

**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 26, 2020**

- PRESENT** Commissioner Mark Crago, Chair, Commissioner Dennis Shupak and Tyrel Hamilton, Members; Heidi Stadel, Clerk & Recorder
Others Present: Jerry Bokma, Facilities; Mark Schreiner, Road & Bridge; Marlo Pronovost, Stillwater County News; Carol Arkell, DES; Stephanie Ray, Economic Development; Shane Swandal, Hulteng Consulting; Curt Robbins, Citizen.
- PLEDGE** Commissioner Crago opened the meeting with the Pledge of Allegiance.
- MINUTES** None Presented.
- CLAIMS** None Presented.
- CONSENT AGENDA** **DUI Task Force**
A) Annual Strategic Plan
- Treasurer**
A) Write Off of Uncashed Warrants & Treasurer's Checks in the Amount of \$467.67
- FILE ITEMS** **Treasurer**
A) Cash Report for the Month of April
- Sibanve Stillwater**
A) 2020 Metal Mines License Tax Allocation (East Boulder)
- Commissioner Hamilton **MOVED** to consent to the consent agenda and to file the file items. Commissioner Shupak **SECONDED**. No discussion - Motion passed unanimously.
- REGULAR BUSINESS** **DPHHS**
A) Fiscal Year 2021 Designation of Earmarked Alcohol Tax Money - Commissioner Hamilton **MOVED** to approve the Designation of Earmarked Alcohol Tax Money to the Alternatives Program. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago stated the total funds are approximately between \$19,000.00 and \$20,000.00. In years the funds were dispersed to the Mental Health Center. Last year the funds were dispersed to the Alternatives Journey Recovery program with positive results. Motion passed unanimously.
- Treasurer**
A) Request to Issue Order to Write Off Uncollectable Mobile and Personal Property Taxes in the Amount of \$19303.59. Commissioner Hamilton **MOVED** to approve the request to issue the order. Commissioner Shupak **SECONDED**. No discussion. Motion passed unanimously.
- Facilities**
A) Courthouse Stairs Replacement – Notice to Proceed - Commissioner Hamilton **MOVED** to approve the Notice to Proceed with the Courthouse Stairs. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago asked Jerry Bokma for an update. Jerry explained that the project will start Tuesday, June 2, 2020. Jerry further explained county vehicles will be moved out of the construction area this week. Commissioner Hamilton added that from the time the bid was awarded until November 1, 2020, there was a one-hundred-day work window for the project. Motion passed unanimously.

B) Courthouse Stairs Replacement Brick Material Approval - Commissioner Hamilton **MOVED** to approve the recommendation for the brick material. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago explained that this recommendation comes from the County’s Architect and is the closest match to the pre-existing brick on the Courthouse. Motion passed unanimously.

Commission

A) Facilities Capital Improvement Architectural /Engineering Services Selection- Commissioner Hamilton **MOVED** to approve the FCIP Committee’s recommendation and hire the Arete Design Group for Architectural and Engineering Services. Commissioner Shupak **SECONDED**. Discussion – Commissioner Crago stated there were seven firms that applied for the services. The Arete group is located in Sheridan, Wyoming. Motion passed unanimously.

B) Resolution 2020-14 Changing the Meeting Date, Time and Location of the June 2nd Agenda Meeting - - Commissioner Hamilton **MOVED** to deny Resolution 2020-14. Commissioner Shupak **SECONDED**. Discussion – Commissioner Hamilton explained it is no longer necessary to change the date and time of the meeting because as of June 1, 2020 meetings can now be held in groups of fifty or less and the office space will be utilized for elections that day. Motion passed unanimously.

Road & Bridge

A) Reed Point FTTP Upgrade Project Encroachment Permit Application 2020-13 - Commissioner Hamilton **MOVED** to approve the FTTP Upgrade Project Encroachment Permit. Commissioner Shupak **SECONDED**. Discussion - Mark Schreiner explained this is an ongoing Triangle Telephone project over the past three years. Last year the project was in Rapelje and this year it is in Reed Point. Commissioner Hamilton pointed out that there are two similar projects on the Agenda and this permit is for 46 bored road crossings and 32,321 feet of buried fiber optic cable. Motion passed unanimously.

B) Reed Point FTTP Upgrade Project Encroachment Permit Application 2020-16 - Commissioner Hamilton **MOVED** to approve the FTTP Upgrade Project Encroachment Permit. Commissioner Shupak **SECONDED**. Discussion – Mark Schreiner explained that this is the second part of the aforementioned project. Commissioner Hamilton pointed out that this permit is for 1 bored road crossing, 76 feet of direct buried fiber optic cable and four encroachments of 5,156 feet. Motion passed unanimously.

PUBLIC COMMENTS ON COUNTY BUSINESS – Commissioner Crago asked Carol Arkell if Fire Season Updates need to start being included on the Agenda. Carol stated that it can start going on the Agenda next week. Commissioner Crago introduced Shane Swandal as the County’s Capital Improvements Plan Project Manager.

With no further comments hear the meeting was adjourned at 9:14.

APPROVED BY: /s/ Mark Crago, Commissioner Chairman

ATTEST: Heidi L. Stadel, Clerk and Recorder