

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**June 11, 2019, Meeting Minutes**

On Tuesday, June 11, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:35 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 Kristin Gardner, Ryan Newcomb, Alex Hogle, Leona Stredwick, Bonnie O'Neill, Tommy Luksha, Tammy Mahlstedde, Vicki Tilstra, David Kack, Tammy Todd, Katy Shafer, Kathleen Mumme, Bill Doggett, Paul Marsh, and those on the attached list.

**Approval of Minutes:** Following review, Jim Hart moved to approve the May 21, 2019, Board of Commissioners' meeting minutes with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Gallatin River Task Force Update and Budget Request:** Kristen Gardner, Executive Director, and Ryan Newcomb, Director of Development, Gallatin River Task Force, presented the Board with an update of the Gallatin River Forever Campaign and deliverable report from November of 2018 through May of 2019. Kristen thanked the Board for their support of the project and introduced Ryan, noting that Madison County helped with the funding for his position. Ryan stated that he has streamlined the fundraising process and is cultivating supports by being professional and prompt. He added that they have almost raised the 1.2 million goal, with about \$60,000 left to go. He discussed long term goals, revenue sources, and options to grow. He also noted that they have already exceeded the total revenue needed for the festival and projections are 150% of last year. Kristen discussed projects that they have been involved in such as river access, streamside vegetation rehabilitation, and trail improvements. Jim Hart asked about Madison County and Gallatin County continuing support. Kristin reminded him that Madison County has committed to \$50,000 per year for five years with the intent to develop an endowment so that the task force can become self-sustaining. Ron Nye asked if this group is working with the Gallatin Headwaters Alliance. Kristin responded that it has been absorbed into the task force. Ron complimented the task force on their efforts, noting that the numbers are very impressive, and added that water is a very precious commodity.

Alex Hogle, Planning Director, and Leona Stredwick, Planner I, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Big Springs Village, Phase 1B SIA Release:** Leona reviewed the staff report and recommendation for a request for a partial release of the bond for Big Springs Village, Phase 1B. Having reviewed the Big Springs Village, Phase 1B Subdivision in Yellowstone Mountain Club and noting that it is moving forward to full completion, Jim Hart moved to accept the as-builts as provided by Justin Houser, PE; and release \$468,143.13 of the \$571,215.63 bond by US Specialty Insurance Company, leaving a remainder of \$103,072.50 for the one-year warranty period. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Resolution Naming Old Cabin Road:** Leona read the proposed resolution for a road name change in Madison County, stating that the owner is naming the road easement and may be putting in additional home sites in the future. There was discussion about a landowner in the area who is concerned about a bridge on the property. Following discussion, Dan Allhands moved to adopt Resolution 302019, a resolution naming an un-named road Old Cabin Trail. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Planning Board Report:** Alex presented and reviewed the summary from the May 28, 2019, Planning Board meeting. Topics of discussion included the preliminary plat of Eglise Village Subdivision PUD in Yellowstone Mountain Club; a subdivision pre-application for Middle Fork Meadows Overall Development Plan; introduction of the new Planning Director; and Planning Board member reports.

- **Eglise Village PUD and Subdivision Preliminary Plat:** Alex presented and reviewed the staff report for the Eglise Village PUD, noting that it is located south of the main village and accessed from the existing road system. The proposal will create one residential condominium lot (24.91 acres) and one open space lot (5.02 acres). Lot 1 is designed with five separate roads providing access to 11 duplex structures (22 condominium units) and one two-towered multi-family structure containing 20 condominium units. There was discussion about the number of units included in the proposal. Alex reviewed the proposed findings of fact and proposed conditions and recommended approval. Following discussion, Jim Hart moved to approve the findings of fact, the Planned Unit Development as presented, and Eglise Village preliminary plat with the recommended findings of fact and conditions. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Authorization to Fill Road District 1 Short Term Position:** Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstede, Human Resource Specialist, met with the Board to discuss a request to hire a short-term person for the District 1 Road Crew. Dan stated he will have a person out for an indefinite period of time starting next week and that he has a possible replacement in mind. There was discussion about whether or not an advertisement is required for this type of position. After it was determined that it was not necessary to advertise the position, Bonnie stated that she will have the candidate complete an application form and she will run a background check. Following discussion, Dan Allhands moved to approve the Authorization to Fill for full-time, short-term Road and Bridge Technician position for Road District 1, without advertising for the position. Jim Hart seconded the motion. All voted aye and the motion carried.

Tommy Luksha, GIS, met with the Board to discuss the following topics. Alex Hogle, Planning Director, Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **MLIA Grant Extension Contingency:** Tommy discussed a proposed extension to the Montana Land Information Act grant funding. He noted that everything is on schedule so far, but that an extension would act as a safety net, allowing protection from unforeseen circumstances. He added that nothing is lost if the extension is not needed. Following discussion, Dan Allhands moved to allow GIS to pursue an extension for the Montana Land Information Act grant. Jim Hart seconded the motion. All voted aye and the motion carried.
- **911 Grant Acceptance:** Tommy provided background information on the Montana Department of Administration 911 Grant stating that GIS was advised to apply for this grant which is the same funding that the Dispatch Office applied for. He added that he received the grant award which includes funding for contract services but that it does not include funding for GIS working hours. He noted that the project will require substantial time and effort and that a decision needs to be made regarding accepting or not accepting the grant. He offered three options on how to proceed which included refusing the grant and applying again later; accepting the grant and hiring additional help in the GIS Department; or accepting the grant and increasing the current GIS staff to a 40 hour work week. Suggestions were made regarding someone who might be able to help the GIS office on a part-time basis. There was discussion regarding the budget for this project and Vicki stated that it is not all compiled yet. Alex discussed the various options for the project, noting that he was new and would like more time to get up to speed on this project, adding that he would like to look at the big picture. After much discussion, it was determined that Tommy should put the topic on the next LEPC meeting agenda and it run by them and then put it back on the Commissioners' meeting agenda.

**Skyline Budget Request:** David Kack, Skyline Bus, met with the Board to discuss continuing support for the Skyline bus service in Big Sky. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. David distributed a handout which thanked the Commissioners for their support and noted that they were celebrating Fiscal Year 2018 for providing over 291,000 rides in one year. He also reviewed fact and figures from previous years and anticipated funding for the next fiscal year. He stated that they need to address growth in Big Sky and discussed routes that may be added. Further discussion included increasing the transportation district boundary and the TIGER grant that was signed by Gallatin County this morning. Following discussion, Jim Hart moved to approve continuing support for Skyline in the amount of \$80,000. Dan Allhands seconded the motion. All voted aye and the motion carried.

Kathleen Mumme, Clerk and Recorder, met with the Board to discuss the following topics. Tammy Todd, Kathy Shafer, Bill Doggett, and Paul Marsh, local residents, were present for this portion of the meeting.

- **Resolution Adjusting Precinct Boundaries:** Kathleen presented and reviewed the final resolution for adjusting precinct and Commission District Boundaries. She stated that the Deputy County Attorney has looked it over and was good with it after she told him that all of the affected voters had been notified and had no concerns. She asked Paul Marsh if he was on board with the changes. He indicated that he was. Following discussion, Dan Allhands moved to adopt Resolution 26-2019, a resolution changing the boundaries between Precinct 5 and Precinct 7, and therefore Commission Districts 1 and 2. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Road Closure Procedure:** Kathleen discussed the proposed road closure procedure, stating that she has talked to a title company who contacted their underwriter about the need to create quit claim deeds for affected properties when a road or alley is closed by the County. She said they clarified that a resolution closing the road or alley should be sufficient due to the fact that the County has never owned the property and therefore, there is no need for a quit claim deed. Laurie suggested that a copy of the resolution should be sent to the affected landowners and that the petition for road closure should be added as a part of the packet. Kathleen agreed and will add these two items to the packet and bring it back to the Board for final approval.

**Claims:** The Board approved claims.

**Journal Vouchers:** Dan Allhands moved to approve journal vouchers for the 5/19 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

**Fair Board Bylaws:** This topic was continued to the next regular Commission meeting.

**Fairgrounds Used Lawn Mower Purchase:** This topic was continued until Jim Hart has had an opportunity to talk to the Deputy County Attorney on the legality of selling the used mower to the Fair Board.

**Sheridan Nursing Homes Discussion:** John Stimpson, Sheridan Resident, met with the Board to discuss the status of the Sheridan Nursing Home. Those on the attached list were present for this portion of the meeting. John asked why the Sheridan Nursing Home (Tobacco Root Mountains Care Center) is not able to provide the same services as the nursing home in Ennis. Why do our residents on the Ruby side have to go to Ennis? There is a brand-new multimillion-dollar hospital right across the street, and now we have to travel to Ennis to visit our people who are there as residents. There is all sorts of stuff on the streets. I would like the air cleared as far as what are you guys doing? That's my question. Ron Nye asked Darcel Vaughn, Nursing Homes Administrator, if she would like to answer the questions. Darcel stated that she would have loved to sit down and talked with Mr. Stimpson about the issues and stated that as far as where the information was coming from, she explained it to that person multiple times and it didn't seem to keep the rumors and misinformation from being spread. She apologized for that. She stated that the biggest problem with both facilities is that their goal is quality of care, and a big part of that is CNAs. The two are totally different communities with different skill sets. She stated that they have spent \$184,721 this year on traveler agency staff. They are very expensive. They offer two CNA classes per year. They have not been able to fill the classes. Students are paid to attend the class and classes are paid for but no one wants to do the job. It's not a local issue, she stated, it's nationwide. She discussed the operation manual from CMS adding that it is more regulated than nuclear power. We're not warehouses for the elderly. Our goal is quality care and making sure they're having the best life possible. To date Ennis has spent \$184,721 on agency staff. Tobacco Root has spent \$604,650.45 as of June, 2019. Darcel discussed her fiduciary responsibility, hours of patient care needed per day, the number of agency CNAs versus the number of on staff CNAs, and the need to stay within the budget. She stated that they currently have six people on the waiting list to get into the Sheridan facility and to admit the one person in question, they would have had to bypass the rest. Discussion from those present included:

- The need for more staff CNAs and the amount spent on agencies;
- The possibility of increasing hourly wages for staff CNAs;
- Whether the mills are split based on population or split 50/50 – Darcel responded that they are split 50/50 unless they are needed to be split differently;

- How much the foundation has provide and/or helped out – Paul Marsh, President of the Nursing Homes Foundation, explained the finances of the foundation and stated that they help out with things that are typically outside of the regular nursing homes budget;
- The option of having a management company take over management of the facilities – Darcel stated that she has given the Board of Commissioners options for a strategic plan that include re-organization, hiring a management company, outsourcing certain portions of the facilities, or as a last resort, selling both facilities.
- How do nursing homes with 20 to 1 ratios pass their surveys? – Darcel responded that they don't, and explained that their ratings go down without adequate staff.
- That the crisis is not just salary related, there is also a housing shortage and it is hard to keep entry level employees if they have no place to live.
- The probability of current kitchen staff retiring or resigning if dietary is outsourced;
- Sharing positions in both facilities to save money when that option is viable.

Darcel Vaughn, Nursing Homes Administrator, met with the Board to discuss the following topics. Several of those on the attached list remained for this portion of the meeting.

- **Increasing DON Wage:** Darcel discussed the Director of Nursing salary for both nursing homes noting that increasing the wage would create a better opportunity to recruit and retain employees. She recommended setting the salary at \$83,000 per year. There was discussion regarding the increase that Certified Nurses Assistants would receive compared to the proposed increase for DONs. Following discussion, Jim Hart moved to raise the Director of Nursing annual salary to \$83,000. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Deleting the Other Department Aides Salary Schedule from Salary Schedule B for Long Term Care:** Darcel stated that she has looked at deleting this item from the salary schedule but is pulling the topic from the discussion.
- **Requesting Increase in CNA Wage Schedule:** Darcel stated that with a 2.4% increase, she's not going to ask for an increase for the Certified Nurses Assistants. There was discussion about the current rate of pay and what the rates will be with the increase.
- **Reorganization/Budgeting for Both Nursing Homes:** Darcel stated that she is not asking for anything right now. She is looking at reorganizing both facilities. She stated the reorganization would include having one administrator for both facilities, with a manager at one of the facilities. It would also include one office manager and one maintenance supervisor. Darcel would also like to out-source the dietary department, noting that 90% of the meals would be made from scratch and employees would still be hired locally but would work for an agency, not for the County. Darcel also noted that the CDBG project won't happen unless the County helps out. She added that it is an \$800,000 project and they have received \$450,000 from CDBG. There was further discussion about the rate of pay for CNAs and other staff. Darcel noted that nursing homes are revenue funds even though they're getting funding through mills, they have to stay within their budgets. She stated that if the County is looking at a 2.4% increase, it's not good for morale if the rest of the County gets it and the nursing homes do not. She added that DPHHS helped last year with a 50 cents an hour increase, and then another 50 cent increase later in the year. There was also discussion about laundry aides and kitchen aides. There was further discussion regarding out-sourcing the dietary department, increasing CNA wages, and cutting budgets in other areas to increase wages. After much discussion, Jim Hart moved to request an RFP for dietary services for both nursing homes. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Western Montana Mental Health Crisis Response Team Discussion:** Doris Fischer, Pam Birkeland, and Ke'lah Savage, Madison County Mental Health Local Advisory Council, met with the Board to discuss the County's relationship with Western Montana Mental Health. Alan Rohrback, Madison Valley Medical Center, and Ryan Mattson, Western Montana Mental Health, were present for this portion of the meeting. Doris stated that Madison County has had agreements with Western Montana Mental Health for over 12 years now, and that they have been budgeted for annually for response team and targeted mental health care of County residents. She noted that Ryan Mattson was present on behalf of Western Montana Mental Health. Ryan discussed the reorganization that Western Montana Mental Health had gone through and the process of evaluating and treating someone in a mental health crisis. There was discussion about the

billing process and when the County is charged for services. Ryan stated that Western Montana Mental Health has a new data collection system that will help with the reporting. It will be available at all locations by July 1, 2019. Further discussion included the number of cases shown versus amounts being billed, budgeting questions, emergency response teams, and new contracts. Doris asked about the possibility of consolidating the two current contracts into one. Following discussion, it was determined that Ryan would update the contracts and get them to the Board for final approval.

**IT Computer Purchases:** Ryan Wolter, IT Specialist, met with the Board to discuss a bid for computers. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Ryan stated that currently there are eight computers that need to be replaced. Following review, Dan Allhands moved to approve the quote to purchase computers from CDWG for the amount of \$11,180.70. Jim Hart seconded the motion. All voted aye and the motion carried.

**Thompson-Hickman Museum Personnel:** Jon Ellingsen, Vigilance Club member, met with the Board to discuss the Thompson-Hickman Museum. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Vicki read a letter that she received from Walt Long stating that they (the Vigilance Club) will limp through the summer; adding that some of the members disagree with the petition for help and that they need to solve problems internally. The letter added that the problem of water in the dungeon still needs to be addressed. Jim Hart discussed the water issue stating that Tony planned to put a liner in and when he went to do it, it had already been done. Jon Ellingsen talked about the history of the Vigilance Club and how it has evolved over the years. He stated that it took on the role of a Chamber of Commerce and mainly ran the museum, listing other things that the Vigilance Club has done for the town of Virginia City. He stated that when he was asked to join, he was very proud to be a part of this prestigious group of gentlemen and that he still is a member. There was discussion regarding the artifacts in the museum. Jon stated the Vigilance Club has always owned the artifacts as a 501C3 and has kept that designation. Jim asked if Madison County offered assistance, would that help them get through the year. Jon responded that they gladly accept donations, adding that there are currently only eight members who pay dues of \$10 per year.

**Closed Meeting Pursuant to MCA 2-3-203(4):** The Board conducted a closed meeting related to litigation.

**Fair Board Bylaws:** This topic was continued to the next regular Commission meeting.

**Fairgrounds Used Lawn Mower Purchase:** This topic was continued to the next regular Commission meeting to give Jim Hart an opportunity to discuss the lawn mower purchase with the Deputy County Attorney.

**AmeriGas Propane Contract:** The Board reviewed a proposed contract to provide propane to County entities. Following review, Dan Allhands moved to approve pricing from AmeriGas/Northern Energy Propane at a fixed \$1.31 per gallon covering all Madison County locations with no additional delivery fees. Jim Hart seconded the motion. All voted aye and the motion carried.

**Purchase of Salvaged Solid Waste Truck:** The Board discussed a truck from the Solid Waste Department that was wrecked in an accident and the possibility of buying it back from the insurance company. Following discussion, Dan Allhands moved to approve purchasing the 1998 Freightliner back from the insurance company for the salvage value of \$3,800. Jim Hart seconded the motion. All voted aye and the motion carried.

**State of Montana Surplus Property Program Participation:** Following review and discussion, Jim Hart moved to approve Resolution 32-2019, a resolution updating the signature list for agents authorized to acquire surplus property from the State of Montana Surplus Property Program. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Letter of Support for Headwater's Food and Ag Department:** Following review, Dan Allhands moved to approve a letter of support for the Headwater's RC&D and their application to host the Food and Agriculture Development Center. Jim Hart seconded the motion. All voted aye and the motion carried.

**Courthouse Elevator Project:** There was no discussion on the Courthouse Elevator Project.

**Calendars:** The Board reviewed calendars.

With no further business, the meeting was adjourned at 5:55 p.m.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, June 18, 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: July 16, 2019

Minutes prepared by:

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

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