

BOARD OF MADISON COUNTY COMMISSIONERS
May 14, 2019, Meeting Minutes

On Tuesday, May 14, 2019, the Board of Madison County Commissioners convened at 11:30 a.m. in the Ruby Valley Medical Center in Sheridan, Montana, with Commissioners Ron Nye, Chairman, and Dan Allhands present, as well as other members of the community.

Presentation on Options for Local Crisis Response Team at Ruby Valley Medical Center: The Board attended a presentation on Options for Local Crisis Response Teams at the Ruby Valley Medical Center.

At 2:05 p.m., the Board of Madison County Commissioners reconvened 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 a NACo Western Interstate Regional conference on behalf of MACo in Spokane, Washington. Jane Bacon, Commissioner's Clerk, was present to take minutes.

Those people in attendance at the remainder of the meeting were Jani Flinn, Dave Magistrelli, Vicki Tilstra, Britani Mager, Cody Marxer, Margie Edsall, Jerry and Rachel Linn, Tommy Luksha, Alex Hogle, Tammy Mahlstedt, Justin Ekwall, Dale Olson, Jake Stewart, Shelly Burke, Laurie Buyan, Craig Schroeder, Brett Schriock, and Kacey Smart.

Approval of Minutes: Dan Allhands moved to approve the April 30, 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.

Airports – Land Purchase at Ennis Airport, Lot 4B: Jani Flinn, Airport Board Secretary, met with the Board to discuss the land purchase of Lot 4B at the Ennis Airport. Vicki Tilstra, Finance Officer, Britani Mager, Finance Clerk, and Dave Magistrelli, Habitat for Humanity, were present for this portion of the meeting. After discussion Dan Allhands moved to approve moving forward with a buy-sell offer to purchase a 1.2-acre parcel known as Parcel 4B at the Ennis Big Sky Airport, based on the recommendation of the Airport Board. Ron Nye seconded the motion. All voted aye and the motion carried. Jani noted that a 90-day closing date was recommended since the purchase is also subject to the FAA's approval as well as environmental review.

Public Discussion: Dave Magistrelli, Habitat for Humanity, met with the Board to give an update on Habitat's activities in the area. Vicki Tilstra, Finance Officer, and Britani Mager, Finance Clerk, were present for this portion of the meeting. Dave said a public meeting is scheduled in Ennis on May 30, 2019, to discuss an effort to build a rental unit in Ennis, and also reviewed progress in Big Sky toward school-related housing. Regarding the County's loan repayment, he estimated a payment in early 2020 if a lot gets sold by then, noting that construction has not started yet. Further discussion included the need for short-term, seasonal rentals and affordable homes in both the Madison and Ruby Valleys, contractor availability, and possibilities in West Yellowstone.

Planning Office – Driftwaters PUD Final Plat: Cody Marxer, Planning Clerk, presented and reviewed the final plan for the Driftwaters Resort Subdivision PUD. Jerry and Rachel Linn, residents of Cameron, Montana, and Margie Edsall, Weed Coordinator, were present for this portion of the meeting. Cody introduced the Linns as Representatives of the subdivision, pointed out the subdivision location on the map and reviewed details of the improvements which have been completed and reviewed. Jerry discussed a future benefits to the local fire station, a reclaimed gravel pit, and the hope to develop the area and provide limited services to build the community. Following discussion, Dan Allhands moved to approve the final plat for Driftwaters Resort Subdivision, Phase 1, Planned Unit Development. Ron Nye seconded the motion. All voted aye and the motion carried.

Weed Department: Margie Edsall, Weed Coordinator, met with the Board to discuss the following topic. Vicki Tilstra, Finance Officer, was present for this portion of the meeting.

- **Budget Amendment for BLM Grant Agreement Funds:** Margie discussed BLM grant agreements and the timing and amount of grant funds, reviewed expense estimates and crew hours for the remaining fiscal year, and discussed the need for a budget amendment to get work done by July 1, 2019. Dan Allhands moved to approve Resolution 25-2019, a resolution of budget amendment for Fiscal Year 2018-2019 for Weed Fund 2140-431101-BLM. Ron Nye seconded the motion. All voted aye and the motion carried.

Madison Valley Search and Rescue Snowmobile Purchase: Following review, Dan Allhands moved to approve Madison Valley Search and Rescue's purchase of two search and rescue snowmobiles for a total of \$25,488. Ron Nye seconded the motion. All voted aye and the motion carried.

GIS – Batch Repair Contract for Google Maps: Tommy Luksha, GIS Coordinator, met with the Board to discuss a batch repair contract with Google Maps, whereby he would send a large amount of road data for Google Maps to increase their accuracy. Alex Hogle, Planning Director, Vicki Tilstra, Finance Officer, Tammy Mahlstedt, Human Resource Generalist, and Justin Ekwall, Deputy County Attorney, were present for this portion of the meeting. Tommy explained that he has been working with title companies and the USPS database to improve road databases, and sending edits to Google Maps one by one has been inefficient. He said that doing a bulk update requires the formality of a contract, there is no cost, and while the initial formatting will take a couple of hours, subsequent updates will take only minutes. Agreement pros and cons were discussed, Tommy reiterated that the data contains publically available road data, no personally identifiable information, and said that this does not obligate the county to any future updates. Following discussion, Dan Allhands moved to approve Madison County GIS' batch contact with Google Maps for mass road data repair. Ron Nye seconded the motion. All voted aye and the motion carried.

Courthouse Elevator Project: A call was made to Suzanne Nellen, Justice of the Peace, who had stopped in earlier to discuss ADA accommodations for jury trials. She discussed an upcoming trial that brought the issue to her attention, explained jury trial procedures and timing, and strongly recommended that accommodation solutions are acted upon as soon as possible.

Dale Olson, Madison District Ranger, and Jake Stewart, Range Management Specialist, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, was present for this portion of the meeting.

- **Rental Agreement:** The rental agreement for the Sheridan district office was discussed. Dale said it's good to have a presence in Sheridan. Following review and per recommendation of the Ruby Valley Search and Rescue, Dan Allhands moved to approve the office space rental agreement with the US Forest Service and Ruby Valley Search and Rescue for the Sheridan Work Center, for a total amount of \$4,907.52 for the coming fiscal year, July 1, 2019 - June 30, 2020. Ron Nye seconded the motion. Following discussion and a clarification call to Dave Welch, the motion was amended to approve the amount of \$4,907.52 per year for the next four fiscal years, through June 30, 2023. All voted aye and the motion carried.
- **Schedule A Road Agreement Project Updates:** Dale is checking schedules to find a time to meet on the Schedule A Road Agreement Project at the end of May or in June, to discuss a list of roads and who maintains/co-maintains them, and referred to the five-year agreement done last year.

Timber sales were discussed, Dale gave an update on the Greenhorn Project timeline which has had delays due to personnel changes, and he reviewed the variety of tasks involved in large timber projects such as road and aquatic work, restoration, hauling, burning and working with permittees. The Strawberry Cascade sheep allotment was reviewed: an environmental assessment draft should be available for review in September if things keep moving along as expected. There was a brief discussion about access on Wall Creek Road, Dale pointing out that 30-year access was offered since the Forest Service generally does not offer permanent access. Jake is the new Range Management Specialist for the Upper Ruby Association. Their meeting earlier this month was positive and open, with attendees discussing doing things the right way and working together. Dale also mentioned that Vigilante Station gates are open.

Compensation Board Public Member Appointment: Following review, Dan Allhands moved to appoint Karen Brown, Madison County resident, as a public member of the Madison County Compensation Board for a three-year term that will expire on June 1, 2022. Ron Nye seconded the motion. All voted aye and the motion carried.

South Boulder Cemetery District Board Appointment: After review, Dan Allhands moved to appoint James D. Sacry, Madison County resident, as a trustee on the South Boulder (Cardwell) Cemetery District Board for a three-year term that will expire on December 31, 2022. Ron Nye seconded the motion. All voted aye and the motion carried.

Compensation Board Elected Officials Appointments: Appointments of elected officials to the Compensation Board were discussed. Shelly Burke, Treasurer, and Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, were present for this portion of the meeting. All elected officials will be invited to attend, Shelly expressed a commitment to be involved and was appointed as a voting member, and two more elected officials will be appointed to vote as well.

Road Review Committee Member Resignation: Following review, Dan Allhands moved to accept Tom Urell's resignation from the Road Review Committee, thank him for his years of service, and advertise the vacancy. Ron Nye seconded the motion. All voted aye and the motion carried.

Human Resources: Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topics. Craig Schroeder, Undersheriff, Britani Mager, Finance Clerk, Shelly Burke, Treasurer, Brett Schriock, IT Director, Kacey Smart, Sanitarian's Assistant, and Jani Flinn, Grant Administrator, were present for all or portions of these topics.

- **Recommendation to Hire Alternate Senior Citizens Shuttle Driver:** Tammy briefly reviewed recent interviews for the Alternate Senior Citizens Shuttle Driver position and presented a recommendation to hire one of the candidates. Following review, Dan Allhands moved to approve hiring Allen Lingenfelter for the part-time, permanent position of Alternate Senior Citizens Shuttle Driver, working as assigned, at \$13.00 per hour. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Recommendation to Hire Deputy Clerk of District Court:** This topic was postponed to a later date.
- **Recommendation to Hire Fairgrounds Groundskeeper:** In order to discuss hiring a Fairgrounds Groundskeeper with the Fair Board after interviewing three candidates, this topic was continued to the next regular Commission meeting.
- **Revised Deputy Sheriff Job Description:** Tammy explained revisions to the Deputy Sheriff job description. Following review, Dan Allhands moved to approve the revised Deputy Sheriff job description as presented. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Revised IT Computer Support Specialist Job Description:** Tammy said that Brett thoroughly reviewed the job description for IT Computer Support Specialist, and reviewed the revision made based on his input. After review, Dan Allhands moved to approve the revised IT Computer Support Specialist Job Description as presented. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Madison County Employee Health Insurance Survey Results:** Tammy presented results from the health insurance survey recently sent out to all Madison County employees. To date, 75 employees have responded, and Tammy reviewed numbers and read through the varied comments for each of the survey questions. She noted that some requests cannot be fulfilled through the County, but expressed appreciation for all who participated and the results will continue to be reviewed.
- **Purchase New Actuary for the Maxie Lift-TRMCC-\$1,700:** Following Tammy's explanation that this replacement part is necessary for providing proper resident care, Dan Allhands moved to approve the purchase of a replacement actuary for the Hoyer/Maxie Lift at TRMCC in the amount of approximately \$1,700. Ron Nye seconded the motion. All voted aye and the motion carried.

IT – New Computer Server: Brett Schriock, IT Director, requested permission from the Board to purchase a new computer server to replace a backup server, currently used for Planning and GIS, that is having reliability issues due to its age. Vicki Tilstra, Finance Officer, Tammy Mahlstedt, Human Resource Generalist, and Britani Mager, Finance Clerk, were present for this portion of the meeting. Brett stressed the importance of replacing the older server, said its warranty ended several months ago, mentioned that backup servers usually last for three to five years, and presented quotes with his recommendation. Following discussion, Dan Allhands moved to approve the IT Department’s purchase of a new backup server for \$2,401.82. Ron Nye seconded the motion. All voted aye and the motion carried.

Calendars: The Board reviewed calendars.

Alex Hogle, Planning Director, came in to discuss procedures and to briefly review what he is currently working on in his new position.

With no further business, the meeting was adjourned at 4:50 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, May 21, 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: May 28, 2019

Minutes prepared by:

Jane Bacon, Commissioners’ Clerk

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