

BOARD OF MADISON COUNTY COMMISSIONERS
March 5, 2019, Meeting Minutes

On Tuesday, March 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, and Dan Allhands present. Commissioner Jim Hart was absent to attend National Association of Counties conferences in Washington, D.C. Jane Bacon, Commissioners' Clerk, and Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, were present to take minutes.

Those people in attendance at the meeting were Leona Stredwick, Bob Bates, Dana Escott, Bonnie O'Neill, Justin Ekwall, Vicki Tilstra, Reagan Colyer, Charity Fechter, Rob Macioroski, Tommy Luksha, Cody Marxer, Joe Brummell, Tony Forsythe, and Tammy Mahlstedt.

Approval of Minutes: Following review, Dan Allhands moved to approve the February 8, 2019, Board of Commissioners' Special Meeting minutes, with corrections. Ron Nye seconded the motion. All voted aye and the motion carried. Dan Allhands moved to approve the February 19, 2019, Board of Commissioners' meeting minutes as presented. Ron Nye seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Journal Vouchers: Dan Allhands moved to approve Journal Vouchers for the 2/19 accounting period. Ron Nye seconded the motion. All voted aye and the motion carried.

Predator Control Memorandum of Agreements: Following review, Dan Allhands moved to approve the Predator Control Fund Memorandums of Understanding for the period of July 1, 2018 to June 30, 2019, between Madison County and: 1) the Montana Wool Growers Association; and 2) the Montana Stockgrowers Association; as presented. Ron Nye seconded the motion. All voted aye and the motion carried.

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

- **Yellowstone Mountain Club Subdivision Improvements Agreement Releases (Lower Golf Course Subdivision, Pioneer Point Subdivision, American Spirit Phase 3 Subdivision, Golf Course Villas Phase 2 Subdivision, Corral Subdivision, Big Springs Village Phase 3 Subdivision, Golf Course Villas Subdivision, and Big Springs Village Phase 1C Subdivision):** Leona went through the details of the eight SIA releases for the Board's consideration, explained the three different types of releases, pointed out drawdown requests, notable items and inspection results, reviewed the Planning Board's recommendations for each release, and answered questions. Following review:
 - Dan Allhands moved to accept the improvements and approve the partial release of \$943,322.53 of the original bond for the Yellowstone Mountain Club Lower Golf Course Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
 - Dan Allhands moved to accept the improvements and approve the partial release of \$922,568.44 of the original bond for the Yellowstone Mountain Club Pioneer Point Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
 - Dan Allhands moved to accept the improvements and approve the partial release of \$37,435.81 of the original bond for the Yellowstone Mountain Club American Spirit Phase 3 Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
 - Dan Allhands moved to accept the improvements and approve the partial release of \$21,175.91 of the original bond for the Yellowstone Mountain Club Golf Course Villas Phase 2 Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.

- Dan Allhands moved to accept the improvements and approve the partial release of \$388,938.28 of the original bond for the Yellowstone Mountain Club Corral Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
- Dan Allhands moved to accept the improvements and approve the partial release of \$325,527.19 of the original bond for the Yellowstone Mountain Club Big Springs Village Phase 3 Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried. Dan Allhands moved to approve signing the full release of the final \$75,650.10 of Bond No. 1001006843 for the Yellowstone Mountain Club Golf Course Villas Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
- Dan Allhands moved to approve signing the full release of the final \$51,658.20 of Bond No. 1001006849 for the Yellowstone Mountain Club Big Springs Village, Phase 1c Subdivision. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Planning Board Report:** Leona distributed a summary of the February 25, 2019, Planning Board Meeting. Since there was not a quorum, no action could be taken on any of the topics discussed in the meeting, which included Subdivision Pre-applications, an update on the Spanish Peaks ODP, the need for employee housing and a new fire station in Spanish Peaks, a potential Ennis RV park expansion, and a report on the floodplain study underway for Madison County rivers. The Planning Board thanked Charity Fechter for her service, as she is retiring before their next meeting.

Monthly Safety Report: Bob Bates, Safety Coordinator, presented a report on the Safety Department's activities for the Month of February, 2019. Discussion included an 8-hour MSHA training which Bob conducted and can now be done in-house, reviews of worker's comp claims and several incident investigations, nursing home meetings, and distribution of weekly safety topics to employees. Bob revisited the availability of online safety training videos available through MACo, and the possibility of installing TV screens in road shops and nursing homes for viewing these videos was discussed.

Dana Escott, Fair Manager, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, Justin Ekwall, Deputy County Attorney, Vicki Tilstra, Finance Manager, and Reagan Colyer, The Madisonian, were present for this portion of the meeting.

- **Request for Refund of Attorney Fees:** Dana discussed an ongoing legal situation, which the Board was aware of, briefly reviewed the initial incident that started during an event at the fairgrounds, described how it escalated, related the advice she received from the Sheriff's Office and Victim's Advocate, and explained some of the resulting legal activities. Since she feels her involvement was a direct result of her job requirements, she asked the Board to consider reimbursing her for associated legal fees. After some input from Justin and further discussion, this topic was continued to the next regular Commission meeting.
- **Approval of Revised Bylaws:** This topic was continued to the next regular Commission meeting.
- **Fair Board Update:** Dana updated the Board with a list of items pertaining to the Madison County Fair. Discussion included senior pro rodeo stock charges, breeding barn beams, speaker repair costs, possible performance by the US Army Commanding Officer Color Guard from Fort Riley, Kansas, ad revenue, revised fair closing time, wagon vendor contracts, and Dana presented the artwork for the cover of the 2019 fair book.

Planning Office Recruitment and Reorganization:

- **Meeting with Beaverhead County Planner, Rob Macioroski:** Charity Fechter, Planning Director, and Rob Macioroski, Land Use and Planning Coordinator for Beaverhead County, met with the Board to discuss the possibility of Rob providing interim support to the Madison County Planning Department. Bonnie O'Neill, Chief Administrative Officer, Vicki Tilstra, Finance Officer, Tommy Luksha, GIS Coordinator, Reagan Colyer, The Madisonian, and Cody Marxer, Planning Clerk, were present for this portion of the meeting. Charity presented and discussed her recommendations for the reorganization of the Planning Office after her retirement, as well as the scope of work involved should an interim professional planner's services be contracted. She introduced Rob, who reviewed his background, which includes time working with Madison County, airport-affected areas, and GIS experience. Charity went through the projects anticipated in the Planning Department over the next several months, mentioned a few areas where the staff hasn't had much experience due to infrequent occurrence, estimated the time needed for oversight by a certified planner at perhaps 10

hours per week unless an issue or time crunch requires more, noted the essential involvement of the Planning Board, and observed that since there will be no Planning Board meeting in March there may be a little breathing room while waiting for projects to come in. She also contrasted the higher levels of experience, decision-making and independence expected from a Planner II versus a Planner I, and pointed out Leona's capabilities and experience working at the higher level. Discussion ensued about budget, and MOU details including pay rate, travel, and it was suggested that up to 20 hours of assistance per week be included. Dan Allhands moved to proceed with establishing an MOU with Beaverhead County for the use of their Planning Director. Ron Nye seconded the motion. All voted aye and the motion carried.

Emergency Management: Joe Brummell, Director of Emergency Management, met with the Board to discuss the following topics.

- **Ground Control Yearly Payment:** Joe talked about Emergency Management's satellite trailer, and presented a yearly renewal quote from Ground Control for bandwidth and VoIP lines, noting that half of the expenses are federally funded. He said the trailer is used frequently, listed additional people who should be trained to use it including requests by local fire departments, and pointed out that it is rented out to other counties, which provided approximately \$23,000 income over the last calendar year. Following discussion, Dan Allhands moved to approve the Ground Control contract for one year of service commencing on April 20, 2019. Ron Nye seconded the motion. All voted aye and the motion carried.
- **EMPG Funding Commitment Letter:** Following review, Dan Allhands moved to approve the Madison County FFY 2019-2020 EMPG Funding Commitment letter as presented. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Annex Approval (Base Plan, Communications):** Joe reviewed changes and corrections made to the Madison County Emergency Operations Plan; Base Plan and Communications Annex A, as recommended by the LEPC. Dan Allhands moved to approve the Madison County EOP; Base Plan, as corrected and presented. Ron Nye seconded the motion. All voted aye and the motion carried. Dan Allhands moved to approve the Madison County EOP; Communications Annex A, as corrected and presented. Ron Nye seconded the motion. All voted aye and the motion carried. Discussion included an opportunity for improvement in communication following a call experience with Beaverhead County Dispatch.
- **DES Update:** Joe gave the Board an update on Department of Emergency Services activities. Items discussed included current snowpack, the first grassfire of the year near Sheridan, a tanker fire near Norris, recent gas detector training and its immediate use, SAR joint meeting, first responder tour of Garnet Mine, ice jam monitoring, a fuel leak at Ennis Town Pump, a Homeland Security visit to explain a service that prioritizes contacting first responders using cell phones, Madison Valley fire chiefs meeting, sawyer class, two incidents near the Bear Trap area, upcoming trainings, and an update on the investigation into the Wise River grant funds.

Senior Citizens' Bus: Vicki Tilstra, Finance Manager, met with the Board to discuss transportation of the recently-purchased senior citizen's bus. Bonnie O'Neill, Chief Administrative Officer, and Tony Forsythe, Maintenance Manager, were present for this portion of the meeting. Vicki explained that a down payment has been made on the bus which is in Colorado ready to be transported here. She requested permission to have Tony pick up, license, and drive the bus back, and to cover related travel expenses. Dan Allhands moved to approve paying the remaining \$55,879 of the purchase price for the senior citizen's bus, a 2018 Elkhart Coach ECII, and for Tony Forsythe's travel expenses to pick the bus up in Colorado and drive it back to Madison County. Ron Nye 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 topics. Joe Brummell, Director of Emergency Management, was present for this portion of the meeting.

- **Recommendation to Hire Custodian, Part-time Position:** There was no recommendation for this position.
- **Recommendation to Hire Deputy Emergency Management, Part-time Position:** Tammy reviewed a memo outlining the hiring committee's recommendation for part-time Deputy Director of Emergency Management. Dan asked about HazMat certifications and requested that this

information be added to the list of qualifications on the recommendation. Based on the recommendation of the hiring committee, Dan Allhands moved to hire Mr. Robert Wallingford III for the permanent, part-time position of Deputy Director of Emergency Management at \$18.17 per hour or 80% of the Director of Emergency Management wage (\$22.71) scale. Ron Nye seconded the motion. All voted aye and the motion carried.

- **Recommendation to Hire County Attorney Legal Assistant, Full-time Position:** Tammy stated that she was offered the position as County Attorney's Legal Assistant but declined the offer. There was no memo on this topic.
- **Authorization to Fill Human Resources Generalist, Full-time Position:** Tammy stated that because she declined the position in the County Attorney's Office, this is a moot point.
- **Revised/New Ward Clerk Job Description:** Tammy reviewed the revised job description for Ward Clerk at TRMCC, stating that it has been revised, put on the MACo format, and reviewed by Darcel and others at the nursing home. Following review, Dan Allhands moved to approve the revised job description for the Ward Clerk at the Tobacco Root Mountains Care Center. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill Ward Clerk, Full-time Position-TRMCC:** After review, Dan Allhands moved to approve the Authorization to Fill for the full-time Ward Clerk position at the Tobacco Root Mountains Care Center. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Request for Approval to Place a Camera-Located at the end of the North Hallway on the 1st Floor of the Administration Building-Monitored By the Sheriff's Office:** Bonnie requested the installation of a security camera in the hallway near the Human Resource Office and the Finance Office, noting that they have had people drop in unannounced and in light of recent violence nationwide. She stated that the Sheriff is very supportive. Following discussion, Dan Allhands moved to approve installing a security camera at the north end of the first floor hallway in the Administrative Office Building, for a price not to exceed \$1,000. Ron Nye seconded the motion. All voted aye and the motion carried.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 2:45 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, March 12, 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: March 14, 2019

Minutes prepared by:

Jane Bacon, Commissioners' Clerk, and

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

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