

**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
May 30, 2023, 9:00 am**

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

Others Present: Chip Kem, Sheriff; Chad Coles, Stillwater County Facilities; Jerry Friend, Treasurer; Ben McVittie, Road and Bridge; Nancy Rhode, County Attorney; Ray Kuntz, Contract Attorney; Marlo Pronovost, and Bristol Ketola of the Stillwater County News.

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

MINUTES April 25, 2023 and May 2, 2023

Commissioner Ruffatto **MOVED** to approve the minutes from April 25, 2023 and May 5, 2023. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

CLAIMS None

RECOGNITION Clay Waltner for 10 years of Service.

ANNOUNCEMENTS June 6th Traveling meeting at Hanna Hall in Fishtail 6:30 p.m.

CONSENT AGENDA

Historical Preservation Commission

- A) Letter of request for continued support for the County Historic Preservation Program to include \$4,000.00 for FY 24.

FILE ITEMS None

Commissioner Riveland **MOVED** to consent to the consent agenda. Commissioner Ruffatto **SECONDED**. Marlo asked about the Historical Preservation item, and Commissioner Hamilton noted that this is the annual contribution that is a City/County match to the grant. No other discussion. Motion passed

REGULAR BUSINESS

Absarokee Sewer

- A) Termination with cause of construction contract with KLE-construction.
- B) Revoke Second Contract Amendment and Restated agreement between Stillwater County and CLE Construction dated April 25, 2023.

Commissioner Hamilton requested Ray Kuntz the contract attorney provide a brief description and recommendation on these two items. Ray continued in saying that this is the second contract extension requested by KLE Construction. This one-year project which is now moving into three years, with a substantial completion deadline for mid-June 2023. Counselor Kuntz recommended approval of the second contract amendment and to not terminate the construction contract. Additional items discussed, include the service to the

rate payers and that it is the goal of the Commission to get this project to successful completion. No action required at this time.

GIS

ESRI / GIS software purchase for \$15,500 / yearly payments. 3-year commitment, beginning June 15, 2023.

Stephanie Ray of the Planning Department gave the background for the need for this more robust software to help provide better mapping and GIS services to all departments. Paid for by 2022 flooding event grants.

Commissioner Ruffatto **MOVED** to approve the ESRI / GIS software purchase for \$15,500 / yearly payments. 3-year commitment, beginning June 15, 2023. Commissioner Riveland **SECONDED**. Marlo asked if the program is currently in place, and Commissioner Hamilton said that yes this is just an upgrade to the current software. No other discussion. Motion passed.

Road and Bridge

- A) Encroachment Permit Applications
 - a. District 2
 - Application No. 202316-Shane Creek Rd.

Commissioner Riveland **MOVED** to approve the encroachment Permit Applications No. 202316. Commissioner Ruffatto **SECONDED**. Commissioner Ruffatto explained that this is an overhead power line install from Beartooth Electric on Shane Creek Road. Motion passed.

Commission

- A) **Resolution No. 2023-13** A Resolution for the Adoption of Environmental Health Septic System Permitting Fees.

Stephanie Ray, of the Planning Department said that this is an increase to bring the fee structure up do date and stay competitive and more accurate to the services provided by the Sanitarian.

Commissioner Ruffatto **MOVED** to approve **Resolution No. 2023-13** A Resolution for the Adoption of Environmental Health Septic System Permitting Fees. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

- B) **Resolution No. 2023-14** A Resolution for the Adoption of Subdivision Regulations Schedule of Fees.

Stephanie Ray said that this is an increase to bring the fee structure up do date and go along with the Subdivision regulations.

Commissioner Riveland **MOVED** to approve **Resolution No. 2023-14** A Resolution for the Adoption of Subdivision Regulations Schedule of Fees. Commissioner Ruffatto **SECONDED**. Jerry Friend asked if the fees were going up or down and how will these fees impact the citizens. Stephanie Ray of the Planning Department said these increases are for the services provided and the County will no longer subsidize

the services. Commissioner Hamilton noted that the fees only effect those in need of the services. Motion passed.

- C) **Resolution No. 2023-15** A Resolution to cancel a regular meeting of the Board of County Commissioners on July 25,2023.

Commissioner Ruffatto **MOVED** to approve **Resolution No. 2023-15** A Resolution to cancel a regular meeting of the Board of County Commissioners on July 25,2023. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

PUBLIC COMMENT

None

With no further comments heard the meeting was adjourned at 9:14 a.m.

APPROVED BY: /s/ Tyrel Hamilton, Commissioner Chairman

Prepared by: Kisha Cornell, Administrator

ATTEST: Heidi L. Stadel, Clerk and Recorder