

BOARD OF MADISON COUNTY COMMISSIONERS
June 25, 2019, Meeting Minutes

On Tuesday, June 25, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:30 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 Phil Fortner, Craig Schroeder, Vicki Tilstra, Kim Johnston, Bonnie O'Neill, Tammy Mahlstedde, Van Puckett, Michael Foust, Pam Birkeland, Ke'lah Savage, Doris Fischer, Margie Edsall, Melissa Brummell, Leona Stredwick, Ryan Hudock, Lynda Holt, Tommy Luksha, Alex Hogle, Jani Flinn, William Farhat, Jeremiah Theys, Lance Bowser, Brett Schriock, and Darcel Vaughn.

Approval of Minutes: No minutes were available for approval.

Claims: The Board approved claims.

Sheriff's Office Budget Discussion: Phil Fortner, Sheriff, and Craig Schroeder, Undersheriff, met with the Board to discuss the budget for the Sheriff's Office. Vicki Tilstra, Finance Manager, Kim Johnston, People and Carnivores, Bonnie O'Neill, Chief Administrative Officer, Tammy Mahlstedde, Human Resource Generalist, and Van Puckett, Sanitarian, were present for this portion of the meeting. Phil reviewed a slight increase in the Jail budget, amounts for Big Sky, and detention officer and deputy positions. Discussion ensued about options for improving drainage and moisture in the Courthouse basement, agreements for using regional jails, timing of pay increases, traffic complaints in Alder, and speed studies.

Western Montana Mental Health Crisis Response Team Contracts: Pam Birkeland, Doris Fischer, and Ke'lah Savage, Mental Health Local Advisory Council (MHLAC), and Michael Foust, Western Montana Mental Health Center (WMMH), met with the Board to discuss contracts with the Western Montana Mental Health Crisis Response Team. Tammy Mahlstedde, Human Resource Generalist, Bonnie O'Neill, Chief Administrative Officer, Kim Johnston, People and Carnivores, Vicki Tilstra, Finance Manager, Phil Fortner, Sheriff, Craig Schroeder, Undersheriff, and Margie Edsall, Weed Coordinator, were present for this portion of the meeting. MHLAC members discussed contract details and procedural issues with Michael, compared past and present usage as well as what other counties do – Gallatin County, in particular - and report frequency expectations. Michael explained what it takes for WMMH to remain open and the costs involved, discussed the importance of open communication and transparency, and all agreed to continue under the current agreement until contracts can be tightened and finalized. Following discussion, Jim Hart moved to continue to work with Western Montana Mental Health Center, monitoring existing services, with a quarterly report from WMMH. Dan Allhands seconded the motion. All voted aye and the motion carried. Doris briefly discussed funding coming from the general fund and from the support of both hospitals in the county.

People and Carnivores: Kim Johnston, People and Carnivores, met with the Board to introduce herself and give an update on her organization's work in the area. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Introduction and Update:** Kim reviewed her new position of Field Project Manager, said Steve Primm is still around, went over her background, including extensive experience with grizzlies, discussed local goals and community resources, and emphasized staying ahead of problems as large carnivores continue to increase and expand their territories. Discussion ensued about local issues and specific conflict sites, bear behavior, and work being done with local businesses, residents and recreational groups to reduce attractants. Kim outlined specific tools and methods that can be effective in keeping people and property safe, including bear poles and boxes, specialized outdoor equipment, loaner programs, signage and education, proper carcass composting, electric fences, livestock guard dogs, bear spray for any animal, making noise, reporting, communication and alert systems, and many other tools.

Public Health Department: Melissa Brummell, Public Health Nurse, met with the Board to discuss the following topics. Bonnie O’Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Immunization Program Contract:** Melissa discussed the annual renewal of the immunization grant, for the same amount and same deliverables as last year, and reviewed how the immunization program operates. Based on the recommendation of the Public Health Nurse, Jim Hart moved to approve Task Order 20-07-4-31-126-0 covering the period from July 1, 2019 to June 30, 2020, to Madison County Unified Government Master Contract Immunization Program. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Public Health Office Update:** Melissa presented an overview of Public Health activities for the last three months. Highlights included a new preventive school dental program, helping to set up the mass casualty trailer, suicide prevention training, hypertension coaching, vaccine and immunization programs, Red Cross blood drives, positive local responses to tobacco prevention efforts, and extending programs to Big Sky.

Planning Office: Leona Stredwick, Planner I, and Alex Hogle, Planning Director, met with the Board to discuss the following topics. Ryan Hudock, C&H Engineering, Lynda Holt, Communications Officer, Jani Flinn, Grant Administrator, Tommy Luksha, GIS Coordinator, William Farhat, Fire Chief, Big Sky Fire Department, Phil Fortner, Sheriff, Bonnie O’Neill, Chief Administrative Officer, Tammy Mahlstede, Human Resource Generalist, and Vicki Tilstra, Finance Manager, were present for this portion of the meeting.

- **Amended Plat of CB5, Cowboy Heaven Phase 1:** Leona reviewed information about the amended plat for the Cowboy Heaven and recommended its approval. Based on the Planner’s recommendation, Jim Hart moved to approve the Amended Plat – Building Envelope, Lot CB 5, Cowboy Heaven Phase I. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **NG911 Informational Discussion:** Alex presented an informational review of GIS, pointed out the typical needs for a rural county, listed current functions and priorities, defined technical terms, explained the migration from E-911 to NG-911 and future updates, and stated he is working on a clarifying mission statement. He discussed the data used by both GIS and Dispatch, the NG-911 grants, and said upcoming meetings are set up for July to define direction and improve communication between GIS and local emergency services. Lynda discussed how rapid advances in technology are moving past E-911 capabilities, particularly with increased use of cell phones and personal computers. She reviewed anticipated improvements to emergency response with the NG-911 system in the next 5-10 years, pointed out state- and country-wide efforts to advance services and communication between counties, described Public Safety Answering Points (PSAPs), and discussed the challenges of accurate addressing and mapping in rural areas. Neither department has received NG-911 grant contracts, and each will establish priorities and more detailed direction when contracts are received.

Grants: Jeremiah Theys, Great West Engineering, and Jani Flinn, Grant Administrator, met with the Board to discuss the following topics. William Farhat, Fire Chief, Big Sky Fire Department, Bonnie O’Neill, Chief Administrative Officer, Tammy Mahlstede, Human Resource Generalist, Lance Bowser, Robert Peccia & Associates, and Vicki Tilstra, Finance Manager, were present for this portion of the meeting.

- **Submittal of TSEP Planning Grant:** Discussion of the TSEP Infrastructure Planning Grant application included specifying Vicki as the primary contact, old timber bridge foundations, matching funds, and possible replacement of one or two bridges resulting from the analysis of the county’s bridges. After discussion, Jim Hart moved to approve Resolution 33-1029, Authorization to Submit TSEP Infrastructure Planning Grant Application. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Great West Task Order #23 – Jack Creek Road:** Jeremiah discussed options for obtaining aerial surveys and a good working basemap of a portion of Jack Creek Road in order to identify and prioritize the most cost-effective safety improvements, and reviewed the steps involved in reaching a final design and cost determination. Following discussion, Dan Allhands moved to approve Task Order No. 23 – Jack Creek Road Surveying and Mapping Services, for Great West Engineering Project No. 1-15267, for an amount not to exceed \$31,000. Jim Hart seconded the motion. All

voted aye and the motion carried. A brief discussion ensued about the need to set aside funds for Jack Creek in the upcoming budget year.

- **TSEP Start-Up Docs – Geim Bridge:** This topic was postponed to a later date.
- **TSEP Request for Funds – Varney Bridge:** Jeremiah explained that this is the second request for TSEP funds associated with the Varney Bridge project, discussed invoices and reimbursement amounts, and discussed the balance which will be held until the project is complete. After review, Jim Hart moved to approve submittal of the TSEP Request for Funds in the amount of \$641,210.37 for the Varney Bridge Replacement project. Dan Allhands seconded the motion. All voted aye and the motion carried. Current status of the project was reviewed.

Public Discussion on Items Not Listed on the Agenda but Within the Board’s Jurisdiction: Jeremiah discussed the Oxbow section on the Ruby River, pointing out that the permit has not been approved by the fisheries biologist at the Department of Fish & Wildlife. He described the steps that need to be taken prior to approval, and reviewed associated time delays and extra costs.

Airports: Lance Bowser, Robert Peccia & Associates, and Jani Flinn, Airport Board Secretary, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, Bonnie O’Neill, Chief Administrative Officer, Brett Schriock, IT Director, Darcel Vaughn, MVM/TRMCC Administrator, and Tammy Mahlstede, Human Resource Generalist, were present for portions of these topics.

- **Ennis Airport – AIP 3-30-0090-021-2019 Application for Federal Assistance:** Lance explained the content of the documents included in the Ennis Airport Federal Assistance application, discussed construction details and timing, reviewed grant funding and associated contract provisions, and showed a map of the proposed land acquisition and work to be done on runways and hangars. Following review, Jim Hart moved to approve the Application for Federal Assistance SF-424, AIP 3-30-0090-021-2019, for South Apron reconstruction, taxi lane extension and land acquisition at the Ennis/Big Sky Airport, with estimated Federal funding of \$2,030,000 and estimated local funding of \$225,555.56, totaling \$2,255,555.56. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Ennis Airport – AIP 3-30-0090-021-2019 Sponsor Certifications:** Lance reviewed and explained each of the sponsor certifications associated with AIP 3-30-0090-021-2019, Application for Federal Assistance, for Ennis Airport. After review, Jim Hart moved to approve the Ennis Airport AIP 3-30-0090-021-2019 Sponsor Certifications as listed on the Agenda:
 - Certification Regarding Lobbying
 - Certification and Disclosure Regarding Potential Conflicts of Interest
 - Drug-Free Workplace
 - Selection of Consultants
 - Project Plans and Specifications
 - Equipment and Construction Contracts
 - Real Property Acquisition
 - Construction Project Final Acceptance

Dan Allhands seconded the motion. All voted aye and the motion carried.

- **Ennis Airport – AIP 3-30-0090-021-2019 Independent Fee Estimate:** Lance discussed the process for getting an independent fee estimate for work at the South Apron of Ennis Airport, pointed out that Morrison Maierle has been used in the past for independent estimates, but said any company familiar with airport design can be used and listed several names. Based on the recommendation of the Airport Board, Jim Hart moved to approve having the independent fee estimate done by Morrison Maierle for work on the South Apron of the Ennis Airport. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Ennis Airport – Land Acquisition Tract 4B Request for Exemption Review:** Lance reviewed the process of submitting an exemption review request for Ennis Airport’s acquisition of Tract 4B, and presented the amended plat showing the boundary line adjustment. After review, Jim Hart moved to approve the Ennis Airport Land Acquisition Tract 4B Request for Exemption Review. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Twin Bridges Airport – AIP 3-30-0080-014-2019 Construction Contract and Notice to Proceed:** Lance explained the construction contract for the Twin Bridges airport AWOS project, reviewed maintenance obligations including tri-annual and annual inspections, pointed out the separate maintenance contract required, and mentioned that the same thing is currently being done in Ennis.

Following review, Dan Allhands moved to approve the Twin Bridges Airport AIP 3-30-0080-014-2019 Construction Contract and Notice to Proceed for the AWOS System III/P in the amount of \$187,726 to Pavlik Electric Co. in Missoula, Montana, and for a five-year Maintenance Agreement for a total of \$30,750 with All Weather Inc. Jim Hart seconded the motion. All voted aye and the motion carried.

- **Twin Bridges Airport – AIP 3-30-0080-014-2019 Request for FAA Approval of Agreement for Transfer of Entitlements:** The AWOS project at the Twin Bridges airport includes a loan from Beaverhead County of 2018 & 2019 Federal grant funds, with reimbursement requested in 2020. Lance pointed out that the FAA encourages these types of loans and discussed several reasons why. Following discussion, Dan Allhands moved to approve the Twin Bridges Airport AIP 3-30-0080-014-2019 Request for FAA Approval of Agreement for Transfer of Entitlements, borrowing \$126,000 from Beaverhead County, to be reimbursed back to Beaverhead County in Federal fiscal year 2020. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Twin Bridges Airport – AIP 3-30-0080-013-2018 Final Report, Consultant Certification for Project Testing, Sponsor Certification of Testing Laboratories, and Request for Reimbursement #8 (Final):** Lance informed the Board that a portion of the AIP 3-30-0080-013-2018 project can't be completed yet due to a paint supply issue, so this topic was continued to the next regular Commission meeting.

Lance briefly reviewed the status of Ennis Airport projects.

Darcel Vaughn – Wage Increase for Nursing Homes Staff: Darcel Vaughn, MVM/TRMCC Administrator, met with the Board to discuss increasing wages for nursing homes staff. Bonnie O'Neill, Chief Administrative Officer, Vicki Tilstra, Finance Officer, and Tammy Mahlstedt, Human Resource Generalist, were present for all or portions of this topic. Darcel compared the current salary schedule with the proposed schedule, reviewed budget reports and actual expenses, outlined the goal of building local, long-term staff while reducing agency staff, discussed mill amounts, and reviewed community and staff input. Following discussion, Dan Allhands moved to approve Attachment "B," Salary Schedule for Long Term Care Personnel FY2019-20. Jim Hart seconded the motion, noting that this is a long deserved increase. All voted aye and the motion carried.

Morrison-Maierle RID Maintenance Contract: Following review, Jim Hart moved to approve the Morrison-Maierle RID Maintenance Agreement for Ousel Falls Road, RID 2009-01, for the period of July 1, 2019-June 30, 2020, MMI #0948.032. Dan Allhands seconded the motion. All voted aye and the motion carried.

Senate Bill 35 – Appoint Committee: This topic was continued to the next regular Commission meeting.

Road District 3 Short Term Position: Jim reviewed efforts to interview for a Road District 3 short term position, and discussed hiring someone for 90 days without a CDL license.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:30 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, July 2, 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: August 6, 2019

Minutes prepared by:

Jane Bacon, Commissioners' Clerk

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