

Park County Commission Meeting Minutes
Week of December 23–27, 2013
Park County, Montana

December 23, 2013

@9:00 a.m., the meeting opened in the Commission Chambers.

Attendance: Commissioners Malone and Tinsley

Public Comment/Review of Daily Correspondence and Agenda/Signing of Administrative Documents and Upcoming Claims/P.O.'s

Correspondence for December 19 included:

- Memo re. MACo JPIA/JPA mid-year policy reviews
- Memo re. citizen public information request
- Memo re. payroll voucher

Correspondence for December 20 included:

- Memo re. Gardiner Resort Tax legal recommendation
- Memo re. timesheet reminder
- Memo re. Transfer Station employee health concerns
- Memo re. floodplain, wetlands joint application
- Memo re. Great West Engineering professional services consultant agreement
- Memo re. Fleshman Creek Project update

@9:12 a.m., the meeting adjourned.

Human Resource Department Updates

@10:00 a.m., the meeting opened in the Commission Chambers.

Attendance: Commissioners Durgan and Malone; Jill Ouellette, HR

Jill Ouellette, HR, said two permanent, part-time detention officers have been posted. A full time detention officer and green box caretaker position closed on the previous Friday. The detention position was filled. Ouellette said the employee wellness screening will be held at the fairgrounds. Ouellette reported on the recent safety fest.

Ouellette asked the Commission about status of an evaluation for the DES Coordinator and would like to have a personnel meeting on the matter by January 15. She said she submitted suggested employee handbook revisions to the county attorney's office.

@10:22 a.m., the meeting adjourned.

Discussion/Decision on CTEP 13.42% Cash Match for View Vista Drive Project

@10:30 a.m., the meeting opened in the Commission Chambers.

Attendance: Commissioners Durgan and Malone; Parks Frady, public works; Lani Hartung, finance; Breanna Polacik and Emily Post, city of Livingston; Kristen Wester, Nittany Grantworks

Breanna Polacik, city of Livingston, said the proposed project will fund sidewalks, curbs and gutters along View Vista Drive, and South H, F and Main Streets in spring 2014 after conclusion of the Fleshman Creek Restoration Project. Safe Routes to Schools and city of Livingston and Park County Community Transportation Enhancement Program (CTEP) funds (\$210,793 combined) will fund the project. Total project cost is \$322,775 including matching funds. Emily Post, city of Livingston, said Stahley Engineering will commence with preliminary engineering work, which will require use of promised CTEP funds. Park County agreed to pay the total \$32,900 project cash match, which may be reduced by \$200. Parks Frady, county public works, is the county project contact for the city of Livingston.

@10:43 a.m., the meeting adjourned.

Discussion/Decision to Reopen Deep Creek Green Box Site

@11:00 a.m., the meeting opened in the Commission Chambers.

Attendance: Commissioners Durgan and Malone

Commissioner Durgan moved to reopen the Deep Creek green box site by replacing green boxes to the site. Commissioner Malone seconded the motion. Motion passed.

@11:01 a.m., the meeting adjourned.

December 24, 2013

Opening of Meeting: 9:00 a.m.; Commission Chambers

Attendance: Commissioners Durgan, Malone and Tinsley; Parks Frady, public works; Shannan Piccolo, civil deputy county attorney; Barbara Woodbury, environmental health; Mike Adams, fair board; Kevin Feldman, CTA (via telephone)

Department Updates

Parks Frady, public works, said he has worked on the CTEP museum roof project manual for advertisement on December 27, checked in with the city of Livingston on Fleshman Creek lift stations and checked on road crewmen activities. The Director of Environmental Health conducted an inspection at the county transfer station, an open roof issue which is presenting potential health and safety issues for employees there. Frady said he and refuse staff is working on gathering accurate data of costs associated with refuse system operations.

Update on Current County Projects

Fleshman Creek Project: Kevin Feldman, CTA Engineering, said crews will continue work on January 6.

Gardiner Gateway Project: Frady said the steering committing will meet again the next Thursday. MDT will have ten miles of millings available for use as base material on the project, as well as Jardine Road and Old Yellowstone Trail.

Gardiner Sidewalk Extension Project: Project to commence in spring 2014.

Museum Roof Restoration Project: Project to be advertised for two weeks starting December 27.

Boulder River Road: No report

Fairgrounds Sewer Project: Civil Deputy County Attorney Shannan Piccolo said the project RFQ will appear in the newspaper on December 27, with SOQs due January 13 and opened on the 14th.

Rock Creek Road: Construction has ceased for the winter season to be completed spring 2014.

TSEP County Bridge Improvement Project: CTA Engineering completed an approved scope of services for the project. The county will perform the rehabilitation of the bridges and bid out the one bridge replacement.

CONSENT ITEMS

Review of Daily Correspondence and Agenda/Signing of Administrative Documents and Upcoming Claims/P.O.'s: None

Review of Minutes for Week of December 16, 2013: Commissioner Malone requested a revision to Page 3 of 14, a sentence should read, "Jay O'Neill, PCSO, said a video equipment vendor was not reliable, thus a quote was sought from One Vision Solutions that amounted to \$15,000." Malone noted Commission meetings on December 18 were

held in the Gardiner Community Center. On Page 8 of 14, a sentence should read, “Fairgrounds Sewer Project: Project being piggybacked with the Fleshman Creek Project sewer infrastructure improvements to address fairgrounds septic system problems.”

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

Claims Review

Adjournment: 9:59 a.m.

December 25, 2013

Christmas Day Holiday – All Offices Closed

December 26, 2013

No Commission Meetings Scheduled

December 27, 2013

No Commission Meetings Scheduled

Park County Board/Committee Meetings

6:30 p.m. – Fair Board, Park County Fairgrounds – Commissioner Durgan attended

Marty Malone
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana