

COMMISSIONERS APPROVAL

IMAN 

CHILCOTT 

FOSS

KANENWISHER 

STOLTZ 

PLETTENBERG (Clerk & Recorder)

Members Present..... Commissioner Greg Chilcott, Commissioner Suzy Foss, Commissioner Matt Kanenwisher and Commissioner Ron Stoltz

Date.....August 23, 2011

► Minutes: Beth Perkins

► The Board met for discussion and decision to amend Resolution No. 2133 establishing the Park Board specifically to amend Procedures & Administration Section 9 (a)(1) & Section 10 (a) and discussion and possible decision on additional funds for Lone Rock Park at 9:00 a.m. Present were Park Board members John Conlan and Gary Leese.

Commissioner Chilcott read the proposed Resolution No. 2717 amending Resolution No. 2133 to change the requirement of quarterly meetings to monthly meetings as needed and the Park Board's authority for a limited expenditure amount on an annual basis. Commissioner Kanenwisher explained the need for these changes to the existing procedures and administration. He expressed his concern with approving expenditure based on a phone call poll. Discussion followed regarding expenditure of funds being through the budgetary process. The Board continued to review the procedures and administration. Commissioner Kanenwisher expressed his concern with the Chairman having the ability to spend up to \$500 without a public meeting. He cannot approve this resolution at this time until it was been reviewed. Gary Leese stated the operations of the Park Board are under MCA and have come a long way in the past 10 years. Commissioner Chilcott requested a meeting with the Park Board to review the procedures and administration along with creating a budget and work plan.

Commissioner Chilcott opened public comment. Hearing none, he then closed public comment.

Commissioner Kanenwisher discussed the request for additional funds for Lone Rock Park in the amount of \$3,000. After discussion, it was determined the actual additional cost needed is \$1,800.

Commissioner Foss made a motion to grant additional funding for the Lone Rock Park in the amount of \$1,800 for the pathway project. Commissioner Stoltz seconded the motion.

Discussion: Commissioner Stoltz stated there needs to be a better process in the future for clear estimates and actual cost prior to grant approval. **All voted "aye". (4-0)**

► The Board met for the following administrative matters at 10:05 a.m.:

- Approval of Support Letters for Human Resource Council for Emergency Shelter Grants & Approval of Community Services Block Grant Work Plan: **Commissioner Kanenwisher made a motion to sign the letters of support for the Human Resource Council for Emergency Shelter grants and Community Services Block Grant Work Plan. Commissioner Stoltz seconded the motion and all voted "aye". (4-0)**
- Approval of Minutes August 1-4: **Commissioner Stoltz made a motion to approve the minutes of August 1-4. Commissioner Kanenwisher seconded the motion and all voted "aye". (4-0)**
- Approval of Pay Application for Florence CTEP: **Commissioner Kanenwisher made a motion to approve the payment of \$32,135.28 to WGM Group for the Florence CTEP project. Commissioner Foss seconded the motion and all voted "aye". (4-0)**
- Administrative Assistant Glenda Wiles discussed damages occurred to the Fairgrounds Office due to flooding.
- Appointment to Florence Water & Sewer District: Commissioner Chilcott reviewed the bylaws of the Florence Water & Sewer District under Article 3 Section 6 that the Board may appoint within when there is an absence. Matt Brainerd stated the language is taken from the MCA. **Commissioner Kanenwisher made a motion to remand the appointment to the Florence Water & Sewer District Board of Trustees. Commissioner Stoltz seconded the motion and all voted "aye". (4-0)**
- Commissioner Chilcott requested any public comment not otherwise on the agenda. Hearing none, he then closed public comment.

► The Board met with the Museum regarding DJ's Electric bill for services at 11:30 a.m. Present were CFO Klarryse Murphy, Dan Roethlisberger and Wayne Hedman. Commissioner Kanenwisher and Commissioner Foss were not present for this meeting due to another scheduled matter.

Dan Roethlisberger presented the Commissioners with a bill for \$1,383 for lighting for the Museum. He requested this bill be paid out of levy funds for the Museum. He also discussed the need for an updated MOU between the Museum and the County. CFO Klarryse Murphy stated \$762 can be used out of the current maintenance fund and the remainder out of the capital reserve fund for the Museum. Commissioner Stoltz expressed his concern with a "surprise" bill without any contact with the County regarding the expenditure and then the expectation of the

county paying for it without any back up documentation. Commissioner Chilcott and Commissioner Stoltz continued this meeting until 1:00 p.m. due to lack of quorum for a decision.

► The Board reconvened the meeting for the Museum regarding DJ's Electric bill for services at 1:00 p.m. Present were Maintenance Supervisor Brian Jameson, Fire Marshall Brad Mohn, and CFO Klarryse Murphy.

Commissioner Chilcott gave a brief update of the request. Brad Mohn conducted an inspection with the State Fire Marshall of the Museum in 2010. He then issued a letter regarding fire code infractions to the Museum. The letter did not reflect a "due" date to correct the infractions but rather the issues that needed to be addressed first. (See Attached) Commissioner Kanenwisher suggested the bill be paid and then issue a letter from the Commissioners to the Historical Society regarding the process for expenditures and the need to revisit the MOU between the County and the Museum. The Board concurred. **Commissioner Kanenwisher made a motion to pay DJ's Electric in the amount of \$1,383 to be split at \$762 from the maintenance fund and the remainder out of the capital reserve fund for the Museum and to issue a letter to the Historical Society requesting reimbursement and to schedule a time with the Board to review the MOU. Commissioner Stoltz seconded the motion and all voted "aye". (4-0)**

► The Board began their budget deliberations at 1:15 p.m. with discussion of the following budgets: Facilities & Commissioners

► The Board met to award the West Fork Road pavement markings at 3:30 p.m. David Ohnstad recommended the Board award the bid to ProMark inc. in the amount of \$133,370. **Commissioner Kanenwisher made a motion to award the bid for West Fork Road pavement markings to ProMark Inc. in the amount of \$133,370 contingent upon County Attorney approval. Commissioner Foss seconded the motion and all voted "aye". (4-0)**

Commissioner Kanenwisher made a motion to approve the use of the Road Department Electronic Board by the Forest Service. Commissioner Stoltz seconded the motion and all voted "aye". (4-0)

► The Board met for the following administrative matters at 4:00 p.m.:

- Approval of the Martz Hangar renewal of sublease: Commissioner Stoltz made a motion to approve the new sublease of the Martz Hangar to Ashley Hale for the remainder of the unexpired term of the lease. Commissioner Kanenwisher seconded the motion and all voted "aye". (4-0)

► Commissioner Chilcott attended a RAC meeting at the Bitterroot Forest Supervisor's Office at 6:30 p.m.

8/23/11

223 SOUTH 2ND STREET



HAMILTON, MT 59840

Tamar Stanley
Executive Director
Ravalli County Museum

Tamar,

First let me say that it was a pleasure to meet you and George and to go through the museum on January 5th, 2010 to address the fire and safety needs of the museum. While there are obviously several things that do not meet the fire codes due to the age of the building, I would like to address a few issues that were discovered that I feel need to be addressed as soon as possible.

The following are issues that I feel need to be addressed as priorities.

- Combination Heat/Smoke Detectors throughout the basement of the museum (Heat/Smoke Detectors throughout the museum is needed, but the basement is priority).
- Exit signs need to be put in on the second floor of the museum, preferably lighted exit signs. (Again lighted exit signs throughout the museum would be the goal)
- Occupancy loads need to be determined for the upstairs courtroom and side rooms that may be used for classroom settings in the future.
- The exit corridor and both staircases need to be free and clear of all obstructions at all times. (No storage in the rear staircase and move display cases out of the exit corridor.)

Again these issues are the ones that I feel need to be addressed first. I look forward to working with you and George in the future to accomplish the goal of making the museum both fire safe and safe for the public to use. I commend you and the board for taking on these difficult matters to make the museum as safe as possible for the public and for fire fighters in the case of an emergency.

Please feel free to contact me in the future with any questions that you might have.

Sincerely,
Brad Mohn, Chief
Hamilton Fire Department