

Park County Commission Meeting Minutes  
Week of October 21 – 25, 2013  
Park County, Montana

**October 21, 2013**

All Commission Meetings *Canceled* – No Quorum of Commissioners

9:00 a.m. – Public Comment Period, County Departmental Updates, Signing of Administrative Documents in Signature folder and Review of Daily Correspondence/ Agenda – *Canceled*

10:30 a.m. - Awarding of Requests for Bids for Roof Replacement of the City-County Complex – *Canceled*

11:00 a.m. – Human Resource Department Updates – *Canceled*

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

7:00 p.m. – AAUW City Commission Candidate Forum, Community Room

**October 22, 2013**

**Opening of Meeting:** 9:03 a.m.; Commission Chambers

*Attendance:* Commissioners Durgan, Malone and Tinsley; Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Mike Inman, planning; Mike Adams, Fair Board; Kristen Galbraith, Nittany Grantworks; Parks Frady and Kevin Feldman, CTA; Natalie Storey, Livingston Enterprise; John Mueller, minutes clerk

**Department Updates:** Mike Inman, planning, said the first of seven public outreach forums as part of the Planning and Development Board's land use planning data gathering effort will be held in Cooke City that week.

**Update on Current County Projects**

Fleshman Creek Project: Kevin Feldman, CTA Engineering, said a crew is working on sanitary piping on View Vista Drive with a second crew working on H Street crossing.

Gardiner Gateway Project: Parks Frady, CTA, said the project agreement between all partners is in effect, and all players have signed on.

Gardiner Sidewalk Extension Project: No report

Museum Roof Restoration Project: The problem area in the roof will be covered over for the winter. Roof restoration will take place in 2014.

Boulder River Road: A meeting is scheduled for October 24 to discuss project match requirements with Sweet Grass County commissioners.

Rock Creek Road: Seal coating on the west end of the road will commence today.

TSEP County Bridge Improvement Project: Construction will commence summer 2014.

The Airport Board will hear the county's proposed variance request for the Gardiner green box site at its October 24 meeting.

## **ACTION ITEMS**

Opening of RFQ for Professional Engineering Services at the Landfill: Commissioner Malone opened sealed bids from CTA Engineering and Great West Engineering. Commissioner Durgan moved to have legal counsel review the bids for responsiveness. Commissioner Tinsley seconded the motion. Motion passed.

Signing of a Change Order #2 for Rock Creek Road Project: Kevin Feldman, CTA Engineering, said the contractor is requesting \$14,933 for a change order of work due to bedrock at a crossing, additional mobilization and demobilization of an excavator and dewatering requirements. A second change order is requested in the amount of \$5,338.25 due to revisions to reclamation resulting from oversized rock in the 10-inch deep road section. Feldman said he recommends Park County pay the invoice from the geotechnical engineering service upon completion of construction. Feldman said the net change of Changer Order #2 is \$-14,434.10.

Commissioner Tinley moved to approved Change Order #2 for the Rock Creek Road Project. Commissioner Durgan seconded the motion. Motion passed.

Signing of a Contract with Security Solutions Inc. for Installation of Electronic Locks on Exterior Doors of the City-County Complex Building: The contract is for the amount of \$11,364.57. Commissioner Durgan moved to sign the contract for the amount stated. Commissioner Tinsley seconded the motion. Motion passed.

Awarding and Signing of a Contract for City-County Complex Roof Replacement: One bid was submitted for the project from ACE Roofing. County legal counsel reviewed the bid. Commissioner Durgan moved to accept the bid. Commissioner Tinsley seconded the motion. Motion passed.

Signing of a Waiver of Requirements for Full Size Survey on Whispering Pines:  
Commissioner Tinsley moved mylars are not needed for the survey at Whispering Pines.  
Commissioner Durgan seconded the motion. Motion passed.

## **CONSENT ITEMS**

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

Correspondence for October 16 included:

- Memo re. DOWL HKM landfill methane monitoring results
- Memo re. geo-technological Exploration work permit

Correspondence for October 17 included:

- Memo re. Tri-County Symposium invite
- Memo re. NRMEDD meeting schedule
- Memo re. Airport Board meeting change notice and agenda
- Memo re. October 23 Planning and Development Board
- Memos re. BOH elections
- Memo re. September 30 budget to actual revenues and expenditures
- Memo re. planning department meeting request
- Memo re. employee absence request
- Memo re. MACo deductible billing statement for general liability claim
- Memo re. school bus route change
- Memo re. Clerk and Recorder Office Building Use Assessment questionnaire
- Memo re. Wilsall Senior Center cleaning invoice

Correspondence for October 18 included:

- Memo re. HR Department Building Use Assessment questionnaire
- Memo re. city/county hold harmless agreement resolution
- Memo re. culvert cleaning agreement cancelation letter

Correspondence for October 21 included:

- Memo re. MOU for RSVP Services for Seniors
- Memo re. County Attorney's Office Building Use Assessment questionnaire

Review of Minutes for Week of October 14, 2013: Commissioner Durgan moved to approve the minutes as presented. Commissioner Tinsley seconded the motion. Motion passed.

**Adjournment:** 11:16 a.m.

### Introduction of New MACoHCT Representative

@1:31 p.m., the meeting opened in the Commission Chambers

*Attendance:* Commissioners Durgan and Tinsley; Jill Ouellette, HR; Shelly Murphy and Pam Walling, MACo; John Mueller, minutes clerk

Meeting attendees discussed the state of the MACo Healthcare Trust and expectations of the Affordable Care Act.

@2:36 p.m., the meeting adjourned.

### **October 23, 2013**

#### Public Comment Period, County Departmental Updates, Signing of Administrative Documents in Signature folder and Review of Daily Correspondence/Agenda

@9:08 a.m., the meeting opened in the Commission Chambers

*Attendance:* Commissioners Durgan and Tinsley; John Mueller, minutes clerk

Correspondence included:

- Memo re. Tax Year 2014 taxing jurisdiction
- Memo re. Fleshman Creek project update
- Memo re. Accounting Department Building Use Assessment questionnaire
- Memo re. city of Livingston Building Use Assessment questionnaire

@9:24 a.m., the meeting adjourned.

1:00 p.m. – Discussion/Determination of Existing Gardiner Depot Building Deficiencies and Direction Moving Forward – Meeting rescheduled for October 29 @ 1:00 p.m.

#### Discussion/Decision on Proposed Change Orders for the Search and Rescue Building Project

@1:30 p.m., the meeting opened in the Commission Chambers.

*Attendance:* Commissioners Durgan and Tinsley; Allen Lutes and Wendy Wood, PCSO; Shannan Piccolo, civil deputy county attorney; Ben Elias, CTA Engineering; John Mueller, minutes clerk

Wendy Wood, Search and Rescue, provided a list of proposed change orders for the new Search and Rescue building under construction. Wood said the proposed change order

work could be paid with the \$880,000 loan supporting the project with approximately \$15,000 left over.

Commissioner Tinsley moved to accept the change orders discussed, plus \$2,520 for north fencing for a total amount of \$37,569.83. Commissioner Durgan seconded the motion. Motion passed.

@2:13 p.m., the meeting adjourned.

2:00 p.m. – Awarding of the City-County Complex Roof Bid – Meeting held October 22 as scheduled

3:00 p.m. – Discussion of Request to Abandon Alley between Allspaugh and Frank Streets – Rescheduled for October 28 @ 1:00 p.m.

### **Park County Board/Committee Meetings**

11:00 a.m. – Gardiner Water District Source-Water Planning Committee, Commission Chambers

1:00 p.m. – Planning and Development Board, Cooke City Community Center

3:00 p.m. – Land Use Public Education and Forum, Cooke City Community Center

### **October 24, 2013**

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

*Attendance:* Commissioners Malone and Tinsley; Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Dan Hackmann, road; Mike Inman, planning; John Mueller, minutes clerk

### **County Department Updates**

#### **County Road/Engineering Services**

Commissioner Tinsley said the second layer of chips will be applied to the Rock Creek Road Project by the end of the day. The final layer will be applied in the spring.

@9:33 a.m., the meeting recessed until 1:00 p.m.

### **CONSENT ITEMS**

**Public Comment Period, County Departmental Updates, Signing of Administrative Documents/Claims in Signature folder and Review of Daily Correspondence/Agenda:**  
No discussion

Claims Review

**ACTION ITEMS**

Discussion/Decision on Western Federal Highway Match Agreement with Sweet Grass County for Main Boulder Road

@1:00 p.m., the meeting reopened in the Commission Chambers.

*Attendance:* Commissioners Durgan, Malone and Tinsley; Kristen Galbraith, Nittany Grantworks; Bob Faw, Susie Mosness, William Wallace, Sweet Grass County commissioners; John Mueller, minutes clerk

Sweet Grass and Park County commissioners agreed to match agreement amounts for the grant funding the Main Boulder Road improvement project. A meeting was scheduled for October 29 to sign the agreement.

**Adjournment:** 1:26 p.m.

**Park County Board/Committee Meetings**

12:00 p.m. – Airport Board Meeting, Mission Field

2:00 p.m. – Fleshman Creek Project Public Update Meeting, Pickle Barrel

6:00 p.m. – Park County Projects Update Meeting, Community Room

**October 25, 2013**

No Commission Meetings Scheduled

Marty Malone  
Chairman, Park County Commission  
Park County, Montana

Denise Nelson  
Clerk & Recorder  
Park County, Montana