

**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
June 13, 2023, 9:00 am**

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

Others Present: Ben McVitte; Stillwater County Road and Bridge, Chad Coles; Facilities, Jerry Friend; Treasurer, Kathy Barch

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

MINUTES May 16, 2023

Commissioner Riveland **MOVED** to approve the minutes from May 16, 2023. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

CLAIMS None

RECOGNITION Ty Williams – 5-years of service

ANNOUNCEMENTS None

CONSENT AGENDA

Road and Bridge

- A) Encroachment Permit Applications
Application No. 202132, 202154, 202206, 202210, 202212, 202225, 202227, 202248, 202252 completed projects.
- B) Encroachment Permit Applications for Events: No. 202208, 202221, 202223, 202229, 202245

FILE ITEMS

Planning

- A) Frey Land Agreement

Commission

- A) Resolution No. 18 – Emergency Declaration (Adopted on June 7, 2023)

Commissioner Ruffatto **MOVED** to consent to the consent agenda and file the file items. Commissioner Riveland **SECONDED**. Tyrel noted the various encroachment permits and the process of providing the information to be more transparent, these are from previous events. Resolution No. 2023-18 was on Kyser creek flooding. No other discussion. Motion passed.

REGULAR BUSINESS

Airport

- A) Payment Request for Morrison Maierle in the amount of \$1,380.00 for t-hangar bidding work. 90% FAA amount of \$1,242.00, 10% sponsor share of \$138.00 (\$69.00 each for City and County)

Commissioner Riveland **MOVED** to approve Payment Request for Morrison Maierle

in the amount of \$1,380.00 for t-hangar bidding work. 90% FAA amount of \$1,242.00, 10% sponsor share of \$138.00 (\$69.00 each for City and County). Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

- B) Approval for Task Order No. 4 – Professional Engineering Services for Construction Administration of the Schedule I – T-hangar project. Task order total of \$79,317.00. 90% FAA amount of \$ 71,385.30, 10% sponsor share of \$7,931.70 (\$3,965.85 each for City and County)

Commissioner Ruffatto **MOVED** to approve Task Order No. 4 – Professional Engineering Services for Construction Administration of the Schedule I – T-hangar project. Task order total of \$79,317.00. 90% FAA amount of \$ 71,385.30, 10% sponsor share of \$7,931.70 (\$3,965.85 each for City and County). Commissioner Riveland **SECONDED**. Administrator Cornell noted that the pre-construction meeting was yesterday and they plan to begin Civil work after the 4th of July. Motion passed.

- C) Approval for Construction Contract with Dick Anderson Construction LLC. For Schedule I-T-hangar project.

Commissioner Riveland **MOVED** to approve the Construction Contract with Dick Anderson Construction LLC. For Schedule I-T-hangar project. Commissioner Ruffatto **SECONDED**. No discussion. Motion passed.

Commission

- A) Approval of the Preliminary FY 2023_2024 budget document.

Tyrel Hamilton noted that this is just notification that the document will be on file for public review and a public hearing will be forthcoming.

Planning

- A) Extension for Professional Services Agreement for Planning Services with Forrest Mandeville for a 1-year extension. Compensation rate to remain the same. (\$100.00 /hour, mileage, printing, postage and incidental costs) not to exceed \$30,000.00 per annum.

Commissioner Ruffatto **MOVED** to approve the Extension for Professional Services Agreement for Planning Services with Forrest Mandeville for a 1-year extension. Compensation rate to remain the same. (\$100.00 /hour, mileage, printing, postage and incidental costs) not to exceed \$30,000.00 per annum. Commissioner Riveland **SECONDED**. No discussion. Motion passed.

Road and Bridge

- A) Stop Order No. 2 for Nye Road Construction – Four Beers, Inc.

Commissioner Riveland **MOVED** to approve Stop Order No. 2 for Nye Road Construction – Four Beers, Inc., Commissioner Ruffatto **SECONDED**. Commissioner Hamilton noted that this was for the Mine to complete their work on the tailing lines, and allow for construction days per contract to be saved by the contractor while the Mine completes their work. Logistics of opening the road were discussed and a later meeting date was provided to better clarify the plan or target date for the opening of the road. No further discussion. Motion passed.

- B) Vendor Gravel Bidders Package to Solicit for Bids for ¾ minus crushed road gravel.

Commissioner Ruffatto **MOVED** to approve the Vendor Gravel Bidders Package to Solicit for Bids for ¾ minus crushed road gravel. Commissioner Riveland **SECONDED**. A brief update from Ben McVitte the Road and Bridge Superintendent. He noted that this was for several stockpiles throughout the County. No further discussion. Motion passed.

Tax Appeal Board

- A) Appointment of Kathleen Barch for a three-year term to the Stillwater County Tax Appeal Board

Commissioner Riveland **MOVED** to approve the appointment of Kathleen Barch for a three-year term to the Stillwater County Tax Appeal Board. Commissioner Ruffatto **SECONDED**. Commissioner Ruffatto thanked Kathleen for her time and willingness to volunteer for this Board. He asked if she could give a brief background of her qualifications. Kathleen provided some details of her qualifications and why they moved to Montana after traveling the United States. She said that she was looking forward to this opportunity. Jerry Friend, noted that he was very glad that there is a tax appeal board in place and that the year may be very busy with the tax appraisal changes in the state. No further 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