

Ballachey deputy

118

COMMISSIONERS' PROCEEDINGS

December 5, 2024

Commissioners Scott Miller, Scott Blain, and Bill Bullock, Deputy Clerk Katrina Kruger, and Administrative Officer Angela Newell were present.

8:30 Pledge of Allegiance.

8:35 Public Comment. Seeing none, Presiding Officer Scott Miller recessed the meeting until the next agenda item.

9:00 Employee Time Status Review. Presiding Officer Scott Miller called the meeting to order. Commissioners reviewed the Employee Time Status Reports. Discussion was held regarding staff schedules and uniformity between departments. Policies for schedule change, personal leave, overtime, and comp time requests were reviewed. Presiding Officer Scott Miller recessed the meeting until the next agenda item.

9:30 DPHHS Task Order- Community Health Improvement Plan and Organizational Strategic Plan. Erin Cross, Public Health Director, joined the meeting to discuss the Task Order to fund the Community Health Improvement Plan and Organizational Strategic Plan for Carbon County. Cross noted the agreement is not a new funding source, simply a continuation of the current funding plan with an increase for the Organizational Strategic Plan required by the State. Bullock moved to approve the DPHHS Task Order-Community Health Improvement Plan and Organizational Strategic Plan, Blain seconded. Bullock reported attending one of the last meetings of the Task Force and said the work being done between all the community partners is impressive. Newell noted the project is a collaboration between all the community health providers, not simply the County Public Health Department. Commissioners agreed the project has provided value to the community, especially in the mental health aspect. Motion carried. Justice Court Clerk Amanda Dove logged into the meeting online. Presiding Officer Scott Miller recessed the meeting until the next agenda item.

10:00 County Attorney. Deputy County Attorney Robert Spoja joined the meeting remotely. County Attorney Alex Nixon appeared in person. Blain asked if information had been turned over to Nixon regarding the stolen road sign case. Nixon said that he had not seen anything as yet, but will check with the Sheriff's Office after the meeting. Discussion was held regarding possible charges and criminal penalties.

Bullock moved to close the meeting for an HR and policy discussion. Blain seconded. Motion carried.

10:30 Meeting reopened.

COMMISSIONERS' PROCEEDINGS

December 5, 2024 (cont.)

Consent Agenda. Bullock moved to accept the Consent Agenda consisting of Claims Approval for 11/24; Request for Lodging Reimbursement at Actual Cost for Big Sky EMS Education Symposium; Property & Casualty Agent Appointment and Agreement; Commissioners Minutes for October 31 and November 7, 2024; County Clerk and Recorder Monthly Deposit Reconciliation and County Treasurer's Cash Reconciliation Statement for November, 2024; Blain seconded. Cyrina Allen, DES Coordinator joined the meeting. Allen asked Newell if the Zetron invoice had been received. Newell advised it had not yet been submitted, however the check has been cut, and will be held until the invoice is received. Motion carried.

Park & Gallatin County Memorandum of Understanding (MOU)-Wildfire Risk and Hazard Analysis. Tom Kohley, Geospatial Information Systems (GIS) Coordinator / County Fire Warden and Cyrina Allen, Disaster and Emergency Services (DES) Coordinator joined the meeting to discuss the Park & Gallatin County Memorandum of Understanding-Wildfire Risk and Hazard Analysis. The purpose of this MOU is to conduct a wildfire risk and hazard analysis covering Park, Gallatin, Stillwater, and Carbon counties. The MOU terminates on June 30, 2026. Park County will contract with Vibrant Planet to conduct a wildfire risk and hazard analysis covering Park, Gallatin, Stillwater, and Carbon counties. Carbon County will reimburse Park County \$26,666.67 for the Carbon County portion of the analysis from the County's grant funding from DNRC. Bullock moved to approve the MOU, Blain seconded. Bullock asked for a timeline for the plan. Kohley advised the expectation is one year for the entire revision plan. Discussion was held regarding potential litigation from certain environmental organizations over the proposed mitigation projects. Bullock voiced frustrations regarding previous projects that have been shelved due to environmental concerns. Kohley believes the plan will allow for more prompt completion of mitigation efforts in identified risk areas. Bullock noted he will be voting in support although he has frustrations with progress in previous efforts. Kohley believes the more science-based and credible information obtained will facilitate a smoother completion of mitigation projects. Allen asked if the Eastern side of the County will be included in the study as all of the other counties are located west of Carbon County; and whether critical watershed areas will be taken into consideration. Kohley confirmed that the entire County will be included in the study and watershed issues are included within the Vibrant Planet Proposal. Motion carried.

11:00. County Fire Warden Job Description Approval and Hiring Authorization and GIS Coordinator Job Description Approval and Hiring Authorization. Newell advised the dual position duties of GIS Coordinator and Fire Warden have become too extensive for one person.

COMMISSIONERS' PROCEEDINGS

December 5, 2024 (cont.)

Kohley and Newell suggest transitioning to two positions; hiring a full-time employee as GIS Coordinator and the eventual transition of Fire Warden to a .75 FTE Fire Warden position. Kohley expects to continue under the GIS position until the GIS position is filled and the transition and training of the new hire is complete. Miller suggested moving forward with the hiring of a GIS Coordinator and waiting until that person is in place before the transition of the County Fire Warden position to a .75 FTE.

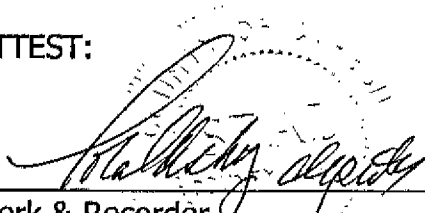
Newell, HR Specialist Kate Asbury, Kohley, and the Board discussed the hiring process, transition of duties, the chain of command, and the advertising timeline. Allen asked about the impact on the Deputy Fire Warden position. Kohley advised the Deputy position would continue and be funded by grant monies, but may become more of an on-call position. Further discussion was held regarding updating the division of duties, job descriptions, department control and chain of command. Blain moved to approve the GIS Coordinator Job Description Approval and Hiring Authorization. Bullock seconded. Motion carried. Newell advised the Board will revisit the County Fire Warden Job Description Approval and Hiring Authorization after the GIS Coordinator is hired and trained.

11:30 Appoint Justice of the Peace. Justice Court Clerk Sarah Elton and Deputy Clerk and Recorder Lola Ashby joined the meeting in person. Kohley and Allen left the meeting. Bullock noted for the record three candidates had been interviewed; Joel Todd, Jeff Schmalz and Raphael He Does It.

Blain moved to appoint Jeff Schmalz, Bullock seconded. Motion carried. Presiding Officer Scott Miller called Jeff Schmalz to congratulate him on the appointment to Justice of the Peace. Letters will be sent out to Schmalz and the other applicants advising them of the Board's decision. Presiding Officer Scott Miller adjourned the meeting until Tuesday, December 10th.

12:00 Adjourned.

ATTEST:


 Clerk & Recorder


 Commission Presiding Officer

Respectfully submitted: Deputy Clerk, Katrina Kruger