

BOARD OF MADISON COUNTY COMMISSIONERS
January 28, 2020, Meeting Minutes

On Tuesday, January 28, 2020, a meeting of the Board of Madison County Commissioners came to order at 9:43 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Jim Hart, and Ron Nye present. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Craig Schroeder, Mindy Schroeder, Bonnie O'Neill, Britani Allhands, Vicki Tilstra, Kathy Barnes, Laurie Buyan, Shelly Burke, Tikker Jones, Tammy Mahlstedt, Kacey Smart, Lynda Holt, Jack Albrecht, Jani Flinn, Jeremiah Theys, Jason Petrillo, Dave Hansen, Mark Brook, Angela Mueller, Tommy Luksha, Elizabeth Barnett, Joe Brummell, Rob Wallingford, and those on the attached list.

Approval of Minutes: Following review, Ron Nye moved to approve the December 18, 2019, Joint Madison and Jefferson County Commission Meeting minutes as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Board Renewals: The Board discussed Madison County Advisory Board renewals. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. After review, Jim Hart moved to reappoint Mark Woods to the Madison Valley Cemetery District Board for a three year term that will expire on December 31, 2022; Dianne Todd to the Pioneer Cemetery District Board for a three year term that will expire on December 31, 2022; and Claire Leonard to the Mental Health Local Advisory Council for a four year term that will expire on December 31, 2023. Ron Nye seconded the motion. All voted aye and the motion carried.

Planning Board Appointment: The Board considered an application for appointment to the Planning Board, and discussed board appointment procedures. Jim walked to the Planning Office to have a brief discussion with the Planning director, who reported hearing positive responses from Planning Board members regarding the appointment, and Jim returned to the meeting. Based on the recommendation of the Planning Director and some encouragement from the Planning Board, Jim Hart moved to appoint April Gerth as the Alder/Virginia City Representative to the Madison County Planning Board for a two year term that will expire on December 31, 2021. Ron Nye seconded the motion. All voted aye and the motion carried.

Harrison Opencut Pit Notice of Intent and Storm Water Pollution Prevention Plan: The Board reviewed a new permit with the Department of Environmental Quality laying out the plan for Harrison opencut pit storm water discharges. Following review, Ron Nye moved to approve the Harrison Pit Notice of Intent and Permit for Storm Water Discharges in the amount of \$1,800, which includes the initial annual fee. Jim Hart seconded the motion. All voted aye and the motion carried.

Letter to MSU (Dan Lucas) RE: 4-H Extension: Ron Nye moved to approve sending a letter to Dan Lucas, MSU Extension, regarding recent actions by the 4-H Extension Agent. Jim Hart seconded the motion. All voted aye and the motion carried. The letter was sent by email in preparation for a phone call with Mr. Lucas scheduled for later in the day, and he sent a job description for the 4-H position by return email.

Finance Office: Vicki Tilstra, Finance Officer, met with the Board to discuss the following topics. Shelly Burke, Treasurer, Craig Schroeder, Undersheriff, Mindy Schroeder, Undersheriff's spouse, Bonnie O'Neill, Chief Administrative Officer, Britani Allhands, Finance Clerk, Kathy Barnes, Sheriff's Office, Laurie Buyan, Executive Assistant to the Board of Commissioners, Kindra Todd and Courtnie Fisher, County Attorney's

Office, Tammy Mahlstedde, Human Resource Generalist, and Kathleen Mumme, Clerk and Recorder, were present for all or portions of these topics.

- **Cemetery Christmas Bonus Discussion:** Vicki reported that she spoke with the auditor regarding Christmas bonuses for Cemetery workers, and learned that contract laborers are not eligible to receive these bonuses. Shelly suggested developing a policy for consistency, Jim said he will check with MACo about other county policies and appropriate language, and the topic was continued until he obtains more information.
- **Employee Benefits Review:** Vicki discussed the status of employee insurance benefits and participation in several areas such as Lifemap, vision, dental, and the three health options from Blue Cross Blue Shield (BCBS). The process for obtaining proposals from other companies was discussed, and a committee was formed to guide the process and research insurance options. Discussion ensued about how to get proposals that include additional options, such as more affordable health insurance for families, and non-married partners. The committee will gather information and reschedule the topic for a future Commission meeting. Later in the meeting, Bonnie clarified that the current policy with BCBS is limited to coverage for married spouses only, but said this can be changed in a future contract.

Solid Waste Board: Tikker Jones, Solid Waste Board Chairman, met with the Board to discuss the following topic. Vicki Tilstra, Finance Officer, Bonnie O’Neill, Chief Administrative Officer, Tammy Mahlstedde, Human Resource Generalist, Britani Allhands, Finance Clerk, Kacey Smart, Sanitarian’s Assistant, and those on the attached list were present for this portion of the meeting.

- **Cardwell Solid Waste Site:** Tikker reviewed the issues involved with the proposed relocation of the solid waste site at Cardwell, such as safety and environmental concerns at the present site, short term and long term options, cost for remediation if managed by Great West Engineering. He said it has gotten complicated, and described the opposition and feedback at the Solid Waste Board meetings. Discussion ensued about improving the Cardwell site and keeping it open, improvement options, power lines on site, land ownership, getting the site surveyed, hardship for people in Madison and Jefferson counties depending on distance from the nearest site, and the possibility of manned sites in the future.

Communications Department: Lynda Holt, Communications Officer, met with the Board to discuss the following topic. Bonnie O’Neill, Chief Administrative Officer, Vicki Tilstra, Finance Officer, and Britani Allhands, Finance Clerk, were present for this portion of the meeting.

- **Repeater Site Lease Renewal:** Lynda explained the renewal of the lease for the north repeater site, known as the Madison Hill site, which serves Norris and Harrison, and reviewed some of the background of this and other similar repeater sites. The County subleases it from Northwestern Energy, who leases it from the BLM. After discussion, Jim Hart moved to approve the renewal of the Communications Site Sublease, including the Addendum dated January 1, 2020, between Northwestern Energy and the Madison County Sheriff’s Department for the Madison Hill Communications Site, in the amount of \$3,000 per year for the period from January 1, 2020, to December 31, 2024, plus reimbursement of any fees assessed by the Bureau of Land Management. Ron Nye seconded the motion. All voted aye and the motion carried. Lynda will file the signed lease agreement with the Clerk & Recorder. Discussion included the pros and cons of analog and digital technology. Lynda said digital works well in a large, broad valley such as the Bozeman area, but would not be far-reaching in Madison County due to the mountains, and recommended staying with analog.

Human Resources: Tammy Mahlstedde, Human Resource Generalist, met with the Board to discuss the following Human Resource topics. Jack Albrecht, Library Director, Bonnie O’Neill, Chief Administrative Officer, Laurie Buyan, Executive Assistant to the Board of Commissioners, Vicki Tilstra, Finance Officer, and Jani Flinn, Grant Administrator, were present for all or portions of these topics.

- **Museum/Archives Assistant, Thompson Hickman Museum/Library Job Description:** Tammy reviewed the job description for the position of Museum/Archives Assistant, which she and Jack worked on together, and hope to have filled by May 1, 2020. Jack noted that the Archives portion of the position will function as an assistant to the current Library Archivist, Evalyn Johnson, primarily in winter months when the Museum doesn’t require much attention. He said there is plenty in the budget to cover the position through the end of the fiscal year, and it will be re-addressed in next

year's budget. Following discussion, Ron Nye moved to approve the job description for the Museum/Archives Assistant, Thompson Hickman Museum/Library, as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

- **Authorization to Fill Museum/Archives Assistant, Thompson-Hickman Museum/Library:** Ron Nye moved to approve the Authorization to Fill for the part-time, permanent Museum/Archives Assistant position at the Thompson-Hickman Museum/Library. Jim Hart seconded the motion. All voted aye and the motion carried. Jack discussed having Evalyn and a representative from the Vigilance Club help to develop interview questions, and be on the interview committee.
- **Revised Road and Bridge Technician Job Description:** Tammy pointed out revisions made on the Road and Bridge Technician job description, including CDL requirements. Discussion included whether to require a medical certificate, insurance coverage, creating a job description for positions not requiring a CDL, essential functions of the position, and revising the reporting structure if a road supervisor position is developed. The topic will be put back on the Agenda when Tammy has more information about requirements, insurance, and position options.

Public Discussion and/or Comments on Items Not Listed on the Agenda but Within the Board's Jurisdiction:

- Jim discussed Worker's Compensation insurance coverage for counties in Montana. Bonnie O'Neill, Chief Administrative Officer, Laurie Buyan, Executive Assistant to the Board of Commissioners, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. He disclosed information from the Montana Association of Counties (MACo) regarding possible changes to worker's compensation delivery services for certain counties, and options involving State Fund.
- Bonnie will bring an agreement to the Board from Beaverhead County, for Madison County to supply occasional HR assistance.

Great West Engineering: Jeremiah Theys, Great West Engineering, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, Jani Flinn, Grant Administrator, and those on the attached list were present for this portion of the meeting.

- **Giem Bridge Preliminary Design:** Jeremiah presented a preliminary conceptual design for the Giem Bridge replacement, after he and Ron met with the Giems to discuss alignment ideas. Due to their concerns about increased truck traffic and speeds, as the new bridge will be the only local access that is not weight limited, they have not agreed to previous alignments, but are in agreement with this alternative. Jeremiah explained some of the details, said he is still determining spans, noted there are several locations where the bridge could be manufactured, and when he gets to a certain point will set up an on-site meeting with the Giems and the Board. Discussion ensued about TSEP grants and funds. Jeremiah said he plans to get bids by the end of June, in the current fiscal year, and the bridge will be built in September/October of 2020.
- **Preliminary Findings for Silver Springs, Saylor Lane, and Jack Creek Bridge Inspections:** Jeremiah reviewed the TSEP planning grant, which was to produce an engineering report on certain bridges to determine whether to pursue a TSEP grant for bridge work. He presented the inspection results from two Jack Creek bridges and two on the Ruby River, the Silver Springs and Seyler Lane bridges. He explained why Jack Creek #5 will not qualify for TSEP, reviewed alternatives and timelines for work on the other three bridges, discussed how the TSEP grant processes tend to work, and asked the Board to let him know what they decide to pursue and prioritize. Further discussion included alternatives such as concentrating on one bridge now and rotating the others over the next few years, costs, the current task order, and other structure bills that might become funding sources. The Board directed Jeremiah to do preliminary engineering reports for all three bridges to facilitate an information-based decision.
- **Cardwell Solid Waste Site (continued):** The Board asked Jeremiah about the Cardwell Solid Waste Site, and briefly summarized the discussion from the morning session about environmental concerns if the site remains at the present location. He informed them that the area is in the process of being re-mapped, discussed the process, guessed that it would be two to four years before a revised flood plain map is adopted, and said its completion would preclude building additional permanent structures or bringing in any material. He will discuss this with Stephanie Beckert at Great West, who has already had discussions with the Solid Waste Board.

- **Response to DEQ regarding Jack Creek:** Jeremiah reviewed Jim's letter to DEQ. Following review, Jim Hart moved to approve sending a response letter to Kim Speckman, with the Department of Environmental Quality, related to Jack Creek Canyon Road. Ron Nye seconded the motion. All voted aye and the motion carried.

Jeremiah also distributed and briefly discussed a draft Scope of Work he developed for Jack Creek Road Safety Improvements. Discussion ensued about safety aspects, the necessity of doing something, possible funding, maintaining water quality, having county road crews do some of the work, and timing options. This topic will be added to the next regular Commission meeting.

At this point, the meeting was relocated to the Public Meeting Room of the Administrative Office Building.

Second Amendment Sanctuary County Designation: Dave Hansen, Alder resident, met with the Board to discuss establishing a Second Amendment Sanctuary Ordinance (SASO) in Madison County. Laurie Buyan, Executive Assistant to the Board of Commissioners, Tommy Luksha, GIS Coordinator, Mark Brook, Detention Officer, Angela Mueller, Virginia City resident, Elizabeth Barnett, Clerk & Recorder's Office, Joe Brummell, Director of Emergency Management, and those on the attached list were present for this portion of the meeting. Dave asked the Board's permission to circulate a petition supporting a SASO in Madison County, pointed out a map of states and counties that have adopted such ordinances (none of which are in Montana), explained that his intention in initiating the petition is to send a message to the federal government that any measures seen to violate Second Amendment rights or take guns from citizens will not be tolerated, and presented a sample ordinance. Dan said he didn't think Dave needed permission to start a petition, and invited public comment. Discussion ensued with several attendees questioning the purpose and effectiveness of establishing a SASO, asking about information sources and intentions, expressing doubt about whether guns can or would be taken from citizens, trying to understand why the existing situation needs to be changed, as well as thanking Dave for the things he said. Concern was expressed about creating confusion between federal laws and anything the County might pass, tying the hands of local law enforcement, and it was noted that to influence federal law we have senators and representatives, and, the person thought, no county-level gun laws. When asked whether people in eastern states have had guns taken away, Dave said it has happened in New York and Virginia, expressed his view that the gun grabbers and restrictions are moving west, and that if like-minded citizens unite it gives them a leg to stand on in the future. Questions were asked about whether the topic fits into the Board's purview or priorities, members of the Board said listening to people's concerns fits into the County's form of government and is one of many tough issues to deal with, they would want a lot more information before making decisions about the topic or process, and said they would consult with the County Attorney regarding petition and ordinance procedures.

Disaster and Emergency Services: Joe Brummell, Director of Emergency Management, met with the Board to discuss the following topics. Rob Wallingford, Deputy Director of Emergency Services, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **Big Sky DES Coverage:** Joe informed the Board that a dedicated, full-time DES position is being considered for Big Sky. The position would be funded jointly by Gallatin and Madison Counties if both are willing. Jim asked about the specific challenges in Big Sky, and Joe discussed increasing pressures due to expansion, the growing number of people, and being prepared for events such as fires, avalanches and earthquakes. Job duties would be similar to other DES positions, with some requirements specific to the Big Sky community, including political and planning abilities. Additional discussion included available office space, a vehicle and equipment, the likelihood of a daily commute due to the cost of living in Big Sky, using existing personnel versus adding a new position, and the unique needs of the area. The Board said they have many additional questions, are interested in the response from Gallatin County, and are open to discussing the idea.
- **Mass Casualty Triage:** Joe updated the Board on mass casualty triage systems. He said tracking patients from crisis site to ambulance to hospital is often a problem, and he went through the new mass casualty binder package which contains a bar-coded tracking system for patients and their belongings, as well as several other field-proven solutions. He said communication is one of the most important factors in a mass casualty situation, and this package takes away the guesswork. Each package costs \$500, he can recreate parts of it and will order other sections, and packages will be distributed to the fire districts. The County's mass casualty trailer is in the process of being supplied

and organized, and Joe is working proactively with several adjoining counties to plan for mass casualty events.

At this point, the meeting reconvened in the Commissioner's Conference Room of the Administrative Office Building.

Airports: Jani Flinn, Airport Board Secretary, met with the Board to discuss the following topics. A call was made to Lance Bowser, Robert Peccia & Associates, to participate in this portion of the meeting.

- **Ennis Airport Land Acquisitions:** Lance and Jani reviewed the status of two land acquisitions at the Ennis Airport. In consideration of the recommendation from the Airport Board related to each of two land acquisitions remaining, Jim Hart moved to accept the offers for the Matson property, 4B Partial, and the Janura property, 4A Partial. Ron Nye seconded the motion. All voted aye and the motion carried. Lance will contact the realtor about a buy sell agreement, and he and Jani discussed how to do a plat change through the Clerk & Recorder's office.
- **Ennis Snow Removal Equipment (SRE) Building:** Lance updated the Board on the Ennis Airport SRE building, and reviewed his conversations with the bonding company about hiring and managing contractors, where preferences were expressed for using local, known contractors. Additional discussion included bonding for contractors, outstanding invoices, and steps involved in closing.

Letter to MSU (Dan Lucas) RE: 4-H Extension Agent (continued): Dan Lucas, MSU Extension Western Region Department Head, called into the meeting to discuss the letter he received from the Board regarding the 4-H Extension Agent. He thanked the Board for the letter, and said he will talk with the 4-H Extension Agent tomorrow about building effective relationships with volunteers. The Board expressed strong support for the Sales Committee, and Ron talked about the great job they do, how much they are respected, not being able to afford losing them, and the need to work together. Dan Lucas said he understands and has experience with sales committees, discussed the need for 4-H agents to find their role, and described how volunteers have had to take up the slack when agent staffing has not been consistent. Discussion ensued about qualifications and the agent job description. Dan Lucas said MSU values Commissioner partnerships, otherwise the program wouldn't operate, and said he will follow up with Ron later in the week.

The Board briefly discussed and completed a performance survey submitted by a vendor, and discussed local ambulance service.

Calendars: The Board reviewed calendars. Laurie Buyan, Executive Assistant to the Board of Commissioners, was present for this portion of the meeting.

With no further business, the meeting was adjourned at 4:25 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, February 4, 2020, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: February 25, 2020

Minutes prepared by:

Jane Bacon, Commissioners' Clerk

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