

BOARD OF MADISON COUNTY COMMISSIONERS
April 16, 2019, Meeting Minutes

On Tuesday, April 16, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:40 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, was present to take minutes.

Those people in attendance at the meeting were Doris Fischer, Claire Leonard, Bonnie O'Neill, Vicki Tilstra, Bob Bates, Lisa Brubaker, Craig Schroder, Mindy Schroder, Theresa Brown, Chris Tenny, Kathy Barnes, Mark Brook, Shelly Burke, Chris Sturgill, Doug Young, Britani Mager, Phil Fortner, Tammy Mahlstede, Pete Novich, Kathleen Mumme, Jani Flinn, and Margie Edsall.

Approval of Minutes: Jim Hart moved to approve the April 2, 2019, Board of Commissioners' meeting minutes with corrections. Dan Allhands seconded the motion. Dan Allhands and Ron Nye voted aye. Jim Hart abstained from voting as he was absent for that meeting. The motion carried on a majority vote.

Claims: The Board approved claims.

Cardwell Cemetery Board Resignation: Following discussion, Jim Hart moved to accept the resignation of Walter Shaw from the Cardwell Cemetery District Board and to advertise the vacancy. Dan Allhands seconded the motion. All voted aye and the motion carried.

Doris Fischer and Claire Leonard, Mental Health Local Advisory Committee members, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Mental Health Bylaws:** Doris discussed proposed changes to the Mental Health LAC bylaws noting that the committee was formed in 2014 and since its origination, the bylaws have been amended once to clarify language on membership. The currently proposed revisions would change the terminology in Article III, Section 6, related to compensation for members to allow them to be reimbursed for operational expenses incurred as a result of council approved activities; and would reduce the number of members in Article IV, Section 5, required to constitute a quorum. After much discussion, it was determined that Doris would contact the Deputy County Attorney to review the proposed changes. This topic was continued to the next regular commission meeting agenda.
- **Update on Western Montana Mental Health Care:** Claire discussed her position on the Western Montana Mental Health Board noting that their bylaws say that a County Commissioner should be on the board. Because she has been filling the position instead of a commissioner, she offered to start bringing regular updates to the Board. Jim Hart stated that quarterly updates would be sufficient. Claire explained that the Mental Health Board has gone through a major reorganization and that several of the key people are leaving. She discussed the affects this may have on local mental health services. Doris discussed the many organizations that Claire is involved in. She also discussed the Western Montana Mental Health contracts with the County, stating that local providers, including both medical centers, the Sheriff, and the contracted mental health counselors, have expressed interest in creating a local crisis response team. She added that a meeting is planned for May 14, 2019, at the Ruby Valley Medical Center to further discuss this possibility; that the contracts with Southwest Montana Mental Health expire in June; and that funding for the local mental health project will be depleted by the end of June. Doris distributed flyers for a mental health first aid certification course that will be held on Thursday, May 23, 2019, noting that it will be an eight hour course and that lunch will be served. Bonnie offered to check with Melissa Brummell, Public Health Nurse, to see if there are funds available in the Public Health budget that could be used to help support a local crisis response team. Claire added that it is very helpful at the state level to have the Commissioners involved and know that they have support.

Vicki Tilstra, Finance Officer, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Resolution for Interfund Loan – Senior Citizens' Bus Purchase:** Vicki stated that she met with the Senior Citizen Advisory Board yesterday and discussed the purchase of the new bus. She stated they indicated that they are able to repay the general fund \$10,000 per year for the next two years for the loan for the bus but if they have extra cash in June, they will pay a portion of it sooner. Following discussion, Dan Allhands moved to approve Resolution 17-2019, a resolution for an interfund loan for Senior Citizens' bus purchase authorizing an interest free loan in the amount of \$20,000 to the Senior Citizen's to be paid back to General Fund 1000 with an annual payment of \$10,000 each December for two years. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Resolution for Interfund Loan – Road District 3 Truck Purchase:** Vicki Tilstra, Finance Officer, met with the Board to discuss an interfund loan for the Road District 3 snowplow truck purchases rather than applying for an intercap loan. She stated that application form for an intercap loan is 26 pages long. Ron Nye stated that would be a good option for all three road departments. Dan Allhands discussed the need to put something in the budget for crushing gravel. He added that the motion from a previous meeting would need to be amended because it was to get an intercap loan and because there would be no interest with an interfund loan, it should save a year on the payback. Vicki stated that the original motion included selling some equipment, noting that the amount received from the sale could be put towards the purchase of the snowplow trucks. Following much discussion, Jim Hart suggested that the resolution could wait until the next fiscal year. Ron added that this could be for all capital improvements for roads and would require a motion of the Board for all expenses. The Board took no action on the proposed resolution.
- **Resolution of Budget Amendment – RID-M 11-01 Virginia City:** Vicki discussed the Virginia City Ranches RID for road maintenance stating that they have exceeded the budget but not the cash. Rather than processing a budget amendment at this time, Vicki requested to wait until the end of the fiscal year so that the proposed resolution can be based on exact amounts. The Board took no action on the proposed budget amendment.

Big Sky Park District Board Appointment: Following review, Jim Hart moved to reappointment Madeleine Feher to the Big Sky Trails, Recreation, and Parks Board for another three year term that will expire on April 1, 2022. Dan Allhands seconded the motion. All voted aye and the motion carried.

Designation of Earmarked Alcohol Tax Money: The Board made a call to Curtis Weiler, Program Officer, Chemical Dependency Bureau, to discuss the designation of earmarked alcohol tax money. Because they were unable to speak with Mr. Weiler, this item was continued to a later meeting. The Board will schedule a meeting with Butte Cares and with Southwest Chemical Dependency to review their services.

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

- **March Safety Report:** Bob presented and reviewed the monthly Safety Coordinator's report for March of 2019, noting that he had been on vacation for two weeks so didn't have as much to report. The report included meetings he has attended, incident investigations and reports he has completed, self-inspection reports he has prepared and distributed, Road Crew interviews, weekly safety topics, attendance at Montana Healthcare Association Convention in Helena, conducting the safety portion of new employee trainings, conducting AED monthly inspections, and conducting research and administrative tasks.
- **Trip Report from Montana Healthcare Association:** Bob reported on the Montana Healthcare Association Convention that he attended in Helena. He stated that one of the good classes that he attended was life safety, adding that was what he was there for. He also attended incident command training as it is being implemented by healthcare, and attended infection control training and discussed how it ties into the blood borne pathogen training he is working on for Madison County.
- **Items not listed on the Agenda:** Bob discussed mandatory reporting of accidents to the Sheriff's Department. He stated that Phil Fortner, Sheriff, informed him that any accident with damage of \$500 or more must be reported to law enforcement. He discussed accidents that exceeded the

mandatory amount but have not been reported. He provided a crash information release form from the Sheriff's Office for future use. He also discussed a surprise visit to the Madison Valley Manor by the Department of Labor. He noted that there were no findings what-so-ever.

Victim Advocate Update: Lisa Brubaker, Victim Advocate, met with the Board to discuss a non-competitive grant that she has applied for that will fund a victim service tracking software. She stated that the grant will provide \$1,200 with a \$300 local match. Lisa also discussed an increase in the number of people she has been seeing and added that she will start coming to the Board with a quarterly report of her activities. Following discussion, Dan Allhands moved to approve Lisa's acceptance of the VOCA Non-competitive Montana Board of Crime Control grant. Jim Hart seconded the motion. All voted aye and the motion carried.

DPHHS Intergovernmental Transfers Questionnaire: Based on past experience, Jim Hart moved to approve the SFY 2019 nursing Facility Intergovernmental Transfer Questionnaire. Dan Allhands seconded the motion. All voted aye and the motion carried. The Board contacted Darcel Vaughn, Nursing Homes Administrator, to discuss the process of the Intergovernmental Transfers. Darcel stated that it was a fairly short turn-around with funds being returned within 45 to 60 days. She further noted that more and more counties are dropping out of the program each year, adding that the figures on the spreadsheet aren't guaranteed and that we used to get a lot more. Ron asked where the money originates. Darcel responded that it comes from Medicaid and is based on Medicaid days.

Health Insurance: Craig Schroder, Undersheriff, met with the Board to discuss health insurance needs for officers in the Sheriff's Department. Bonnie O'Neill, Chief Administrative Officer, Vicki Tilstra, Finance Officer, Mindy Schroder, Undersheriff's wife, Theresa Brown, Deputy's wife, Chris Tenny, Deputy, Kathy Barnes, Sheriff's Administrative Assistant, Mark Brook, Detention Officer, Shelly Burke, Treasurer, Chris Sturgill, Deputy, Doug Young, Deputy, Britani Mager, Finance Clerk, Phil Fortner, Sheriff, and Tammy Mahlstedt, Human Resource Generalist, were present for this portion of the meeting. Vicki asked to conference in the insurance representatives for the discussion. The Board contacted Maynard McQuiston and Flo Bay, Blue Cross/Blue Shield, by telephone so they could participate in the meeting. Craig read a prepared statement that outlined the issues with insurance needs for employees with dependents, stating that the cost to purchase health insurance for his family is over \$1,200 per month, which is close to half of a deputy's monthly income. Craig made several other points related to the need for affordable insurance and asked that the County seek bids for health insurance proposals and create a committee for insurance issues. Maynard responded by stating that Madison County does have very good insurance coverage and discussed the various plans that are offered. Vicki thanked Maynard and Flo for keeping the rates for insurance down and told Craig that he did a great job presenting his point. She also stated that she has researched insurance costs in other counties and provided examples of what employees pay for dependent coverage in other counties. There was discussion regarding requesting bids for insurance too often due to the fact that companies tend to lure you in by giving lower rates for the first couple years and then increase them drastically later. There was also discussion about eligibility for Healthy Montana Kids coverage; using the Affordable Health Care Act market place for dependents; changing the tier structures so that the premiums for employees increases and the premiums for dependents would decrease; and the fact that Madison County loses good employees because they need to go somewhere that provides more reasonable dependent coverage. Craig again reiterated the need to bid the insurance to see what's out there. After much discussion, it was determined that Maynard and Flo would come to the next regular Commission meeting to further discuss this issue.

MACo Insured Buildings: Pete Novich, Novich Insurance, met with the Board to discuss MACo insured County buildings. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. Pete stated that MACo conducted an appraisal of County buildings in 2011 and because it was a very costly process, has not been done since. He added that they are currently in the process of doing another appraisal. Pete provided a list of buildings that may currently be under-insured. He discussed several of these buildings including the old Twin Bridges Road Shop, the old Schoolhouse in Virginia City, the Courthouse, and others. Pete suggested that he go around the County with each Commissioner to review buildings in their district, so that they can have the information ready when the appraisals are conducted. Ron Nye agreed to get together with Pete to inspect buildings in his district.

Kathleen Mumme, Clerk and Recorder, met with the Board to discuss the following topics.

- **Precinct Changes:** Kathleen presented the Board with a packet that included a proposed resolution and proposed precinct (Commission District) changes for 2019. She discussed areas in the Twin Bridges precinct that need to be moved to the Sheridan precinct, noting that she has talked to most of the landowners in one of the two areas and they all are agreeable to the change. She stated that one of the proposed changes, in the Wisconsin Creek area, had the fire district and Commission District changed in 2008, but for some reason the precinct wasn't included. The other area that needs to be cleaned up would require all of the districts to be changed with the exception of school districts; they would not be included. She added that these changes would affect a minimum number of voters. Kathleen also provided options to correct precinct boundaries and Commission district boundaries in other areas of the County that would help even out the number of voters in each precinct. Each option showed the number of precincts and polling places, the approximate number of voters that would be in each district, and pros and cons of the proposed changes. Kathleen stated that this could wait until the 2020 census has been completed but felt that it might be beneficial to get it done before then. She noted that Fire Districts could also be adjusted but they are separate because they are levied districts. Kathleen will write a letter to affected landowners in the Twin Bridges / Sheridan areas that will be affected by those proposals and return to the Board in a couple weeks to further discuss the proposed changes. Jani Flinn, Grant Administrator, discussed grant opportunities that might assist in precinct changes.
- **Road Closure Process:** Kathleen discussed the road closure process and questioned whether a resolution is sufficient or if a quit claim deed should be provided to property owners when a road adjacent to their property is closed. She provided a copy of a draft resolution and asked the Board to look through it and determine what is needed. She will come back to the Board in a couple weeks after they have had a chance to review the proposed process.

AWOS Recommendation of Award: Jani Flinn, Airport Board Secretary, met with the Board to discuss the AWOS for the Twin Bridges Airport. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. Following discussion and review, Dan Allhands moved to approve the Recommendation of Award for Twin Bridges Airport Improvements, AIP 3-30-0080-014-2019, Automated Weather Observing System, to Pavlik Electric Co. Inc., of Missoula, Montana, in the amount of \$187,726. Jim Hart seconded the motion. All voted aye and the motion carried.

Human Resources: Bonnie O'Neill, Chief Administrative Officer, and Margie Edsall, Weed Coordinator, met with the Board to discuss the following topics.

- **Recommendation to Hire Weed Program Compliance / Mapping Technician:** Margie discussed the interview process for hiring summer crews, noting that both phone interviews and face to face interviews had been conducted. She read the recommendation to hire the Compliance/Mapping Tech position stating that the position starts in mid-May and goes through the first of October, working approximately 24-32 hours per week. Based on the recommendation of the Weed Office hiring committee, Dan Allhands moved to hire Herbert Smith for the Compliance/Mapping Tech Seasonal position. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Recommendation to Hire Weed Field Crew 2019 Personnel:** Based on the recommendation of the Weed Board, Dan Allhands moved to rehire Ed Burke, Nichole Stockett, Cassandra Williams, RaeAnn Bendon, and Charles Selby for the field crew temporary positions; and to offer temporary field crew positions to Joshua Bodda, Brandon Wojeik, and Madison Flemming, with Ronald Lane as an alternate. Jim Hart seconded the motion. All voted aye and the motion carried. Margie stated that all new hires will be conditional until reference and background checks are completed.
- **Rental Agreement for the Property Located at 111 West Wallace:** Bonnie discussed a proposed rental agreement for the new Planning Director. Following review, Jim Hart moved to approve the rental agreement between Madison County and Alex Hogle for the property located at 111 West Wallace Street in Virginia City, beginning on May 1, 2019, as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

Courthouse Elevator Project: There was no discussion on this topic.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:20 a.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, April 23, 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: April 30, 2019

Minutes prepared by:

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

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