

BOARD OF MADISON COUNTY COMMISSIONERS
January 22, 2019, Meeting Minutes

On Tuesday, January 22, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:40 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye, Chairman, Jim Hart, and Dan Allhands present. Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, was present to take minutes.

Those people in attendance at the meeting were Jani Flinn, Leona Stredwick, Christina Calabrese, David Magistrelli, Vicki Tilstra, Bonnie O'Neill, Reagan Colyer, Kevin Germain, Jolene Palmer, Cody Marxer, and Van Puckett.

Approval of Minutes: No minutes were available for approval.

Claims: The Board approved claims.

Library Board Resignation: With appreciation for time served, Jim Hart moved to accept the resignation of Art Kehler from the Library Board and to advertise for a replacement. Dan Allhands seconded the motion. All voted aye and the motion carried.

Harrison Fire District Board Resignation: Following review, Dan Allhands moved to accept the resignation of Marsh Atkinson from the Harrison Rural Fire District Board and to advertise for a replacement. Jim Hart seconded the motion. All voted aye and the motion carried.

SMA Proposal for Madison Valley Manor Phase II PAR: The Board reviewed a proposal from SMA Architects for the Madison Valley Manor project. Jani Flinn, Grant Administrator, was present for this portion of the meeting. Jani stated that she spoke with Darcel Vaughn, Nursing Homes Administrator, who told her that the fees are in line with her projections and that she is very comfortable with the proposal. Following discussion, Jim Hart moved to approve the Madison Valley Manor Preliminary Architectural Report Phase II Fee Proposal and Agreement as presented by SMA Architects. Dan Allhands seconded the motion. All voted aye and the motion carried.

Madison Overlook Final Plat: Leona Stredwick, Planner I, and Christina Calabrese. Lone Mountain Land, presented the Board with the final plat of Madison Overlook 1 Subdivision. Leona presented and reviewed the Staff Report for the project and read the recommendation and proposal, stating that the subdivision will subdivide 39.25 acres into 13 single family residential lots totaling 13.06 acres, 3 road lots totaling 5.68 acres, and one open space lot of 20.51 acres located at the inside loop formed by Moonlight Trail directly east of Madison Village and north of wastewater treatment plant. There was discussion regarding the roads in the subdivision being designated as lots, which actually make them transferrable pieces of land. Christina stated that this is how it has been done previously by Moonlight and will check on the reasons for it. Based on the recommendation of the Planner I, Jim Hart moved to approve the subdivision improvements agreement for the site preparation, sewer, water, storm drain, and roadway improvements; and accept performance bond #1001130633 from U.S. Specialty Insurance Company in the amount of \$871,912.50 as the financial guarantee for the \$697,530 in improvements and to approve the final plat of Madison Overlook 1 Subdivision in section 13, Township 6 South, Range 2 East, PMM. Dan Allhands seconded the motion. All voted aye and the motion carried.

Airports: Jani Flinn, Airport Board Secretary, met with the Board to discuss the following topics.

- **Twin Bridges Airport-AWOS Environmental Documentation, Documented Catex:** Jani explained that since the construction at the Twin Bridges Airport has been completed, the AWOS has to be relocated and re-documented. She added that the documentation has been reviewed and approved by the FAA. Following discussion, Dan Allhands moved to approved Appendix A.

Documented Catex for the Twin Bridges Airport, AIP 3-30-0080-014-2019. Jim Hart seconded the motion. All voted aye and the motion carried.

Habitat for Humanity: David Magistrelli, Habitat for Humanity, met with the Board to discuss the documents associated with a Habitat for Humanity project in Ennis. Vicki Tilstra, Finance Officer, Bonnie O'Neill, Chief Administrative Officer, and Reagan Colyer, Madisonian Reporter, were present for this portion of the meeting. There was discussion related to how the process of repayment will work and that Madison County is listed as second on the Trust Indenture. David explained that Madison County will be repaid \$10,000 each time a lot sells. He also noted that to avoid losing equity, the property has been put into a land trust so that it can be kept affordable. Dan Allhands asked if building materials would be purchased locally. David responded that they use as many local providers as possible. There was also discussion about another piece of property for a possible future project.

- **Promissory Note and Trust Indenture:** Following discussion, Jim Hart moved to approve the Promissory Note whereby Habitat for Humanity of Gallatin Valley promises to pay to Madison County the principal amount of \$60,000 without interest for funding to be used for a ten home, homeownership-oriented development project using the Habitat for Humanity model to be developed on the North 40 property in Ennis, Montana; and to approve the Montana Trust Indenture between Habitat for Humanity, First American Title Company of Ennis, and Madison County for the same project. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Loan Agreement:** This item was not needed.
- **Subordination Agreement:** This item was not needed.

Jack Creek Road Repair and Maintenance: Kevin Germain, Lone Mountain Land, met with the Board to discuss repairs and maintenance on Jack Creek Road. Jolene Palmer, Lone Peak Lookout, and Cody Marxer, Planning Clerk, were present for this portion of the meeting. Kevin thanked the Board for their willingness to discuss the road and stated that Moonlight spends approximately \$200,000 annually to maintain approximately 12 miles of road, and receives around \$80,000 to \$100,000 from entities who pay for use of the road. It was clarified that the private portion of the road is now 11 miles because the upper gate has been moved. He added that the road is an alternate access to Big Sky and wondered if the County could help with maintenance and repair because it is an emergency exit for the entire community. He stated it would be a win/win for everyone if public and private entities could work together. Topics of discussion included the cost of snow removal and other maintenance of the road; who holds the title to the ground that the road is on; the possibility of using public transportation on the road; the number of entities that use the road on a regular basis; economic benefits to the County and the Town of Ennis from people who are employed in Big Sky but live and pay taxes in Ennis; the cost of passes for private individuals and businesses that use the road; legal issues that need to be addressed with the County Attorney; the disparity between the amount of taxes that come from Big Sky and the amount of services provided; the possibility of earmarking tax dollars from Big Sky as taxable values increase, maintenance issues on both the private portion and the public portion of the road; the possible need to go through legislature, education and outreach to let people know what Big Sky does for the entire county, and sponsoring a bus tour of Big Sky to get local citizens on board. After much discussion, Kevin again stressed the benefits of creating a public/private partnership and suggested possible ways to move forward including getting a land use attorney on board, creating a sub-committee to address the needs of the road, and possibly creating a transportation district for the road. Kevin and Jim Hart set the date of February 20, 2019, to hold a sub-committee meeting and will contact Bill Farhat, Big Sky Fire Chief, to get him involved in the discussion. The topic of an increase in the resort district tax was also discussed.

Sanitarian Update: Van Puckett, Sanitarian, met with the Board to give an update on the activities in his department. Van discussed standardization, stating that's where the numbers come from regarding the number of sanitarians per licenses. He added that so far, they are holding their own and doing what they can. He referred to an on-line self-assessment that illustrates how to get standardized and listed items that include but are not limited to employees, inspection equipment, and administrative program support. Van also discussed regulatory backing, stating that unless there is an ordinance in place, his department has no teeth. He added that this puts the County in a position of liability if you have regulations you can't enforce. He is working with other counties to get a complete set of standards in place. Further discussion included the lack of food licenses in the nursing homes; inspections sitting at about 100 – not as good as he hoped

but moving forward; the Big Sky accommodations project moving forward but again not as quickly as he hoped; and a signed variance for a level 2 system in Pony.

Human Resources: Bonnie O'Neill, Chief Administrative Officer, met with the Board to discuss the following topics.

- **Authorization to Fill Dietary Kitchen Aide Part-time Position-Tobacco Root Mountains Care Center:** Following review, Jim Hart moved to approve the Authorization to Fill for a part-time permanent Dietary Kitchen Aide at the Tobacco Root Mountains Care Center. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Resolution 8-2019 to Amend-Resolution 29-2018, Setting Salaries for Fiscal Year 2018-2019-Justice of the Peace Additional \$1,000 Adjustment-In accordance with 7-4-2503(2)(e):** Following discussion, Dan Allhands moved to approve Resolution 8-2019, a resolution to amend Resolution 29-2018 setting salaries for Fiscal Year 2018-2019 adjusting the Justice of the Peace's annual pay to be equal to that of the County Treasurer, Clerk of District Court, and the Clerk and Recorder retroactive to July 1, 2018, and paid through June 30, 2019. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill Road and Bridge Technician Seasonal or Full-time Position (classification of position to be determined)-Twin Bridges:** Following review, Dan Allhands moved to approve the Authorization to Fill for a full-time permanent Road and Bridge Technician for the Twin Bridges Road Crew. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill Road and Bridge Technician Full-time Permanent Position-Ennis:** Following discussion, Dan Allhands moved to approve the Authorization to Fill for a full-time permanent Road and Bridge Technician for the Ennis Road Crew. Jim Hart seconded the motion. All voted aye and the motion carried.

Courthouse Elevator Project: The Board contacted Bill Hanson, ThinkOne Architects, by telephone to discuss the Courthouse elevator project. The main focus of the discussion was where offices would be located during the project and which offices would need to be in separate areas. The proposed floor plan of the upper story of the Administrative Office Building was reviewed. There were questions about whether Justice Court staff and District Court staff could use the same area; if both judges could use the same room; and if GIS could be moved to a location other than the space in the Administrative Office Building. The discussion then switched to the Sheriff's Office. It was noted that if no major work is going to be done in that area, they could possibly stay there during the construction period with the understanding that there would be times when the power would need to be shut off. Bill Hanson stated that they are hoping to rewire the electrical panel so that the Sheriff's Office will stay live when the other power is shut down. He also discussed doing a by-pass on some of the plumbing to keep that available to the Sheriff's Office during the construction period. After much discussion, Bill stated that he will have Mary Ann re-work the floor plan and get it to the Board. He also stated that he is working with Loren Cantrell, Langlas and Associates, to get preliminary costs put together. He scheduled a conference call with the Board for January 29, 2019, at 3:00 p.m. and another meeting for February 19, 2019 at 2:30 p.m. that will include Loren Cantrell and Ben Walker with preliminary cost estimates for the project. Jim Hart asked if cost estimates would include canopies for the Administrative Office Building. Bill stated that he will ask Ben to check on estimated costs of the canopies.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:00 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday January 29, 2019, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

Ronald E. Nye, Chairman
Board of Madison County Commissioners

Date Approved: January 29, 2019

Minutes prepared by:

Laurie Buyan, Executive Assistant to the
Madison County Board of Commissioners

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