

Park County Commission Meeting Minutes
Week of August 4 – 8, 2014
Park County, Montana

August 4, 2014

**An audio file of this meeting is not available due to equipment malfunction*

Public Comment Period, County Departmental Updates, Signing of Administrative Documents/Claims and Review of Daily Correspondence/Agenda

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

Correspondence for July 31 included:

- Memo re. public works director meeting request
- Memo re. Airport Board meeting minutes posted to website

Correspondence for August 1 included:

- Memo re. meal reimbursement resolution
- Memo re. ExecuCare Janitorial services contract
- Memo re. employee travel authorization
- Memo re. MACo Annual Conference door prize
- Memo re. Myers Flat Radio site coverage maps
- Memo re. Myers Flat Radio site antenna pricing
- Memo re. transportation short term patch funding
- Memo re. Rocky Mountain RV property lease/rent property

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

Human Resources Department Updates

@9:30 a.m., the meeting opened in the Commission Chambers

Jill Ouellette, HR, provided an update.

@9:50 a.m., the meeting adjourned.

Discussion/Decision Regarding Hiring a GIS Intern, Short-Term Employee

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

The Commission voted unanimously to hire a GIS intern in a short term capacity to complete the Park County Atlas online version. Employment not to exceed 90 days.

@10:08 a.m., the meeting adjourned.

Park County Board/Committee Meetings

1:30 p.m. – MACo/HR Department Loss Control Meeting – Commissioner Malone attended

August 5, 2014

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

Attendance: Commissioners Durgan, Malone and Tinsley; Parks Frady, public works; Shannan Piccolo, civil deputy county attorney; Greg Coleman, DES; Bob Currie, John Kaiser, SWB; Jerry Brekke, Carol Woodley, Audrey Dodge, Gary Barnhart, citizens; Natalie Storey, Livingston Enterprise

Public Comment

Gary Barnhart said he put in a water line before a sidewalk project commenced. He said he is requesting a letter from the county commissioners that in 1978 his water line was installed in a county road right of way and he had permission to do such and would be permitted to repair it if necessary. The line previously ran through the field that is now the Catholic school. He has been presented with a \$1,200 bill by the city of Livingston. Commissioner Tinsley said the Commission can consult legal counsel about Barnhart's request.

ACTION ITEMS

Discussion/Decision on Hiring Appraiser for the Emigrant/Chico Cemeteries and Land: Commissioner Malone said the Arrowhead School Board will accept an appraisal on the property in question. The Commission said the county would pay for the cost of the appraisal. Commissioner Malone moved Park County employ the services of an appraiser to appraise the three acres adjacent to the Arrowhead School and Emigrant and Chico Cemeteries they apparently hold title to. Commissioner Durgan seconded the motion. Motion passed.

Discussion/Decision on Creation of a Cemetery Board for Park County Public Cemeteries: Commissioner Malone moved to create a cemetery Board with the Commission writing up bylaws for the board. Commissioner Durgan seconded the motion. Motion passed.

Signing of MDT Letter for US Highway 212 Traffic Study: Commissioner Malone moved to accept the traffic study and submit a letter of the Commission's acceptance. Commissioner Durgan seconded the motion. Motion passed.

Park County Board Updates/Recommendations

Solid Waste Board Recommendation: Discussion/Decision on Assessment Fee Increase for Collection Site Upgrades: Commissioner Durgan moved to move forward with the possibility of increasing assessment fees. Commissioner Malone seconded the motion. Motion passed.

Department Updates

Greg Coleman, DES, provided an update.

Update on Current County Projects

County staff provided updates of activities on the following projects:

Gardiner Gateway Project
Park County Pedestrian Path Extension Project
Gardiner Green Box Site Project
Gardiner Confluence Park Project
Gardiner Sidewalk Extension
Park County Bicycle Trail Resurfacing
CIP Planning Project
TSEP County Bridge Improvement Project

CONSENT ITEMS

Public Comment Period, County Departmental Updates, Signing of Administrative Documents/Claims and Review of Daily Correspondence/Agenda:

Correspondence included:

- Memo re. Commission Chambers audio/video, minutes, agenda
- Memo re. MACo assistance information request
- Memo re. MDT Final Statewide Transportation Improvement program
- Memo re. US Forest Service proposal
- Memo re. Main Boulder River Road improvements MOU
- Memo re. Park County DES coverage maps

Adjournment: 10:37 a.m.

August 6, 2014

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Public Comment Period, County Departmental Updates, Signing of Administrative Documents/Claims and Review of Daily Correspondence/Agenda

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

@9:10 a.m., the meeting adjourned.

City-County Meeting

@9:30 a.m., the meeting opened in the Commission Chambers

Attendance: Commissioners Durgan, Malone and Tinsley; James Bennett, Mel Friedman, city commission; Katie Weaver, MSU Extension

City and County Commissioners discussed joint efforts.

@10:00 a.m., the meeting adjourned.

10:30 a.m. – Claims Review

Discussion/Decision on Combining Administrative Assistant/Minutes Clerk Duties:

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

Attendance: Commissioners Durgan, Malone and Tinsley; Shannan Piccolo, civil deputy county attorney; Raea Morris, administrative assistant; Dann Babcox, Julie Sendra, Chuck Donovan, citizens

The Commission unanimously voted to have the HR Department draft a job description combining the Commission Administrative Assistant and Minutes Clerk positions. The Administrative Assistant will take on the duties of both positions for a 60-day trial period, which will provide time for HR to complete the job description and enable the Commission and staff to fine-tune things to facilitate a smooth operations.

@11:40 a.m., the meeting adjourned.

August 7, 2014

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

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Department Updates

Public Works: Parks Frady provided a written report of activities in his departments.

ACTION ITEMS

Discussion/Decision on MSU Extension Program/Administrative Assistant Position Job Description/Salary Changes and Posting of Position: The Commission voted unanimously to approve the job description as presented and post the position.

Discussion/Decision on Recommendation from Selection Committee for DES Coordinator Position: The Commission voted unanimously to accept the selection committee's recommendation of Greg Coleman for the DES Coordinator position. Position's wage is under negotiation.

Discussion/Decision on Preferred Vendor for Bridge/Culvert Materials for Road Department: The Commission voted unanimously to deem True North Steel, Billings, Montana, as a preferred vendor for bridge/culvert materials for Road Department.

Signing of Resolution Adopting the Park County Transportation Standards: Decision postponed.

CONSENT ITEMS

Public Comment Period, County Departmental Updates, Signing of Administrative Documents/Claims and Review of Daily Correspondence/Agenda

Correspondence included:

- Memo re. Parks and Recreation Board applicants
- Memo re. Commission Office position meeting
- Memo re. Cooke City EMS funds audit
- Memo re. Park County website maps alternative
- Memo re. MACo resolution and treasurers opinion
- Memo re. DIS Technologies County Silo invoice
- Memo re. Transportation Committee minutes

1:30 p.m. – Budget Workshop, All Funds: All budget funds were reviewed.

August 8, 2014

No Commission Meetings Scheduled

10:30 a.m. – Commissioners at Fleshman Creek Project Finalization Gathering – Main Street

Clint Tinsley
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana