

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**February 19, 2019, Meeting Minutes**

On Tuesday, February 19, 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. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Leona Stredwick, Tony Simonsen, Doris Fischer, Jani Flinn, Bonnie O'Neill, Ann McBee-Mehring, Laurie Buyan, Tammy Mahlstedt, Vicki Tilstra, Margie Edsall, Cody Marxer, Karen Miller, Pat Bradley, Van Puckett, Charity Fechter, Reagan Colyer, Bill Hanson, Loren Cantrell, Ben Walker, Kaleena Miller, Chris Hunt, Laurie Buyan, and those on the attached list.

**Approval of Minutes:** Following review, Jim Hart moved to approve the February 5, 2019, Board of Commissioners' meeting minutes as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Claims:** The Board approved claims.

**Insurance Valuations:** This topic was continued to Friday, February 22, 2019.

**Planning Board Resignation:** Following review, Dan Allhands moved to accept John Fountain's resignation from the Planning Board, and to thank him for his years of service. Jim Hart seconded the motion. All voted aye and the motion carried.

**Quote from State Prison to Re-upholster Benches:** After a brief discussion, Dan Allhands moved to accept the estimated bid from the Montana State Prison for re-upholstering six benches from the Madison County Courthouse and Administrative Office Buildings, for up to \$100 per bench. Jim Hart seconded the motion. All voted aye and the motion carried.

**Planning Office:** Leona Stredwick, Planner I, met with the Board to discuss the following topic.

- **Amended Plat, Lots 824 and 825, Open Spaces 807 and 809, American Spirit #1, Yellowstone Club:** Leona reviewed drawings, background, and approvals for the amendment to the plat in the American Spirit subdivision of Big Sky's Yellowstone Club. Based on the recommendation of the Planning Department, Jim Hart moved to approve the Amended Plat – Lots 824 and 825, and Open Spaces 807 and 809, American Spirit Subdivision, Phase 1, as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Public Discussion on Items Not Listed on the Agenda but Within the Board's Jurisdiction:** Tony Simonsen, Ruby Valley Medical Center Board, stopped in to talk about the old Ruby Valley Hospital that is being torn down. He inquired about asbestos abatement funding, informed the Board about the availability of the hospital's backup generator, and asked about the possibility of storing the generator somewhere in the county during demolition.

**Mid-Year Review of Mental Health Contracts:** Doris Fischer, Mental Health Local Advisory Council Secretary, met with the Board and others involved with mental health services in the county to conduct a review and assessment of the contracts with crisis intervention organizations in Butte and Bozeman for providing services to Madison County residents. Bonnie O'Neill, Chief Administrative Officer, and those on the attached list were present for this portion of the meeting. Doris provided several documents including protocols and alternatives used by local medical facilities, copies of service contracts, and summaries of services provided. A lengthy discussion took place about processes that are working smoothly, issues and communication pathways that need improvement, availability of qualified evaluators, law enforcement aspects, trends and types of crisis interventions

and how they are handled, as well as how the overall situation has gotten more workable in the last few years. The Board expressed appreciation for everyone's involvement and the important work they do.

**Grants:** Jani Flinn, Grant Administrator, met with the Board to discuss the following topics.

- **Madison Valley Manor PAR Letter for CDBG Project:** Jani explained a standard form letter from SMA Architects regarding the Preliminary Architectural Report (PAR) for the CDBG grant-funded MVM project, which basically asks for a statement that the county has no problem with the project going ahead. Following review, Jim Hart moved to approve signing the letter received from SMA Architects as part of the CDBG grant application to fund the renovation project at Madison Valley Manor. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Resolution to Authorize Application for Grant Funding from MDOT:** Jani reviewed the county's intention to apply for a grant from the Montana Department of Transportation (MDT) to purchase a new vehicle for MVM residents, with an application deadline of March 1, 2019. Following review, Jim Hart moved to approve Resolution 13-2019, authorizing the submission of an MDT grant application to purchase a new vehicle for Madison Valley Manor. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Public Health Office:** Anne McBee-Mehring,

- **BCBS/TriWest Healthcare Alliance Contract:** TriWest Healthcare Alliance has recently partnered with BlueCross BlueShield to administer claims for veterans in Montana. Following review, Jim Hart moved to approve the two-year contract between BCBS/TriWest Healthcare Alliance and the Public Health Department as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **CMS PECOS Signature Page:** Anne explained that this signature page is required by CMS in conjunction with Medicare patients using the online Provider Enrollment, Chain and Ownership System (PECOS). Dan Allhands moved to approve signing the CMS Authorized Official Certification Statement for Clinics and Group Practices. Jim Hart seconded the motion. All voted aye and the motion carried.

**Office Solutions Equipment Maintenance Agreement:** This topic was continued to the next regular Commission meeting.

**Letter of Support for a Grant Proposal by the Madison Ranger District to Replace 2 Bridges Near Miller Flats Trailhead:** Following review, Jim Hart moved to approve sending a letter to the Forest Service supporting a request for funding to replace two bridges near the Miller Flats trailhead. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Human Resource Office:** Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topics. Vicki Tilstra, Finance Manager, Margie Edsall, Weed Coordinator, Cody Marxer, Planning Clerk, Karen Miller, Clerk of Court, Pat Bradley, Planning Board Member, Van Puckett, Sanitarian, Charity Fechter, Planning Director, Jani Flinn, Grant Administrator, and Reagan Colyer, The Madisonian, were present for all or portions of these topics.

- **Authorization to Fill Alternate Senior Bus Driver-Part-Time Position:** Tammy pointed out that there are no changes to the current job description. Dan Allhands moved to approve the Authorization to Fill for the Alternate Senior Bus Driver, part-time position. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill 8 Field Crew Personnel for 2019 Season, Temporary Full-Time Position:** Margie discussed the need for four crew foremen and four crew assistants from approximately May 1 to September 1, 2019, and the benefit of continuity when hiring back people who have worked in prior seasons, explaining that it takes about a month to train inexperienced people. Jim Hart moved to approve the Authorization to Fill for 8 Field Crew Personnel for the 2019 season, for temporary, full-time positions. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill 1 Compliance/Mapping Technician, Seasonal Part-Time Position:** Following discussion, Dan Allhands moved to approve the Authorization to Fill for one

Compliance/Mapping Technician, for a seasonal, part-time position. Jim Hart seconded the motion. All voted aye and the motion carried.

- **Authorization to Fill Social Services Designee, Part-time position:** Tammy described the part-time position to be filled at TRMCC, which is already filled at MVM, and explained that after attempting to have other personnel help on an as-needed basis it was determined that there is a need for the position at each nursing home. Jim Hart moved to approve the Authorization to Fill for a Social Services Designee, a part-time, permanent position, at TRMCC. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Planning Director Recruitment / Madison County Planning Department Re-Organization:** Bonnie read her memo reviewing the process and progress to date regarding recruitment for a Planning Director. Charity recommended continuing to advertise for the Planning Director position until the best person is found, and having current Planning staff be promoted while handling the department in the meantime. Leona stated that she and Cody feel confident about being able to handle the department's work in the interim as long as someone qualified and familiar with Madison County and Big Sky can provide legal oversight. She noted that while she is willing and able to temporarily take charge of the department while the search for the director position continues, she does not feel qualified to fill the position long term, or inclined to do so. Pat Bradley emphasized the importance of having a qualified planner in the director's position and expressed her opinion that contract planners don't understand the job well enough. She recalled past disruptions caused by the position being filled for less than two years at a time, pointed out that the Planning Board is currently lacking members, and expressed concern for the Planning Board and Planning Department. Options for hiring temporary outside contractors were discussed, including questions about the county's agreement with Great West and their capabilities in this area, the possibility of cooperative agreements with the state or other counties, or a 90-day emergency position. All agreed on the importance to the County of the Planning Director position. Discussion ensued about continuation of advertising and current applicants, and plans were made for next steps in the interview process using options such as phone or Skype interviews, which Bonnie will arrange. Charity objected to the statement that she had not submitted a written resignation, saying she had sent an email to the Commissioners in November, 2018, which stated the date of her resignation and explained that she would formalize it further when she received the required paperwork from MPERA. She still has not received anything from MPERA after several requests, has experienced delays such as being told that her representative is on vacation, and so has not been able to complete the formal retirement process as laid out by MPERA. Charity also brought up the position she currently holds as Floodplain Administration Officer that, although not needed often, will need to be filled.

**DUI Task Force Update:** This topic was continued to the next regular Commission meeting.

**ThinkOne / Langlas and Associates:** Bill Hanson, ThinkOne Architects, Loren Cantrell, Langlas & Associates, and Ben Walker, Langlas & Associates, met with the Board to discuss the Courthouse Elevator remodeling project. Karen Miller, Clerk of Court, Reagan Colyer, The Madisonian, Kaleena Miller, Madison & Jefferson County Extension Agent, and Margie Edsall, Weed Coordinator, were present for this portion of the meeting.

- **Cost Estimate Review of Courthouse Elevator Project:** Bill, Loren and Ben presented a preliminary cost estimate based on ThinkOne's October 8, 2018 courthouse remodel plan. Ben reviewed the estimate and explained many of the details. All three commissioners wondered why the estimate was so high, especially after the basement work was eliminated. Loren talked about how they as a team tried to minimize costs, explained several reasons for higher costs including how installing A/C upstairs is a big part of the plumbing and HVAC expense, bringing ductwork across the building for every bathroom added is another, and pointed out how the estimate might change after the public bid process. Bill discussed some of the challenges they faced, and thought there might be some areas to consider in bringing the cost down. Timing and availability of contractors was discussed. The next steps are to meet with courthouse personnel regarding schedules, build temporary office space and move them out of the courthouse, and then proceed with the remodel.

**Extension Office Update and New 4-H Agent Position:** Kaleena Miller, Madison & Jefferson County Extension Agent, met with the Board to introduce herself, learn more about district and county procedures, and to discuss how she can best serve constituents in the county. Discussion included Kaleena's background and Montana experience; building relationships with groups such as 4H, Weed Department, property owners/ranchers, and adjacent counties; future trainings she plans to conduct; expectations; and suggestions for getting acquainted with other local groups and agencies, such as attending the quarterly Interagency Meeting. She noted that a hiring committee is being assembled for the open 4H Agent position, and asked for suggestions or Board participation.

**IT Department:** Chris Hunt, IT Director, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Purchasing Network Switches:** Chris has no spare switches, needs to replace one in the courthouse, anticipates future needs, wants to take advantage of a deal he found, and has budgeted for. The purchase was OK'd by the Board.
- **Internet Policy Update to Include Social Media:** Chris presented updates made to the county Internet Policy, which he said is basically unchanged other than a few small adjustments and an update to address social media and Facebook. Following review, Dan Allhands moved to approve the Madison County Internet Privacy Policy as presented. Jim Hart seconded the motion. All voted aye and the motion carried.
- **IT Department Update:** Chris reviewed several items that the IT Department is working on, including IP addresses, tying the nursing homes to the courthouse computer network, setting up remote access on specified computers, adding a phone in the public meeting room, utilizing Wisp West service as an internet failure backup, equipment purchases, working on Timeclock, and remounting equipment in the 911 telephone room for Dispatch.

**Amendment to Housing Advisory Board Resolution:** This topic was continued to the next regular Commission meeting.

**Calendars:** The Board reviewed calendars.

At 5:10 p.m., the remainder of the meeting was continued to February 22, 2019, at 12:45 p.m.

**Friday, February 22, 2019:** The meeting reconvened at 12:45 p.m. in the Commissioner's Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye, Chairman, and Dan Allhands present. Commissioner Jim Hart was absent to attend a meeting in Big Sky, Montana. Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, took notes for this portion of the meeting.

**Insurance Valuations:** Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, presented an updated spreadsheet detailing county vehicle insurance values. Following review, Dan Allhands moved to approve the 2019-2020 PCT Renewal of Scheduled Property form, as presented. Ron Nye seconded the motion. All voted aye and the motion carried.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, February 26, 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: March 5, 2019

Minutes prepared by:

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Jane Bacon, Commissioners' Clerk

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