

COMMISSIONERS APPROVAL

IMAN 

CHILCOTT 

FOSS 

STOLTZ 

KANENWISHER 

Members Present.....Commissioner J.R. Iman, Commissioner Greg Chilcott,
Commissioner Ron Stoltz and Commissioner Matt Kanenwisher

Date..... November 8, 2011

Minutes: Glenda Wiles

► The Board met at 9:00 a.m. to discuss the numerous boards and applications for appointment and or interviews.

- Right to Farm and Ranch – Interview the three applications received
- Airport Board – Interview the two applications received and post for the third – change the terms to 12/31/2011
- RCEDA – Interview the one applicant
- Park Board – Re-post the open positions
- Planning – Re-post the positions coming up December 31, 2011; post for Lee’s Tickell’s position and the Lone Rock position. Keep the one application from Bob Frost to be reviewed when more applications come in.

► The Board met at 9:20 a.m. for various administrative and ministerial matters as follows:

- Names for First Security Bank Note on the Park Board Kurtz Lane Property – First Security Bank President asked for names of county employees to be placed on this bank note for purposes of audit disclosure. Currently the only name on this is a previous Commissioner. It was agreed to place the following Elected Official and names for loan disclosure: Chairman of the Commission, CFO, Comptroller and BCC Administrative Assistant
- Intoxilizer Addition – Punch List from CTA Architects was reviewed
- Extension of Airport Lease #524 (Leland Blatter) – This lease is currently set to expire November 29th on an empty building spot. North Star Aviation planned to build a hangar on that site this year, but due to unforeseen circumstances the project has not started yet. They hope is to complete the hangar next year. The request by Mr. Blatter is to extend the lease for one year. **Commissioner Chilcott made a motion to approve a one-year lease extension. Commissioner Stoltz seconded the motion. All voted “aye”. (4-0)**

- Draw #2 for Neville’s Log Homes in the amount of \$4,373.92 - It was noted this is a pass through GRANT from the State of Montana, and as such there are no county budgeted funds. A portion of this draw is for the county’s administrative hours and audit fees. Necessary signatures for this draw are RCEDA Director Julie Foster and BCC Administrative Assistant Glenda Wiles, with the Final Close out Signature by Chairman Iman. Klarryse noted \$370,000 of this state loan money went to Neville Log Home and the balance of the \$400,000 is for administrative fees (Ravalli County and RCEDA). **Commissioner Chilcott made a motion to have proper signatures placed on Draw #2 and submit to the State for payment. Commissioner Kanenwisher seconded the motion and all voted “aye”. (4-0)**
- Change Order and Notice of Substantial Completion on the Corvallis CTEP Project on Eastside Highway – **Commissioner Chilcott made a motion to sign the Substantial Completion for this project. Commissioner Kanenwisher seconded the motion and all voted “aye”. (4-0).** Corvallis CTEP Change Order #2 for the mail box relocation on Eastside Highway in the amount of \$115.00. **Commissioner Chilcott made a motion to sign this Change Order. Commissioner Iman seconded the motion. Discussion: Citizen Chris Hockman noted if the Commissioners are running the county like a business they would probably look at this request differently. Commissioner Chilcott stated that is our struggle, but the mail boxes would have needed to be moved for the project. All voted “aye”.** Discussion also occurred in regard to the previous change order which was an increase in the culvert clean out size. It was agreed that the county will not ask the Engineer to split the cost for the increase.
- Minutes – none reviewed for approval.
- Commissioner Reports:
Commissioner Chilcott attended a Transportation Meeting in Washington DC last week. He will be attending a JPIA meeting next week and the issue of case settlement will be addressed for a flood plain issue that occurred 2-3 years ago. Commissioner Chilcott also noted RAC (Resource Advisory Committee) is now dissolved due to the lack of funding by sunset clause.

Commissioner Iman has been working with the Road Shop restoration contractors, which includes an upcoming change order for the road shop building at the roof for soffit material that need to be replaced because the soffit was rotted out.

► The Board met with Human Resource Director Robert Jenni at 10:10 a.m. for an update. Also present for this meeting was Maintenance Director Brian Jameson and CFO Klarryse Murphy. Robert addressed the Clerk of Court request to increase one of the Deputy positions from three quarter (.75 FTE) to full time. Robert stated Clerk of Court Debbie Harmon has found monies within the Clerk of Court budget to fund this full time position for the balance of the fiscal year; the monies will not increase her budget in FY 2012.

Robert presented several Employee Action forms for discussion and approval for the Sheriff's Office. Also present for this discussion was Sheriff Chris Hoffman, Under Sheriff Perry Johnson and Sheriff's Administrative Assistant Trish Harrison.

Robert also addressed the Animal Control Officer (ACO) position that was eliminated during FY2012. Robert stated the previous ACO is now stating this was a 1-year contracted position and as such she is asking for pay for the balance of the year. Robert stated he has worked with the County Attorney's Office on the manner in which the ACO was hired. The Board concurred they would like to meet with both Robert and Deputy County Attorney Howard Recht. Commissioner Iman stated there was never an agreement to fund this position for one full year. Under Sheriff Johnson stated if there is a buy out for this position then there should be some actual payment for more hours worked.

Brian Jameson indicated they have one employee retiring December 31st and one employee will be increasing to full time. Brian plans to retire December 2012 but would like to remain as an on-call during other employee's sick leave/vacations etc. He addressed the current salaries and required licenses for the boiler operations. Robert noted the one employee who will increase to the full time position would like a salary increase. The Board noted that was not discussed in the budget for FY2012 so no changes will be made at this time.

► The Board met at 11:00 a.m. for an update with Chief Financial Officer Klarryse Murphy as well as the first quarter financial update for 2012.

► The Board met at 1:20 p.m. to discuss and make a possible decision concerning policy for video recording and/or transmission of public meetings. Present at this meeting were Citizens Ren Cleveland, Chris Hockman, Bitterroot Star Publisher Michael Howell and RC Watchdog Lee Tickell. Commissioner Kanenwisher stated Lee Tickell and other citizens met with him and IT Director Joe Frohlich to discuss a policy for the video and audio recording of Commission meetings. He stated this draft was developed by a member of the public. Commissioner Kanenwisher stated Clerk and Recorder Regina Plettenberg felt a one-year retainage of the Commission video meetings on disks would be appropriate.

Joe addressed live streaming and storage issues for Web Ex meetings. Commissioner Kanenwisher felt it prudent to have the County Attorney review the draft policy. Commissioner Chilcott stated it is important to start out simple, and the county will do the best they can to provide these services, but glitches will occur and he wants to make sure the public understands this service. Other issues to address will be what meetings will be recorded by Web Ex.

Lee encouraged the Commissioners to ease into this technology, getting familiar with the Web Ex and technology challenges. He felt live streaming is important, server storage is not important but disk storage is.

Ren Cleveland did not feel it would take too much to store the videos by disk. He would like to see all of the public correspondence placed on the web so he and others can read them.

Chris Hockman stated every time there is a quorum it should be available for video. Live streaming and disk storage seem important to him.

Commissioner Kanenwisher suggested they change the draft policy #4) 'all meetings of significant public interest as determined by the Commissioners', removing public comment, and adding 'barring technical difficulties'. Joe suggested they strike out viewing the past meetings at the Clerk & Recorder's Office. The Board concurred. Joe will make the draft policy changes and send it to the County Attorney's Office for review.

► Commissioner Stoltz attended a Fair Commission meeting at 3:00 p.m.