

BOARD OF MADISON COUNTY COMMISSIONERS
March 14, 2019
Special Meeting Minutes

On Thursday, March 14, 2019, at 10:00AM the Madison County Board of Commissioners held a special meeting, in the Public Meeting Room of the Administrative Office Building to conduct one Skype interview and one phone interview with the candidates for the Planning Director position. The following individuals were present: Charity Fechter, Planning Director, Commissioner Dan Allhands, Commissioner Jim Hart, Commissioner Ron Nye, Pat Bradley, Planning Board member, Leona Stredwick, Planner I, Darlene Tussing, Planning Board member, and Bonnie O'Neill, Chief Administrative Officer.

The interviews began at 10:00 a.m. Each candidate participated in their scheduled interview. A review of the candidates' interviews were discussed. The Committee recommended to offer one candidate a second interview to be held on Tuesday, March 19, 2019, at 10:30 AM. A decision was made not to move forward with the second candidate. The Committee requested Bonnie O'Neill to notify the candidates.

This meeting adjourned at 11:35AM. (Minutes prepared by Bonnie O'Neill)

On Thursday, March 14, 2019, a meeting was held at the Madison Valley Manor in Ennis, Montana, beginning at 12:00 p.m., to conduct a Public Hearing to obtain public comments regarding a Preliminary Architectural Report and an application for funding to the Montana Department of Commerce's Community Development Block Grant Program to fund Phase 2 of the Manor renovation project and to take action on the CDBG application.

Those people in attendance at the meeting were Commissioners Ron Nye, Chairman, Jim Hart, and Dan Allhands, as well as those on the attached list. Jani Flinn, Clerk, was present to take minutes.

The Public Hearing was opened at 12:12 a.m. Craig Erickson, Great West Engineering, reviewed the need to upgrade the kitchen at the Madison Valley Manor, and asked Becky Lawson, SMA Architects, to discuss the findings from the Preliminary Architectural Review they have recently completed. The process included interviews with mechanical engineers, electrical engineers, and a commercial kitchen representative. Comments included congestion in the current layout, cooling and air conditioning needs, potential upgrade to boiler, upgrade to LED lighting, moving current electrical panel, moving current bathroom to meet code, building an extension to the building for equipment, and adding freezers, justifying the upgrades, and the need to shut down the kitchen for approximately 3 months during construction. The CDBG grant is due tomorrow, March 15, 2019, and awards should be around September, for funding in 2020. A preliminary budget, photos of existing kitchen area, and proposed new floor layout were handed out. The generator and boiler upgrade costs were not given because they are waiting for details and this will be addressed under a different grant request. Match requirements will be 25%. Darcel will try to get funding donations also. With no further questions, the Public Meeting was closed at 12:50 p.m.

The Commission portion of the meeting was called to order at 12:50 p.m.

Resolution to Authorize Submission of a CDBG application: After review, Jim Hart moved to authorize Resolution 15-2019, a Resolution of the Madison County Board of Commissioners Authorizing the Submission of an Application for funding to the Montana Department of Commerce Community Development Block Grant Program for the Madison Valley Manor Phase II Renovation Project. Dan Allhands seconded the motion. All voted aye and the motion carried.

Certification for Application: Jim Hart moved to approve Montana CDBG Certification for Application for the proposed Madison Valley Manor Grant application. Dan Allhands seconded the motion. All voted aye and the motion carried.

Resolution to Accept Preliminary Architectural Report: Jim Hart moved to approve Resolution No. 16-2019, a Resolution of the Madison County Board of Commissioners to Approve and Accept the Recommendations of a Preliminary Architectural Report prepared for Madison County's Application for Funding to the Montana Department of Commerce Community Development Block Grant Program for the Madison Valley Manor Phase II Renovation Project. Dan Allhands seconded the motion. All voted aye and the motion carried.

Approval and signing of Uniform Application: Jim Hart moved to approve the Uniform Application Form for Montana Public Facility Projects for the CDBG Grant application for Madison Valley Manor. Dan Allhands seconded the motion. All voted aye and the motion carried.

Anti-Displacement and Relocation Plan: After review, Jim Hart moved to approve and sign the Madison County Anti-Displacement and Relocation Assistance Plan prepared for the CDBG Grant Application on behalf of Madison Valley Manor. Dan Allhands seconded the motion. All voted aye and the motion carried.

With no further business, this meeting was adjourned at 1:00 p.m. (Minutes prepared by Jani Flinn)

The Board of Commissioners conducted an audit exit on March 14, 2019, beginning at 3:00 p.m. in the Public Meeting 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, was present to take minutes.

Those present for this meeting were Bob Denning, Jani Flinn, Darcel Vaughn, Shelly Burke, Tammy Mahlstedt, Bonnie O'Neill, Vicki Tilstra, and Pam Birkland.

Audit Exit: Bob Denning, Denning, Downey & Associates, opened the meeting by stating that most of the audit was done remotely through email, etc. He stated that once again Madison County gets their highest audit opinion and that you can trust what is coming out of your Finance and Treasurer's Offices. He thanked both Shelly Burke, Treasurer, and Vicki Tilstra, Finance Officer, for doing a great job. Bob discussed some minor issues in various departments, noting that the issues were discussed with these departments and suggestions for corrections have been made. He added that there will be only one finding, which is related to the nursing homes, and is hoping to have it resolved by June 30 to avoid a finding in the next audit. Bob closed by stating that he loves working with Madison County and that he will file the audit with the Federal Clearing House.

Approval of Minutes: This topic was continued from the March 12, 2019, meeting. Following review, Jim Hart moved to approve the February 26, 2019, Board of Commissioners' meeting minutes as presented. Dan Allhands seconded the motion. All voted aye and the motion carried. Dan Allhands moved to approve the March 2, 2019, Board of Commissioners' meeting minutes as presented. Jim Hart seconded the motion. Dan Allhands and Ron Nye voted aye. Jim Hart abstained from voting as he was not present for that meeting. The motion carried on a majority vote.

Memorandum of Understanding with Beaverhead County Planning: Following review, Dan Allhands moved to approve the Agreement for Planning Services between Beaverhead County and Madison County, whereby Beaverhead County will provide Planning services to Madison County, not to exceed 20 hours per week, until Madison County fills their Planning Director position, but no later than April 30, 2019, unless extended by written agreement of the parties, with the correction that mileage will be paid at state rate for travel to Madison County. Dan Allhands seconded the motion. All voted aye and the motion carried.

With no further business, the meeting adjourned at 4:10 p.m.

(Minutes prepared by Laurie Buyan)

Ronald E. Nye, Chairman
Board of Madison County Commissioners

Date Approved: March 19, 2019

Attest:

Kathleen Mumme, Clerk and Recorder, Madison County

Minutes prepared by:

Bonnie O'Neill, Chief Administrative Officer, and

Jani Flinn, Clerk, and

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