

Park County Commission Meeting Minutes
Week of October 8, 2012
Park County, Montana

October 8, 2012

Columbus Day Holiday Observed – All Offices Closed

October 9, 2012

Road Updates/ Engineering Services Updates

@8:08:57 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 and Kevin Feldman, CTA; Clint Tinsley, city of Livingston; Lani Hartung, finance; Jill Ouellette, HR; Brenda Adams and Gary Barnhart, citizens; 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 six road graders were grading roads that day, and crewmen worked grading roads over the weekend because of good moisture in the roads.

Mark Westenskow, CTA Engineering, provided a report of CTA's engineering services for Park County. Kevin Feldman, CTA Engineering, provided a US Army Corps of Engineers permit for Peterson Creek Road for signature. Commissioner Malone moved to sign permit applications for the Peterson Creek Bridge. Commissioner Taylor seconded the motion. Motion passed.

Jill Ouellette, HR, said there was discussion about refilling a fulltime road crewman position, or whether it will be filled as a half-time seasonal position. Hillman said he thinks a half-time seasonal position would suffice.

@8:35:27 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

Discussion/Status of Fleshman Creek Project

@8:35:31 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; Clint Tinsley, city of Livingston; Lani Hartung,

finance; Mark Westenskow and Kevin Feldman, CTA; Brenda Adams and Gary Barnhart, citizens; and John Mueller, minutes clerk.

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

Mark Westenskow, CTA Engineering, said he provided a copy of preliminary design elements documentation to the city and county governments for review, and met with residents on H Street to discuss stream crossing specifics. Westenskow said CTA also met with Nittany Grantworks and the city of Livingston about funding opportunities for different elements of the project's water and sewer efforts. He said obtaining that level of funding will be difficult due to priorities of other funded projects, but a Safe Routes to School grant application may provide some assistance to the project on the east side of Main Street. He said Community Transportation Enhancement Program (CTEP) funds need to be expended or will be lost.

Clint Tinsley, city of Livingston, said he thinks the city may be able to assist the county and school district with funding along Main Street with CTEP funds. The Commission said it will set up a meeting with the city commission, school district personnel and the county commission to discuss cooperation on the project.

Finance Director Lani Hartung said Park County has \$195,000 in CTEP funds available that may be usable for sidewalk work. Hartung said she billed FEMA for a \$75,000 reimbursement, and the associated matching 25 percent was billed as: Montana FWP = \$4,500; NFWF = \$8,000; \$7,800 in-kind and \$10,000 out of pocket from Park County.

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

October 9, 2012

Correspondence/Agenda and Briefing on Current County Projects

@9:09:05 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners 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 review the daily agenda and correspondence.

Correspondence for October 4 included:

- Memo document re. Boulder Road project contract
- Memo email re. court-ordered partition survey rulings
- Memo document re. US Dept of Finance paperwork
- Memo document re. special deputy county attorney resolution
- Memo document re. childhood home visits paperwork
- Memo document re. county auditor audit of county attorney's office

- Memo document re. Hogenson certificate of liability insurance
- Memo document re. DIS Technologies data storage invoice
- Memo document re. October 9 Board of Health meeting packet

Finance Director Lani Hartung said a \$700,000-Intercap Loan for a new Search and Rescue building was approved and asked if the Commission intended to use interest from the BN settlement fund to repay the loan at about \$60,000 per year. Commissioner Malone said he had not yet made up his mind on how to repay the loan.

Correspondence for October 5 included:

- Memo email re. November 8 Main Boulder Road meeting
- Memo email re. October 9 CWMA meeting cancelation
- Memo email re. MACo flag guidance

Commissioner Malone reported on an October 4 Gardiner Gateway Project meeting and his October 5 visit with Gardiner and Cooke City residents.

@9:31:07 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

Human Resources Updates

@9:35:44 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners 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 previewed material for a CVS Caremark program and said the county health insurance committee members asked if the committee will be tasked with researching insurance options before deciding on the next year's carrier and policies.

Commissioners Malone and Taylor said they are not in favor of filling a vacant road crewman position with a full time employee but support an on-call/temporary type crewman.

@9:46:42 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

Discussion/Specification Session for Refuse Roll-Off Truck and Pup Trailer

@10:03:26 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 John Kaiser, SWB; Clark Kenny, vendor; and John Mueller, minutes clerk. No public comment made

The meeting was scheduled to discuss specifications of a refuse roll-off truck and pup trailer.

Clark Kenny provided a proposal for roll-off refuse trucks and a pup trailers and reviewed equipment specifics. Kenny said he thinks he can get the truck for Park County within six to eight weeks, and the truck would cost less than \$200,000. Commissioner Malone asked Kenny to research backup cameras.

@10:56:56 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

Discussion/Decision on Purchase of Fire Command Vehicle for County Fire Warden

@11:06:06 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Greg Coleman, fire warden; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider purchase of a fire command vehicle for the Park County fire warden.

Commissioner Taylor read into the record a memorandum from Greg Coleman, fire warden, in which the city of Livingston is willing to transfer a Dodge Dakota 4x4 vehicle to the county for \$4,700. Coleman said there would be extra cost to install an emergency vehicle package. He said the vehicle would be staged at the Paradise Valley Fire Department during the fire season and in the county lot in Livingston at other times.

Commissioner Malone moved to allow Mr. Coleman to go forth with the deal with the city. Commissioner Taylor seconded the motion. Motion passed.

@11:07:31 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

Review of Minutes for Week of September 24, 2012

@11:31:38 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 September 24, 2012.

Commissioner Taylor requested a revision to Page 3 of 8; second full paragraph, the last sentence should read, "Currie offered to take his own Bobcat to the sites to conduct the trial compaction."

Commissioner Malone requested a revision to Page 5 of 8; third full paragraph, the first sentence should read, "Malone said he has concerns if the county does not approve of the forum agendas, and if it commits to the project and then pulls out, it will have to write a check."

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

@11:34:32 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 9, 2012

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

3:00 P.M. – Commissioner Malone @ Meeting for Northern Rocky Mountain Economic Development

5:30 P.M. – Board of Health – East Room

October 10, 2012

Review Daily Correspondence/Agenda and Briefing on Current County Projects

@8:33:26 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Peter Fox, planning board; Rob Gilmore, NRMEDD (via telephone); 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. superintendent of schools bus route approval
- Memo email re. employee safety dvds
- Memo email re. Main Boulder Road project property owner comments
- Memo document re. fair board member application
- Memo document re. Policom proposal
- Memo email re. CTA engineering updates report
- Memo document re. Pierce open cut mining permit signature requests
- Memo document re. SAR public information request
- Memo email re. October Safety Committee meeting agenda

Peter Fox, planning and county Northern Rocky Mountain Economic Development District (NRMEDD) representative, said an issue exists with how Park County's contribution of \$25,000 of in-kind hours toward a NRMEDD grant will be met. Fox said Senior Planner Mike Inman and former county ED director Philip Fletcher were the only two employees written into grant to provide in-kind contribution. He said Fletcher only provided \$1,600 hours toward the grant, and only two activities can be applied to the grant 1) recruitment and selection for the new NRMEDD executive director and 2) writing, editing and preparation of the county Comprehensive Economic Development Strategy (CEDS) document. Fox said Park County will either have to provide the promised in-kind hours or cash toward the project, and he is willing to volunteer his hours as a professional journalist and editor to edit the CEDS document. He said an individual needs to identify Fox as a Park County asset who is professionally qualified to do the editing of the document in order for Park County to meet its in-kind commitment. Malone asked Rob Gilmore, NRMEDD, to write a letter supporting Fox's effort as proposed.

@9:02:15 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012

Discussion of Rural Special Improvement Districts and Rural Improvement Districts and Chicory Road Ongoing Maintenance Options

@9:03:00 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; Mike Inman, planning; Tom Poulos, citizen; and John Mueller, minutes clerk.

The meeting was scheduled to discuss Rural Special Improvement Districts (RSID) and Rural Improvement Districts (RID) for ongoing Chicory Road maintenance options.

Mike Inman, planning, said a citizen living on Chicory Road contacted him about options for maintaining Chicory Road and possibly forming an RID or RSID. Civil Deputy County Attorney Shannan Piccolo said state statute allows either a county or citizens to create an RID. If the citizens petition to create a RID there needs to be 100% support for the creation of the RID within the proposed district. If the county decides to create an RID, Piccolo said she suggests the commissioners create a process for doing such through the passing of a resolution.

Inman said the Commission has three options, 1) enter into a road maintenance agreement with landowners for road maintenance or improvements, where possibly the county road crew could assist with labor or equipment and the private landowners pay for material expenses. Or have the same agreement but the county uses a contractor to complete work, 2) develop a policy of how the county would assist in creating RSIDs or RIDs, or 3) do not create a policy and leave it to landowners to create RSIDs or RIDs.

Inman said addressing the issue would give citizens options for cooperative road maintenance.

Commissioner Malone said he recommends the Commission ask the county attorney to come up with some resolution language for review and schedule another meeting to discuss the issue further.

@9:40:58 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012
Personnel Meeting

@10:03:33 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 department; Jill Ouellette, HR; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to address a personnel issue.

Road Supervisor Ed Hillman said he did not need meeting content closed to the public. Commissioner Taylor said the meeting was scheduled to discuss performance, areas of good work and areas needing attention.

Commissioner Malone said he liked how Hillman changed up grader districts regarding which operators would maintain which roads. Malone said he thinks high traffic roads should be maintained more often, rather than current practice of grading a series of roads in the same vicinity regardless of condition. Hillman said he thinks the best way to maintain roads is on an as-needed basis, not on a decided-upon number of times a year per a sheet of paper. He said it took him the summer to determine how grader operators/districts needed to be changed. He said crewmen can get too used to a road, so fresh eyes on a different road are a good thing. Malone said all county road culverts need GPS coordinates per a grant agreement, which has not yet been done by the GIS Department. Malone said citizens should telephone Hillman as the road supervisor to request road work and not talk to individual road crewmen.

Taylor said Hillman has done a good job with determining traffic counts, demographic changes and roads being used and he appreciates being able to talk with Hillman to have crewmen address citizen road condition complaints. He said crewmen get to roads quickly after he and Hillman speak. Taylor said he thinks Hillman has a better crew than in the past and has done well with managing them of late, particularly with rearranging the road and crewmen routes to get new sets of eyes on roads. He said Hillman has improved with managing and distributing the crew on millings projects. Taylor said the only issue is it can be difficult to get Hillman to complete an effort if it is not high on the priority list.

Taylor said the Commission has tried to get Hillman to look and plan for the long-term, which he is doing better at. Hillman provided the Commission with a proposed new snow plowing schedule per crewman availabilities for review. Malone said he thinks barrow pits in county roads need to be reformed. Hillman said that effort requires two grader blades, and such was done on Willow Creek Road. Malone said the county needs to identify its high traffic roads and blade, water, roll them and possibly apply magnesium chloride. Hillman asked to give his new schedule a few months to see how road maintenance and conditions play out. Malone said he wants Hillman to drive behind graders and instruct the operators as they grade and identify what roads will be rolled.

Malone said he agrees with Taylor that Hillman is improving, likely from Commission training. Hillman said he thinks consultant Jack Knorr did not tell the county anything it did not already know. Malone said crewmen need to be told not to return to the shop at 2:30 in the afternoon, and more meetings are needed on equipment needs. Hillman said the number-one priority need for his department is more gravel.

@10:48:53 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012

Discussion of Possible Partnership with MSU Extension and City of Livingston on Community Development Activities

@11:06:44 a.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Jill Ouellette, HR; Tracy Mosley, Mary Anne Keyes and Steve Siegelin, MSU Extension; Ed Meece, city of Livingston; Peter Fox, planning board; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss a possible partnership with MSU Extension and the city of Livingston for community development activities.

City Manager Ed Meece said he provided a memorandum to the city commission on October 2 explaining the proposed partnership with Park County and MSU Extension for economic development efforts, and the commission felt the city should move forward with a contracted economic development position with Park County and MSU Extension. He said the city commission agreed with the proposed cost-sharing method and dollar percentages and only had a few minor grammatical and standard policy clarification revisions to the proposed agreement. Meece said one of the five commissioners would like to wait on the proposal in order to make expenditures from the July 1, 2013, budget cycle, but he thinks the city commission may make a final decision on the proposal at its November 6 meeting.

Steve Siegelin, MSU Extension, said MSU Extension needs to know what the city and county want in the agreement. Meece said he will provide Siegelin with that data.

Commissioner Malone said he is committed to the proposal. Commissioner Taylor said the county is in a holding pattern until the city commission makes decisions.

Peter Fox, county NRMEDD board, asked how the chain of supervision would work with the hired economic development director. Sieglen said he would supervise the employee through MSU, but associated cities and counties could provide input to meet goals.

@11:41:51 a.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012

Signing of Contract with Tom Roe & Sons for Main Boulder Road Improvement Project

@1:43:29 p.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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a contract with Tom Roe and Sons for the Main Boulder Road Improvement Project.

Commissioner Malone moved to sign the contract with Tom Roe and Sons for the Main Boulder Road Improvement Project. Commissioner Taylor seconded the motion. Motion passed.

@1:48:53 p.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012

Resolution to Appoint a Special Deputy County Attorney in Conflict Case

@2:06:09 p.m., Chairman Taylor called a meeting to order in the Commissioners Chambers. Commissioners Malone and Taylor were present. Also present were Brett Linneweber, county attorney; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to appoint a special deputy county attorney in a conflict of interest case.

County Attorney Brett Linneweber said the county attorney's office cannot defend a case brought before it, as he personally knew and worked with the defendant in the case, as well as knows the victim's family.

Commissioner Malone moved to pass the resolution to appoint a special deputy county attorney for a conflict of interest case. Commissioner Taylor seconded the motion. Motion passed.

@2:08:23 p.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 10, 2012

Signing of Contract with Department of Public Health and Human Services for Early Childhood Home Visitation

@2:31:35 p.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; and John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a contract with the Department of Public Health and Human Services for early childhood home visitations.

Commissioner Malone moved to sign the contract with the Department of Health and Human Services for early childhood home visitation. Commissioner Taylor seconded the motion. Motion passed.

@2:33:22 p.m., Malone moved to adjourn the meeting. Taylor seconded the motion. The meeting adjourned.

October 11, 2012

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

10:00 A.M. – Area IV Agency on Aging – Boulder, MT

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

2:30 P.M. – MSU Agriculture Workshop – Community Room

October 12, 2012

No Commission Meetings Scheduled

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

Denise Nelson
Clerk & Recorder
Park County, Montana