

Park County Commission Meeting Minutes
 Week of September 15 – 19, 2014
 Park County, Montana

September 15, 2014

Public Comment Period, County Departmental Updates, and Review of Daily Correspondence/Agenda

@ 9:05 a.m., the meeting opened in the Commission Chambers

Attendance: Commissioner Clint Tinsley, Commissioner Jim Durgan, Commissioner Marty Malone; Raea Morris, Administrative Assistant/Minutes Clerk

Department Updates: None

Correspondence for September 11th included:

Shannan Piccolo	Commission	Drop Off - Contract for Rick's Refrigeration Rooftop units
Greg Coleman	Commission	Email - Hazmat Training cancelled
Donna Rowland	Commission	Email - Cooke City meeting with commissioner
Jerri Miller	Commission	Email - Meetings
Public Processing	Commission	mail - Check for auction items in July
Kevin Larkin	Commission	Drop off - Treasurer balance sheet
Marilyn Hartley	Commission	Email - Thank you note from a resident
Greg Coleman	Commission	Email - Smart board demonstration

Correspondence for September 12th included:

Timothy Miller	commission	Email - Chicory Road RID
Ave Forseth	commission	Drop off - RID Application for consideration Chicory Road
Warren Newhouse	commission	Drop off - Dowl HKM landfill methane monitoring results
Wineglass Assoc.	commission	Drop off - Application for Wineglass RID
Jeri Stevens	commission	Email - PB meeting schedule changes
Marilyn Hartley	commission	Drop off - Payroll voucher

Commissioners Reports

Commissioner Malone reported a citizen had some concerns with Dann Babcox, Rural Fire District #1 response and travel speeds when there are emergency situations in the county. Commissioner Malone was going to talk to Scott Hamilton about it. Also, Chico site has two bright signs on posts for bear situation warning the citizens of the situation.

Commissioner Durgan reported he saw a water truck and grader out on Old Yellowstone Trail, he is hopeful that the road is going to be worked on next.

Commissioner Tinsley reported he wants to process the invoices for the Rock Creek road tar that was on a citizens truck, commission would like to see the contractor take care of the invoices however the invoices need to be taken care of and the citizen should have his truck taken care of.

@9:25 a.m., the meeting adjourned.

Human Resources Department Updates

@9:32 a.m., the meeting opened in the Commission Chambers

Attendance: Commissioners Tinsley, Malone and Durgan; Jill Ouellette, Human Resource; Martha Miller, County Auditor; Raea Morris, Administrative Assistant/Minutes Clerk

Jill Ouellette, HR, provided an update.

@10:39 a.m., the meeting adjourned.

Park County Board/Committee Meetings

7:00 p.m. – Shields Valley Watershed Group @ Wilsall Fire Department Building

September 16, 2014

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

Attendance: Commissioner Durgan, Commissioner Malone, Commissioner Tinsley; Parks Frady, Public Works Director; Shannan Piccolo, Deputy County Attorney; Mike Inman, Planner; Kristen Galbraith, Nittany Grantworks; George Bornemann, CTA; JC Carmichael, resident; Natalie Storey, Livingston Enterprise; Raea Morris, Administrative Assistant/Minutes Clerk

Public Comment

ACTION ITEMS

Discussion/Decision on Waiving of Penalty and Interest on Citizens Taxes:

Commissioner Tinsley stated that this was explained to them last week from Kevin Larkin, and asked for commission questions or concerns, there were none.

Commissioner Malone made the motion to waive penalty and interest on taxes if it's paid within sixty (60) days. . JC Carmichael agreed to the sixty (60) days. Commissioner Durgan seconded the motion. Motion passed

Signing of a Contract with Miral Gamradt for Budgetary Services:

Commissioner Tinsley explained that the contract with Miral Gamradt will be for various budgetary services to the county for the term of one year in the amount of \$20,000. Commissioner Durgan made the motion to sign the Budgetary Service contract with Miral Gamradt. Commissioner Malone seconded the motion. Motion passed

Discussion/Decision on a Recommendation for Hiring the Program/Administrative Assistant Position for MSU Extension Office and Negotiation of Wage Range:

Meeting was requested to be cancelled; Mary Anne Keyes, Extension; stated they came in last week for this.

Signing of a Letter of Support for Youth Dynamics Substance Abuse Program: Lindsay Dodge, Youth Dynamics; sent a letter of support for a youth substance abuse program in Park County, this is a letter of support with no request for funding or monies.

Commissioner Durgan made the motion to Sign the Letter of Support for Youth Dynamics. Commissioner Malone seconded the motion. Motion passed.

Shannan Piccolo, County Deputy Attorney; stated that their office does work with Youth Dynamics in their youth cases and they do a great job.

Signing of Construction Easements for Gardiner Gateway Project: George Bornemann, CTA; briefed the commission on the Gardiner Gateway Project and the Construction easements, he stated that there are still some out there to be signed Yellowstone Association, and Gardiner School District. There is one more encroachment permit needed from High Country Trading in which he hasn't gotten yet. Shannan Piccolo, Civil Deputy attorney stated that the easements for the Yellowstone Association and Gardiner School are temporary easements, George Bornemann went on to explain in more detail on both of these easements.

Commissioner Malone made the motion to sign the Gardiner Gateway Project Construction Easements. Commissioner Durgan seconded the motion. Motion passed.

Discussion/Decision on Rock Creek Road Reconciliation Change Order #5 and Final Payment Application:

Parks Frady, Public Works; explained the change order #5 to the commissioners in regards to Rock Creek Rd and the negotiations between Bullock Construction and the County.

Commissioner Malone made the motion to sign the Rock Creek Road Reconciliation Change Order #5 with Bullock Construction. Commissioner Durgan seconded the motion. Motion passed.

Commissioner Malone made the motion to approve the Final Payment Application in the amount of \$166,944.01 for Bullock Construction. Commissioner Durgan seconded the motion. Motion passed.

PUBLIC HEARINGS / ORDINANCES / RESOLUTIONS:

Nothing at this time

Department Updates

Parks Frady, Public Works; briefly reported Warren Newhouse, Refuse is out for the week for training, and that there were graders on Fleshman Creek Rd., Hammond Rd., Shy Rd., Old Yellowstone Trail and Gardiner.

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

Meeting recessed at 9:47 a.m., to review the minutes.

Meeting reopened at 10:08 a.m. in Commission Chambers to continue with Daily Correspondence and Review of minutes.

CONSENT ITEMS

Public Comment Period, County Departmental Updates, and Review of Daily Correspondence/Agenda:

Correspondence for September 15th:

Martha Miller	commission	Drop off - Justice Court examination of books
Jerri Miller	commission	Email - Mission field airport improvements pay request
MACo Claims	commission	Email - New JPIA Claim
Anne Foster	commission	Email - Request to commission regarding Gardiner Jail
Jill Ouellette	commission	Email - Draft combined position
Jerri Miller	commission	Email - Airport minutes
Kim Knutson	commission	Email - Fair board agenda
Tammy Brawn	commission	Email - Library board agenda
Kristen Galbriath	commission	Email - Action item
Shannan Piccolo	commission	Drop off - Legal recommendation
Brenda Gilbert	commission	Email - Request for a Fob for Sandy Hogstad
Jeri Stevens	commission	Email - Planning and Development Board agenda
Shannan Piccolo	commission	Drop off - legal recommendation

Park County Board Updates/Recommendations

Nothing at this time

Commissioner's Updates

Commissioner Durgan had nothing to report.

Commissioner Malone reported a call from Mr. Stanley, that Commissioner Malone had the wrong impression that Livingston Health Care was owned by Billings Deaconess when in fact Livingston Health Care is not owned by Billings Deaconess; Mr. Stanley sits on the hospital board and wanted to correct that statement.

Review of Minutes for the Week of September 8, 2014:

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

Park County Board/Committee Meetings:

2:00 p.m. - Information Technology Advisory Committee Meeting @ Community Room

7:00 p.m. - Fair Board Meeting @ Fairgrounds Office

Adjournment: 10:32 a.m.

September 17, 2014

9:00 a.m. – Claims Review in Commissioners Chambers

Department Head Meeting

@9:33 a.m., the meeting opened in the Commissioners Chambers

Attendance: Commissioners Durgan, Malone and Tinsley; Paul Shea, Museum director, Lani Hartung, Finance director; Kelly Johnson, Maintenance; Barbara Woodbury, Environmental Health; Greg Coleman, DES; Parks Frady, Public Works; Vicky Peterson, Treasurer office; Denise Nelson, Clerk and Recorder; Mary Anne Keyes, MSU Extension; Martha Miller, Auditor; Linda Budeski, Justice of the Peace; June Little, District Court; Mike Inman, Planning; Shannan Piccolo, Deputy County attorney; Kim Knutson, Fair; Miral Gamradt, CIP/Budgetary consultant

Miral Gamradt, CIP; explained the CIP process and what it means to have a CIP plan. He went over what it is he will be doing with the CIP and budgetary process for Park County.

@10:30 a.m., the meeting adjourned.

Park County Board/Committee Meetings:

10:30 a.m. & 1:00 p.m. – Park County Mandatory Safety Training Sessions @ Community Room

2:30 p.m. - Parks and Recreation Board @ East Room

September 18, 2014

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

Attendance: Commissioner Tinsley; Commissioner Durgan; Commissioner Malone; Shannan Piccolo, County Deputy Attorney; Parks Frady, Public Works; Mike Inman, Planning; Dave Mosser, KLJ Engineering; Rick and Brenda Leckner, Rick's Refrigeration Inc.; Raea Morris, Admin. Asst/minutes clerk

ACTION ITEMS

Signing of the Contract for Rick's Refrigeration for HVAC Rooftop Units:

Commissioner Tinsley stated that the contract is in the amount of \$209,043.00 for the (2) rooftop units. Shannan Piccolo, Deputy County Attorney; stated that again it is the contract for the bid that was awarded to Rick's Refrigeration Inc. Commissioner Malone stated he would abstain from voting due to conflict in interest as a family relative. Commissioner Durgan made the motion to Sign the Contract for the HVAC Rooftop units. Commissioner Tinsley seconded the motion. Motion passed.

Discussion/Decision on Signing KLJ Professional Services Contract: Parks Frady, Public Works; stated the contract would be for KLJ to provide on call general engineering services, and the contract is for a one year term with the ability to extend it out for a period of three years. Shannan Piccolo, Deputy County attorney stated for the record that the County went out for Request for Qualifications for Engineering Services and KLJ was the firm selected by the commission. Commissioner Malone made the motion to sign the KLJ Professional Services Contract. Commissioner Durgan seconded the motion. Motion passed.

Discussion/Decision on Signing KLJ Contract for Miscellaneous Engineering Services:

Parks Frady stated that this particular contract would be for typical miscellaneous engineering services such as attending commission meetings or meeting with Parks Frady on certain tasks. The contract payment terms are only as we request services basis. Commissioner Durgan made the motion to Sign the KLJ Contract for Miscellaneous Engineering Services. Commissioner Malone seconded the motion. Motion passed. Dave Mosser, KLJ; talked about KLJ and explained how their services work and the companies philosophy and reputation.

Department Updates

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

PUBLIC HEARINGS / ORDINANCES / RESOLUTIONS

Nothing at this time.

CONSENT ITEMS

Public Comment Period, County Departmental Updates, and Review of Daily Correspondence/Agenda

Correspondence for September 16th included:

Martha Miller	Commission	Drop off - Examination of books for Clerk and Records office
Jon Shaffer	Commission	Email - RC&D
Tracy Mosley	Commission	Email - RC&D
Bill Berg	Commission	Email - Gardiner Jail
Anne Foster	Commission	Email - Gardiner Jail

Correspondence for September 17th included:

Steve German	commission	Email - request for an open container permit in Arch
MAColeg	commission	Email - Waters in the US
Karen Harrison	commission	Drop off - Floodplain letter
Miral Gamradt	commission	Drop off - Draft CIP handout for DH mtg.
Parks Frady	commission	Drop off - Transmittal letter/DRAFT 95% plans Phase I Gardiner Gateway prj

Commissioner Reports:

Commissioner Malone stated he had a discussion with an Extension staff in regards to Northern Rocky Mountain Economic Development District, and that there are some concerns that are coming up between the two Economic Development staff and Extension Economic Development staff. They both have different philosophies, personalities and directions they are heading up.

Commissioner Malone also stated that he would like to see the upcoming CIP meetings be held as a commission meeting to be involved through the process. Commissioner Tinsley stated that there are a couple ways to do it; however the process is going to be presented to the commission after sitting down with the Department heads, and elected officials to go over their CIP projects. The commissioners had further discussion and elaboration on this topic.

Commissioner Tinsley stated he would like to schedule a meeting to follow up on correspondence from Nels Swandal requesting a pay increase for Shannan Piccolo,

Deputy County Attorney. The request was turned in sometime around June and the commission didn't follow up on it. It was asked that a meeting be scheduled for follow up.

Park County Board/Committee Meetings:

2:00 p.m. - Planning and Development Board @ Community Room

6:30 p.m. - 4-H Lariats @ Community Room

Adjournment: 10:28 a.m.

September 19, 2014

No Commission Meetings Scheduled

Clint Tinsley
Chairman, Park County Commission
Park County, Montana

Denise Nelson
Clerk & Recorder
Park County, Montana