

Park County Commission Meeting Minutes  
Week of April 8 – 12, 2013  
Park County, Montana

April 8, 2013

Review Daily Correspondence/Agenda

@8:33 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Jill Ouellette, HR; John Mueller, minutes clerk. No public comment made.

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

Correspondence for April 5 included:

- Memo email re. five-year workers' compensation claims per department
- Memo email re. MAColeg HB258
- Memo document re. confidential sheriff boarders report
- Memo document re. Data Imaging Systems CountySilo storage invoice
- Memo email re. MACo SB 56 second reading
- Memo email re. Dodge truck quote
- Memo document re. Wilsall Rural Fire board of trustees
- Memo document re. Cooke City Rural Fire Resort Tax contract routing form
- Memo document re. Solid Waste Systems refuse pup trailer quote
- Memo document re. Northland Truck Sales refuse pup trailer quote
- Memo email re. Main Boulder Road RAC project
- Memo email re. DES safety issue with the toaster oven
- Memo documents re. Rock Creek Road abandonment petition signatures

Correspondence for April 4 included:

- Memo document re. annual MACo safety program
- Memo document re. Board of Health agenda
- Memo document re. Antelope Basin Ranch floodplain permit
- Memo email re. 911 meeting schedule
- Memo email re. Fire Council meeting
- Memo email re. state pre-disaster plan
- Memo email re. Gallatin County Board vacancies
- Memo email re. April 4 Road Department work schedule
- Memo email re. CTEP public meeting notice
- Memo email re. YNP road and snow removal schedule

- Memo document re. Tri-County shelter tour
- Memo document re. Bennett Motors Chevy 1500 and 3500 price quotes
- Memo document re. mail postage meter report
- Memo document re. floodplain application letter
- Memo email re. MDOT state highways local projects
- Memo email re. 2013-2014 MACoHCT health care plan renewal
- Memo document re. citizen public information request
- Memo document re. Board of Health meeting agenda
- Memo email re. Board of Oil and Gas appointee

Commissioner Malone reported on April 4 trips to Gardiner and Yellowstone National Park. Malone said oral interviews for the MSU Extension economic development agent position would be held on April 17 and 18.

Shannan Piccolo, civil deputy county attorney, said the judge stayed the case, pending mediation, regarding Fletcher v. Park County.

@9:18 a.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 8, 2013

Signing of Resolution for Pay Grades for Salaried and Hourly Employees

@9:18 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Jill Ouellette, HR; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a resolution for pay grades for salaried and hourly employees.

Commissioner Tinsley moved to accept Resolution #1152 for pay grade adjustments. Commissioner Malone seconded the motion. Motion passed.

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

April 8, 2013

10:00 A.M. – Gallatin County Commission/Montana Fish, Wildlife and Parks Annual Coordination Meeting Regarding Large Predators – Bozeman

April 8, 2013

Review of Minutes for Week of April 1, 2013

@1:19 p.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley 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 April 1, 2013.

Commissioner Malone requested a revision to Page 10 of 12; last paragraph, a sentence should read, "Park County's MOD factor for FY' 14 will be 1.16."

Commissioner Tinsley moved to accept the minutes as amended. Commissioner Malone seconded the motion. Motion passed.

@1:22 p.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 8, 2013

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

April 8, 2013

Signing of County Earmarked Alcohol Tax Money Agreement with Southwest Chemical Dependency Program

@1:35 p.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Jeannie McCauley, SW Chemical Dependency (via telephone); John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a county earmarked alcohol tax money agreement with the Southwest Chemical Dependency Program.

Jeannie McCauley, SW Chemical Dependency, said her program, in part, operates two alcohol recovery homes, family homes and a DUI education program in Park County.

Commissioner Tinsley moved to approve the agreement with Southwest Chemical Dependency. Commissioner Malone seconded the motion. Motion passed.

@1:41 p.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 8, 2013

Signing of Trust Agreement for Landfill Trust Fund

@2:02 p.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present was John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a trust agreement for the county landfill trust fund.

Commissioner Tinsley moved to sign the trust agreement with the Active Landfill Financial Assurance for the landfill trust fund. Commissioner Malone seconded the motion. Motion passed.

@2:12 p.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 8, 2013

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

April 9, 2013

Review of Daily Correspondence and Agenda

@8:37 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley 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.

Correspondence included:

- Memo email re. Upper Yellowstone Watershed Basin meeting
- Memo email re. April 5 MAColeg updates
- Memo email re. April 8 road crewmen work schedule
- Memo email re. Dispatch 911 ceiling leak
- Memo email re. Week of April 8 road crewmen work schedule
- Memo email re. Oil and Gas Board member appointment
- Memo email re. PCLTA tennis court funding request
- Memo email re. YNP road and snow removal information
- Memo email re. Library Board special meeting
- Meme email re. MACoHCT newsletter
- Memo email re. Livingston internet service issues
- Memo email re. magnesium chloride work
- Memo email re. employee salary range Resolution #1152
- Memo email re. Keystone XL Pipeline comments

- Memo email re. April Safety Committee agenda
- Memo email re. ITAC Meeting agenda
- Memo email re. Department Head meeting agenda items
- Memo document re. CTA Rock Creek Road project packet
- Memo document re. CTA Gardiner Gateway Project PER
- Memo document re. Nevins Floodplain permit letter
- Memo document re. Livingston Enterprise dump truck auction legal ad
- Memo document re. American Water Resources water lines letter
- Memo document re. DOWL HKM methane monitoring invoice
- Memo document re. Rock Creek Road floodplain permit
- Memo email re. CTEP funding
- Memo email re. MAColeg legislative updates
- Memo email re. courthouse MSDS sheets

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

April 9, 2013

Discussion and Decision on Waiving Petition Fees and Assigning a Road Viewer for Rock Creek Road

@9:13 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Shannan Piccolo, civil deputy county attorney; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to consider waiving petition fees and assigning a road viewer for Rock Creek Road.

Civil Deputy County Attorney Shannan Piccolo said the clerk and recorder received petitions for abandonment and alteration of a portion of Rock Creek Road in order for the county to perform work on the road.

Commissioner Malone moved to assign a Commissioner Tinsley to the road viewing committee per county road abandonment procedures. Commissioner Tinsley seconded the motion. Motion passed.

Commissioner Tinsley moved to waive fees for the Rock Creek Road right-of-way abandonment petition. Commissioner Malone seconded the motion. Motion passed.

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

April 9, 2013

Human Resource Updates

@9:33 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Jill Ouellette, HR; John Mueller, minutes clerk. No public comment made.

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

Jill Ouellette, HR, provided U.S. unemployment statistics. She said an employee inquired about the Montana Clean Air Act and smoking in county vehicles. Ouellette provided a report of employee leave benefits banks and a report on upcoming Department Head meeting agenda items. She said a mandatory employee safety day is upcoming with trainings on active shooter in the building and safety awareness.

Ouellette said working on a public works director job description was on her to-do list.

Commissioner Tinsley said he would like to review the county planner's job description for accuracy of all work that employee is doing.

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

April 9, 2013

Review of Activities for Northern Rocky Mountain Economic Development District

@10:00 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Mike Inman, planning; Rob Gilmore, NRMEDD; Meagan Lannan and Jean Modesette, Job Service; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to review activities of the Northern Rocky Mountain Economic Development District (NRMEDD).

Rob Gilmore, NRMEDD, provided a formally adopted Community Economic Development Strategy document for review. He reviewed job retention and hiring trend data as obtained via survey results and provided NRMEDD future goals.

Meagan Lannan, Livingston Job Service, said Job Service put on a symposium about hiring and retention.

@10:30 a.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 9, 2013

Discussion of Possible Use of RAC Grant Funds

@11:03 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Lani Hartung, finance; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to discuss use of US Forest Service Resource Advisory Committee (RAC) grant funds.

Commissioner Malone said he thinks the Commission should prioritize county use of RAC grant funds for county roads needing improvement.

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

April 9, 2013

Signing of Contract and Notice to Proceed for Search and Rescue Building

@11:31 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Allen Lutes, Greg Todd, Wendy Wood, PCSO; Parks Frady, CTA; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to sign a contract and notice to proceed for a new Search and Rescue (SAR) building.

Wendy Wood, SAR, said the target completion date was the second week of October 2013. Parks Frady, CTA Engineering, provided contracts for signature as approved to form by the county attorney's office. He said Commission signature would facilitate groundbreaking on April 9.

Commissioner Tinsley moved to sign the contract with General Contractors Construction Company for the Search and Rescue Building. Commissioner Malone seconded the motion. Motion passed.

Commissioner Tinsley moved to sign the notice to proceed/work order for the same company. Commissioner Malone seconded the motion. Motion passed.

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

April 9, 2013

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

2:00 P.M. – Information Technology Advisory Committee – Community Room – Canceled

5:30 P.M. – Board of Health – West Room – Commissioner Tinsley attended

April 10, 2013

Review of Daily Correspondence and Agenda

@8:36 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Raea Morris, administrative assistant; John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. Week of April 8 road crewman work schedule
- Memo email re. fire consolidation proposal
- Memo email re. tire dump meeting schedule
- Memo email re. April road crewmen work schedule
- Memo document re. Wilsall chicken processing plant citizen comment
- Memo email re. ITAC meeting change of schedule
- Meme email re. Yellowstone River Basin meeting
- Memo document re. Tax Appeal Board legal advertisement
- Memo email re. Parks and Recreation survey link request

Commissioner Tinsley said the city would like to have the East or West Room as its designated conference room. The county currently schedules appointments for both rooms.

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

April 10, 2013

Discussion/Decision on a Property Tax Adjustment Issue

@9:05 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present were Kevin Larkin, treasurer; Audrey Dodge, DOR; Linda Goetz; citizen; John Mueller, minutes clerk.

The meeting was scheduled to consider a citizen property tax adjustment.

Audrey Dodge, Department of Revenue, provided a proposed adjusted property tax valuation for a building owned by Linda Goetz at 207 South 2<sup>nd</sup> Street. Dodge said the state made an error in determining square footage of the building, affecting its property tax value.

Kevin Larkin, treasurer, said Goetz had not paid taxes on the property in question since 2008. He said the county could redraft a tax bill to reflect the accurate building square footage, which would result in Goetz owing \$16,325.32 in taxes on the property.

Dodge said the reduced value would affect the city of Livingston's downtown Tax Increment Finance District.

Commissioner Tinsley moved to approve the tax adjustments for the 207 South 2<sup>nd</sup> Street property as presented by Audrey Dodge, approving \$16,325.32 to be paid within 30 days. If not paid in 30 days, the original tax bill dollar amount would be the amount due. Commissioner Malone seconded the motion. Motion passed.

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

April 10, 2013

Appointing of Wilsall Rural Fire District Board Trustee

@1:03 p.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Malone and Tinsley were present. Also present was John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to appoint a Wilsall Rural Fire District Board Trustee.

Commissioner Malone said the Wilsall Rural Fire District Board provided a letter to reappoint John Hogenson to a five-year term as a Wilsall Rural Fire District Board Trustee.

Commissioner Tinsley moved to approve John Hogenson as a rural fire trustee. Commissioner Malone seconded the motion. Motion passed.

@1:04 p.m., Tinsley moved to adjourn the meeting. Malone seconded the motion. The meeting adjourned.

April 10, 2013

1:30 P.M. – Walk-Thru of City-County Complex for Interim Janitorial Services Needs – Community Room – Commissioner Tinsley attended

April 11, 2013

Road Department/Engineering Services Updates

@8:00 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Durgan, Malone and Tinsley were present. Also present were Ed Hillman, road; Parks Frady, CTA; Kevin Bales, Altria; John Mueller, minutes clerk.

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

Parks Frady, CTA Engineering, provided an update of CTA's engineering services for Park County.

Citizen Daryl Stutterheim inquired about replacing a culvert on Enyart Lane. He said he would be willing to provide some funds for the project.

Commissioner Tinsley said he recommended patching Meigs Road with hot mix, and approving the proposed budget would have funds to chipseal the road afterward.

The Commission discussed possible purchase of a new or used pickup truck for the road department.

@9:01 a.m., Tinsley moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

April 11, 2013

Review of Daily Correspondence and Agenda

@9:01 a.m., Chairman Malone opened the meeting. Commissioner Tinsley moved to recess the meeting until 10:00 a.m. @10:03 a.m., the meeting reopened in the Commission Chambers. Commissioners Durgan, Malone and Tinsley were present. Also present were Raea Morris, administrative assistant; John Mueller, minutes clerk. No public comment made.

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

Correspondence included:

- Memo email re. board position openings
- Memo email re. CountySilo Correspondence Log OCR issue
- Memo email re. UYWB meeting agenda
- Memo email re. April 10 road department work schedule
- Memo email re. Distracted Driving safety brief
- Memo document re. draft Department Head meeting agenda
- Memo email re. Gardiner Gateway project press release
- Memo document re. DOWL HKM landfill methane monitoring results
- Memo email re. Community Networking meeting luncheon
- Memo email re. MACo Reclamation and Development Grants program
- Memo email re. Library Board meeting agenda

Commissioner Tinsley reported on an April 10 building walkthrough for temporary janitorial services and provided a timeline of bid submittals and opening.

Raea Morris, administrative assistant, provided renewal invoices for an economic development site selector tool and a Data Imaging Systems CountySilo data storage program.

@10:27 a.m., Durgan moved to adjourn the meeting. Tinsley seconded the motion. The meeting adjourned.

April 11, 2013

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

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

April 11, 2013

Discussion/Decision on Signing a Letter of Support for Keystone XL Pipeline

@10:32 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Durgan, Malone and Tinsley were present. Also present were Rose Boyer, Livingston Enterprise; Kerry Fee, PCEC; Bob Currie, SWB; Citizens Frank Rigler, John Regan, Margarita McCarty, Bill Stephens; John Mueller, minutes clerk.

The meeting was scheduled to consider signing a letter of support for the Keystone XL Pipeline.

Commissioner Malone said the Commission would need to make a decision whether to submit a letter by April 22 when the State Department was scheduled to vote on the topic.

Commissioner Malone opened the floor to public comment. Comment was made for and against the proposed Keystone XL Pipeline, which is designed to traverse through eastern Montana.

Commissioner Tinsley said he was not a professional on the topic and did not have the knowledge or ability to vote “yes” on the issue. He said he did not see it helping out Park County a lot and is too ignorant on the subject to vote on the issue.

Commissioner Durgan said he did not feel he had the knowledge to make a truly good decision on the matter at the present time, was not prepared to make a vote on the issue, and he would abstain from a vote if called for. He said he did not feel the oil companies had ever been upfront with any community about proposals. He said oil companies need to be more upfront and need to help counties provide solutions to the oil boom theory, which they do not. He said he thinks there would be minimal jobs for Montanans, as most companies bring in most labor on their own, and the effort would cause more havoc than benefit.

Malone said the letter was proposed per request for Montana county support for the pipeline as a show of solidarity. Malone said Park County does the same thing, such as

with the bison issue. Malone said he did not see the county using less energy. He said many people opposed a proposed local wind farm. He said Montana Department of Environmental Quality (DEQ) is a stringent agency to get approval from, and faith must be put in such agencies regarding a Finding of No Significant Impact regarding environmental impacts of the proposed pipeline. He said a lot of American blood was shed on the sands of Iraq to achieve energy independence, which is precious to him.

@11:28, a.m., Durgan moved to adjourn the meeting. Tinsley seconded the motion. The meeting adjourned.

April 11, 2013

Selection of a Vendor to Purchase a Trailer for Refuse Department

@11:30 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Durgan, Malone and Tinsley were present. Also present were Warren Newhouse II, refuse; Bob Currie, SWB; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to select a vendor to purchase a Refuse Department pup trailer.

Commissioner Malone said the Commission voted to purchase a trailer for the refuse department to allow transfer of two roll off refuse boxes at one time to reduce the amount of fuel used. He said the county received bids for rear-load roll-off box pup trailers from Solid Waste Systems: \$28,775; Great Lakes: \$29,750; Northland Truck Sales: \$26,750.

Warren Newhouse II, interim refuse manager, said there was no reason not to take the low bid. He said it would take four weeks for the trailer to be delivered and refuse personnel would have necessary CDL licenses to drive them in three and a half weeks.

Commissioner Tinsley moved to purchase the trailer for \$26,750 from Northland Truck Sales. Commissioner Durgan seconded the motion. Motion passed.

@11:35 a.m., Durgan moved to adjourn the meeting. Tinsley seconded the motion. The meeting adjourned.

April 11, 2013

Final Approval of the Five Road Maintenance Areas

@11:36 a.m., Chairman Malone called a meeting to order in the Commission Chambers. Commissioners Durgan, Malone and Tinsley were present. Also present were Ed Hillman, road; Raea Morris, administrative assistant; John Mueller, minutes clerk. No public comment made.

The meeting was scheduled to approve the five road maintenance areas.

Commissioner Tinsley said one road crewman/grader would be assigned to each area with a sixth blade working as a roaming blade where needed. He said the Commission would hold a public meeting at the road shop to discuss the maps with the road crew, and a crewman would be assigned to each area.

Commissioner Tinsley moved to adopt the five section road maintenance plan. Commissioner Durgan seconded the motion. Motion passed.

@11:50 a.m., Tinsley moved to adjourn the meeting. Durgan seconded the motion. The meeting adjourned.

April 11, 2013

7:00 P.M. – Upper Yellowstone Watershed Basin Meeting – St. John’s Church, Emigrant

April 12, 2013

No Commission Meetings Scheduled

Marty Malone  
Chairman, Park County Commission  
Park County, Montana

Denise Nelson  
Clerk & Recorder  
Park County, Montana