

Park County Commission Meeting Minutes
Week of June 11 – 15, 2012
Park County, Montana

June 11, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:32:19 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; Erica Hoffman, GIS/IT; and John Mueller, minutes clerk. No public comment made.

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

Correspondence for June 7 included:

- Memo email re. property annexation meetings cancelations
- Memo email re. increased coal train travel
- Memo document re. Cooke City Water District recommended appointment
- Memo document re. SNAP program contract
- Memo email re. janitorial services complaint
- Memo email re. Montana Petroleum Association lawsuits
- Memo email re. Fleshman Creek Project website updates
- Memo document re. Cooke City Community Council refuse assessment request

Correspondence for June 8 included:

- Memo email re. citizen refuse assessment request
- Memo email re. CTA Engineering upcoming meetings
- Memo email re. public employees retirement board meeting
- Memo emails re. Main Boulder Road trees conditions
- Memo email re. June 15 Prospera Business Network presentation
- Memo email re. green box sites services
- Memo document re. DIS invoice
- Memo document re. Hard Drives chip sealing services
- Memo document re. citizen delinquent taxes

Erica Hoffman, IT/GIS, said she is putting out an RFQ for surveyors to assist with data gathering for updating of the county's GIS data as part of another grant that was already approved. Hoffman said she is moving forward with the effort.

@8:50:38 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 11, 2012

Review of Minutes for Week of June 4, 2012

@9:06:39 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners 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 June 4, 2012.

Commissioner Malone moved to reschedule the meeting for later in the week. Commissioner Taylor seconded the motion. Motion passed.

@9:06:58 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 11, 2012

Fiscal Year 2013 Budget Workshop

@9:42:14 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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled as a Fiscal Year 2013 budget workshop.

Lani Hartung, finance, provided to-date projected revenues and expenses for each department budget.

@11:01:03 a.m., Commissioner Malone moved to recess the meeting until June 12 at 11:00 a.m. Commissioner Durgan seconded the motion. The meeting recessed.

June 11, 2012

12:00 P.M. – Commissioners at Airport Board Meeting – Gardiner Airport

2:30 P.M. – Local Advisory Committee – Mental Health Drop-In Center, Livingston – Commissioner Taylor attended

6:00 P.M. – Girl Scouts Meeting – East Room

June 12, 2012

Road Updates/ Engineering Services Updates

@8:03:30 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; Mark Westenskow, CTA; and John Mueller, minutes clerk. No public comment made.

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

Road Supervisor Ed Hillman said the county needs to grind up bad spots on Cokedale Road and reapply millings.

Mark Westenskow, CTA Engineering, provided a report of CTA Engineering's engineering services for Park County.

@8:29:25 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

Discussion/Status of Fleshman Creek Project

@8:30:51 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; Raea Morris, administrative assistant; Lani Hartung, finance; Clint Tinsley, city of Livingston; Mark Westenskow, CTA; Gary Barnhart, citizen; and John Mueller, minutes clerk.

The meeting was scheduled to discuss the status of the Fleshman Creek Restoration Project.

Mark Westenskow, CTA Engineering, said CTA's goal is to hold a meeting with individuals interested in utility crossings associated with the Fleshman Creek Project on June 21 to discuss options, hold an internal update meeting on June 26 and a public meeting on July 12. He said CTA is getting pricing options for utility work in conjunction with road crossing work. He said Oasis Environmental has defined the creek channel to 12 feet wide at low flow, which is within the existing corridor in the majority of the creek stretch.

Citizen Gary Barnhart said water flow will need to remain constant after the project is completed in order to avoid sedimentation deposition. Clint Tinsley, city of Livingston, said water levels in Fleshman Creek will be maintained through a pipe behind Park Clinic running to the lagoon.

Lani Hartung, finance, submitted a reimbursement request to FEMA for \$52,000, which included \$10,000 in in-kind wages and \$7,000 in in-kind cash, but she has not received anything from the schools or Trout Unlimited that she can use as in-kind contribution.

@8:47:02 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:02:56 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; Greg Coleman, DES; Lani Hartung, finance; Erica Hoffman, GIS; 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. economic development director work schedule
- Memo email re. Planning Department proposed budget
- Memo document re. Koontz gravel contract
- Memo document re. RYO detention services contract
- Memo document re. Bright Lane historic research report and invoice
- Memo document re. PCSO union agreement
- Memo email re. BLM data update RFQ advertisement

Greg Coleman, fire warden, said the process to annex a property into a fire district is different than that for a fire service area, which has caused a delay in addressing an annexation request for two property owners in Paradise Valley into PCRFD#1.

Commissioner Malone reported on a June 11 Airport Board meeting in Gardiner.

@9:31:48 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

Discussion of Treasurer's Budget for FY2013

@9:37:49 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Kevin Larkin, treasurer; Lani Hartung, finance; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss the Treasurer's proposed Fiscal Year 2013 budget.

Treasurer Kevin Larkin provided his offices proposed budget for Fiscal Year 2013.

@9:46:55 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

Human Resource Updates

@10:01:15 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, provided change of status forms for a PCSO deputy who met his longevity pay anniversary, four fair workers, employees who worked for the election, Angel Line transportation coordinator resignation and replacement individual, and a Gardiner green box caretaker.

Ouellette provided exit interview questionnaires for homemaker and Angel Line transportation coordinator positions. She said she provided Jim Nyes with an electronic copy of items to address in rewriting the Park County personnel handbook.

@10:20:12 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

Park County Compensation Board Meeting

@10:37:32 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Brett Linneweber, Denise Nelson, June Little and Kevin Larkin, committee members; Jill Ouellette, HR; Martha Miller, auditor; Steve Woodruff, citizen; and John Mueller, minutes clerk.

The meeting was scheduled for the Park County Compensation Board to discuss elected official wages.

Citizen Steve Woodruff moved to appoint Shawn Ryan to the Compensation Board. Brett Linneweber seconded the motion. Motion passed.

Commissioner Malone said Montana Association of Counties suggests a Cost of Living Adjustment of 3.2 percent this year.

Commissioner Malone moved Steve Woodruff serve as the chair of the committee. Commissioner Durgan seconded the motion. Motion passed.

The committee said it will try to meet again on June 20 or 21.

@10:58:36 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 12, 2012

Fiscal Year 2013 Budget Workshop

@11:04 a.m., Chairman Taylor reopened a meeting in the Commissioners Chambers recessed on June 11 @11:01:03 a.m. Commissioners Durgan, Malone and Taylor were present. Also present were Martha Miller, auditor; Lani Hartung, finance; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled as a Fiscal Year 2013 budget workshop.

Lani Hartung, finance, provided to-date projected revenues and expenses for each department budget, including the county's Payment in Lieu of Taxes (PILT) fund. The Commission transferred out \$21,000 in PILT funds for the Meals on Wheels program.

The Commission finalized the Fiscal Year 2013 preliminary budget.

@12:09 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 12, 2012

1:00 P.M. – Commissioner at Senior Citizens Meeting – Senior Citizens Center, Livingston

2:00 P.M. – I.T Advisory Board – Community Room

3:00 P.M. – Web Committee – East Room

June 13, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:33:56 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; 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. Planning Department budget review request
- Memo email re. August 13 Main Boulder Road Corridor study meeting
- Memo email re. First West Incorporated certificate of liability insurance

Civil Deputy County Attorney Shannan Piccolo said the county needs to schedule a public hearing on a proposed property annexation into PCRFD#1 for the end of July or the first of August.

The Commission said it will have a contractor grade Pray Road.

@9:03:56 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 13, 2012

Signing of Health Department Contracts for Immunization Services and Public Health Emergency Preparedness & Training

@9:23:53 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 sign Health Department contracts for immunization services and public health emergency preparedness and training.

Commissioner Malone moved to sign the government master contracts for the immunization program dated July 1, 2012 to June 30, 2019. Commissioner Durgan seconded the motion. Motion passed.

@9:25:23 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 13, 2012

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

10:00 A.M. – Planning and Development Board Meeting – Community Room – Minutes available at www.parkcounty.org and in the Planning Department

1:00 P.M. – Primary Election Canvassing – Commission Chambers – Canceled

June 14, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:35:01 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Raea

Morris, administrative assistant; 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. Bozeman exempt water wells meeting
- Memo email re. May Safety Committee meeting minutes
- Memo email re. 911 Dispatch water leak
- Memo email re. Governor's Drought conference
- Memo document re. MDT \$109,201 fuel tax allocations
- Memo email re. CTA June 14 Gardiner Gateway Project agenda
- Memo email re. road information database updates
- Memo email re. May SWB minutes and June agenda
- Memo email re. CDBG CIP grant extension

@8:50:30 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 14, 2012

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

June 14, 2012

Signing of Memorandum of Understanding for Montana's Gardiner Gateway Project

@10:01:42 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Parks Frady, CTA; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a Memorandum of Understanding (MOU) for the Gardiner Gateway Project.

Parks Frady, CTA Engineering, provided the Commission with a final version of a MOU for the Gardiner Gateway Project he said has been reviewed by multiple stakeholders involved. Frady said remaining signatures will be obtained at a ceremonial MOU signing during an official meeting onsite in Gardiner on June 14.

Commissioner Malone moved to sign the Memorandum of Understanding for the Gardiner Gateway Project. Commissioner Taylor seconded the motion. Motion passed.

@10:07:02 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 14, 2012

Discussion/Decision on Signing of CTA Task Order for Gardiner Gateway Project

@10:32:44 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Parks Frady and Mark Westenskow, CTA; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider signing a CTA Engineering task order for the Gardiner Gateway Project.

Parks Frady, CTA Engineering, provided the Commission with a scope of services and time and materials proposal for the Gardiner Gateway Project as reviewed and created with county legal staff. Frady said Phase I will enable CTA to serve as Park County's representative for the project steering committee to address technical issues. He said additional phases of work that may need to be incorporated into the project at the discretion of Park County are also included in the task order.

Commissioner Malone moved to approve the CTA task order for the Gardiner Gateway Project. Commissioner Taylor seconded the motion. Motion passed.

@10:42:17 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 14, 2012

10:00 A.M. – Local Emergency Planning Committee – Fairgrounds Kitchen, Livingston

11:00 A.M. – Commissioners at Gardiner Gateway Project Meeting – Gardiner, MT

12:00 P.M. – Critical Incident Stress Management – East Room

June 15, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:43:20 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present was John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. Revolving Loan Fund sub-recipient agreement renewal
- Memo email re. FAA Form 7460 for Gardiner green box site proposal
- Memo email re. environmental health exempt well meeting attendance

- Memo email re. commission office copy machine replacement proposal
- Memo email re. Dispatch 911 water leak issue
- Memo document re. CTA Gardiner Gateway Project Phase I Steering Committee contract
- Memo email re. June 21 weatherization workshop
- Memo email re. roof drain cleaning
- Memo email re. economic development director work schedule

Commissioner Malone reported on a June 14 Gardiner Gateway Project signing ceremony.

@8:55:55 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 15, 2012

Fiscal Year 2013 Budget Workshop

@9:08:49 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Martha Miller, auditor; Lani Hartung, finance; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled as a Fiscal Year 2013 budget workshop.

Finance Director Lani Hartung provided the Commission with countywide payroll budget figures with Cost of Living Adjustments of 1.6, 2.3 and 3.2 percent. The Commission gave Hartung permission to adjust a GIS technician payroll line item that was budgeted for \$17,000.

@10:47:28 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 15, 2012

Discussion/Decision on Solid Waste Board Meeting Motion to Purchase 40-Yard Roll Off Boxes for Chico/Trail Creek Green Box Sites

@11:04:16 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Allen Carter, Bob Currie and Dick Juhnke, SWB; Richard Wright, refuse; Barbara Woodbury, environmental health; Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider a Solid Waste Board (SWB) motion to purchase 40-yard roll off boxes for Chico and Trail Creek green box sites.

Bob Currie, SWB, said the board is looking into standardizing roll off box sizes for each green box refuse site in the county. Currie said the board would like permission from the Commission to purchase 40-foot roll off boxes.

Refuse Manager Richard Wright said the proposal would require more trips on the road and asked if the board figured in the costs for a new truck and trailer in the proposed costs. Allen Carter, SWB, said trucks should average seven miles to the gallon and the county could obtain them for \$20,000 to \$21,000. Wright said he thinks the proposal is foolish. He said he ran 1.5 loads on June 14, which consisted of 11 tons of refuse with 27 gallons of fuel. He said his department consistently only gets 1,500 pounds of refuse in the 20-yard roll off box at the transfer station. He said two tons of refuse in 40-yard boxes will result in four tons of refuse in two 40-yard roll off boxes if two are brought in at a time. Wright said the county will realize much higher fuel usage and costs through the proposed system. Richard Juhnke, SWB, said he agrees with Wright that going with the 40-yard roll offs is a step backward. Commissioner Malone said he thinks 40-yard boxes are the way to go.

Civil Deputy County Attorney Shannan Piccolo said she has no issue with purchasing the boxes provided usage enables the county to maintain the ability to select from all disposal options currently on the table. Commissioner Taylor said he does not think using roll offs will change any disposal options.

Commissioner Taylor moved that Currie and Carter can go ahead with what they planned with purchasing the roll offs in the event a proposed Chico green box site design change occurs. Commissioner Malone seconded the motion. Motion passed.

@11:43:42 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 15, 2012

11:30 A.M. – Review of Minutes for Week of June 4, 2012 – Commission Chambers – Canceled – Rescheduled for June 20

1:00 P.M. – Solid Waste Board – Commission Chambers

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

Denise Nelson
Clerk & Recorder
Park County, Montana