

## STILLWATER COUNTY COMMISSIONERS 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 OCTOBER 11, 2016

**Present:** Commissioners Dennis Shupak, Chair; Maureen Davey and Gerald W. Dell, Members; Lori Dobitz, Administrative Assistant.

Others Present: Mark Schreiner, Road and Bridge Superintendent; Jerry Friend, Treasurer; Joe Morse, Finance; Randy Werdal, Road Foreman; Tom Kelly, North Star Land; Carol Arkell, DES Coordinator; Monica Plecker, CTA Planner; Tonya House, Citizen; Sheriff Brophy; and Rick Hanners, Stillwater County News.

**Open Meeting:** Commissioner Shupak opened the meeting at 9:00 am with the pledge to the flag.

**Minute Approval:** Commissioner Davey **MOVED** to approve the minutes of July 5, 2016; and the Emergency Meeting of July 7, 2016. Commissioner Dell **SECONDED**. Motion passed unanimously.

**Special Issues:** Stillwater River Road Rockslide - Commissioner Dell said he and Mark Schreiner reviewed the bid package with Shannon and Wilson. Minor changes were made and are incorporating those changes now. The advertisement will go in the Stillwater County News on October 20, 2016, and October 27, 2016. A pre-bid meeting will be scheduled on November 1, 2016. Bids are scheduled to be in by 5:00 PM on November 9, 2016; with the bid opening on November 10, 2016, during a special meeting.

**Regular Business:**

1. Bid Awards
  - a. Finance Department - Courthouse Telephone System  
Joe Morse, Finance Specialist, submitted a letter to the commission recommending bid award to Black Box Systems for the new telephone system. The letter states that the low bid for the system was from Voice Carrier, he felt the proposal did not meet the needs of the work that needs to be done on the new system. He also stated the other three proposals did meet the scope of work and of those, Black Box was the lowest bid in the amount of \$50,112 for the entire system and they had the best solution to connect our remote offices to one system. Joe Morse confirmed that this proposal would connect Solid Waste, Road Department, County Attorney, and the Library into the phone system and have the ability to transfer calls to those outline offices. Commissioner Davey **MOVED** to accept the

proposal from Black Box as recommended by Joe Morse, Finance Specialist. Commissioner Dell **SECONDED**. Motion passed unanimously.

b. Road & Bridge

Box Culvert Replacement Project, 4<sup>th</sup> Ave SE, Park City Project No. 1-1131-TO13. Commissioner Dell read a letter submitted by Mark Schreiner, Road Superintendent, recommending awarding to the lowest bidder, Forterra, with a bid of \$33,634.00. Commissioner Dell **MOVED** to award the bid to Forterra as recommended by the Road Superintendent in the amount of \$33,634.00. Commissioner Davey **SECONDED**. Motion passed unanimously.

Gravel Crushing Marsh Pit and Karls Pit

Commissioner Dell read a letter submitted by Mark Schreiner, Road Superintendent, recommending awarding the bid to Fisher Industries Inc. with a bid of \$204,750 for gravel crushing a total of 35,000 yards of gravel. This recommendation is due the determining factor that the Absarokee Excavating LLC bid was not qualified due to them not owning their own crusher, the letter stated. Commissioner Dell **MOVED** to award the bid to Fisher Industries Inc. Commissioner Davey **SECONDED**. Motion passed unanimously.

c. Sheriff's Department - 9-1-1 Call Taking Equipment

Commissioner Dell read a letter submitted by Sheriff Clifford Brophy requesting the Commission select Motorola Solutions ECW for call taking equipment. Brophy said in his letter that Motorola is one of four vendors that applied. Two vendors were then selected to demo their product. Motorola was chosen due to several reasons, and primarily the user interface which was the best of the four vendors. Commissioner Davey **MOVED** to accept the recommendation from the Sheriff and select Motorola. Commissioner Dell **SECONDED**. The estimate for the project to be completed by Motorola is \$170,000.00. Motion passed unanimously.

2. Planning Department - Rafter H Subdivision - Irrevocable Letter of Credit for road and utility improvements. Monica Plecker, Planner, presented a letter of credit request from Tonya House for public improvements related to the road (paved apron) and extension of gas and power. She said the expenses related to the improvements are \$81,000 and the subdivision regulations allow the commission to accept a letter of credit for 110 percent of the cost of improvements. House has submitted a letter of credit in the amount of \$93,000. Monica stated the developer (House) has no more than one-year to complete the improvements according to the subdivision regulations. If the improvements are not completed in that one-year period, the county can collect upon the letter of credit and have the improvements made. The applicant, so long as they meet the other conditions of approval,

can proceed to final plat. Lots can be sold, but improvements need to be in place before building homes. Commissioner Davey **MOVED** approve the Letter of Credit with conditions recommended by the Planning Staff. Commissioner Dell **SECONDED**. Motion passed unanimously.

**Consent Agenda:** 1. Commissioners- County On-Call Engineer - RFP soliciting for engineering services.

**File items:** 1. Department Reports - for month ending September 2016  
a. Justice Court  
b. Clerk of District Court - Quarterly  
c. Clerk & Recorder  
d. Economic Development

Commissioner Dell **MOVED** to approve the consent agenda and place the file items to file. Commissioner Davey **SECONDED**. Motion passed unanimously.

**Public Comments:** None heard.

**Meeting Adjourned:** Hearing no further business, Commissioner Shupak adjourned the meeting at 9:24 AM