

**Administrative Staff / Public Works Meeting  
April 17, 2003**

Chair Anita Varone called the meeting to order at 11:00 a.m. Commissioners Murray and Tinsley were present. Others attending all or a portion of the meeting included Ron Alles, Sheila Cozzie, Joan Miles, Joan Bowsher, Marlene Lauretta, Nancy Everson, Janet Pallister, and Carole Byrnes.

Boards.

Forestvale Cemetery. Carole Byrnes reported Trustee Andy Nickel has resigned. He thought the appointment was for a different Cemetery District. By consensus, the Commissioners directed Ms. Byrnes to advertise and contact George Larson to fill in as interim.

Zoning Commission. Carole Byrnes reported the vacancy notice closes April 18 and no applications have been received to date. Ms. Byrnes will contact former applicants.

Reserve Deputy Deductible. (cont. from 4/8/03) Commissioner Tinsley reported three reserve deputies' cars were damaged last summer during the fair by a fallen tree. The Commission agreed informally to pay the deductibles of three deputies: H. Joe Millikan \$1,000, Shawn Lashaway \$500, and Mike Mlekush \$500. Commissioner Tinsley moved to approve paying the deductibles contingent upon all the deputies signing a release from liability for the county. Commissioner Murray seconded the motion and it carried unanimously.

Intercap Loan Application, Gable Estates RID \$435,503.92. Nancy Everson recommended that the Commission table a decision to April 22 to obtain additional loan information. By consensus, the Commission tabled this until Tuesday, April 22.

Contract Amendment for \$23,900 with Schlenker-McKittrick Architects for Phase 1 of Courthouse Remodel. Janet Pallister reported the contract amendment is the second amendment to Schlenker-McKittrick's contract. The construction cost of the project has increased from \$518,000 to \$659,000 and therefore the architect's fee has increased. The total contract is now \$110,900 including this amendment. Staff recommends approval of the amendment. Construction should be completed by mid-March 2004. Commissioner Tinsley moved to approve the contract amendment with Schlenker-McKittrick Architects and authorize the chair to sign. Commissioner Murray seconded the motion and it carried unanimously.

Contract for \$6,500 with Action Electric & Service for electrical services related to the remodel of the Cooney Home Nurses Station. Janet Pallister reported Action Electric will remove old wiring and install new wire for the new nurses station at the Cooney Convalescent Home. Staff recommends approval of the contract. Commissioner Murray moved to approve the contract and authorize the chair to sign. Commissioner Tinsley seconded the motion and it carried unanimously.

Budget Amendments/Transfers. Nancy Everson reported the third quarter budget transfers and amendments are done quarterly to transfer budget authority to different line items as needed. Commissioner Murray moved to approve the resolution and authorize the chair to sign. Commissioner Tinsley seconded the motion and it carried unanimously.

Fairgrounds/Tear down west barn and secure the area. Ron Alles reported the Fair Board called a special meeting to review Stahly Engineering's report on the west barn. The barn has been inspected by the City Fire Marshal. The Fair Board voted to recommend to the Board of County Commissioners that the county tear down the building as money becomes available due to its hazardous condition. The cost to repair this building and bring it up to safety standards would be cost prohibitive. The building is currently closed. Commissioner Murray moved to instruct the Fair Board to have the building raised prior to the stampede in July. Commissioner Tinsley seconded the motion and it carried unanimously.

Other business.

Market Adjustment. Sheila Cozzie recommends approval of the market adjustments, which are based on a recent survey. The salary is adjusted based on an employee's longevity and how far away they are from the market. There is a 10% cap on increases per year. Commissioner Murray moved to approve and adopt the market adjustments as recommended by the Human Resource Officer. Commissioner Tinsley seconded the motion and it carried unanimously.

Court Services Grant Application. Nancy Everson reported this is an application to the Montana Board of Crime Control for a portion of the cost that the county incurs annually for security detention and non-security detention for juveniles. Commissioner Murray moved to authorize submittal of the application and authorize the chair to sign. Commissioner Tinsley seconded the motion and it carried unanimously.

There was no other business and the meeting adjourned at 11:30 a.m.