

Park County Commission Meeting Minutes  
Week of November 26 – 30, 2012  
Park County, Montana

November 26, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:30 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Ed Hillman, road. No public comment made.

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

Civil Deputy County Attorney Shannan Piccolo said she needs to know how the county would like to proceed with refuse pup truck specifications, because the refuse manager and others had concerns with the current specifications. She said it may be best to cancel the bid if specifics cannot be defined before the close of business on November 26 when the bid goes out. Commissioner Durgan said the refuse manager telephoned him with concerns with the current truck specifications, and he thinks the Commission should consult with that employee and the Solid Waste Board to define the specifications and not rush into the bid until concerns are addressed.

There was discussion about road department and county DES Department efforts with capturing work with backup documentation that qualified for FEMA reimbursement funds.

@8:49:20 a.m., the meeting adjourned.

November 26, 2012

First Reading of “Local Traffic Only” Ordinance for Clyde Park Road

@9:30 a.m. Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Shannan Piccolo, civil deputy county attorney; Ed Hillman, road; Scott Hamilton, PCSO; Dan Nelson, Lee Ammerman and Gordon Bright, citizens.

The meeting was scheduled as a first reading of a “Local Traffic Only” ordinance for Clyde Park Road.

Civil Deputy County Attorney Shannan Piccolo said the Commission asked her to draft an ordinance for Old Clyde Park Road to be closed off to everyone except local traffic in light of the KRPK Bridge replacement project, which will prohibit traffic from crossing

the Yellowstone River on Highway 89. Piccolo said notices of the ordinance readings were advertised in the newspaper, and the second reading will be on December 10.

@9:38:11 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 27, 2012

Road/Engineering Services Updates; Discussion/Status of Fleshman Creek Project

@8:02:17 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Ed Hillman, road supervisor; Mark Westenskow and Parks Frady, CTA; Jill Ouellette, HR; Raea Morris, administrative assistant; Scott Hamilton and Tom Totland, PCSO; Dann Babcox and Chuck Donovan, PCRFD#1; Gary Barnhart, citizen; and John Mueller, minutes clerk.

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

Road Supervisor Ed Hillman said road crewmen are working on fixing potholes at the green box site in Clyde Park and applying gravel to the Forest Service site. Hillman said Frontier West left the Peterson Creek Bridge project site on November 26 after completing their work on that project.

Dann Babcox, PCRFD#1, asked options to erecting delineators on Old Clyde Park Road. Lieutenant Tom Totland said he can put Hillman in contact with the individual in charge of the snow stakes along roadways in Yellowstone National Park.

Jill Ouellette, HR, said she has a list of drivers who can be called to work on an on-call basis. She said having an on-call employee in Gardiner would be positive, ideally an individual who lives in Gardiner. She said two positions remain open in the Livingston area and one in Gardiner.

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

Parks Frady, CTA, said he would like to set up a meeting with the Commission, Hillman, and other players to discuss leveraging dollars scheduled for expenditure against grant funding for possible Federal Lands Access Program projects in the Gardiner area. Frady said CTA is considering using a stencil and paint for a water level gage on the 9<sup>th</sup> Street Island Bridge instead of a plastic apparatus.

@8:32:37 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 27, 2012

Discussion/Status of Fleshman Creek Project

@8:33:00 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Shannan Piccolo, civil deputy county attorney; Mark Westenskow, CTA; Clint Tinsley, city of Livingston; Gary Barnhart, Tara Eddy, Dan Eddy and Brenda Adams, citizens; John Mueller, minutes clerk.

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

Citizens Dan and Tara Eddy reviewed project channel drawings they said they have concerns with regarding their property at F Street on Fleshman Creek. Commissioner Durgan said the Commission does not want to go head to head with property owners along the creek regarding disagreements with the creek project, but rather work with property owners to design the project to benefit the entire community.

Tara Eddy said she was in attendance to have the Commission understand that she and her husband purchased the property for the water resource it had and because it was on the creek. She said they want to continue to see the water and have it near the house on the property. Dan Eddy said they want the creek to remain at its current width. Mark Westenskow, CTA Engineering, said the project is designed to lower the current creek channel approximately 12 inches.

Durgan said the Commission has a tentative project start date of March 2013.

@8:59:16 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 27, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@9:15:21 a.m., Commissioner Malone called a meeting to order in the Commission 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 included:

- Memo email re. state procurement bureau contract
- Memo email re. 2012 county-city refuse pamphlet
- Memo email re. CTA Engineering Gardiner Gateway Project update
- Memo email re. MACo updates to Forest Service Secure Rural Schools Act

- Memo email re. MACo board of directors meeting packet
- Memo document re. DOWL HKM company progressive changes
- Memo email re. notice of Prospera Business Network public meeting
- Memo email re. DOR cabin assessment
- Memo email re. downstairs bathroom complaint

Commissioner Malone said the Solid Waste Board wants the Commission to move forward with a new refuse department roll off truck bid and discussed specifications for that truck. Civil Deputy County Attorney Shannan Piccolo said she could have an addendum to the bids out by the end of the day if provided by the Commission.

The Commission scheduled a meeting to appeal an Airport Board decision to deny a Gardiner Airport - Airport Affected Area variance.

@9:59:33 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 27, 2012

Human Resources Updates

@10:21:35 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone 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 a job description for a permanent seasonal road department employee to work on an on-call basis. She said she is working on employment offers for a new museum hire, as well as on-call road employees. She said she needs to conduct a salary survey for a Chico refuse site attendant position to adjust the wage grade accordingly. Ouellette said the Commission needs to notify current refuse employees in writing if their current Class B CDL licenses need to upgrade to Class A CDLs because of the newly proposed refuse system. She said the county can offer to pay for the cost of that upgrade, but it does not have to.

@10:35:04 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 27, 2012

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

3:00 P.M. – Fleshman Creek Project Plan Review – Community Room

5:30 P.M. – Museum Board – Yellowstone Gateway Museum

November 28, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:34:35 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; John Mueller, minutes clerk. No public comment made.

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

Civil Deputy County Attorney Shannan Piccolo said she created an addendum to refuse pup and truck specifications bids at the Commission's request. The Commission made one revision to that bid.

Correspondence included:

- Memo email re. Angel Line Board member vacancies
- Memo email re. December 6 YRCDC meeting
- Memo document re. CTA Engineering update meeting agenda
- Memo document re. Rock Creek Road rehabilitation scope of services
- Memo email re. MACo open cut stakeholders meeting
- Memo email re. November 30 employee safety video viewings
- Memo document re. Great West Engineering contractor application for payment
- Memo email re. December 12 Nittany Grantworks CTEP meeting request
- Memo document re. Gardiner building refuse assessment
- Memo email re. City-County Compact county commission representative

Commissioner Durgan reported on a November 27 conference call to discuss conflicting dates for 4-H livestock sales between the Park County and Big Timber fairs. Durgan reported on a November 27 Airport Board meeting.

Raea Morris, administrative assistant, said the issue of courthouse building doors remaining unlocked after work hours, remains.

@9:17:33 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

November 28, 2012

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

November 28, 2012

Review of Minutes for Week of November 12, 2012

@11:02:40 a.m., Commissioner Durgan called a meeting to order in the Commission Chambers. Durgan recessed the meeting until Commissioner Malone could be reached

via telephone. @11:16:12 a.m., Durgan reopened the meeting. 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 November 12, 2012.

Commissioner Durgan requested a revision, noting he attended the Senior Citizens meeting on November 13.

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

@11:17:06 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

November 29, 2012

Daily Correspondence/Agenda and Briefing on Current County Projects

@8:53:11 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Raea Morris, administrative assistant; Tracy Mosley, MSU Extension; Tom Totland, PCSO; John Mueller, minutes clerk. No public comment made.

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

Tracy Mosley, MSU Extension, said she will apply for a \$7,499-grant to facilitate weed spraying on over 6,000 acres in West Boulder and Little Mission Creek drainages, which are not included in any organized watershed groups for such assistance. She said she is requesting Park County serve as the government sponsor for the proposed grant. The Commission said it does not see an issue with the proposal, as it has sponsored such grant efforts in the past.

Correspondence included:

- Memo email re. MACo Insurance verification update
- Memo email re. Taylor-Leavitt Insurance county appraisals
- Memo email re. 2015 TSEP biennium report
- Memo document re. Fletcher v. Park County deputy county attorney letter
- Memo document re. Planning and Development Board applications
- Memo email re. MACO newly elected officials training
- Memo email re. Gardiner Airport Board appeal meeting
- Memo email re. TSEP email address

@9:03:23 a.m., the meeting adjourned.

November 29, 2012

Appointing of Planning and Development Board Members

@9:03:25 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Mike Inman and Jeri Stevens, planning; Chuck Donovan and Dann Babcox, PCRFD#1; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to appoint Planning and Development Board members.

Mike Inman, planning department, said the terms of Planning and Development Board members Dale Reinhart, Bill Berg and Peter Fox expired, Berg and Fox reapplied for the board, and Rich Baerg applied for the lone vacant seat. Inman said board seat advertisements were placed in October, and expired on November 15. He said staff recommends reappointing the two sitting members and appointing Baerg to the board.

Commissioner Durgan moved to reappoint the two incumbent members and name Rich Baerg as a member of the planning board at the recommendation of staff. Commissioner Malone seconded the motion. Motion passed.

Chuck Donovan, PCRFD#1, said he thinks the county should look for more planning board members from the former donut zoning area or appoint a new city/county donut zoning board, as citizen interest in zoning within that area may resurface. Donovan said he thinks some form of zoning is necessary in high density residential areas, such as the Five Acre Tracts. Donovan said the planning board members reappointed to the board do not attend meetings, and he does not think conference call attendance by members is a good option. He said he thinks planning staff should be directed by the Commission to work on building regulations in areas where issues are being experienced, such as the Wineglass.

Commissioner Durgan and Inman said the current planning board has been productive and completing work asked of them by the Commission, and conference call attendance has worked well and been important in ensuring meetings with quorums.

There was discussion about creating a visible placard to denote members attending board meetings via conference call.

@9:25:10 a.m., Malone moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

November 29, 2012

Decision/Selection of Bid for Sheriff Vehicles

@11:32:05 a.m., Commissioner Malone called a meeting to order in the Commission Chambers. Commissioners Durgan and Malone were present. Also present were Raea

Morris, administrative assistant; Allan Lutes, Scott Hamilton and Tom Totland, PCSO; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider selecting bids for sheriff's office vehicles.

Undersheriff Scott Hamilton said three bids were received, and the bid from Billion Auto was determined to be unresponsive by the county attorney's office. Hamilton said PCSO was very specific about the type of vehicles and all associated accessory items the department wanted. Hamilton reviewed the types of trucks proposed by the two responsive bidders, and said he conducted online research to answer questions the department had about the vehicles.

Hamilton said Yellowstone Country Motors bid \$106,223, and Vito Enterprises bid \$121,103.

Commissioner Durgan moved to accept the bid from Yellowstone County Motors for \$106,223 for three vehicles. Commissioner Malone seconded the motion. Motion passed.

@11:49:49 a.m., Durgan moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

#### November 30, 2012

Mandatory Employee Safety Video Viewings – “Beating a Blow Out” and “Cell Phones in the Work Place”

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

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

#### Voided Checks

Payroll #: 48357; 48358; 48359; 48360; 48361; 48367

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

Denise Nelson  
Clerk & Recorder  
Park County, Montana