

Park County Commission Meeting Minutes
Week of May 26 – 30, 2014
Park County, Montana

May 26, 2014

Memorial Day Holiday – All offices closed

May 27, 2014

Opening of Meeting: 9:01 a.m.; County Commission Chambers

Attendance: Commissioners Durgan, Malone and Tinsley; Parks Frady, public works; Raea Morris, administrative assistant; Shannan Piccolo, civil county attorney; Mike Inman, planning; Kristen Galbraith, Nittany Grantworks; John Mueller, minutes clerk

Update on Current County Projects

Fleshman Creek Project: Kristen Galbraith, Nittany Grantworks, said Montana DNRC will submit all but 10 percent of reimbursement to Park County. Remaining 10 percent will be submitted upon receipt of final engineering reports. FEMA is reviewing a \$680,000 reimbursement request. Montana FWP has submitted a reimbursement request for payment.

Gardiner Gateway Project: Meetings continue

Bicycle/Pedestrian Trail Extension: No report

Gardiner Green Box Refuse Site: No bids received. The county will put out the same specification package for quotes.

Gardiner Confluence Park Project: Mike Inman, planning, said final confirmation of grant award has not been received.

Gardiner Sidewalk Extension Project: Easements were sent out to landowners via certified mail three weeks ago, as well as permission to install a retaining wall. Two of seven easement agreements have been returned.

Bicycle Trail Extension Resurfacing: The county is exploring funding sources.

Museum Roof Restoration Project: Final closeout documents will be submitted once final subcontractor payments are made.

Capital Improvements Plan: Meetings will commence soon.

Fairgrounds Sewer Project: Project is nearly completed.

Rock Creek Road: No report

TSEP County Bridge Improvement Project: Project plans will be discussed this week.

ACTION ITEMS

Signing of 2014 Montana Federal Lands Access Program Project Proposal for Capital Improvements on Tom Miner Creek/NF-63 Road: Parks Frady, public works, said work will be planned on the Carbella Bridge and Tom Miner Bridge over Rock Creek. Total cost for three projects estimated at \$750,000. Park County will pay required 13.42-percent matching funds. Commissioner Durgan moved to sign the 2014 Montana Federal Lands Access Program proposal. Commissioner Malone seconded the motion. Motion passed.

Signing of the Mission Field Airport Sponsor Certificate for Equipment/Construction Contracts; Project Final Acceptance and Task Order #5 for Professional Engineering Services by Robert Peccia and Associates: Commissioner Malone moved to sign Task Order #5. Commissioner Durgan seconded the motion. Motion passed.

CONSENT ITEMS

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

Mike Inman, planning, said the city of Livingston is set to annex property located at the east I-90 Interchange on June 3. The county has received some public comment inquiring whether the county has any role in the annexation process. Inman said MCA statute requires the city to notify the county of intent of annexation with regards to transfer of services (fire, police, utilities). The county is to notify the city whether it wants to assist in the transfer. A plan is to be devised and submitted to the county 14 days in advance of annexation as to whether cooperative efforts will take place. No plan has been presented. Inman said he recommends the county ask the city to consider the provision in state law before finalizing the annexation to ensure the county is addressing all its requirements. City and county growth plans state the city and county are to work together on planning/growth efforts in the particular location where the annexation development is proposed. The Commission asked the civil deputy county attorney to submit a letter to the city notifying it of the MCA requirements.

Correspondence from May 22 included:

- Memo re. airport project FAA documents
- Memo re. Tri-County Network annual support funding request
- Memo re. Clerk of District Court county auditor examination of books

- Memo re. Museum Board agenda and draft minutes
- Memo re. Arch Park open container permit request
- Memo re. RPA legal advertisement submission
- Memo re. Library budget
- Memo re. Board of Health board seat renewals
- Memo re. Professional Engineering Services RFQ advertisement
- Memo re. engineering services specifications
- Memo re. DES high water update

Correspondence from May 23 included:

- Memo re. Livingston Enterprise public information request
- Memo re. airport final bid cost
- Memo re. city attorney airport report
- Memo re. airport bid cost differential confirmation
- Memo re. Mission Field truck/tractor bid invitation
- Memo re. Airport Board meeting agenda

Commissioner Malone said he ensured a Chicory Road resident that the county will move forward with the process to establish a Rural Improvement District on Chicory Road.

The Commission discussed meeting with the fair board to discuss a horse vaccination policy.

Review of Minutes for Weeks of May 19, 2014: Commissioner Malone requested a revision to Page 3 of 10, noting the county is seeking additional funding resources for a bicycle trail resurfacing project. On Page 7 of 10, minutes should state increased county match toward the Gardiner Gateway Project due to overruns is \$200,000.

Commissioner Malone moved to approve the minutes as amended. Commissioner Durgan seconded the motion. Motion passed.

Adjournment: 10:26 a.m.

Compensation Board Meeting

@1:34 p.m., the meeting opened in the Commission Chambers.

Attendance: Marty Malone, Clint Tinsley, June Little, Denise Nelson, Nels Swandal, Shaun Ryan, Steve Woodruff, compensation board; Jill Ouellette, HR; Lani Hartung, finance; John Mueller, minutes clerk

Steve Woodruff asked if the county was solvent in 2013. Projected Cost of Living Adjustment (COLA) for the upcoming fiscal year is 1.5 percent. Woodruff asked for updated county financial data to discuss possible COLA and elected official wage increases. A follow up meeting was scheduled for June 5.

@1:49 p.m., the meeting adjourned.

Park County Board/Committee Meetings

12:00 p.m. – City-County Joint Airport Board – Mission Field Airport

5:30 p.m. – Yellowstone Gateway Museum Board – YGM – No meeting, no board quorum

May 28, 2014

10:00 a.m. – Gardiner Basin Range Tour, Gardiner Basin – Commissioners Durgan and Malone attended

May 29, 2014

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

Attendance: Commissioners Durgan, Malone and Tinsley; Raea Morris, administrative assistant; Shannan Piccolo, civil deputy county attorney; Parks Frady, public works; Mike Inman, planning; Greg Coleman, DES; Wendy Wood, SAR; Barbara Woodbury, environmental health; Lani Hartung, finance; Erica Hoffman, GIS/IT; Kristen Galbraith, Nittany Grantworks; Katrina Hecimovic, contractor; John Mueller, minutes clerk

Department Updates

Kristen Galbraith, Nittany Grantworks, said Cascade County sent a letter to the governor about a downed server issue on the date two grants for communications towers were due to the state. The Commission said a letter can be drafted on Park County's behalf.

ACTION ITEMS

Discussion/Decision on Search and Rescue (SAR) Building Liquidated Damages: Kevin Feldman, CTA Engineering, said he met with representatives of General Contractors Construction Company (GCCC) since the last Commission meeting on the issue. The Commission previously determined to pursue only SAR building-related actual damages in the amounts of \$5,659.25 for additional professional services and \$1,625.16 for direct internal costs to the county. Total = \$7,284.41. GCCC has countered with paying half of \$7,284.41. All outstanding punch list items were completed yesterday, less one HVAC issue that subcontractors will fix and two warranty items (garage doors and gates) that subcontractors will fix. The contractor insulated the sewer pipe last week.

Commissioner Malone moved to submit a final offer of the same price (\$7,284.41). Commissioner Durgan seconded the motion. In discussion, Feldman said five or six subcontractors have filed complaints against GCCC for withheld payments. Wendy Wood, SAR, said she agrees with holding GCCC accountable for the \$7,284.41 in costs

incurred. Subcontractors asked GCCC numerous times to work Fridays and Saturdays in order to complete their responsibilities on time, but were denied. Motion passed.

Discussion/Decision to Allow Livingston School District Buses to Use County/City-Owned Property for Parking, Drop Off and Turn Around Transport of Night Owl Run Participants on September 5, 2014: Kristen Galbraith, citizen, said Swingley and Old Boulder Roads will be included in the run. Commissioner Durgan moved to allow the request. Commissioner Malone seconded the motion. Motion passed.

Discussion/Decision to Allow Staging of Two Latrines on County/City-Owned Property East of Old Boulder Road for One Evening of Night Owl Run Event on September 5, 2014: Commissioner Malone moved to allow the installation of two portable latrines. Commissioner Durgan seconded the motion. In discussion, Galbraith said the latrines will be donated. Motion passed.

Discussion/Decision to Sign DNRC Firefighter Property Program Equipment Agreement: Commissioner Durgan moved to sign the agreement. Commissioner Malone seconded the motion. Motion passed.

Discussion/Decision to Re-Appoint Board of Health Members: Two sitting board members' terms have expired. The members would like to be reappointed. Commissioner Malone moved to reappoint Rusty Collyer and Jon Mann. Commissioner Durgan seconded the motion. Motion passed.

Signing of Contract for the Gardiner Gateway Project Coordinator Position: Shannan Piccolo, civil deputy county attorney, provided the one-year contract with standard county professional services provisions. The \$78,000+ cost of the contract is being paid by Park County and Yellowstone National Park at a 40% and 60% ratio, respectively. Commissioner Durgan moved to sign the contract. Commissioner Malone seconded the motion. Motion passed.

Public Works Department Update: Parks Frady, public works, provided a written report of activities in his departments.

Greg Coleman, DES, provided an update of recent flooding issues/concerns.

Commissioner Durgan reported on a May 28 Gardiner Basin range tour hosted by Park County.

1:30 p.m. – Discussion/Decision on County Increases with County Compensation Board
– Commission Chambers – Meeting canceled

CONSENT ITEMS

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

Correspondence for May 27 included:

- Memo re. Board of Health seat appointments
- Memo re. special Board of Health meeting agenda
- Memo re. public information request response
- Memo re. Paradise Valley Corridor Study plan
- Memo re. Mission Field snow removal equipment bidding documents
- Memo re. safety video online tracking form
- Memo re. flooding forecast
- Memo re. Main Boulder Road Project partnering meeting
- Memo re. janitorial hand soap order
- Memo re. April Fair Board meeting minutes

Correspondence for May 28 included:

- Memo re. cattle nutrition workshop
- Memo re. Yellowstone River flooding info
- Memo re. Gardiner Gateway Project meeting agenda
- Memo re. July MACo newsletter commissioner profiles
- Memo re. Crazy Mountain Ranch certificate of liability insurance
- Memo re. Airport Board budget
- Memo re. Rocky Mountain RV Park
- Memo re. Compensation Board meeting info

Adjournment: 10:43 a.m.

Park County Board/Committee Meetings

5:30 p.m. – Board of Health Special Meeting – East Room – Commissioner Malone attended

May 30, 2014

No Commission Meetings Scheduled

Clint Tinsley
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana