

BOARD OF MADISON COUNTY COMMISSIONERS
June 20, 2016, Meeting Minutes

On Monday, June 20, 2016, a meeting of the Board of Madison County Commissioners came to order at 10:00 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, Jim Hart, and Ron Nye present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were Darcel Cook, Chris Hunt, Art Logan, Melissa Brummel, Claire Leonard, Doris Fischer, Van Puckett, and Jani Flinn.

Dan Allhands, District 1 Commissioner Candidate, was present to observe the meeting.

Approval of Minutes: Ron Nye moved to approve the June 13, 2016, meeting minutes as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

Darcel Cook, Madison Valley Manor Administrator, met with the Board to discuss the following topics:

- **Madison Valley Manor Closeout Documents:** Darcel presented the Board with pay request #6 noting that there are a few punch list items to complete but very few. She also noted that the contractors have been great to work with and very respectful of the residents. She would definitely work with them again. Following discussion, Jim Hart moved to approve Pay Request #6 to Lutey Construction for the Madison Valley Manor Project in the amount of \$148,180, with \$1,497 paid to state for the 1% contractors fee, for a total amount of \$149,677. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the Request for Funds from the Community Development Block Grant Program, Contract Number MT-CDBG-14PF-03, Drawdown Number 6, in the amount of \$9,000. Jim Hart seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the Final Closeout Certification, Certification of Grantee, certifying that all activities under taken by the Grantee with funds provided under CDBG Contract #MT-CDBG-14PF-03 have been carried out in accordance with the contract. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Blinds for the Sunroom:** Darcel presented the Board with a bid for blinds in the Sunroom of the Madison Valley Manor. Following review, Jim Hart moved to approve the bid from Dillon Drapery and Decorating in the amount of \$5,195.90 for black out shades for 16 windows, an extension pole, and freight. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Parking Lot Improvements:** Darcel and the Board reviewed conceptual plans for parking lot improvements at the Madison Valley Manor and discussed various options. Jeremiah Theys, Great West Engineering, participated in this portion of the meeting via telephone. Jeremiah stated the conceptual plans include curbs and gutters, curb bulbs to provide lighting, seal coat, sidewalk, additional paving at the south end, and drainage and a retention pond, noting that the electrical portion of the project is a large part of the expense. David Schulz expressed concern over the cost of the project. There was discussion about options that might help cut costs such as fewer curb lights or waiting on the sidewalk. Jeremiah noted that some elements of the project are tied together and because part of the lot is MDT property the project has to be done to their specifications. Following discussion, Jim Hart moved to approve the request and estimate for the Madison Valley Manor Parking Lot Improvements for an amount not to exceed \$192,684. Ron Nye seconded the motion. Jim Hart and Ron Nye voted aye. David Schulz was opposed. The motion carried on a majority vote.

Emergency Vehicle Licensure: There was no discussion on this topic.

Claims: The Board approved claims.

Website Privacy Policy: Chris Hunt, IT Manager, met with the Board to discuss a proposed internet privacy policy. Chris stated that the Madison County website is HIPPA compliant in the event that information is gathered for online payments or other purposes and that information is never provided to third party entities. Following review and discussion, Ron Nye moved to approve the Madison County Internet

Privacy Policy as presented and recommended by the IT Manager. Jim Hart seconded the motion. All voted aye and the motion carried. Chris stated that the new policy will be linked to the website.

Bid Opening for One and/or Two Snow Plow Trucks: The Board received and opened one bid from TriState Truck and Equipment for one and/or two snow plow trucks for the Ennis Road Department for the amount of \$269,732.05 per truck. The Board will take the bid under consideration.

Melissa Brummell, Public Health Nurse, met with the Board to discuss the following topics:

- **Preparedness Conference Report:** Melissa presented a summary of the Preparedness Summit that she attended in April in Dallas, Texas, stating that the focus of the conference was “Roadmap to Ready” focusing on healthcare preparedness. Melissa stated that she was one of two people in Montana who were chosen to participate.
- **Montana Public Health Summer Institute:** Melissa discussed the Montana Public Health Summer Institute which will be held in Great Falls this year, stating that she would like to attend the Epi-Ready Team Training related to food borne outbreaks. She also discussed other trainings she would like to attend while there. Following discussion, Ron Nye moved to authorize Melissa to attend the Montana Public Health Summer Institute in Great Falls from July 18 to July 22, 2016. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Tobacco Grant Application:** Melissa discussed an opportunity to pick up the Tobacco Prevention Grant. She stated the Beaverhead County had the grant that serviced both Madison and Beaverhead Counties but did not plan to continue with it. Melissa stated that the grant would supply funding for a full time position to service both counties teaching tobacco prevention and awareness. She also stated that she has contacted Beaverhead County and they are pleased that is willing to take it over and will help in any way they can. Following discussion, Ron Nye moved to support Melissa and the Public Health Department to apply for and take over the Tobacco Prevention Program and, if successful, advertise for a coordinator. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Madison County Fair Booth Supplies with PHEP Funding:** Melissa presented the Board with a list of supplies she would like to purchase for the Public Health Booth at the Fair. She stated she has about \$9000 in PHEP funding that could be used for these items. After review of the list, Jim Hart moved to authorize Melissa to use PHEP money to create approximately 500 First Aid Kits to be used as contest prizes at the Fair in Twin Bridges. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Amendment to the Blue Cross and Blue Shield of Montana Provider Agreement for Help Program Network Addendum:** Following review, Jim Hart moved to approve an Amendment to the Participating Provider Agreement between Blue Cross and Blue Shield of Montana and the Madison County Public Health Department as presented by the Public Health Nurse. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Purchase Request for Laptop:** Melissa stated that she has discussed the purchase of a laptop computer with Chris Hunt and that he has made a recommendation for her. Following discussion, Ron Nye moved to approve the purchase of a Microsoft Surface Pro 4 12.3” Core i5-6300U256 GB DDC 8 GB Table for the amount of \$1,234 by the Public Health Nurse. Jim Hart seconded the motion. All voted aye and the motion carried.

Renewal of Mental Health Service Contracts: Claire Leonard and Doris Fischer, Mental Health Local Advisory Council, met with the Board to discuss the status of Mental Health Service Contracts. Natalie McGillen, Western Montana Mental Health, participated in this portion of the meeting via telephone. The Board and those present discussed and made corrections to three agreements. Following discussion, Jim Hart moved to approve the Memorandum of Agreement between Western Montana Mental Health Crisis Center and Madison County whereby subject to availability WMMHC will provide short-term, secure emergency detention services for persons experiencing a mental health crisis, for the daily rate of \$555. Ron Nye seconded the motion. All voted aye and the motion carried. Doris stated that Number 16 regarding reporting is new. Ron Nye moved to approve the Memorandum of Understanding between Western Montana Mental Health Crisis Center and Madison County to provide basic mental health therapy, crisis response, medication management, and case management services to the residents of Madison County at the rate of \$1.00 per person in the County per year, with corrections and additions as suggested

by Claire and Doris. Jim Hart seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the Memorandum of Understanding between Western Montana Mental Health Crisis Center and Madison County to provide emergency evaluations and disposition by an off duty Certified Mental Health Professional, at the rate of \$500 as income to the CMHP, when it is not possible for the CMHP to respond in the four hours, with corrections. Ron Nye seconded the motion. All voted aye and the motion carried.

Airports – Ennis Airport Land Acquisitions: The Board discussed potential land acquisitions at the Ennis Airport. Based on the recommendation of the Airport Board, Jim Hart moved to move forward in contacting a realtor to investigate the interest of landowners (including Longhorn) to sell property to the Airport and request that she come back with a proposal following a discussion with Lance Bowser of Robert Peccia and Associates. Ron Nye seconded the motion. All voted aye and the motion carried.

Date for Surplus Auction: Following discussion, the Board set August 19, 2016, at 1:00 p.m. as the date for a public surplus auction with the place to be determined at a later date. Laurie will notify all departments of the sale and put together a list of items to be sold.

Lee House Property Listing: The Board discussed the listing price of the Lee House. Following discussion, Ron Nye moved to lower the listing price of the Lee House to \$269,000 as recommended by the realtor. Jim Hart seconded the motion. All voted aye and the motion carried.

Axolotl Lakes Road Maintenance Agreement: There was no discussion on this topic.

Completion or Extension of Probationary Period: Van Puckett, Sanitarian, met with the Board to discuss the completion of his probationary period. Van stated that he is currently a Sanitarian in Training and has a training schedule under the guidance of Tom Wagenknecht, Beaverhead County Sanitarian. Van further stated that he intends to take the Sanitarian test in early October. Following discussion, Ron Nye moved to extend Van Puckett's probationary period of employment to December 1, 2016, to allow time to complete the exam and receive his Registered Sanitarian license. Jim Hart seconded the motion. All voted aye and the motion carried.

Salary Resolution: The Board reviewed Resolution 26-2016 and recommended certain changes. The Board will further review the resolution and put it on the agenda for the next regular Commission meeting.

Wage Increase for Grant Administrator/Airport Board Secretary: The Board discussed an increase for the Grant Administrator/Airport Board Secretary. Jani Flinn, Grant Administrator/Airport Board Secretary, was present for this portion of the meeting. Jani is currently at 90% of the full rate for this position. Following discussion, this item was tabled until the next regular Commission meeting.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:45 p.m.

Next meeting: The next regular Commission meeting will be held on Monday, June 27, 2016, beginning at 1:30 p.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: June 27, 2016

Minutes prepared by:

Laurie Buyan, Commissioners' Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County