

BOARD OF MADISON COUNTY COMMISSIONERS
January 23, 2018, Meeting Minutes

On Tuesday, January 23, 2018, a meeting of the Board of Madison County Commissioners came to order at 10:15 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye, Chairman, Dan Allhands, and Jim Hart present. Laurie Buyan, Commissioners' Assistant, and Jane Bacon, Commissioners' Clerk, were present to take minutes.

Those people in attendance at the meeting were Leona Stredwick, Bonnie O'Neill, Kacey Smart, Tommy Luksha, Jani Flinn, Vicki Tilstra, Dustin Tetrault, Charity Fechter, and Margie Edsall.

Approval of Minutes: Jim Hart moved to approve minutes from the January 9, 2018, meeting with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

Jim Hart moved to approve minutes from the January 16, 2018, meeting with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Grants: The Board discussed the following grant related topics.

- **Fairgrounds Master Plan:** Jani Flinn, Grant Administrator, met with the Board to discuss issues preventing Board approval of the Fairgrounds Master Plan and had prepared a draft letter to Great West Engineering listing the Board's concerns and recommended changes. A conference call was made to Craig Erickson, Certified Grant Writer, and Jerry Grebenc, Certified Floodplain Manager, with Great West Engineering. Items of concern included: the document's failure to mention Economic Development, which had been a key part of the original Planning Grant; floodplain study results were not adequately defined or summarized, and inclusion of maps and recommendations regarding future direction was suggested; 2009 Preliminary Architectural/Engineering Report is outdated and does not reflect subsequent progress, such as Grandstand repairs, that have been accomplished to date; inclusion and ranking of the list of Priority Projects on page 7. Other discussion included: buildings listed on National Historic Register and relation to SHPO (State Historic Preservation Office) rules, and the timeline for application and amounts available from the Department of Commerce Tourism Grant. Craig responded that he will work with Jani to make corrections and changes and will return to the Board with an updated document for their approval. He felt that the Master Plan can be finalized well before the July 1, 2018, due date for the Tourism Grant, and Ron Nye stated that a joint meeting should be held with all concerned (Fair Board, Livestock Committee, etc.) prior to starting the application. It was agreed that this conversation should continue at next week's Board meeting. Before ending the call, Jim Hart brought up the possibility of bringing the Cowboy Hall of Fame project to Twin Bridges if in fact it has been lost by Big Timber. Jerry confirmed that Jefferson County is interested in bringing the project to Boulder. Craig will check on the timeline and get back to the Board with more information. After ending the call, Jim Hart moved to approve sending the letter to Great West Engineering as corrected. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Laurin Bridge Replacement (TSEP):** The Board reviewed a change order for the Laurin Bridge Replacement project. After review, Jim Hart moved to approve Change Order #2 to the Laurin Bridge Replacement, Project Number: MT-TSEP-CG-19-987, which extends contract days by an additional 23 days due to delays in steel pipe pile and beam delivery. No additional costs were incurred. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **TSEP Contract for Laurin Bridge:** This topic was continued to the next regular Commission meeting.

Airports – Jani Flinn, Airport Board Secretary, reminded the Board of the video conference set for 4:00 pm on January 31, 2018 including the Airport Board, Board of Commissioners, and other interested parties.

Development Coordinator Position: The Board discussed the merits of proceeding with the proposed Development Coordinator position. Attending this portion of the meeting were: Bonnie O'Neill, Human Resources; Vicki Tilstra, Finance Officer; Margie Edsall, Weed Coordinator; Tommy Luksha, GIS Coordinator; Dustin Tetrault, Director of Emergency Management; Charity Fechter, Planning Director; Leona Stredwick, Planner I; Jani Flinn, Grant Writer; and Kacey Smart, Sanitarian's Assistant. Charity gave a brief history of the position and why the Board agreed to partially fund it. She has subsequently worked with Bonnie to develop a job description that is a largely informative position, not regulatory, that would support several departments. This position would ultimately benefit the County by assisting property owners, builders, realtors and other relevant parties to manage property in ways that promote good stewardship, and by informing and guiding them through regulatory processes. Discussion ensued regarding qualifications, level of expertise, expectations, examples of benefits to individual departments, justification of new position vs. current resources, departmental checklists, budget impact, educational aspects, grant potential, trial period, part-time vs. full, reporting structure, possible PCSR or development fees, potential community response, available desk space. Jim Hart observed that at least three departments seem confident of the need for the position and that, if approved, implementation would take place no earlier than July of 2018. He suggested that in the meantime each interested department submit a list of their needs and ideas for the Board's review. Bonnie asked that any departments wishing to be involved email her within two weeks with changes to the draft job description regarding hours, wage scale, status, reporting structure, etc., with a memo covering what they want from this position, how much they can contribute, how it would help the community. The topic was added to the meeting agenda for further discussion on February 27, 2018.

Public Discussion: Tommy Luksha, GIS Coordinator, confirmed the Board's prior approval on the MLIA Grant Project. He reviewed what will be involved, such as hiring a surveyor, interaction of fees and funding, the importance of spatial alignment of cadastral maps, the plan for aligning Pony, Laurin, Harrison, Alder, possibly Virginia City. The Commissioners concurred that he should proceed as previously agreed.

Interview Committee Selection for Safety Coordinator Position: Bonnie O'Neill, Human Resources, presented a list of six applicants for the Permanent Part-time Safety Coordinator position. She and the Board narrowed the list to four, determined who should make up the interview committee, and scheduled the interview time for Monday, January 29, 2018, starting at 8:00 am in the Public Meeting Room.

Proposal for Cleaning Light Fixtures and Courthouse Blinds: The topic was continued to the next regular Commission meeting. It was suggested that proposed courthouse construction should be finished prior to implementation of this project.

Repair of Benches at Courthouse and Ropes in Courthouse: Jim Hart reported that he had called Wade Miller at Madison Saddlery and sent him photos. Wade will look at them to see what he can do and get back to the Board.

Granite Creek Bridge on MT 287: The Board called David Stout, Ruby Valley Conservation District Watershed Stewardship Director, who is submitting an application with the Reclamation and Development Grants Program (RDGP) to the Department of Natural Resources and Conservation (DNRC) on behalf of the Ruby Valley Conservation District, to remove sedimentation under and near the Granite Creek Bridge on Montana Highway 287 outside of Nevada City, Montana. David is asking for support from Madison County and discussed initial steps that will need to be taken, including permitting, engineering, and surveying. The project will concentrate on the dredge piles downstream from the bridge. Cost estimates are \$10-15,000 for surveying and \$50-57,000 for design engineering and permitting. He is asking the Board for a basic letter of support and any matching funding available to help make the project more competitive. Ron asked about issues with draining wetlands, and David replied that wetland delineation would be part of the project and talked briefly about wetland mitigation credits. When asked about timing, he stated that the survey could be completed in spring of 2018 with the rest of the work being accomplished in the summer and permitting in the fall. Following discussion, Jim Hart moved to write a letter of support for the Ruby Valley Conservation District's application for funding for the Granite Creek Bridge sedimentation project, specifying that the dollar amount of County participation will be determined after funding is secured. Dan Allhands seconded the motion. All voted aye and the motion carried.

Courthouse Elevator Project: Bill Hanson, Architect with ThinkOne, participated via telephone in this discussion which included issues such as air conditioning, heating and ventilation, boiler, elevator cab size, timing, mechanical options and contractors, in an effort to determine crucial project elements and reduce estimated costs. All agreed on the project's importance and to continue hashing out details. Bill said he hopes to visit the courthouse next week to verify measurements, will continue to research options discussed, and will send information and estimates regarding elevator sizes and mechanical options. The Board will also seek input from Tony Forsyth, Maintenance, to see if any of the work can be done in-house. Bill stated that he hopes to have plans to present regarding the canopies, if he is able to visit next week. After ending the call, the Board briefly discussed the need for electrical upgrades and Jim wondered if an upgrade had been done in 2005/2006 as part of a Save America's Treasures grant.

District Boundary Changes: There was no discussion on proposed district boundary changes.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 3:25 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, January 30, 2018, 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: February 20, 2018

Minutes prepared by:

Jane Bacon, Commissioner's Clerk, and
Laurie Buyan, Administrative Assistant

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