

**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 18, 2019**

Present: Commissioners Mark Crago, Chair; Dennis Shupak and Tyrel Hamilton, Members; Heidi L. Stadel, Clerk & Recorder

Others Present: Mark Schreiner, Road & Bridge; Joe Morse, Finance & HR; Scott Waltner, Solid Waste; Dana Weatherford, Weed Dept; Carol Arkell, DES; Nancy Rohde, County Attorney; Lynda Grande, Library; Thomas English, SCA; Brandon Duffey, Great West; Mikaela Koski, Stillwater County News.

Pledge to the Flag: Commissioner Crago opened the meeting with the Pledge to the Flag.

Public Comments: None heard.

Minutes: Commissioner Hamilton **MOVED** to approve the minutes for June 4 & June 11, 2019. Commissioner Shupak **SECONDED**. Motion passed unanimously.

Claims: Commissioner Hamilton **MOVED** to approve claims 102694 through 102798 in the amount of \$289,200.64. Commissioner Shupak **SECONDED**. Motion passed unanimously.

Consent Agenda: 1. Road & Bridge – Contract with 406 Excavating

File Items: 1. Department Reports:
a. Sheriff's Report – Report for the month of May 2019 in the amount of \$350.00.
2. State Fuel Tax Allocations to Counties – Allocations in the amount of \$95,270.20

Commissioner Hamilton **MOVED** to consent to the consent agenda and to place the file items to file. Commissioner Shupak **SECONDED**. Motion passed unanimously.

Regular Business: 1. Solid Waste – 5 year agreement with the City of Billings for landfill. Commissioner Hamilton **MOVED** to approve the agreement. Commissioner Shupak **SECONDED**. Discussion - Commissioner Crago noted that there has been a rate increase for the City of Billings and the County will see an increase as well. Commissioner Shupak questioned the amount of the increase. Scott Waltner replied the increase will now be \$26.11 per ton. The City of Billings is trying to increase the rates to the equivalent of other landfills throughout the State. Motion passed unanimously.

2. Public Health – 7 year agreement with the Department of Public Health and Human Services. Commissioner Hamilton **MOVED** to approve the agreement. Commissioner Shupak **SECONDED**. Motion passed unanimously.

3. Road & Bridge:

a. Great West Engineering Task Order #5 – Task Order #5 in the amount of \$112,600.00. Commissioner Hamilton **MOVED** to approve the task order. Commissioner Shupak **SECONDED**. Commissioner Crago stated this is the task order for the engineering costs for the Ingersoll Bridge. The design phase has begun and could be ready to go out for bid in approximately sixty days. Mark Schreiner stated that the County can go out for bids during the permitting process but must have the permits before construction can begin. Commissioner Crago stated that the goal is to have the project completed before the end of the year. Motion passed unanimously.

b. County Attorney Letter Denying Prairie Bell Rd - Commissioner Hamilton **MOVED** to accept the letter. Commissioner Shupak **SECONDED**. Commissioner Crago explained the letter from the County Attorney is to deny the easement to the County for Prairie Bell Road. It is in the best interest of the County to let the easement to the Prairie Bell Cemetery remain a private easement. Motion passed unanimously.

4. Planning – Airport Certificate of Substantial Completion & Clean up documents. Commissioner Hamilton **MOVED** to sign the package as presented. Commissioner Shupak **SECONDED**. Motion passed unanimously.

5. Finance & Human Resources:

a. Adopt Resolution 2019-23 - Distribution of the second half of Metal Mines License Tax. Commissioner Hamilton **MOVED** to approve Resolution 2019-23. Commissioner Shupak **SECONDED**. Commissioner Hamilton explained this is the Metal Mines License Tax for the second half of 2018 for the amount of \$1,033,833.68. Distribution will be 40% to the Hard Rock Trust and the remaining 60% allocated to schools and county planning as defined in accordance with MCA 15-37-117. Joe Morse noted that this allocation is more substantial than in recent years. Motion passed unanimously.

b. Adopt Resolution 2019-24 – Establishing compensation for elected officials. Commissioner Hamilton **MOVED** to approve Resolution 2019-24. Commissioner Shupak **SECONDED**. Commissioner Hamilton stated that this is the recommendation of the Compensation Board for the elected official's salary for FY 2019/20. Motion passed unanimously.

c. Adopt Resolution 2019-25 – Pay matrix for Stillwater County employees. Commissioner Hamilton **MOVED** to approve Resolution 2019-25. Commissioner Shupak **SECONDED**. Commissioner Crago explained the Commission decided to develop a pay matrix system that clearly defines by job description and grades Stillwater County employee (non-union and employees not covered under statutes) wages. Commissioner Hamilton noted that this excludes Sheriff's office deputies and library employees. Motion passes unanimously.

6. Library – Board Appointment. Commissioner Shupak **MOVED** to appoint Kathleen Ralph to the Library Board. Commissioner Hamilton **SECONDED**. Motion passed unanimously.

Public Comments: No public comments heard.

Meeting Adjourned: Hearing no further business, Commissioner Shupak recessed the meeting at 9:13 AM.

BID OPENING
Absarokee Alley Project

JUNE 18, 2019 – 9:30 AM

Present: Commissioners Mark Crago, Chair; Dennis Shupak and Tyrel Hamilton, members; Heidi L. Stadel, Clerk & Recorder

Others Present: Mark Schreiner, Road & Bridge; Joe Morse, Finance & HR; Scott Waltner, Solid Waste; Carol Arkell, DES; Thomas English, SCA; Brandon Duffey, Great West; Mikaela Koski, Stillwater County News.

Commissioner Crago Reconvened the hearing at 9:30 AM.

Bid Opening: Commissioner Crago asked if the County received any bids for the project. Joe Morse replied that there was one bid received from Hardrives Construction. The bid received was signed and included the certification, contractors certificated and bid bond. Base bid was \$137,225.00. Additive Alternate #1 was for \$61,300.00. Additive Alternate #2 was \$120,320.00. Commissioner Crago called for a motion to take all bids under advisements. Commissioner Hamilton **MOVED** to take all bids under advisement. Commissioner Shupak **SECONDED**. Motion passed unanimously.

Meeting Adjourned: Hearing no further business, Commissioner Crago adjourned the meeting at 9:37 AM.

APPROVED BY: /s/
Mark Crago, Commissioner Chairman
ATTEST: Heidi L. Stadel, Clerk and Recorder