

Park County Commission Meeting Minutes  
 Week of September 22 – 26, 2014  
 Park County, Montana

**September 22, 2014**

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

@ 10:03 a.m., the meeting opened in the Commission Chambers

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

**Department Updates:**

Correspondence for September 18<sup>th</sup> included:

Greg Coleman	commission	Email - Oil Spill Response trailer
SWCDP	commission	Email - conference room request
MAColeg	commission	Email - House bipartisan PILT
Jeri Stevens	commission	Drop off - Riddle Family transfer preliminary review meeting packet
Ed Meece	commission	Email - City County compact Library Chapter
Karen Harrison	commission	Drop off - floodplain letter
Parks Frady	commission	Email - Meeting to schedule
Greg Coleman	commission	Email - Training opportunity
MRDTF	commission	Mail - Missouri River Drug program

Correspondence for September 19<sup>th</sup> included:

Jerri Miller	Commission	Email - Airport board agenda
Julianne Brown	Commission	Email - RC&D meeting
Tracy Mosley	Commission	Email - RC&D meeting
Parks Frady	Commission	Drop off - Reimbursable agreement for Gardiner Sewer/Water
Greg Coleman	Commission	Email - Next week Spill response
Carrie Schell	Commission	Email - Vendor Fair results

**Commissioners Reports**

Commissioner Malone is at MACo Annual Conferences in Kalispell, MT

Commissioner Durgan reported about a conference call for RC&D. The board is being disbanded due to lack of funding and grants. The board is working on finalizing loose ends on housing grants and closure of all accounts and assets. Next meeting will be in October.

Commissioner Tinsley reported that he was up near Jardine over the weekend.

@10:25 a.m., the meeting adjourned.

#### Human Resources Department Updates

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

*Attendance:* Commissioners Tinsley, and Durgan; Jill Ouellette, Human Resource; Raea Morris, Administrative Assistant/Minutes Clerk

Jill Ouellette, HR, provided an update.

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

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

9:00 a.m. – Commissioner Malone @ MACo Annual Conference @ Kalispell, MT

#### **September 23, 2014**

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

*Attendance:* Commissioner Durgan, and Commissioner Tinsley; Parks Frady, Public Works Director; Mike Inman, Planner; Kristen Galbraith, Nittany Grantworks; Laura Williams, Gardiner Community Council; Anne Foster, Gardiner Community Council; Joe Gross, citizen; Jonathan Roen, Roen Inc. Surveyor; Raea Morris, Administrative Assistant/Minutes Clerk

#### **Public Comment**

#### **ACTION ITEMS**

Discussion/Decision on Placing the Gardiner Jail on Historical Register: Anne Foster, Gardiner Community Council; spoke on behalf of having the Gardiner Jail building in Gardiner placed on the historic register to preserve a piece of Gardiner history. Community Council felt it was important with the Gardiner Gateway Project. Joe Gross, Citizen; spoke on behalf of the Chamber and said it's very important to the chamber members and Gardiner community to keep the jail building. Commissioner Durgan made the motion to nominate placing the Gardiner Jail on the Historical Register. Commissioner Tinsley seconded the motion. Motion passed.

Discussion/Decision on Signing of Memorandum of Understandings for CASA and Tri County Network and Senior Center:

Commissioner Durgan made the motion to Sign the Memorandum of Understandings for CASA, Tri County Network, and table the Memorandum of Understanding for Senior Center until we have representation from the Senior Center to come and speak on behalf of the center and what they have been doing. Commissioner Tinsley seconded the motion. Motion passed.

Signing of a Letter to Forest Service regarding Six Mile Creek Road:

Mike Inman, Planner; asked Commissioner Tinsley if he would read the letter into the record. There was a brief discussion in regards to the importance of keeping good relations with other entities within the county. Commissioner Durgan stated that the letter is harsh however the commissioners, citizens and landowners who attended a recent meeting in regards to the lack of reseeding in the Six Mile Creek area felt Park County didn't get much cooperation from the Gallatin Forest Service for reseeding after the 2013 fire. Commissioner Tinsley stated he felt that it's not appropriate singling out any one individual by name and with some small changes to the letter he could feel better signing the letter. Commissioner Durgan made the motion to table the action item until Commissioner Malone comes back next week to look at some revisions. Commissioner Tinsley seconded the motion. Motion passed.

Discussion/Decision on signing Letter of Commitment for Title II Project Application Submissions including Bruffey Lane and Big Creek Road Improvements: Kristen Galbraith, Nittany; stated that these are two projects her and Parks Frady Public Works have been working on and the applications are almost complete. Parks Frady, Public Works; gave a brief description of both projects, he stated that the Big Creek Rd. project will be done in phases and the portion of the road is an approximate 1.9 miles stretch in which some major work needs to be done like gravel, new culverts, tree removal and straightening some line of sights. Some of those items will be worked under the road departments' maintenance schedule. Phase II will be some of the same work just a different segment of the road further up. The project cost being close to \$60,000 for materials and administration, Park County's portion would be approximately \$32,985.

Parks Frady stated the second application, Bruffy Lane still needs a little more work and there are some safety concerns however it doesn't get the traffic like some of the other roads and the maintenance on the road has been neglected for a while and would probably second priority between the two applications; the cost for the Bruffy Lane project will be roughly \$30,000. Park County's portion would be around \$6,200. Commissioner Durgan made the motion to Sign the letter of Commitment for Title II Project Application Submissions for Bruffy Lane and Big Creek Road Improvements. Commissioner Tinsley seconded the motion. Motion passed.

Signing of the Reimbursable Agreement for Gardiner Gateway Sewer and Water Project:

Parks Frady, Public Works; gave a brief explanation to the commissioners about the reimbursable agreement. Park County would cover all the cost associated with the water and sewer line relocations. The Gardiner Water and Sewer District indicated that they

would compensate the county for what is technically their responsibility this is just formalizing a verbal agreement at this time. The reimbursable credit amount will be approximately \$57,000. Parks Frady stated that it was presented to the Gardiner Water and Sewer district in July and two weeks ago the board met and approved the agreement. Commissioner Durgan made the motion to Sign the Reimbursable Agreement for Gardiner Gateway Sewer and Water Project. Commissioner Tinsley seconded the motion. Motion passed.

Review and Consideration of the Riddle Family Transfer: Mike Inman, Planner stated that the Riddle Family transfer exemption was submitted on August 13, 2014. William Riddle is proposing to transfer 23.26 acre parcel to his mother Laura Johnson and a 20.56 acre parcel to his father William Riddle Jr. The property location is Mountain View Rd., near Alpine Springs Ranch. It has been reviewed and approved by Planning, Environmental Health and the Civil Deputy attorney, Shannan Piccolo. Mike Inman stated the one caveat was that the planning office required that the survey specifically identify which parcel was going to which family member prior to final approval, and all required affidavits have been received. Commissioner Durgan made the motion to approve the Riddle Family Transfer. Commissioner Tinsley seconded the motion. Motion passed.

#### **PUBLIC HEARINGS / ORDINANCES / RESOLUTIONS:**

Nothing at this time

#### **Department Updates**

#### **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  
CIP Planning Project  
Gardiner Sidewalk Extension  
Park County Bicycle Trail Resurfacing  
TSEP County Bridge Improvement Project

Meeting recessed at 10:15 a.m., to review the minutes.

Meeting reopened at 10:30 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 22<sup>nd</sup>:

MACo	Mail - Claim
Martha Miller	Drop off - Examination of books for Detention center
Clint Tinsley	Email - City County compact meetings
Enterprise	Drop off - Legal ad for Public Hearing 4th St. in Gardiner

**Park County Board Updates/Recommendations**

Nothing at this time

**Commissioner's Updates**

Commissioner Durgan had nothing to report.

Commissioner Tinsley had nothing to report.

Review of Minutes for the Week of September 15, 2014:

Commissioner Tinsley moved to approve the minutes as written.

Commissioner Durgan seconded the motion. Motion passed.

**Park County Board/Committee Meetings:**

9:00 a.m. - Commissioner Malone @ MACo Annual Conference, Kalispell, MT

12:30 p.m. - Commissioner Tinsley @ Water District Meeting in Silver Gate, MT

12:00 p.m. - Airport Board @ Mission field, Livingston MT

3:30 p.m. - Commissioner Tinsley @ Cooke City to hear area residents concerns, Cooke City Community Center

**Adjournment:** 10:53 a.m.

**September 24, 2014**

No Commission Meetings Scheduled, no minutes.

9:00 a.m. – Commissioner Malone @ MACo Annual Conference in Kalispell, MT

**Park County Board/Committee Meetings:**

No Board/Committee Meetings scheduled

**September 25, 2014**

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

*Attendance:* Commissioner Tinsley; Commissioner Durgan; Shannan Piccolo, County Deputy Attorney; Parks Frady, Public Works; Jill Ouellette, Human Resource; Mary Anne Keyes, MSU Extension Agent; Tracy Mosley, Extension Agent; Katie Weaver, Extension; Kim Knutson, Fair Manager; Raea Morris, Admin. Asst/minutes clerk

## **ACTION ITEMS**

Discussion/Decision on a Selection Committee for the Gardiner Resort Tax: Shannan Piccolo, Civil Deputy Attorney; stated that the Gardiner Resort Tax Ordinance states that the commission needs to appoint a five member advisory committee to get applications, hold a public hearing, take public comment on what is supported and not supported before the commissioners allocate those funds. Commissioner Durgan stated that he is in favor of going through an application process rather than the commissioners just picking people and not knowing if they want to be on the committee. Commissioner Durgan made the motion to do an application process for the Gardiner Resort Tax Selection Committee. Commissioner Tinsley seconded the motion. Motion passed.

Discussion/Decision for Setting a Policy on Selection of County Board Applications when there are more Applications than Positions: Shannan Piccolo, Civil Deputy attorney; stated that this meeting was suggested to set a policy for the selection process of county boards when there are more applications than positions. Commissioner Tinsley read Commissioner Malone's suggestion to select a department head, or chair and two citizens. Commissioner Tinsley doesn't agree with that suggestion, Commissioner Tinsley suggested a Department Head, Chair of the board and the commissioner(s) select the third person to sit on the committee. Commissioner Durgan explained that Commissioner Malone has had issues with this because it puts an imbalance in the selection; Commissioner Tinsley explained that as the commission there should be faith in our chairman of our boards and department heads and to not be micromanaging. Shannan Piccolo stated that she will draft a resolution and make this policy set forth on file once a decision is made so that every county board and department head has a copy of it to follow and they follow up with Human Resource for questions for the interview process. Commissioner Tinsley made the motion that the selection committee consist of Department Head, Board Chair and the third person be selected by the commissioner(s). Commissioner Durgan seconded the motion. Motion passed.

## **Department Updates**

MSU Extension: Tracy Mosley, Mary Anne, and Katie Weaver all gave briefings to the commissioners on the activities they have been doing throughout the summer and what is coming up for fall/Winter in Park County.

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

**PUBLIC HEARINGS / ORDINANCES / RESOLUTIONS**

Signing of a Resolution Setting Policy for Exempt Employees Flex Hours: Shannan Piccolo stated that this was a request by the commission for the county attorney’s office to do the research on exempt employees and flex hours when the employee has worked over their hours due to large projects, litigations and such and the employee being able to take a time off in that week. Commissioner Tinsley stated he would accept the resolution, with the correction in the wording in regards to timesheets, for transparency Commissioner Tinsley stated he feels like everyone should fill out a time sheet and show their time worked and time taken off.

Commissioner Durgan made a motion to accept the resolution as written. Motion died due to the lack of a second. Motion failed. Commissioner Tinsley made a motion to accept the resolution with the caveat that the wording in regards to timesheets be changed and it read that everyone must turn in timesheets. Commissioner Durgan seconded the motion. Motion passed, brief discussion followed with the assurance from Shannan Piccolo that there would be no problem with changing the wording within that resolution as such.

**CONSENT ITEMS**

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

Correspondence for September 23<sup>rd</sup> and 24<sup>th</sup> included:

George Bornemann	Drop off - Right of way easements for Gardiner School District
Mike Inman	Email - October Consultant Selection board
Arrowhead School	Mail - Letter regarding proposed land exchange cemetery/school and county property
Rob Gilmore	Email - NRMEDD membership and invoice

**Commissioner Reports:**

Commissioner Tinsley reported that he went up to Silver Gate and Cooke City on Wednesday with Mike Inman, Kristen Galbraith and Parks Frady for a meeting with the Silver Gate Water District and in Cooke City to hear area residents concerns.

Commissioner Durgan had nothing to report, other than clarification with Commissioner Malone about the name of the addressee on the letter to the forest service.

**Park County Board/Committee Meetings:**

9:00 a.m. - Commissioner Malone @ MACo Annual Conference in Kalispell, MT

1:00 p.m. - Solid Waste Board - East Room

**Adjournment:** 11:05 a.m.

**September 26, 2014**

No Commission Meetings Scheduled

Clint Tinsley  
Chairman, Park County Commission  
Park County, Montana

Denise Nelson  
Clerk & Recorder  
Park County, Montana