

BOARD OF MADISON COUNTY COMMISSIONERS
August 7, 2018, Meeting Minutes

On Tuesday, August 7, 2018, a meeting of the Board of Madison County Commissioners came to order at 10:00 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 Charity Fechter, Bonnie O'Neill, Trevor McSpadden, Roger Thompson, Vicki Tilstra, Jani Flinn, and Laurie Buyan.

Approval of Minutes: No minutes were available for approval.

Charity Fechter, Planning Director, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Madison Overlook 1 Preliminary Plat and Variances:** Charity presented the Board with the preliminary plat of the Madison Overlook 1 Subdivision, which would subdivide 39.25 acres into 13 single family residential lots totaling 13.06 acres, 3 road lots totaling 5.68 acres (Wildrye Road, Woodrose Way, and Moonlight Trail), and 1 open space lot of 20.51 acres, with two variances requested: 1) To allow 6 units on a hammerhead cul-de-sac (Woodrose Way); and 2) 75' stream construction setback for Lot 6. Waivers to the parkland dedication requirement and street sign design are requested... Trevor McSpadden, Haystack Development, was present for this portion of the meeting. Charity and Trevor reviewed several aspects of the planned Madison Overlook 1 Subdivision including property values, taxes and taxable values, road improvements, wastewater systems, wildlife and wildlife habitat, public health and safety, and emergency services. Charity displayed the map of the project to show roads and access, parking, open space area proximity and parkland, and the 13 homesites. She reviewed Planning Board findings and recommendations.

After discussion and review:

- Jim Hart moved to adopt the findings of fact for the variance to allow a 75' construction setback from the unnamed tributary next to Lot 6 and deny the variance as it does not meet all 4 variance review criteria as recommended by the Planning Board and Staff (Variance 1). Dan Allhands seconded the motion. All voted aye and the motion carried.
- Jim Hart moved to adopt the findings of fact for the variance to allow 6 units to be served by a hammerhead cul-de-sac and approve the variance subject to condition V1 as recommended by the Planning Board and Staff (Variance 2). Dan Allhands seconded the motion. All voted aye and the motion carried.
- Jim Hart moved to approve the waiver to allow street name signs with a gray/brown instead of a green background as recommended by the Planning Board and Staff (Waiver 1). Dan Allhands seconded the motion. All voted aye and the motion carried.
- Jim Hart moved to approve the waiver to the parkland dedication requirement as recommended by the Planning Board and Staff (Waiver 2). Dan Allhands seconded the motion. All voted aye and the motion carried.
- Jim Hart moved to adopt the findings of fact and approve the Madison Overlook 1 Subdivision preliminary plat in the northeast quarter, the southwest quarter, and the southeast quarter of Section 13, Township 6 South, Range 2 East, subject to 1 variance condition, 2 waivers, 10 standard conditions, 11 site specific conditions, and 2 suggestions to the subdivider as recommended by the Planning Board and Staff (Subdivision). Dan Allhands seconded the motion. All voted aye and the motion carried.

Dan brought up the need to address slides, recurring and future, in the Jack Creek area. Work on the slide area has been observed, and it was noted that Lone Mountain Land personnel are acutely aware of the need to get it fixed and seem to be actively pursuing solutions. All agreed that, in spite of the difficulties, this is a high priority.

- **Floodplain Development Permit for an Access Road in Jefferson River Floodplain Area for Mark Holmes:** Charity reviewed maps and aerial photos showing a proposed access road to a home site in Silver Star, discussed issues involved and explained her recommendation for the floodplain development permit. After review, Dan Allhands moved to affirm the Floodplain Administrator's decision to issue Floodplain Development Permit #J-2018-02 to Mark Holmes of Medina, Washington for a road to the River Island Ranch near the Jefferson River. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Planning Board Report:** Charity presented and reviewed a summary of the July 30, 2018, Planning Board meeting. Topics of discussion included the Madison Overlook 1 Subdivision, Jack Creek Road, the Ennis Groundwater Investigation Project, development pressure in the Jefferson Acres area, the Planning Clerk's resignation, Code of the New West update, and Board functioning/standard operating procedures.

Bonnie O'Neill, Chief Administrative Officer, met with the Board to discuss the following topics:

- **Approve New Employee Leave Request Form:** After review, Dan Allhands moved to approve the new Employee Leave Request Form as presented by the Chief Administrative Officer. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill Short-term 90 Day Clerk Position-Clerk and Recorder Office:** Due to an employee-requested unpaid leave and a special election coming up, the Clerk and Recorder requested additional short-term help. After discussion, Jim Hart moved to approve the Authorization to Fill the short-term, 90 day, full time Clerk position in the Clerk and Recorder's office. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Facilities Management Special Project(s) & Overtime Review:** Bonnie presented a list of special projects created by the Maintenance Manager, who is requesting approval to work over 40 hours to complete the list. Many of these projects need to be done before winter, and should take place on weekends while buildings and parking lots are not occupied. A brief discussion took place about overtime versus hiring temporary help. Following discussion, Dan Allhands moved to approve up to 74 overtime/comp hours for the Maintenance Manager to complete special projects as listed. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Revised Weed Program Assistant Job Description:** This topic was continued to the next regular Commission meeting.
- **Revised Weed Program Coordinator Assistant Job Description:** This topic was continued to the next regular Commission meeting.

Claims: The Board approved claims.

Journal Vouchers: Jim Hart moved to approve Journal Vouchers for the 7/18 accounting period. Dan Allhands seconded the motion. All voted aye and the motion carried.

Accept 2018 Taxable Values: The Board reviewed certified taxable values. Laurie Buyan, Commissioner's Assistant, was present for this portion of the meeting. Following review, Dan Allhands moved to accept the 2018 Certified Taxable Valuation Information for Madison County as presented by the Montana Department of Revenue. Jim Hart seconded the motion. All voted aye and the motion carried. The Board set Tuesday, August 28, 2018, at 1:00 p.m. as the date for the final budget hearing.

Authorization for Weed Office to Apply for BLM Funding: The Board reviewed a request for the Weed Office to apply for BLM funding. Laurie Buyan, Commissioner's Assistant, was present for this portion of the meeting. After review, Jim Hart moved to authorize the Weed Office to apply for BLM funding. Dan Allhands seconded the motion. All voted aye and the motion carried.

Solar Powered Light for Parking Lot behind Administrative Office Building: The Board discussed the possible installation of solar powered lighting for the parking behind the Administrative Office Building. Laurie Buyan, Commissioner's Assistant, was present for this portion of the meeting. After discussion, Jim Hart moved to approve the purchase of appropriate solar lighting for the Administrative Office Building

parking lot, pending review of solar lighting yet to be installed at the library. Dan Allhands seconded the motion. All voted aye and the motion carried.

Ennis Search and Rescue Insurance Claim: Roger Thompson, Sheriff, met with the Board to discuss insurance claims for the Madison Valley Search and Rescue. Jani Flinn, Grant Administrator, Bonnie O'Neill, Chief Administrative Officer, Vicki Tilstra, Finance Manager, and Laurie Buyan, Commissioner's Assistant, were present for this portion of the meeting. Roger presented research done into Ennis Search and Rescue's status as a non-profit entity. Discussion ensued about the Search and Rescue building, its history and ownership, insurance claims, non-profit tax status, and rental income. Claims submitted and paid by the County were reviewed.

Public Discussion: Bonnie O'Neill, Chief Administrative Officer, came in to relay to the Board a concern expressed about the Riverside Park restrooms in Twin Bridges remaining closed during the fair. A call was made to Dana Escott, Fair Manager, and after discussion Dana was directed to have fair personnel clean and service the Riverside Park restrooms so they can remain open to the public during the upcoming Madison County fair.

Airports: Jani Flinn, Airport Board Secretary, met with the Board to discuss the following topics. Lance Bowser, Robert Peccia & Associates, was contacted by phone to participate in this portion of the meeting.

- **Twin Bridges Airport – FAA Grant Offer:** Lance briefly reviewed the grant and contract logistics, mentioned a tentative start date of August 20, 2018, by A.M. Welles, and said that no road closures are planned. After review, Jim Hart moved to accept the FAA Grant Agreement offer, AIP #3-30-8808-013-2018, for the Twin Bridges Airport Improvement Project. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Twin Bridges Airport – A.M. Welles Contract:** Jim Hart moved to approve the A.M. Welles Bonding Clauses for All Construction Contracts, for work at the Twin Bridges Airport. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Twin Bridges Airport – A.M. Welles Notice to Proceed:** Jim Hart moved to approve the A.M. Welles Notice to Proceed for the Twin Bridges Airport project. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Twin Bridges Airport – North Western Energy Customer Agreements (10):** Lance explained that about 15 years ago most of the overhead power along the road at the Twin Bridges Airport was lowered, and this agreement with North Western Energy is to move the remaining overhead power structures underground to eliminate interference with the new taxi lane and new runway, with nine subsequent agreements to connect to each hangar. The work is included in the grant offer, as explained in the cover letter. Dan Allhands moved to approve the North Western Energy Customer Agreement dated June 14, 2018, including a base agreement of \$23,528 and nine supplemental agreements for \$634 each, for a total of \$29,234. Jim Hart seconded the motion. All voted aye and the motion carried.

Lance updated the Board on the lease of the Ennis Airport ARF building and airport expansion. Discussion included three-bay versus four-bay buildings, plow storage, funding, and how increased traffic at the airport emphasizes the need for added accommodations.

Grants: Jani Flinn, Grant Administrator, met with the Board to discuss the following topics. Vicki Tilstra, Finance Manager, was present and Jeremiah Theys, Great West Engineering, participated by telephone for this portion of the meeting.

- **Notice of Award for the Fairgrounds Water Main Project:** Alternate sources of funding for the fairgrounds water main project were discussed, including mill levies, revised TSEP funding, and cost reductions. Jeremiah said that when the bid contract is signed it is feasible to immediately issue a change order to reduce costs. After discussion, Jim Hart moved to approve the Notice of Award for the Fairgrounds Water Main Project to Missouri River Contractors for \$310,435.00. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Resolution Committing Matching Funds for Water Main Project and/or Resolution for Disaster/Emergency Fund Mills:** After review, Jim Hart moved to approve Resolution 31-2018 committing matching funds to replace the broken water line to the Madison County Fairgrounds based on an accepted bid of up to \$310,435. Dan Allhands seconded the motion. All voted aye and the motion carried.

Construction Manager at Risk (CMAR) Services: The Board reviewed an email from Bill Hanson, ThinkOne Architects regarding the option of requesting the services of a Construction Manager at Risk for the Courthouse Renovation Project. Laurie Buyan, Commissioner's Assistant, was present for this portion of the meeting. After a brief review of the email and the original RFQ for the Courthouse project, this topic was continued to the next regular Commission meeting.

Fire Restrictions: Following review of the recommendation by the Director of Emergency Services, Dan Allhands moved to approve Resolution 30-2018 imposing a burn ban in Madison County due to extremely dry conditions and high fuel capacity. Jim Hart seconded the motion. All voted aye and the motion carried.

Montana History Foundation Property: Charlene Porsild, Montana History Foundation, was contacted by telephone to discuss next steps in the possible acquisition of MHF property. She related that the MHF Board is ready to dispose of the property and entertain an offer from Madison County. The topic was continued to the next regular Commission meeting.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 3:00 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, August 14, 2018, 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 28, 2018

Minutes prepared by:

Jane Bacon, Commissioners' Clerk

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