

BOARD OF MADISON COUNTY COMMISSIONERS
July 11, 2016, Meeting Minutes

On Monday, July 11, 2016, a meeting of the Board of Madison County Commissioners came to order at 10:12 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 Leona Stredwick, Justin Houser, Roger Thompson, Lynda Holt, Lynn Lowder, Dana Escott, Nick Novich, Randy Lowder, Bill Holden, Bonnie O'Neill, Craig Pester, Ryan Schlichting, Lisa Brubaker, Tawnia Hanson, Carla Carter, Abbi Russ, and Darcel Cook.

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

Approval of Minutes: Jim Hart moved to approve the June 27, 2016, meeting minutes as presented. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the June 30, 2016, special meeting minutes as presented. All voted aye and the motion carried.

Final Plat of Big Springs Village Phase 3, YMC: Leona Stredwick, Planning Technician, and Justin Houser, Houser Engineering, presented the Board with the final plat of Big Springs Village Phase 3, Yellowstone Mountain Club, and Overall Development Plan. Leona reviewed the staff report, noting that the proposal will create one 1.47 acre lot for 4 condominium units in two duplex buildings. Leona stated that there is a Subdivision Improvements Agreement and performance bond associated with the project. Following discussion, Jim Hart moved to approve the Subdivision Improvements Agreement for The Big Springs Village Phase 3 Subdivision for the remaining sewer, water, road, detention ponds, and shallow utilities construction and to accept the performance bond from U.S. Specialty Insurance Company in the amount of \$361,696.88 as the financial guarantee for the \$289,357.50 in improvements. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the final plat of Big Springs Village Phase 3, Yellowstone Mountain Club, and Overall Development Plan Update, located in the northwest quarter of Section 7, Township 7 South, Range 3 East, PMM, as recommended by Planning Staff. Ron Nye seconded the motion. All voted aye and the motion carried.

Floodplain Development Permit for Weststeyn: Leona Stredwick, Planning Technician, presented a draft floodplain development permit for the Board's review. Following review and discussion, Ron Nye moved to approve the process for the draft floodplain development permit, located in the west half of Section 14, Township 3 South, Range 9 West near the Big Hole River, for Bob and Jo Ann Weststeyn of Melrose, to move forward as stated in the draft permit. Jim Hart seconded the motion. All voted aye and the motion carried.

Magellan Employee Assistance Program through Blue Cross/Blue Shield: Bonnie O'Neill, Human Resource Officer, met with the Board to discuss and employee assistance program available through Magellan Healthcare and provided by Blue Cross/Blue Shield. Chis Giacomino, Blue Cross/Blue Shield, participated in this portion of the meeting by telephone. Chris explained that Blue Cross/Blue Shield used to offer this type of program but due to a merger the service had gone away. Chris noted that she has negotiated with the new company and was able to get a new employee assistance program back for Madison County free of charge. Bonnie noted that the service will include three face to face counseling visits and unlimited telephone contact that will not affect the individuals insurance. If additional visits are necessary, they will be covered by the Blue Cross/Blue Shield insurance with the normal deductibles, etc. Bonnie provided a list of providers that are within 100 miles of Madison County. Bonnie also noted that this service is entirely confidential and does not go through the HR Office or the Commissioners. Following discussion, Jim Hart moved to approve the Magellan Healthcare Employee Assistance Program, with a start date of August 1, 2016, as recommended by the Human Resource Officer. Ron Nye seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Airports – Ennis Airport AIPs: There was no discussion on this topic.

Quote for Additional Blinds: Following review, Ron Nye moved to approve the bid from Dillon Drapery and Decorating to furnish and install blinds in the Public Meeting Room and various other interior windows in the Administrative Office Building for the amount of \$5,046.05. Jim Hart seconded the motion. All voted aye and the motion carried.

Security Systems Estimates: Roger Thompson, Sheriff, met with the Board to discuss and updated alarm system so that the Administrative Office Building can be added. Lynda Holt, Communications Coordinator, was also present for this portion of the meeting. Roger stated that after reviewing bids to add a larger DVR that would serve the entire system, he requested a separate bid for a DVR that would serve the Courthouse and the Administrative Office Building but not the jail or the booking room. This option is less expensive because not a much storage is needed and the current DVR would be kept for the jail and booking room. Following discussion, Jim Hart moved to approve the bid from Fox Alarm for a Gen II 16 Channel DVR and 4 Domes with autofocus, etc. for the amount of \$6,182. Ron Nye seconded the motion. All voted aye and the motion carried. Following further discussion, Jim Hart moved to approve the proposal from Kenco Security and Technology, for adding 5 panic buttons in the Administrative Office Building and 5 panic buttons in the Court House, adding an additional transmitter because of the number zones, and connecting the devices to that alarm control panel, for the amount of \$3,398.40. Ron Nye seconded the motion. All voted aye and the motion carried.

Communications Center Update: Lynda Holt, Communications Coordinator, met with the Board to give an update on the Communications Center. Roger Thompson, Sheriff, was also present for this portion of the meeting. Lynda stated that in July of 2015, they updated the chairs in the Communications Center. There was discussion regarding the new repeater site on the West Bench out of Twin Bridges. Lynda noted that the building is in place, the electric company is there today installing power and lights, and that it should be up and complete by the end of July. Other updates included the installation of a new phone system, new digital cameras, the launching of Code Red emergency notification system in Madison County, and reverting back to the Swift Justice CAD software because the NOVA system did not meet the needs of the Department. Lynda stated that she has significantly reduced the amount of turnover in the department and has only lost two people in the past year. Lynda also noted that she is currently working with Verizon and AT&T to add text capabilities to the 911 system and presented a map of Montana showing the Text to 911 Status throughout the state; she is creating a termination agreement for the landowner of the former West Bench repeater site; she is looking at upgrading the Communication stations; and she is in the process of scheduling Emergency Medical Dispatch training for the Communication Officers.

Fair Manager Benefits: Dana Escott, Fair Manager, met with the Board to discuss the status of her benefits. Nick Novich, Randy Lowder, and Bill Holden, Fair Board members, Lynn Lowder, DUI Task Force, and Bonnie O'Neill, Human Resource Officer, were present for this portion of the meeting. Dana stated that over the years she has been the Fair Manager, she has shown what it takes to turn a facility around. She has brought in events and increased the annual revenue. There was much discussion regarding the amount of time the Manager puts into the facility, how much is done by volunteers, where the Board would like to see the Fair advance, the increase in winter use of buildings because heat has been added, summer use of the facility and additional events that have been added that aren't a part of the Fair, Dana's efforts in making the Fair successful, and the issue of the Fair Manager wages and benefits. Following much discussion, David Schulz asked Bonnie if she had any comments on the topic. Bonnie stated that in reviewing Dana's time sheets, Dana has consistently exceeded the authorized hours in the past year and a half; and that an overall assessment of Dana's duties should be conducted. After further discussion, Ron Nye moved to increase Dana's benefits to pay the full amount of her insurance, which would amount to an increase of \$2,613 per year. Jim Hart seconded the motion. All voted aye and the motion carried.

Grader Bid Openings: The Board received and opened three bids for a new Motor Grader for Road District 2. Craig Pester, Tractor and Equipment, and Ryan Schlichting, RDO, were present for this portion of the meeting. Two of the bids were submitted by Tractor and Equipment, the other by RDO. Both Craig and

Ryan took a few minutes to discuss their bids and answer questions about each of the bids. The Board will review bids and take action at the next regular Commission meeting.

Victim Witness Advocate Preliminary Budget: Lisa Brubaker, Victims' Advocate, met with the Board to discuss the preliminary budget for her program. Lisa received more funding through the VOCA grant program than expected and is working to incorporate the funds into her program. Specifics of what grant funds can be used for and options for the local match were discussed. Following much discussion, David Schulz asked Lisa to evaluate it from her end and stated that the Board will look for options from their end.

Traffic on Judy Lane: Tawnia Hanson and Carla Carter, Alder residents, met with the Board to discuss traffic issues on Judy Lane. Abbi Russ, Alder resident, was also present for the portion of the meeting. Tawnia stated that she lives on Judy Lane and that the road is in a residential area where small children and animals frequently play or travel back and forth from school on bicycles. She stated that the traffic is disproportional to the five permanent residences on the road and estimated that approximately 50 to 100 vehicles use the road per day, questioning why they would drive through a residential area rather than going through Alder and follow the paved road. She further stated that a lot of the vehicles are heavy trucks, many are not local vehicles, that most are traveling at a very high rate of speed, and that they seldom if ever slow down or acknowledge someone walking or riding a bicycle on the road. Tawnia presented a petition from the local residents and concerned neighbors to request that appropriate action be taken to address the dangerous situation that exists on Judy Lane between Highway 287 and Highway 357. The Board asked Tawnia what her recommendation would be. Tawnia responded that the speed limit be reduced to 15 miles per hour in hopes that people will use the highway rather than having to go that slow. David Schulz stated that he will discuss the issue with the Sheriff before taking action on Tawnia's request.

Ruby Dam Property Appraisal: The Board discussed a proposal for the County to assist in the purchase of property near the Ruby Dam by having a survey conducted to make a purchase possible. David Schulz stated that the County is not in the position to purchase the property but could assist with a survey. Following discussion, Ron moved to proceed with an appraisal of the Ruby Dam property for an amount not to exceed \$5,000, after follow up with Cornie Hudson with the BLM. Jim Hart seconded the motion. All voted aye and the motion carried.

Revalidation for Medicaid Contract (Public Health): Following review, Jim Hart moved to approve the Provider Revalidation Request from Xerox for the Public Health Department to enable them to continue using the Montana Healthcare programs. Ron Nye seconded the motion. All voted aye and the motion carried.

Amendment to Task Order for Montana Healthcare Foundation Grant: Following review, Jim Hart moved to approve Amendment Number One to Task Order 15-07-1-01-129-0 between the Montana Department of Public Health and Human Services and Madison County to assist in completing a Community Health Assessment Process, between April 1, 2015 and May 1, 2017, for payments outlined in the contract to be received as deliverables are completed. Ron Nye seconded the motion. All voted aye and the motion carried.

Task Order for Montana Tobacco Use Prevention Grant acceptance: The Board reviewed a task order related to a tobacco use prevention grant. Lynn Lowder, DUI Task Force, was present for this portion of the meeting. Lynn spoke in favor of the grant stating that she has had some involvement with tobacco prevention and that it goes hand in hand with alcohol prevention. She stated she is very excited that this funding will be coming to Madison County. Following review, Jim Hart moved to approve Task Order 17-07-3-31-079-0 to the Madison County Unified Government Master Contract, Montana Tobacco Use Prevention Program, for the purpose of providing a community-based program to address the public health crisis caused by the use of all forms of commercial tobacco products in Montana, for a maximum amount of \$52,338, for services provided to Madison and Beaverhead Counties for the period from August 1, 2016, through June 30, 2017. Ron Nye seconded the motion. All voted aye and the motion carried.

Job Description for Tobacco Use Prevention Specialist: Following review, Ron Nye move to approve the job description for the Tobacco Prevention Specialist, dated July 11, 2016. 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:

- **Purchase of Storage Container:** Darcel stated that she has received two quotes for a storage pod and has made a decision of which one she would like to purchase. She is waiting for the contractors to remove the remainder of their items from the existing POD. She noted that Ennis Road Crew has hauled gravel for the site but still needs to come back and level it. Following discussion, Jim Hart moved to approve the quote from CLR Services, Inc., for an 8x40 foot container for an amount not to exceed \$4,250, as recommended by the Madison Valley Manor Administrator. Ron Nye seconded the motion. All voted aye and the motion carried.
- **CDBG Final Retainage:** Darcel discussed the final retainage due to the contractors after completion of the renovation project noting that she would like to keep the entire project in the current budget year, noting that the final payment will not be sent until the project is complete. Following discussion, Jim Hart moved to approve Madison Valley Manor Renovation Payment Request Number 6, in the amount of \$37,111 to the contractor, \$375 to the state for the 1% contractor's license fee, for a total amount of \$37,486. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Amendment to Great West Task Order #6 (MVM Parking Lot):** Darcel and the Board reviewed a proposed amendment to the Great West task order for the Madison Valley Manor parking lot improvements. Following review and discussion, Darcel stated that she would like to speak with Jeremiah Theys, Great West Engineering, about the cost of the project before the Board takes action on the task order. This item will be added to the agenda for the next regular Commission meeting.

Wage Status for Grant Administrator/Airport Board Secretary: The Board discussed the pay status of the Grant Administrator/Airport Board Secretary. Jani Flinn, Grant Administrator/Airport Board Secretary, participated in this portion of the meeting by telephone. Jim Hart stated that typically the number of hours in a given position is what drives an increase in pay. After reviewing the hours for this position, it was determined that there have not been enough hours in either position to justify an increase at this time. It was also determined that the hours for the two positions would be combined when evaluating an increase because the duties for the positions are so intertwined. No action was taken by the Board on this topic.

Big Sky Sustainable Water Solutions Letter of Commitment: Following review, Jim Hart moved to approve a Letter of Commitment for Big Sky Sustainable Water Solutions project to shape a unified approach to the stewardship of water resources in the Big Sky area, as presented. Ron Nye seconded the motion. All voted aye and the motion carried.

Public Discussion: The Board discussed a letter, dated July 11, 2016, that was drafted by Jeremiah Theys, Great West Engineering, to Keeven Stanhope, TCA, Inc., regarding the Moore's Creek Culvert Replacements project.

Preliminary Budgets – Commissioners, Road, Bridge, and Gas Tax: This topic was continued to Tuesday, July 12, 2016, at 10:30 a.m.

Calendars: The Board reviewed calendars.

At 4:35 p.m., the remainder of the meeting was continued to Tuesday, July 12, 2016, at 10:30 a.m.

Tuesday, July 12, 2016:

The meeting was reconvened on Tuesday, July 12, 2016, at 10:30 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.

Preliminary Budgets – Commissioners, Road, Bridge, and Gas Tax: The Board reviewed preliminary budgets for Commissioners, Road, Bridge, and Gas Tax.

With no further business, the meeting was adjourned at 11:15 a.m.

Next meeting: The next regular Commission meeting will be held on Monday, July 18, 2016, beginning at 9:30 a.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: July 18, 2016

Minutes prepared by:

Laurie Buyan, Administrative Assistant

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