County Attorney's Office has filed suit against an individual who has not complied with a Board of Health and County Attorney's Office order to remove an illegal septic system holding tank.

@9:15:30 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

January 26, 2012

Solid Waste Work Session

@10:01:31 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Richard

Wright, refuse; Allen Carter, Robert Currie and Dennis Dodge, SWB; J Short, citizen; and John Mueller, minutes clerk.

The meeting was scheduled as a work session to discuss county solid waste issues.

There was discussion about one free ton of refuse at the landfill per refuse tag.

@11:01:55 a.m., Commissioner Malone moved to recess the meeting until the 11:00 a.m. meeting adjourns. Commissioner Taylor seconded the motion. The meeting recessed.

@11:18:09 a.m., the meeting reconvened.

Commissioner Malone said the county's weed technician reported that he met with Citizen Ray Sundling and decided on a plan for the county to clean Sundling's property of refuse blown from the county landfill, per Sundling's request.

@11:50:18 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

January 26, 2012

Decision on Trial Effort with City of Livingston Regarding Refuse

@11:02:20 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Richard Wright, refuse; Lani Hartung, finance; Raea Morris, administrative assistant; Allen Carter, Robert Currie and Dennis Dodge, SWB; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider a decision to commence a trial effort with the city of Livingston regarding refuse.

Richard Wright, refuse, said he will coordinate with the city and Envirocon when to commence the trial effort to ensure a full load of refuse is sent to Helena, but he will attempt to have the trial effort commence as close to February 1 as possible. Commissioner Taylor said the trial effort will last for 30 days after the last county refuse bottle is delivered from the county transfer station by Envirocon.

Commissioner Malone moved to go forward with a trial refuse effort with the city of Livingston. Commissioner Taylor seconded the motion. Motion passed.

@11:06:30 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

January 26, 2012

Discussion/Decision on Grants Review Committee Status

@ 1:03:53 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; Craig Caes, environmental health; Mike Inman, planning; Martha Miller, auditor; Kevin Larkin, treasurer; Denise Nelson, clerk and recorder; Tracy Mosley, MSU Extension; Lani Hartung, finance; Philip Fletcher, community development; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider a decision on the status of the county grants review committee.

Commissioner Taylor said the Commission wants to get the grants review committee operating because it will have grants that need reviewed down the road. Taylor said grants come in waves as projects are due. He said he imagines projects will be planned in the spring and summer, and particularly fairgrounds and Cooke City sewer projects may involve grants. He said the Commission needs an entity to review grants, provide a recommendation and ensure grants are appropriate for Park County regarding requirements, expenses and county policy. Taylor said involving the accounting department can ensure required matching funds are met.

Tracy Mosley, committee chair, said the committee has not reviewed a grant since April 2011, which begs the question whether the committee is needed. Commissioner Malone said the Commission did not retain an outside granting firm because it created the Community Development Department with the idea that department would conduct grants work. He said his opinion is Philip Fletcher, community development, needs to be the staff person assigned to the committee and ensuring grant deadlines required by granting agencies are met. Fletcher said he considers himself staff support to the committee.

There was discussion about discrepancies between different versions of committee bylaws. Mosley said the approved bylaws include responsibilities that are more than what she is hearing the committee was created to do. She asked committee members to send their thoughts on bylaws to Fletcher. Fletcher said he can have the bylaws with incorporated comments back to the Commission in a day. The Commission asked for the bylaws by the end of the week of January 30.

Fletcher said he obtained all grants from Nittany Grantworks when the committee formed and provided spreadsheet matrixes of where grants were and who was involved with them at each meeting. Fletcher said he has not had any grants presented to him by employees, except grants he has written and run through the committee for review. He said a process needs to be established where employees give grants to Fletcher so he knows the grants exist. Taylor said there is not a requirement that all grants go through Fletcher if department heads are comfortable submitting them directly to the committee.

Commissioner Durgan said Nittany Grantworks actively sought grants applicable to the county and asked who will do that work. Taylor said he envisions department heads will seek out grants and consult Fletcher for needed assistance. Malone said he does not want grants that cost the county excessive resources or require additional employees in the future.

Erica Hoffman, GIS/IT, said she has two grants she needs to submit quickly, one in mid February, which will fix parcel data in Park County by working with the Bureau of Land Management and the State of Montana. The Committee scheduled a meeting for February 9.

@1:32:34 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

January 26, 2012

7:00 P.M. – Public Presentation on Park County Solid Waste Disposal Alternatives – Springdale School, Springdale

January 27, 2012

9:00 A.M. – Commissioner at Wilsall to Hear Area Resident Concerns – Val’s Mercantile, Wilsall

10:00 A.M. – Commissioner at Cooke City to Hear Area Resident Concerns – Community Center, Cooke City

10:30 A.M. – Commissioner at Clyde Park to Hear Area Resident Concerns – Town Hall, Clyde Park

2:00 P.M. – Commissioner at Gardiner to Hear Area Resident Concerns – Community Center, Gardiner

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

Denise Nelson  
Clerk & Recorder  
Park County, Montana