

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**July 2, 2019, Meeting Minutes**

On Tuesday, July 2, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:55 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 Leona Stredwick, Shelly Burke, Karen Miller, Kathleen Mumme, Vicki Tilstra, Bonnie O'Neill, Tammy Mahlstedt, Pam Birkeland, Craig Pester, Kipp Proctor, Roy Hill, Vicki Tilstra, and Jani Flinn.

**Approval of Minutes:** Jim Hart moved to approve the May 24, 2019, Preliminary Budget Hearing minutes as presented. Dan Allhands seconded the motion. All voted aye and the motion carried. Dan Allhands moved to approve the May 28, 2019, Board of Commissioners' meeting minutes with corrections. Jim Hart seconded the motion. All voted aye and the motion carried.

**Road Naming Resolution – Mountain Lodge Road:** Leona reviewed the proposed resolution for Mountain Lodge Road, stating that this road is located in Cascade Subdivision in Big Sky and came about because of a Pre-construction Safety Review. She added that Tommy Luksha, GIS, had initiated it and she had volunteered to help out. Leona read the resolution and recommended approval. Based on the recommendation of the Planner I and GIS, Jim Hart move to approve Resolution 34-2019, a resolution of road name change in Madison County, naming Mountain Lodge Road. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Chief Deputy Designations:** Kathleen Mumme, Clerk and Recorder, and Shelly Burke, Treasurer, met with the Board to request chief deputy designations for their offices. Karen Miller, Clerk of Courts, Vicki Tilstra, Finance Officer, and Tammy Mahlstedt, Human Resource Generalist, were present for this portion of the meeting. Shelly stated there are just a few offices with deputies and that those offices typically have one deputy that has been there longer than the others. She added that there should be a designation with a title change and a little more money. Kathleen noted that this designation has been brought up in the past but has never been approved. Ron asked what amount they were thinking of. Shelly replied they would like to keep it simple, possibly \$1.00 per hour. Jim Hart asked if they have this designation in other counties. Shelly and Kathleen both responded that they sure do. Karen Miller agreed, adding that she was here for support and that she thinks it's a good idea. Dan Allhands stated that he's not against the proposal but has heard that the reason the Chief Administrative Officer was hired is because the Commissioners don't want to do their jobs. He added that, like everyone else around here, the Commissioners have more to do because of increased subdivision activity and more people moving in. Following discussion, Jim Hart moved to approve the request from the Clerk and Recorder and the Treasurer to designate a Chief Deputy in their offices with an additional \$1.00 per hour in wages. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Road Closure Process:** Kathleen Mumme, Clerk and Recorder, presented the Board with the final version of the road closure process. Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstedt, Human Resource Generalist, were present for this portion of the meeting. Kathleen reviewed the changes in the process since the last review and recommended approval. Dan Allhands stated that he believes this is a good thing, and moved to approve the new process for the Closing of Streets and Alleys within Unincorporated Towns and the Closing/Abandonment of County Roads in Madison County as presented by the Clerk and Recorder. Jim Hart seconded the motion. All voted aye and the motion carried. Kathleen will get a clean copy back to the Board for signatures.

Kathleen and the Board also discussed ambulance service in Madison County. Kathleen suggested creating a countywide ambulance district and then contracting out the northern portion of the County as it would be more practical for the Jefferson County Ambulance Service to serve that area. Kathleen also presented the Board with a letter from a person who wants to take tax deeds on property in the Rochester area that is shown to be owned by Madison County.

**Public Discussion:** Bonnie O'Neill, Chief Administrative Officer, attended the meeting to discuss the recent audit at the Tobacco Root Mountains Care Center in Sheridan. Bonnie told them that the facility received a total of 8 deficiencies, 4 in environmental services, and 4 in fire life safety. She stated that overall, it was a good survey.

**Claims:** The Board approved claims.

**Journal Vouchers:** Jim Hart moved to approve journal vouchers from the 6/19 accounting period. Dan Allhands seconded the motion. All voted aye and the motion carried.

Pam Birkeland, Mental Health Local Advisory Council, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, Vicki Tilstra, Finance Office, and Tammy Mahlstedt, Human Resource Generalist, were present for this portion of the meeting.

- **Western Montana Mental Health Center Crisis Response/Crisis Stabilization Contracts:** Pam reviewed contracts from the Western Montana Mental Health Center, noting changes that have been made since the last meeting regarding the contracts, which include adjusted dates and spelling out reporting requirements. She added that they have added an additional \$2,000 to the budget because of bills that came from the County Attorney's Office but were paid by the LAC. Following discussion, Jim Hart moved to approve the Memorandum of Agreement between Western Montana Mental Health Center and Madison County for secured crisis stabilization; and the Professional Services Agreement between Western Montana Mental Health Center and Madison County to provide specific mental health services to residents of Madison County. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Local Crisis Counseling Program Contracts:** Pam presented and reviewed local crisis counseling contracts, noting that the hospitals have each agreed to donate \$2,000 to make the project permanent and that the rate for a call has been increased to \$300 per call. Following review, Dan Allhands moved to approve the Professional Services Agreements between Madison County and Peak Mental Health, LLC; and between Madison County and Lisa Brubaker, LCSW, LLC, for mental health crisis counseling and support services. Jim Hart seconded the motion. All voted aye and the motion carried.

**Senate Bill 35 – Appoint Committee:** Pam discussed a requirement initiated by the enactment Senate Bill 35 for counties to form a team to ensure the timely exchange and sharing of information including but not limited to abuse or neglected children, delinquent youth, youth in need of intervention, and information related to issues of school safety. Pam discussed the need for privacy, stating that student information is protected and can be shared with the team on a need to know basis. She added that sharing this information cannot be done by email because it's not secure, but that the state e-pass could be used. Following discussion, Jim Hart moved to approve Resolution 35-2019, a resolution ordering the creation of a Madison County Interdisciplinary Child Information and School Safety Team and to send a letter to the suggested agencies, with the exception of the Department of Corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Open Wheel Loader Backhoe Bids:** The Board received and opened two bids for a Wheel Loader Backhoe for the District 3 Road Department. Craig Pester, Tractor and Equipment, Kipp Proctor, RDO Equipment, Roy Hill, District 3 Road Foreman, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. The bid for a CAT 450 Backhoe was \$161,339, with a trade-in value of \$28,000 for a 2008 John Deere 410J Backhoe with 4700 hours, for a total amount of \$133,339. The bid for a 2019 John Deere 710L Backhoe was \$153,700, with a trade-in value of \$31,000 for the 2008 John Deere 410J Backhoe, for a total amount of \$122,700. Both machines come with a standard warranty with an option to purchase extended warranties. There was discussion about warranties and bid bonds. After much

discussion, Jim Hart stated that the Board will take the bids under advisement and let the bidders know what they decide.

Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **Recommendation to Hire Public Health Clerk:** Tammy presented and reviewed a recommendation from the hiring committee to hire a Public Health Clerk. Based on the recommendation of the hiring committee, Dan Allhands moved to hire Jennifer Martens for the permanent full-time position of Public Health Clerk at the beginning wage of \$17.50 per hour or 90% of clerk wage, beginning on or about July 3, 2019. Jim Hart seconded the motion. All voted aye and the motion carried.
- **FY 2019-2020 Wage Notification:** Tammy presented a draft letter that she intends to send to all employees who have received a wage increase in addition to the 2.4% cost of living increase. She noted that those who received only the cost of living increase would not receive a letter. There was discussion regarding a portion of the letter that referenced the new salary resolution but because the salary resolution has not yet been approved, it was decided that portion would be removed from the letter. Following discussion, Dan Allhands moved to approve the wage increase letters for the Tobacco Root Mountains Care Center and the Madison Valley Manor who were formally approved for a wage increase during the budget hearing process. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Interim Nursing Home Administrator:** Bonnie O'Neill discussed a letter regarding an interim administrator for the nursing homes since Darcel Vaughn has resigned her position effective July 12, 2019. Bonnie discussed three options that would all meet the requirements for a nursing home administrator. Following discussion, Jim Hart moved to approve the third option and offer the Interim Nursing Homes Administrator position to David Espeland, of Baker, Montana, effective July 13, 2019. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Salary Resolution:** This topic was continued to the next regular Commission meeting.

**Census Committee:** This topic was continued to the next regular Commission meeting.

Jani Flinn, Airport Board Secretary, met with the Board to discuss the following airport topics.

- **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):** This topic was continued to the next regular Commission meeting.
- Jani and the Board discussed a notification from the FAA that funding for the south apron at the Ennis Airport has been pulled. The Board contacted Joe Nye, FAA, to discuss the issue. Joe stated that Ennis will not be able to apply for funding this year because the Environmental Assessment will not be completed in time. He noted that it is no fault of the county, the delay is due to internal workings of the FAA. He added that this will now be included in the entire 9.3 million dollar project with no local match and that Lance Bowser, Robert Peccia and Associates, is looking at how to plan the entire project with a minimal amount of disruption. He also noted that land purchases for the project will be reimbursable by the FAA.
- Jani also discussed the North Willow Creek Reclamation Project, stating that they will have a 30 day window to complete the project and if they can get it to the Golden Sunlight Mine before it closes, they might still be able to get the project done.

**Courthouse Elevator Project:** The Board discussed the Courthouse elevator project, noting that Ron and Dan took Ron Morrison on a walk through the Courthouse and the spare room at the Administrative Office Building and could have a proposal ready any time we want it. Ron stated that he had a good idea on air conditioning, prices were reasonable, and that the proposal for bathrooms is very doable.

**Calendars:** The Board reviewed calendars.

With no further business, the meeting was adjourned at 2:35 p.m.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, July 9, 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