

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

REGULAR MEETING

April 18, 2023, 9:00 am

PRESENT Commission Chair Tyrel Hamilton, Commissioners, Steve Riveland and Jeff Ruffatto. Administrator for the Commissioners Kisha Cornell.

Others Present: Chip Kem, Stillwater County Sheriff; Chad Coles, Stillwater County Facilities; Jerry Friend, Treasurer; Ben McVittie, Road and Bridge; Stephanie Ray, Stillwater County Planning; Rich Cowger, Airport Board; Heather Mosser, Morrison Maierle (airport); Nick Winfield, Stahly Eng; Greg Benjamin, Stahly Eng; Shari Manley, Eng West; Paul Schiff, Sangmeister; Marlo Pronovost, Stillwater County News.

PLEDGE Commissioner Hamilton opened the meeting with the Pledge of Allegiance.

MINUTES February 28, 2023

Commissioner Ruffatto **MOVED** to approve the minutes from February 28, 2023. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

CLAIMS None

RECOGNITION None

ANNOUNCEMENTS Bid Opening for Fiddler Creek and West Rosebud will be at 9:30 am. Next month traveling meeting will be at the Reed Point Fire Hall on May the 2nd at 6:30 pm.

CONSENT AGENDA

Road and Bridge

- A) Dust Control Abatement process and Form for 2023.

FILE ITEMS

Sheriff Department

- A) Report for the 1st Quarter ending March 2023 in the amount of \$650.00.
- B) Report for the Month ending March 2023 in the amount of \$150.00

Commissioner Riveland **MOVED** to file the file items. Commissioner Ruffatto **SECONDED**. Ben McVittie, summarized the dust abatement process he has streamlined the application process, interested citizens should contact the Road and Bridge Department prior to June 15, 2023 if they wish to participate. No further discussion. Motion passed

REGULAR BUSINESS

Planning

- A) Downing Minor Subdivision Final Plat approval

Stephanie Ray, Planning and Economic Development gave a staff report for the 3-lot minor subdivision. The preliminary plat with conditions was approved by the Board of County Commissioners on September 14, 2022, subject to conditions. Staff has reviewed these conditions and all of them have been met, staff recommends the approval of this final plat.

Commissioner Ruffatto **MOVED** to approve the Downing minor Subdivision Final Plan. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

B) Tadmor Springs Subdivision, Final Plat approval

Stephanie Ray, Planning and Economic Development gave the staff report. She commended the applicant for their efforts in bringing this 1-lot subdivision to completion. This minor subdivision is suitable and all requirements and due diligence has been met for final plat approval and recommend by staff for approval.

Commissioner Riveland **MOVED** to approve the Tadmor Springs Final Plat; Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

Absarokee Waste Water Treatment Facility

A) Second Amendment and Restated Agreement between Stillwater County and KLE Construction.

No action on this item per Tyrel Hamilton, Commission Chair. Await signatures from KLE.

City / County Airport

A) Request for approval of t-hangar bid for the construction of 6 hangar units for a sponsor share amount of \$62,435.59. Bid to be awarded to Dick Anderson Construction. Total bid amount is \$1,141,866.00. Total project cost is 1,248,711.80 (90% FAA funding of 1,123,840.00. total sponsor share is \$124,871.18)

Rich Cowger from the City/County Airport Board noted that the City went forward to approve the bid award and sponsor share at the meeting last evening. Heather Mosser of Morrison Maierle explained that the bid opening had two bids, referred to previous projects and how this cost was in line with other projects currently being done. Heather pointed out that the rent for each hangar should be around \$300.00 per month so this is an income generating opportunity for the City/County.

Rich noted that the project has secured financing through another county through entitlements and is interest free, so there will be no need to go to a private funding source. This is to build 6 hangars with a sponsor share of \$62,435.59 for each the City and County. The annual entitlements total is approximately \$103,000.00 for BIL and \$150,000.00 for FAA entitlements. Heather indicated that the BIL funding will not be used for this project so the other maintenance items like runway repairs will have funding. Commissioner Ruffatto asked if there was an estimate for the cost of maintenance for this construction. Rich said not at this time.

Commissioner Ruffatto **MOVED** to approve the Request for approval of t-hangar bid for the construction of 6 hangar units for a sponsor share amount of \$62,435.59. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

B) Approval of t-hangar design substantial completion document.

Heather Mosser explained that this allows for up to 97.5% reimbursement of the FAA grant amount.

Commissioner Riveland **MOVED** to approve the t-hangar design substantial completion document. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

C) Payment of Invoice No. one (Task order for bidding of t-hangar project) in the amount of \$6,148.80, this will be included in the construction of the t-hangar package if awarded. (FAA 90% portion will be \$5,533.92; City portion \$307.44, and County portion \$307.44) If the t-hangar construction is not approved to continue the City and County will split this invoice, for \$3,074.40 each. Approval to pay this invoice to Morrison

Maierle.

Commissioner Ruffatto **MOVED** to approve the Payment of Invoice No. one (Task order for bidding of t-hangar project) in the amount of \$6,148.80, this will be included in the construction of the t-hangar package if awarded. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

Commission

A) Reappointment of Garrett Williams to the Compensation Board

Commission Riveland **MOVED** to approve the reappointment of Garrett Williams to the Compensation Board. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

PUBLIC COMMENT

None.

With no further comments heard the meeting was adjourned at 9:18 a.m.

APPROVED BY: /s/ Tyrel Hamilton, Commissioner Chairman

Prepared by: Kisha Cornell, Administrator

ATTEST: Heidi L. Stadel, Clerk and Recorder