

BOARD OF MADISON COUNTY COMMISSIONERS
June 18, 2019, Meeting Minutes

On Tuesday, June 18, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:34 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. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Vicki Tilstra, Bonnie O'Neill, Dana Escott, Fallon Horrocks, Laurie Buyan, William Farhat, Tommy Luksha, Jani Flinn, Alex Hogle, Tammy Mahlstedt, Hannah Kearse, Lisa Roberts, Craig Schroeder, Doris Fischer, Pam Birkeland, and Melissa Brummell.

Approval of Minutes: Following review, Jim Hart moved to approve the May 23, 2019, Preliminary Budget Hearing meeting minutes with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried. After review, Dan Allhands moved to approve the May 10, 2019, Preliminary Budget Hearing 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.

Claims: The Board approved claims.

Compensation Board Recommendation: Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. Bonnie discussed how the experience rating system used for the past two years has added more fairness and transparency to the interview process. Attachment A to the Salary Resolution was referred to as an appropriate guide, as well as wages being based on qualifications and experience listed on an applicant's resume. Jim Hart moved to accept the recommendation of the Compensation Board to increase elected officials' pay by 2.4%, and also to approve a 2.4% cost of living increase for all employees. Dan Allhands seconded the motion. Discussion included additional budget requests, a possible cost of living increase in the future, and nursing home wages. Following discussion, all voted aye and the motion carried.

Fair: Dana Escott, Fair Manager, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting.

- **Fair Manager Update:** Dana presented and reviewed the Fair revenue for 2019. She updated the Board on Fair activities, including:
 - A performance in August by the Army Color Guard from Fort Riley, Kansas, which will be their first appearance in Montana;
 - Wrangler Roping in July;
 - Plaque presentation this week;
 - The publication of the Fair Book, increased to 136 pages, with the addition of open class wool/sheep judging as well as other special performances and events;
 - Adding a barrel train at the upcoming fair;
 - Landscaping and tree planting on the grounds; and
 - Distribution of the 2019 Fair schedule poster.
- **Fair Board Bylaws:** Dana presented the amended Fair Board bylaws – all changes requested by the Board were made, the Deputy County Attorney had no remarks or changes upon review, and the Fair Board approved them on May 16, 2019. Dan Allhands moved to accept the Madison County Fair Board Bylaws, with minor updates. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Lawn Mower Purchase:** Dana has researched used mower prices and, after discussion with the Fair Board, made an offer to purchase the lawn mower. After a brief discussion, Dan Allhands moved to accept the offer for the Toro riding lawn mower for the Madison County Fairgrounds for \$3,750. Jim Hart seconded the motion. All voted aye and the motion carried.

- **Purchase of Extra Speaker for Arena:** Dana said that after a speaker malfunctioned in the middle of the fair last year, the Fair Board recommends buying a new one that is portable and outdoor-specific, and Dana presented prices based on her research. Following a brief discussion, Dan Allhands moved to approve the Fair Board's purchase of a new speaker for the Fairground for an amount up to \$1,900. Jim Hart seconded the motion. All voted aye and the motion carried.

Dana also discussed having the FFA portion of the Fairgrounds use the purchased mower, which the Board approved, and she expressed appreciation for Bonnie's availability and assistance.

Tobacco Prevention: Fallon Horrocks, Tobacco Prevention Specialist, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting.

- **Amendment to Clean Indoor Air Act:** Fallon discussed recent amendments to the Montana Clean Indoor Air Act. Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, was also present for this portion of the meeting. Fallon discussed the rise in use of e-cigarettes in Montana, pointed out that it has been added to the Montana Clean Indoor Air Act and Tobacco-Free Workplace policies, and showed examples of Beaverhead County's e-cigarette notices to local businesses and the Dillon Tribune. She also discussed smoking distance, which the State now suggests should be 30 feet outside public buildings, and pointed out Madison County's 2009 Resolution establishing 20 feet. Discussion ensued about resolutions versus ordinances, that an ordinance is legally binding with enforced penalties, and Fallon explained the process of complaint-driven enforcement.
- **Chronic Disease Prevention and Health Promotion Program Sub-Contractor Agreement:** Fallon presented the sub-contractor agreement, discussed the deliverables for her position which will remain the same as last year, reviewed compensation sources, and explained some tobacco product terms. Following discussion, Jim Hart moved to approve the Chronic Disease Prevention and Health Promotion Program Sub-Contractor Agreement between Butte-Silver Bow County Health Department and Madison County Health Department (Sub-contractor), to assist in providing Montana Tobacco Use Prevention Program services to the residents of Madison and Beaverhead Counties. Dan Allhands seconded the motion. All voted aye and the motion carried.

Emergency Services Communications Funding: Phil Fortner, Madison County Sheriff, and Brian Gootkin, Gallatin County Sheriff, met with the Board via conference call to discuss Emergency Services Communications Funding for Big Sky. Chief William Farhat, Big Sky Fire Department, Tommy Luksha, GIS Coordinator, Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. Dustin Tetrault, Big Sky Fire Department Deputy Chief, Jim Anderson, Gallatin County Sheriff's Captain, and Lynda Holt, Communications Officer, also participated in this portion of the meeting by phone. The amount requested for adding two positions over two years was discussed. An amount of approximately \$60,000 per person was estimated, as well as the possibility of waiting until the second year to hire the second person, and it was noted that the second position is not meant to continue so may require a separate contract. Current methods of fund distribution were reviewed, as well as future allocation options and agreement considerations. It was also pointed out that the request is for ongoing service and maintenance, doesn't take into account RFP and equipment, and some of the numbers are still unknown. Chief Farhat expressed his support for the request, as well as the need for comprehensive and stable future funding. He also acknowledged that this is a new area of support for Madison County, that Gallatin County has been providing the service for thirty years, and discussed the need for adding Dispatch personnel to deal with increased activity and issues due to the growth of Big Sky's population. Following discussion, Jim Hart moved, considering the discussion among Emergency Services in both Gallatin and Madison Counties specific to Big Sky, to approve additional Dispatch costs of \$60,362, plus 25% as a rough area of magnitude to cover operational costs. Dan Allhands seconded the motion. All voted aye and the motion carried. The Sheriffs will get together to amend the current agreement and bring it to the Board for approval. Chief Farhat mentioned an open house next week for the new fire station, discussed future hiring plans, and when asked about possible office space for departments such as Planning, GIS, or Public Health spending time in Big Sky offering their services, said there are plenty of temporary spaces that could be used.

Public Discussion on Items Not Listed on the Agenda but Within the Board's Jurisdiction:

- **Montana Department of Transportation Response to Virginia City Safety Issue:** Dan referred to the response from MDOT regarding traffic safety in Virginia City initiated by last year's runaway truck incident. The response outlined that there is no traffic safety trend or history for safety money, and that they will monitor the situation. Dan and others in the area are concerned about the potential catastrophic results of another runaway truck coming through the town, and a brief discussion ensued about ideas for prioritizing the issue.
- **Jack Creek Road Survey:** Jim has been talking with Kevin Germain, Lone Mountain Land, about the need for improvements to the Madison County portion of Jack Creek Road. The first step would likely be a survey of that portion of the road, and then work with Great West Engineering to determine the scope of work and steps for getting it done.

Airports: Jani Flinn, Airport Board Secretary, met with the Board to discuss the following topic. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting.

- **Twin Bridges Airport Manager Proposal:** Jani outlined the Airport Manager proposal for the Twin Bridges Airport, noting it was approved by the Airport Board. Independent contractor status was discussed, all agreed that further clarification is needed, and Jani will contact the Deputy County Attorney to make sure responsibilities are clearly defined. Following discussion, Dan Allhands moved to approve the Twin Bridges Airport Manager Proposal dated May 23, 2019 from Ruby Valley Aviation LC, for providing management duties in connection with the Twin Bridges Airport for an amount of \$1,500 per month, paid on a bi-annual basis, as outlined in the proposal. Jim Hart seconded the motion. All voted aye and the motion carried.

Additional discussion included what the \$9 million award will/will not cover, the Airport Board meeting scheduled for July 8, 2019, in Twin Bridges, progress on the Ennis SRE building, and liability insurance.

Request for Bids for New Backhoe for Road District #3: Jim informed the other members of the Board that he has already put an ad in the paper requesting bids for the purchase of a new backhoe for Road District 3, and also distributed the request to certain companies that might be interested in bidding. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

Public Discussion on Items Not Listed on the Agenda but Within the Board's Jurisdiction: Bonnie O'Neill, Chief Administrative Officer, discussed the upcoming vacant nursing home administrator position with the Board, and will begin advertising today for a licensed interim or permanent administrator to be in place by July 13, 2019.

Great West Engineering – Amendment to Task Order #22 (Harrison Gravel Pit): The Board discussed the Amendment to Task Order #22, noting that the increase of \$3,200 is an amendment for cultural resources, which is necessary in order to use the gravel. After review, Dan Allhands moved to approve Amendment No. 1 to Task Order #22 - Harrison Gravel Pit Amendment. Jim Hart seconded the motion. All voted aye and the motion carried.

Commissioner Jim Hart left the meeting at this point to attend a MACo Board of Directors meeting in Helena, Montana.

GIS: Tommy Luksha, GIS Coordinator, met with the Board to discuss the following topic. Alex Hogle, Planning Director, Tammy Mahlstede, Human Resource Generalist, Bonnie O'Neill, Chief Administrative Officer, Jani Flinn, Grant Administrator, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **Additional Position in GIS Department:** Tommy presented a request for a part-time, temporary GIS Clerk to help with systems development and historic document research, and discussion ensued about the benefits to be gained from additional GIS help. Alex observed that additional GIS resources would provide options for hiring an intern or a part-time employee. Dan noted that additional time spent observing activity in the area might result in adding homes to county tax rolls, increasing compliance with septic and building encroachment permits, etc., and justifying the cost of an added position, so is fine with the idea of including the request in the budgeting process. Alex

discussed clarifying statements of purpose and mission statements for both GIS and Planning, which would help to establish a viable work plan. Bonnie pointed out that the job description included in the request is a draft and would likely be modified.

Town of Ennis: Lisa Roberts, Ennis Town Commissioner, met with the Board to discuss the following topic. Hannah Kearse, The Madisonian, and Craig Schroeder, Undersheriff, were present for this portion of the meeting.

- **Request to MDT for a Safety Evaluation/Speed Study in Ennis:** Lisa discussed a recent semi accident in Riverside Park in Ennis, noted local concern about crashes in Ennis over the past several years, wants to submit a joint request to the Montana Department of Transportation to conduct a traffic study, and is looking for support from local entities. Ideas such as signage, flashing lights, and speed indicators were discussed. Lisa is compiling statistics and will draft a letter. Dan and Ron indicated their cooperation in this effort.

Mental Health Crisis Funding Strategy: Doris Fischer, Mental Health Local Advisory Council (LAC) Secretary, and Pam Birkeland, Mental Health LAC, met with the Board to discuss the Mental Health Crisis funding strategy. Vicki Tilstra, Finance Officer, Bonnie O'Neill, Chief Administrative Officer, Hannah Kearse, The Madisonian, and Melissa Brummell, Public Health Nurse, were present for this portion of the meeting. Doris pointed out that this is the third in a series of discussions regarding the funding strategy for Mental Health crisis counseling response stabilization, and that the contracts between local services and the County are due to expire at the end of June. Discussion ensued about services provided by Western Montana Mental Health Center (WMMHC); the effectiveness of a prevention pilot project connecting clients with ongoing counseling as a way to avoid crises and involuntary detention; interaction with Sheriff's office; local hospital involvement; and Eastern Idaho Regional Medical Center's services. She outlined next steps as finding a place to house the crisis counseling program, obtaining funding, confirming local hospital involvement, and noted that Pam will be overseeing the contracts with local counselors. Doris and Pam discussed crisis counseling procedures, the need for more regular reporting from service providers, budget (under Public Health) and costs, and possible program expansion or adding another local crisis counselor.

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

Approval of Minutes: After review, Dan Allhands moved to approve the May 9, 2019, Board of Commissioners' meeting minutes as presented. Ron Nye seconded the motion. All voted aye and the motion carried. Following review, Dan Allhands moved to approve the May 22, 2019, Board of Commissioners' meeting minutes with corrections. Ron Nye seconded the motion. All voted aye and the motion carried. After review, Dan Allhands moved to approve the June 13, 2019, Compensation Board meeting minutes as presented. 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 4:10 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, June 25, 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: July 23, 2019
Minutes prepared by:

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

Jane Bacon, Commissioners' Clerk