

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**February 5, 2019, Meeting Minutes**

On Tuesday, February 5, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:45 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, and Jane Bacon, Commissioners' Clerk, were present to take minutes.

Those people in attendance at the meeting were Bonnie O'Neill, Charity Fechter, Cody Marxer, Vicki Tilstra, Tammy Mahlstedde, Bob Bates, Tommy Luksha, Carmin Hill, and Phil Fortner.

**Approval of Minutes:** Following review, Jim Hart moved to approve the January 29, 2019, Board of Commissioners' meeting minutes, with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Claims:** The Board approved claims.

**Journal Vouchers:** Jim Hart moved to approve Journal Vouchers for the 1/19 accounting period. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Water Compact Letter:** The Board reviewed a letter from the Ruby Valley Strategic Alliance regarding a water compact. Following review, Dan Allhands moved to approve a letter of support, dated February 5, 2019, for the water rights agreement between the Confederated and Salish and Kootenai Tribes, the State of the Montana, and the United States Government; and to send the letter to the Montana congressional senators and representative. Jim Hart seconded the motion. All voted aye and the motion carried.

**Planning Office:** Charity Fechter, Planning Director, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, and Cody Marxer, Planning Clerk, were present for this portion of the meeting.

- **Planning Board Report:** Charity presented and reviewed a summary of the January 28, 2019, Planning Board meeting. Topics of discussion included a public hearing for the Big Sky Master Trails Plan; four subdivision pre-applications, Freddy's Place, Eglise Village PUD in Yellowstone Mountain Club, Lower Ulery's 4 in Moonlight Basin Ranch, and Lee's Pool PUD, also in Moonlight Basin Ranch; a report by Cody Marxer on the Mountains Resort Town Planners Summit held in Canmore, Alberta; a report from Charity about the Montanan Wildlife and Transportation Summit that she attended in Helena – discussion included projects on Highway 93 and Interstate 90, private property considerations, subdivision reviews, and attending Interagency Coordinating Group meetings; nomination and election of officers – Darlene Tussing was elected president and Ethan Kunard was elected vice-president; and Planning Board member reports. Pat Bradley reported on an article that Livingston has more housing than residents; and John Fountain resigned from the Planning Board. Cody also gave a report about the Mountains Resort Town Planners Summit, stating that housing issues are everywhere, not just in this area. She added that discussions included sustainability, zoning, ways to implement housing projects, and living with wildlife. Charity suggested that the next summit should be held in Big Sky.
- **Resolution of Intent to Adopt the Big Sky Master Trails Plan (9-2019):** Charity presented and reviewed a proposed resolution related to the Big Sky Master Trails Plan. She stated that the Planning Board adopted a resolution recommending adoption by the Board of Commissioners and discussed the progress of the trails plan, noting that portion of it originally went through wilderness and had to be redrawn and that a large percentage of the trails are used for transportation to get back and forth to work either walking or cycling. There was further discussion about Madison County and Gallatin County interaction in the plan. Charity stated that this resolution only applies to

the portion that is in Madison County and that Gallatin County has a different process but that they are working together so it works for both counties. Based on the recommendation of the Planning Board, Jim Hart moved to adopt Resolution 9-2019, a resolution of intent to adopt the Big Sky Master Trails Plan and include it by reference in the Madison County Growth Policy 2012 Update; and to schedule a public review and comment period, to culminate in a public hearing at 10:00 a.m. on February 26, 2019 in the Commissioners' Meeting Room in the Madison County Administrative Office Buildings. Dan Allhands seconded the motion. All voted aye and the motion carried. Charity also noted that the Planning Board would like to see a trails plan for the entire County.

- **Housing Board Organization:** The Board discussed membership on the Housing Advisory Board and having someone who is responsible for organizing meetings, posting agendas, and following up with minutes. It was noted that it is difficult to have meaningful participation in a meeting when a board member is required to take on the secretarial duties. It was suggested that a current County employee might be able to take on the responsibility without being a board member. There was also discussion about increasing the membership of the Board with the intention of making it easier to get a quorum of the membership to attend meetings. It was also suggested that the legislative member be advisory rather than a voting member so that meetings can still take place when legislature is in session. After much discussion, it was determined that the resolution creating the board should be amended to increase membership from seven to nine members and to re-advertise the vacancies with the intention of getting the membership more geographically balanced.

**Grants:** Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, met with the Board to discuss submitting a grant to purchase a bus or van for the nursing homes.

- **Federal Transit Administration Assistance Program, Administered by the Montana Department of Transportation for Madison County Nursing Home(s):** Bonnie stated that there are two different types of grants available. One is for transit, the other is for seniors. She would like to pursue funding for a new bus or van for the nursing homes. There was discussion about the bus that is in the process of being purchased by the Senior Citizen's and noted that the nursing homes will be presenting a request to purchase the old Senior Citizen's bus. She noted that the funding she is requesting to pursue would be for an additional vehicle for the nursing homes. She stated that requirements of the grant include quarterly reporting, safety training, ADA training, and drug testing. She added that Jani Flinn, Grant Administrator, is willing to assist in writing the grant. The vehicle would be used by both nursing homes and would decide, with Darcel's help, if they needed a bus or a van. Following discussion, Jim Hart moved to approve the submittal of a grant application for Montana Department of Transportation funding for the purchase of a bus or van for the Madison County nursing homes. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Human Resources:** Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topic. Carmin Hill, Deputy Clerk of Court, was present for this portion of the meeting.

- **Authorization to Fill Deputy Clerk of District Court 90 Day, Short Term Position:** Carmin discussed the need for short-term deputy in the Clerk of Court's office. There was discussion about a permanent part-time position rather than a short-term position and about sharing an in-house person with another department. Carmin stated that they don't want to get into a position where they can only use the person on certain days and asked about the possibility of using fill-in positions again. Following discussion, Dan Allhands moved to approve the Authorization to Fill for a short term, part-time, Deputy Clerk of District Court position to work 90 days or less per year. Jim Hart seconded the motion. All voted aye and the motion carried.

Bonnie returned later in the meeting to update the Board on the interviews for the Planning Director position. Charity Fechter, Planning Director, was present for this portion of the meeting. Candidate qualifications and salary comparisons with other counties were discussed, as well as ideas and options for proceeding, current resources within the existing Planning department, and ideas for reorganization.

**Fair Board Request for Gravel:** The Board reviewed a request from Dana Escott, Fair Manager, to purchase gravel from Road District 2 and pay for it in the next fiscal year. Vicki Tilstra, Finance Officer, and

Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. Ron Nye stated that the gravel has already been hauled to the Fairgrounds and was less than anticipated. He would like the Fair Board to make the payment to the owner of the pit from which it was taken. Based on a request from the Fair Board, Jim Hart moved to approved making a payment from the Fair Fund to pay for gravel that was delivered to the Fairgrounds by Road District 2 for an amount of up to \$1,500, to be paid in the current budget year. Dan Allhands seconded the motion. All voted aye and the motion carried. Jim Hart contacted Dana by telephone and told her the gravel purchase had been approved but that because of accounting requirements, it had to be paid in Fiscal Year 2018-2019. Dana also discussed a water leak, noting that the break was outside of the meter pit and that water has run through the chicken barn up to the 4-H building. She added that you can't get in the barns because the doors are frozen shut.

**Missouri River Drug Task Force Agreement:** Following review, Jim Hart moved to approve the Missouri River Drug Task Force memorandum of understanding for FY 2020-FY 2021 to establish general guidelines and operational procedures for a multi-agency task force to address drug related crime, and presented by the Sheriff. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Letter of Support – Moonlight Basin Biomass Heat Plant:** Jim Hart moved to send a letter of support for grant assistance to create a biomass plant in Moonlight Basin, Big Sky, Montana. Dan Allhands seconded the motion. All voted aye and the motion carried.

Jim Hart and Dan Allhands walked over to the newly-acquired Mason property with Tony Forsythe, Maintenance Manager, for a brief tour and inspection.

**Safety Office:** Bob Bates met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Monthly Safety Report:** Bob presented the monthly Safety Coordinator report for January and reviewed activities including nursing home meetings, worker's comp claim reviews, trainings facilitated and attended, incident investigations, AED inspections, Safety Self-Assessments, distributing weekly Safety Topics, purchases and research.
- **Safety Cameras:** Bob discussed an idea to install safety cameras in the Administrative Office Building, due to the upcoming relocation of Courthouse employees. He said the Sheriff's Office/Dispatch does not feel the need to monitor any additional internal cameras since they already have visibility of entrances, so alternate locations for monitor(s) were discussed. The number and location of cameras currently in use in the Courthouse was asked about, but was undetermined by those present. He presented a quote for the installation of seven cameras, noting that the up-front cost is the highest portion of it, so once installed they would be likely to remain.
- **Fairgrounds Safety Inspection:** Bob conducted a safety inspection of the Fairgrounds in December with Dana Escott, Fair Manager, and Bob Lancaster, Fair Maintenance, and reviewed the report. Since then, Dana brought the results to the Fair Board, and she has been making progress on resolving and fixing many of the items listed.

**Courthouse Elevator Project:** The Board opened a discussion regarding the Courthouse elevator project and the recent hand-drawn modification of the open space in the Administration Building. Bob Bates, Safety Coordinator, Tommy Luksha, GIS Coordinator, Carmin Hill, Deputy Clerk of Court, Phil Fortner, Sheriff, Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Carmin relayed a decision by the District and Justice Court judges that they would share the space designated on the drawing for the District Court Judge, opening up more space for perhaps a public computer, judges' staff, and/or sink and counter. They also wanted to confirm that the public meeting room would be available for trials on Mondays and Tuesdays, and that Carmin will schedule this with the Commissioners' office. Jim reminded everyone of the alternate locations being considered for the Juvenile Probation Officer, Victim's Advocate, and GIS Coordinator. Having the Sheriff's Office remain in place was also discussed. When Phil was informed about the idea of installing additional cameras in the Administrative Office Building, he expressed reluctance about adding unnecessary cameras due to people feeling monitored, and discussion ensued about essential security camera locations and those currently in place in the Courthouse. Bill Hanson, ThinkOne Architects, was contacted by phone to discuss the project and to update him on the most recent changes. He reiterated his thoughts on keeping the Sheriff's Office

fully operational if possible, has asked the contractors to break out the costs for work on the lower level as a separate item, explained the plan to isolate the power to keep the Sheriff's Office running, briefly discussed the cabling that needs to be cleaned up in the ceiling, and said if the lower level is impacted they would be notified well ahead of time. He will email a draft of the rough sketch, and will attend the regular commission meeting in two weeks to review costs.

**Calendars:** The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:04 p.m.

**Next meeting:** Because the Commissioners will be attending the Montana Association of Counties Annual Conference, there will not be a regular meeting on February 12, 2019. Therefore, the next regular Commission meeting will be held on Tuesday, February 19, 2019, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

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Ronald E. Nye, Chairman  
Board of Madison County Commissioners

Date Approved: February 19, 2019

Minutes prepared by:

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

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Jane Bacon, Commissioners' Clerk

Attest: \_\_\_\_\_  
Kathleen Mumme, Clerk and Recorder, Madison County