

Park County Commission Meeting Minutes
Week of June 18 – 22, 2012
Park County, Montana

June 18, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:42 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone 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 for June 15 included:

- Memo email re. library carpet safety issue
- Memo email re. tire monofill fire services clarification
- Memo email re. March 2 SWB minutes
- Memo email re. June 18 logging road storm water runoff conference
- Memo email re. June 21 mitigation fees conference
- Memo email re. Department of Revenue spreadsheets
- Memo email re. July 12 Planning Board meeting
- Memo email re. Wildfire Suppression Systems Inc. services
- Memo email re. Park County \$932,369 PILT payment
- Memo email re. Library Board meeting agenda

The Commission reviewed meeting requests for a DOR lease agreement, DNRC contract funding, economic development CIP, Compensation Board and COLA increase decision.

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

June 18, 2012

Signing of FY2012-2013 RYO Contract for Secure Juvenile Detention Services

@9:08:20 a.m., Commissioner Malone 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 John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a Fiscal Year 2012-2013 RYO contract for secure juvenile detention services.

Commissioner Malone said the annual contract has not changed from the previous year's contract, with a \$235.75 per diem rate.

Commissioner Durgan moved to sign the contract with RYO for 2013. Commissioner Malone seconded the motion. Motion passed.

@9:11:43 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 18, 2012

Signing of a Contract for Health Department WIC Program

@9:52:24 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Raea Morris, administrative assistant; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign an annual renewal contract for a Health Department Women and Infant Children (WIC) Program.

Commissioner Durgan moved to sign the document. Commissioner Malone seconded the motion. Motion passed.

@9:53:24 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 18, 2012

Discussion/Decision on Further Action for New Search and Rescue Building

@10:01:47 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Scott Hamilton and Wendy Wood, PCSO; Mark Westenskow and Ben Elias, CTA; Raea Morris, administrative assistant; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider further action for a new Search and Rescue (SAR) building.

Wendy Wood, SAR, presented an initial proposal for a new SAR building as provided by CTA Engineering. Ben Elias, CTA, reviewed in detail CTA's proposal and design and use criteria, including costs.

Commissioner Durgan moved the Commission agree to proceed with further investigation and action before making a final decision on the Search and Rescue building. Commissioner Malone seconded the motion. Motion passed.

@10:37:37 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 18, 2012

Presentation of Revolving Loan Fund by Stuart Leidner; Signing of Renewal Contract with Prospera Business Network

@11:02:54 a.m., Commissioner Malone called a meeting to order in the Commissioners Chambers. Commissioners Durgan and Malone were present. Also present were Shannan Piccolo, civil deputy county attorney; Raea Morris, administrative assistant; Philip Fletcher, economic development; Stuart Leidner, Prospera; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a renewal contract with Prospera Business Network and present a Revolving Loan Fund (RLF) program.

Stuart Leidner, Prospera Business Network, said he provided new contracts to the city of Livingston and Park County to renew Prospera's efforts to manage the funds for the two entities as pooled dollars. Leidner said the joint RLF has lent out \$450,000+ to a total of four or five businesses in the region.

Commissioner Durgan moved to sign the two-year renewal contract with Prospera. Commissioner Malone seconded the motion. Motion passed.

@11:16:27 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 18, 2012

Review of Minutes for Week of June 11, 2012

@1:22:49 p.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 June 11, 2012.

Commissioner Malone requested a revision to Page 4 of 12, noting the correct spelling of Treasurer Kevin Larkin.

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

@1:27:39 p.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 18, 2012

7:00 P.M. – Shields Valley Watershed– St. Margaret Church, Clyde Park

June 19, 2012

Road Updates/ Engineering Services Updates

@8:04:59 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners 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.

Ed Hillman, road supervisor, said he thinks the county should grind up sections of Cokedale Road, grade it out, and watch for soft spots through the summer and winter to assess bad spots on the road. Hillman said the crew would then find out where there real soft spots are to which material will be applied and such is how Billman Lane was repaired. Commissioner Malone said he thinks the bad spots were created due to a poor road base and he would put a better base on the bad areas to fix the problem.

Malone said he proposes to ask Lewis and Clark County to assist Park County in encouraging residents on Chicory Road to participate in a Rural Special Improvement District.

The Commission told Hillman to rent a crack sealing machine instead of purchasing one.

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

@8:39:38 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 19, 2012

Discussion/Status of Fleshman Creek Project

@8:39:46 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Raea Morris, administrative assistant; Barbara Woodbury, environmental health; Lani Hartung, finance; Mark Westenskow, CTA; and John Mueller, minutes clerk. No public comment made.

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

Mark Westenskow, CTA Engineering, said CTA continues to await feedback from some landowners who would experience impacts to their sewer system from the project in order to hold a scheduled utilities meeting later that week. He said CTA will hold a meeting with the county the next week to discuss data gathered to-date, and an evening public meeting is scheduled for July 12.

Civil Deputy County Attorney Shannan Piccolo said she drafted a construction easement agreement to review with CTA.

Lani Hartung, finance, said she still has not heard a word from Trout Unlimited or the schools about in-kind contributions toward the project. She said data provided thus far from the two entities do not contain dates and names and thus cannot be submitted toward the project.

@8:56:08 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 19, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:05:17 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. citizen refuse assessment waiver request
- Memo email re. Chicory Road county maintenance
- Memo email re. Teamsters/PCSO union agreement
- Memo email re. June 30 LTAP webinar
- Memo email re. regional vegetation management plan
- Memo email re. RC&D meeting agenda
- Memo email re. commissioner May 29 Cooke City/Gardiner visits
- Memo email re. economic development director work schedule
- Memo email re. Cooke City museum grant application status

Commissioner Malone said he thinks the Commission should select a countywide logo.

@9:19:26 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 19, 2012

Department Head Meeting

@9:32 a.m., Chairman Taylor called a meeting to order in the Community Room of the City-County Complex. Present were Commissioners Durgan, Malone and Taylor; Barbara Woodbury, environmental health; Lani Hartung, finance; Jill Ouellette, HR; Martha Miller, auditor; Paul Shea, museum; Belinda Van Nurden, DES; Raea Morris, administrative assistant; Clay Williams, weed; Erica Hoffman, GIS/IT; Shannan Piccolo, civil deputy county attorney; and John Mueller, minutes clerk.

End of Fiscal Year Expenses/Revenues: Lani Hartung, finance, said the fiscal year ends on June 30 and reminded department heads to have expense requests in to Accounts Payable before that date and to remember an extra payroll period this fiscal year.

Roundtable Discussion of Activities: Department heads and elected officials reported on recent and ongoing activities and projects.

Commissioner Comments: None

Public Comment: None

The next Department Head meeting is scheduled for July 17, 2012.

@9:59 a.m., the meeting adjourned.

June 19, 2012

Human Resource Updates

@10:31:36 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Raea Morris, administrative assistant; and 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 road operator, a short-term fair worker resignation and a detention officer wage increase and longevity anniversary.

Ouellette said she will address a potential issue with an elected official hired by the county in the early 90s who was not given accurate retirement data. She said the official would like to have his/her retirement benefit options corrected and reimbursed by the county. She said the county will be required to pay the entire dollar amount to make up for the lost benefit value, and the official will then pay back his/her portion that would have been paid-in.

@10:43:21 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 19, 2012

Primary Election Canvassing

@11:07:33 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Denise Nelson, clerk and recorder; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to canvass primary election results.

The commissioners and Clerk and Recorder Denise Nelson reviewed tallied voting results from Park County's June 5 primary election.

@11:45:06 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 19, 2012

Fiscal Year 2013 Budget Workshop

@1:14:20 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Martha Miller, auditor; Raea Morris, administrative assistant; Lani Hartung, finance; Rick Van Aken and Brooke Howell, senior center; and John Mueller, minutes clerk. No public comment made.

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

Finance Director Lani Hartung presented the county budget levy matrix with all county budgets. Brooke Howell and Rick Van Aken, senior center, reviewed the Park County Senior Center's proposed FY'13 budget. Van Aken read into the record a letter explaining the Center's need to request \$38,800 from Park County this year, an increase from \$31,800 requested last year.

Hartung reviewed current Payment in Lieu of Taxes (PILT) transfers into the road, fair, sheriff's office, general fund and senior citizens center funds, as well as a payment for a survey for an Emigrant Cemetery survey out of the historian/cemetery budget.

@2:43:29 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 19, 2012

Consider Signing Montana DNRC Contract for Funding of Fleshman Creek Project

@3:12:49 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Shannan Piccolo, civil deputy county attorney; Raea Morris, administrative assistant; Lani Hartung, finance; Wes Venteicher, Livingston Enterprise; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider signing a Montana Department of Natural Resources contract for funding for the Fleshman Creek Restoration Project.

Commissioner Durgan moved to give the county the authority to sign the original copy. Commissioner Taylor seconded the motion. Motion passed.

Civil Deputy County Attorney Shannan Piccolo said the funds cannot be used for project final design engineering services.

@3:24:09 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 19, 2012

6:30 P.M. – Fair Board Meeting – Fairgrounds Office – Commissioner Durgan attended

June 20, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:31:35 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. Fiscal Year 2013 county worker's compensation premium
- Memo email re. Dreamweaver software upgrade
- Memo email re. janitorial services complaint
- Memo email re. economic director out of office schedule
- Memo email re. citizen refuse assessment
- Memo email re. June 21 911 meeting cancelation
- Memo email re. logo committee graphic design RFQ meeting
- Memo email re. Montana FWP deer quota public comment period
- Memo document re. CTA Engineering certificate of liability insurance

@8:45:27 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 20, 2012

Discussion of Community Development Block Grant for the Capital Improvements

@9:02:13 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; Barbara Woodbury, environmental health; Tracy Mosley, MSU Extension; Philip Fletcher, economic development; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss a Community Development Block Grant (CDBG) for a Capital Improvements Plan (CIP).

Philip Fletcher, economic development, said the CDBG grant for the county CIP ends this month, so the Commission needs to decide whether to ask for an extension through the end of October to finish the CIP under the grant or notify the entity the county will not use the grant and will finish the CIP this year with county resources. Fletcher said he has no doubt the county can finish the CIP by the end of October with an extension, and he suggests the Commission extend the grant until October to maintain all options.

Fletcher said half to two-thirds of the county's CIP has been completed through contracts the county has let out previously. He said rewording the original scope of services can enable including projects that the county may want to start or do a second phase of in the CIP plan. Fletcher said the original intention of the grant was to hire a consultant to help on technical aspects Fletcher does not have the capacity to do, but most of those aspects have been completed. Fletcher said the grant is for \$14,000 with a \$14,000 county match, and the money is to be spent on consultant efforts.

There was discussion as to whether the funds can be used retro-actively for a fairgrounds sewer project Professional Engineering Report for which the county already paid. Fletcher said that project, the Fleshman Creek Restoration Project and the Gardiner Sidewalk Projects likely have met the county's \$14,000 grant match requirement.

Commissioner Taylor said he will direct Fletcher to provide the Commission with paperwork and the original grant for review, and the Commission will make a decision at a later meeting whether or not to extend the contract.

@9:39:13 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 20, 2012

Review of Minutes for Week of June 4, 2012

@10:20:17 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 June 4, 2012.

Commissioner Malone requested a revision to Page 9 of 18; first full paragraph, the last sentence should read, "Fletcher said he has been learning a lot of things in the last two weeks catching up from being on leave, including a Fleshman Creek DNRC contract, Gardiner Sidewalk Project and economic development, but he has not heard back from Gilmore regarding a meeting request to discuss a CEDS strategy."

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

@10:23:55 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 20, 2012

Signing of Park County Sheriff's Office Union Agreement

@10:33:18 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 sign a Park County Sheriff's Office (PCSO) union agreement.

Jill Ouellette, HR, said she has worked with the PCSO union representative and the county's union negotiator to create the proposed PCSO union agreement to have an effective date of June 1, 2011 through June 30, 2013. Ouellette said she provided the Commission with the final draft document two weeks ago for comments/changes. Receiving no additional input, the draft was sent to the union negotiator and the union representative for final approval. She said all parties have agreed to the document conditions and the document is now ready for Commission signature. Ouellette said the Union representative will be stopping by the HR office at 3:30 p.m. to sign on behalf of the Teamsters Local #2.

Ouellette mentioned that the back pay project is progressing and a few input errors were discovered on hourly wages, which were absorbed by the updated contract's higher hourly wages. Ouellette said one employee has an anomaly in his longevity, which she spent some time trying to figure out, and there will be a small over payment to the

employee. The Commission said overpayments to some PCSO union employees can be subtracted through upcoming payrolls. Ouellette said the union had been agreeable in the past to correct things when the county is in a member's payroll file, especially if it is nominal and it can be shown exactly how the mistake happened. Ouellette said she will discuss the issue with the union representative that day.

Commissioner Malone moved to sign the sheriff's office agreement for Fiscal Years '12 and '13. Commissioner Durgan seconded the motion. Motion passed.

@10:43:45 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 20, 2012

Signing of Office Space Lease Contract with Montana Department of Revenue

@11:31:05 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 office space lease contract with the Montana Department of Revenue.

Commissioner Durgan moved to sign the lease with the State Department of Revenue pending clarification of the lease's two-year term. Commissioner Taylor seconded the motion. Motion passed.

@11:37:40 a.m., Durgan moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 20, 2012

Signing of Impound and Spay and Neuter Agreement with Stafford Animal Shelter

@1:40:01 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; Vicki Blakeman and Mary Beebe, Stafford Animal Shelter; Patty Martin, citizen; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign an impoundment and spay and neuter agreement with the Stafford Animal Shelter.

Civil Deputy County Attorney Shannan Piccolo said she reviewed the agreement, which did not change from the previous year.

Commissioner Durgan moved to sign off on the agreement. Commissioner Taylor seconded the motion. Motion passed.

Vicki Blakeman reported on changes to spay and neuter services at Stafford Animal Shelter. Blakeman said the shelter will hold fewer clinics this year, because past clinics are making a dent in the local cat population. Mary Beebe said a new pilot project will address three areas in the county in which individuals have many unhealthy cats in attempt to improve population health and make them stable while avoiding hoarding issues. Beebe said she sees county funds toward Stafford best being used to support the new effort, which may also help draw in outside funding.

@2:01:17 p.m., Durgan moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 20, 2012

Discussion/Decision Concerning Possible Rabies Vaccination Ordinance

@2:01:31 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 LaCombe, PCSO; Raea Morris, administrative assistant; Vicki Blakeman, Stafford Animal Shelter; Patty Martin, citizen; Wes Venteicher, Livingston Enterprise; and John Mueller, minutes clerk.

The meeting was scheduled to consider a rabies vaccination ordinance.

Animal Control Officer Ed LaCombe reported on eight Montana counties with populations between 10,000 and 20,000 residents he polled about rabies ordinances. LaCombe said Fergus, Lincoln and Glacier Counties have such ordinances.

Commissioner Durgan said he is getting push back from residents in the country, as most citizens in this case are law-abiding. Durgan said it seems the ordinance will cause another imposition on individuals in the country and it will cause the county animal control officer more work in addition to his other duties. Vicki Blakeman, Stafford Animal Shelter, said she sees the proposal as a carrot stick approach in which an ordinance requiring rabies shots enables officials to enter an animal overpopulation situation and address possible resultant disease and impacts to neighbors and neighborhoods.

Commissioner Taylor said only two or three counties in entire state have such an ordinance, and he feels a rabies ordinance would create another county job and layer of rules and required list of licensing and vaccinations.

The Commission said it is not interested in imposing any legislation regarding companion animals.

@2:17:30 p.m., Durgan moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

June 20, 2012

2:30 P.M. – RC&D Board Meeting – Community Room

June 21, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:38:31 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; 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. tree pruning maintenance assistance
- Memo email re. Hank Rate Emigrant Cemetery survey
- Memo email re. economic development director out of office schedule
- Memo email re. Livingston Enterprise advertisement invoice
- Memo email re. Pamida charge account

Commissioner Durgan reported on June 20 Fair and RC&D Boards meetings.

Raea Morris, administrative assistant, said the economic development director provided her with an original Montana DNRC contract to be signed for the Fleshman Creek Restoration Project.

Finance Director Lani Hartung, said the county can expect a \$91,000+ reimbursement for the Gardiner Sidewalk CTEP Project, as well as a reimbursement for funds spent toward the Boulder River Road Improvement Project. Hartung said a she was told a \$79,000 reimbursement request to Montana DES for county efforts toward the Fleshman Creek Restoration Project was submitted to FEMA.

@9:00:09 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 21, 2012

Signing of Contract to Crush Gravel with Koontz Construction

@9:02:12 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 a contract to crush gravel with Koontz Construction.

Commissioner Malone said the contract is to crush 13,636 tons of one-inch minus gravel for \$45,000, and the county is to provide a loader and operator, weed control, guaranteed reclamation permit, stripping and topsoil stockpiling and a truck to calibrate the scale.

Commissioner Malone moved to sign the contract pending verification the gravel pit is legal. Commissioner Durgan seconded the motion. Motion passed.

@9:04:41 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

June 21, 2012

Fiscal Year 2013 Budget Workshop and Discussion of Planning Department Budget

@10:05:41 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; Raea Morris, administrative assistant; Lani Hartung, finance; Ed Hillman, road; Mike Inman and Jeri Stevens, planning; Philip Fletcher, economic development; and John Mueller, minutes clerk. No public comment made.

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

The Commission reviewed the proposed Fiscal Year 2013 Planning Department budget as provided by Mike Inman of the Planning Department. The total budget was for \$124,341 with \$32,000 coming from the Payment in Lieu of Taxes fund.

The Commission reviewed the proposed Fiscal Year 2013 Economic Development Department budget as provided by department head, Philip Fletcher, totaling \$73,824. Fletcher said his proposed budget is an economic development, grant writing and special projects budget.

Commissioner Malone asked for which grants Fletcher is contemplating applying in the upcoming fiscal year, as well as Fletcher's vision for Park County regarding economic development. Fletcher said he turns that question back to the Commission as it created the department four months ago without talking to him or getting his ideas or input, thus his primary responsibility is to take on the Commission's vision in creating the department. Fletcher said he cannot apply for specific grants until he knows what it is the Commission wants him to do. Fletcher said he also does not know what the Northern Rocky Mountain Economic Development District (EDD) or county planning department is doing, but he knows with a high degree of certainty he will bring in grants greatly exceeding the budgeted dollars he is proposing for his department for FY'13.

Fletcher said he has a definite idea of grants and money sources he intends to pursue and is happy to provide a detailed list as a supplement to his proposed budget by June 26.

Fletcher said he envisions Park County needs to support existing businesses, bring in new businesses from the outside and address items defined in the EDD Comprehensive Economic Development Strategy (CEDS), and he would pursue grants to implement the CEDS and update the county growth policy as it relates to economic development. Fletcher said the purpose of the CEDS document is to come up with projects to fund and implement, thus such would be a major part of his work, and he will help other county departments as he is directed to do so. He said he also works daily with citizens in Cooke City on a Community Transportation Enhancement Program grant application for a museum and he will provide the Commission with a briefing before Commissioner Malone's next visit to Cooke City, which may include a public meeting on the grant application. Fletcher said he was actively involved in things going on in Gardiner through education and promotion.

Fletcher said a line item that has been in his budget each year funds his attendance at the International Economic Development Council to network, learn about new techniques, attend workshops and maintain the professional certification he had when he came to Park County.

The Commission added a \$14,000 Capital Improvements Plan grant into Fletcher's Professional Services budget line item.

The Commission reviewed the proposed Fiscal Year 2013 Road Department budget as provided by Road Supervisor Ed Hillman.

Finance Director Lani Hartung provided a general journal voucher requesting to transfer \$10,197 from PILT into the Missouri River Drug Task Force budget.

@11:53:36 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 21, 2012

Consider Approval of the Final Environmental Checklist/Review for the Rock Creek Bridge, Indian Creek Bridge, Cottonwood Bench Bridge, and Castle Mountain Bridge

@1:03:20 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Durgan, Malone and Taylor were present. Also present were Parks Frady and Kevin Feldman (via telephone), CTA; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider approval of the final environmental checklist/review for the Rock Creek Bridge, Indian Creek Bridge, Cottonwood Bench Bridge and Castle Mountain Bridge.

Commissioner Malone said a citizen told him work done on the Rock Creek Bridge would be a waste of money if sediment loading caused by the bridge is not addressed.

Kevin Feldman, CTA Engineering, said no revisions had been made to the environmental checklists that were available for public comment for each bridge. Parks Frady, CTA Engineering, provided environmental checklists and review forms that had been on record for public comment for the previous two weeks for the Castle Mountain, Rock Creek, Indian Creek and Cottonwood Bench (known as Cox Crossing) roads bridges needing repairs and included in a Treasure State Endowment Program application.

Commissioner Malone moved to approve the environmental assessment for the Castle Mountain Road Bridge repair. Commissioner Durgan seconded the motion. Motion passed.

Commissioner Malone moved to accept the environmental assessment for Cottonwood Bench Lower Cottonwood Bridge repairs. Commissioner Durgan seconded the motion. Motion passed.

Commissioner Malone moved to accept the environmental assessment for Indian Creek Bridge modification. Commissioner Durgan seconded the motion. Motion passed.

Commissioner Malone moved to accept the environmental assessment for the Rock Creek Road Bridge replacement. Commissioner Durgan seconded the motion. Motion passed.

@1:19:50 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 21, 2012

County Compensation Board Discussion/Decision on FY 2013 Elected Official Salaries and Longevity

@2:07:45 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; Brett Linneweber, Steve Woodruff, June Little and Shawn Ryan, compensation board; Wes Venteicher, Livingston Enterprise; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled for the County Compensation Board to decide on Fiscal Year 2013 elected official salaries and longevity.

New citizen board member Shawn Ryan provided his personal background and ways in which he has adjusted his employee insurance and benefits offerings over the years for his privately-owned construction business.

County Attorney Brett Linneweber said he thinks the county should not go with the MACo-recommended 3.2 Cost of Living Adjustment (COLA) to show the public the county is being careful with public money, but rather offer between a 1.6 and 2.2 percent increase. Clerk of Court June Little said she has not asked for a wage increase for her

clerks for three or four years and they currently work for low wages. She said she recommends a COLA of three percent.

Citizen member Steve Woodruff said the 2.0 to 2.2 COLA sounds fair to him. Woodruff said he appreciates the services local government provides. Ryan said he agrees with the 2.2 percent proposal.

Brett Linneweber moved to increase the base salary by 2.2 percent for the next fiscal year. Shawn Ryan seconded the motion. The board agreed to send that recommendation to the Commission.

Commissioner Malone said it bothers him the federal government took energy prices out of COLA figures, and the Commission needs to be cognizant of energy and food prices. Malone said he recommends considering a higher wage increase for hourly county employees.

Discussing elected official longevity pay, the board said it will not move in a direction to change a previously-passed resolution that established elected official longevity pay.

The Commission said it will schedule a public meeting to vote on the Compensation Board's recommendation in the near future.

@2:47:43 p.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

June 21, 2012

3:30 P.M. – Commissioner Taylor @ CTA Meeting – CTA Office, 121 S. Main St. Livingston

4:00 P.M. – Library Board Meeting – Library, Livingston

June 22, 2012

No Commission Meetings Scheduled

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

Denise Nelson
Clerk & Recorder
Park County, Montana