

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**October 1, 2019, Meeting Minutes**

On Tuesday, October 1, 2019, a meeting of the Board of Madison County Commissioners came to order at 9:40 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye, Chairman, Dan Allhands and Jim Hart present. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Bonnie O'Neill, Joe Brummell, Carl Kautz, Sean Corrigan, Tony Forsythe, Bob Bates, Vicki Tilstra, Kelley Moody, Tommy Luksha, Alex Hogle, Steve Kimball, Tim Egan, Dale Olson, Pete Novich, Laurie Buyan, Tammy Mahlstedte, and Jani Flinn.

**Approval of Minutes:** Jim Hart moved to approve the September 17, 2019, Board of Commissioners' meeting minutes with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Claims:** The Board approved claims.

**Journal Vouchers:** Dan Allhands moved to approve Journal Vouchers for the 9/19 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

**Human Services Contract – Action Inc:** Following review, Jim Hart moved to approve the Human Services Contract between Madison County and Action Inc. for \$8,500 in funds and services, for the period from July 1, 2019 to June 30, 2020. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Fury Metal Works:** Carl Kautz and Sean Corrigan, Fury Metal Works, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, Joe Brummell, Director of Emergency Management, and Tony Forsythe, Maintenance Manager, were present for this portion of the meeting.

- **Administrative Building Canopies:** Options were discussed about the decorative canopies for the front of the Administrative Office Building, including purpose, design, structural issues, mounting methods, materials, drainage, and simplifying engineering aspects.
- **Administrative Building Railings:** Carl will take a look at the steps on the east side of the building in the event that a metal railing is to be installed.

**Disaster and Emergency Services:** Joe Brummell, Director of Emergency Management, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, Bob Bates, Safety Coordinator, and Vicki Tilstra, Finance Officer, were present for all or portions of these topics.

- **Fire Restriction Resolution 36-2019 Rescind:** Joe said all six fire chiefs support rescinding the current fire restriction, due to the early onset of cool, wet weather. Dan questioned the reference to private land in the proposed resolution. After review, Jim Hart moved to approve Resolution 49-2019, a Resolution Rescinding Resolution 36-2019, A Burn Ban in Madison County, with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried. Additional discussion included building some leeway into future fire restrictions so that DES and fire chiefs can together determine the timing to rescind the ban, without delaying for formalized Board approval.
- **Great Montana Shakeout Briefing:** Joe and Bob outlined the upcoming activities associated with this year's Great Shakeout scheduled for 10:17 a.m. on October 17, 2019. After evacuation, there will be a review meeting, followed by a "burger burn" lunch. Bob reminded the Board that a different assembly point was discussed after last year's exercise, using the parking lot on the southwest corner of Broadway and Cover Street was discussed, and Bob will distribute a flyer describing the emergency evacuation plan that follows the earthquake drill.
- **DES Roles:** Joe related that the State is updating DES roles, and discussion ensued about, his and his assistant's involvement in local fires and emergencies, best use of time, fire district gaps, procurement policy and FEMA reimbursement, and increasing the community's awareness of hazardous materials

rolling through the county. He is updating written department policies, for Board review in late winter or early spring, and will get a copy of the current fire district maps so the Board can see which areas are covered.

**Rocky Mountain Development Council:** Kelley Moody, Senior Companion Program Director, met with the Board to seek support for the Senior Companion Program. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting.

- **Senior Companion Program:** Kelley thanked the Board for its past assistance with reimbursing volunteers for mileage and meals. She discussed the benefits of the program for senior participants, including increased socialization and transportation to medical appointments, presented costs for the current year, reviewed other funding sources including private donations and grants, and requested an increased donation. Following discussion, Dan Allhands moved to contribute up to \$8,600 to the Rocky Mountain Development Council for its Senior Companion Program, for the period from July 1, 2019 to June 30, 2019, to help pay for meals and transportation. Ron Nye seconded the motion. All voted aye and the motion carried. Vicki said this falls under the Public Health budget, and reviewed internal tracking/overseeing for the Senior Companion Program.

**Public Discussion:** Bonnie O'Neill, Chief Administrative Officer, briefly updated the Board about staffing at the nursing homes. Also discussed was a brush pile fire that occurred in Twin Bridges over the weekend, cemetery lights near the Twin Bridges airport, and local ambulance service areas.

**GIS:** Tommy Luksha, GIS Coordinator, and Alex Hogle, 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.

- **NG9-1-1 Grant RFP Approval:** Tommy requested Board approval for the use of NG9-1-1 funds, having made previously-suggested changes to the Request for Proposals (RFP). Alex reviewed the background and purpose of the grant, the reasons for hiring a contractor for detail work, and suggested adding more time to the RFP process to allow for qualified responses and to reduce department pressure. Following review, Jim Hart moved to approve submitting a Request for Proposals for the NG9-1-1 Grant in the GIS Department. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **MLIA Grant:** Tommy reviewed the previously-approved plans for using remaining funds in the Montana Land Information Act (MLIA) grant, listed timelines and costs for training and software purchases, and presented an updated grant fund budget and updated statement of work. Alex expressed his support of the plans, saying that these tools are essential for using the mapping software to the fullest advantage, and while Tommy has done an incredible job with data maintenance and coding, it's worthwhile to have additional training with the software company.
- **GIS Car:** Tommy discussed repairs made to the County GIS vehicle after striking a rock, presented and reviewed photos and repair costs, alterations made without authorization, and suggested installing a skid plate to prevent future damage from rough roads. Discussion continued about GIS budget having no vehicle maintenance line, and the need for a budget amendment. Tommy will approach the shop about correcting the unauthorized work, and pursue the installation of a proper skid plate for the vehicle.
- **GIS Update:** Tommy briefly updated the Board on the GIS Department. Alex brought up procedures for doing emergency response addressing work on private property, expressed apprehension about Tommy entering properties without authorization, and has instructed him to stay on the public rights-of-way. Tommy said his understanding from the Deputy County Attorney was that he is not trespassing if doing his job, he is careful and there have been no issues so far, and believes emergency service response will be compromised if things like private driveways and structures are not included in mapping data. Discussion ensued about safety, perception, new address request documentation, and currently-available aerial imagery. For now, Tommy will stay in the public rights-of-way when doing mapping work in the field, and future work on protocol and procedures will include discussion about emergency services requirements, and whether driveways are in the public domain.

**Forest Service and BLM Plans and Projects:** Steve Kimball and Tim Egan, Montana DNRC, met with the Board to discuss Forest Service and BLM Plans and Projects. Steve introduced himself, reviewed his background, and explained his position, which includes working with local towns and communities on Federal

land management, and tracking BLM plans and projects. He said that grant money available every year and distributed to all the counties in the state for assistance with things like collaboration, travel to meetings, workshops and training. He also talked about forest health and management, fire risk and access, future road infrastructure, working with the DNRC to craft meaningful projects, and the availability of litigation support as part of shared stewardship. Discussion ensued about collaborative groups that are working well together, and Steve said that recommendations to the Forest Service from closely aligned groups are more likely to be accepted, and help to understand what the groups are trying to accomplish. He invited feedback and offered his help in many areas. Responses and further discussion included sheep allotments and predators, progress on timber projects being inhibited by fires, cautious optimism for change largely as a result of working groups, prescribed burning and forest management, getting the right information to higher levels of management, recruiting and incentives, and the benefit of longevity in positions of stewardship.

**Forest Update:** Dale Olson, Madison District Ranger, met with the Board to give an update on Forest Service projects. Steve Kimball and Tim Egan, Montana DNRC, were present for this portion of the meeting. Dale started with an update on the Greenhorn Project, discussed project personnel including a new team leader and commitments to stay to the end of the project, wildlife issues that have been corrected, and said overall the project is in pretty good shape and has progressed pretty far, and that documents are being thoroughly reviewed before decisions are presented to the public. He discussed new lynx sightings and possible implications. Dale also reviewed the Gravelly project and collaboration with several groups, talks with BLM, and timber harvest opportunities. He discussed environmental impact statement for sheep and cattle allotments, litigation, and mentioned bighorn sheep as a critical issue. He also talked about timber harvest challenges and opportunities, rights-of-way and easements, and appreciation for crew work done in the upper Ruby.

**Safety:** Bob Bates, Safety Coordinator, met with the Board to discuss the following topics. Pete Novich, Novich Insurance Agency, Bonnie O'Neill, Chief Administrative Officer, and Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, were present for all or portions of these topics.

- **September Safety Report:** Bob updated the Board on his recent activities, reviewing nursing home meetings, resolution of Ennis Solid Waste building damage, webinars, CPR instructor training, state closure of Sheriff's Office air quality issues and anticipated work, status of Internal Safety Inspections, Safety Committee meetings, upcoming Great Montana Shakeout at 10:17 a.m. on October 17, 2019, and Weekly Safety Topics.
- **Hail Damage Insurance Claims:** Bob reviewed hail damage insurance claims from the August 11, 2019 hailstorm in the Sheridan area. Discussion included vehicles and buildings, insurance point of view, and making decisions when estimates are completed.

**Human Resources:** Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topic. Tommy Luksha, GIS Coordinator, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting.

- **Recommendation to Hire GIS Clerk:** Tammy presented and reviewed the hiring committee's recommendation for the part-time, temporary GIS Clerk position. Based on the hiring committee's recommendation, Dan Allhands moved to approve hiring Lois Stephens for the part-time, temporary GIS Clerk position at 85% of clerk wages. Jim Hart seconded the motion. All voted aye and the motion carried.

**Gallatin Forest Partnership Letter of Support:** This topic was continued to the next regular Commission meeting.

**Purchase of Motor Grader for Harrison Road Department:** The Board discussed the purchase of a motor grader for the Harrison Road Department. Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, was present for a portion of this topic. Discussion included value with or without trade-in, blades and fenders, specifications, and where to place advertisements. Jim Hart moved to approve advertising for RFPs for a motor grader for the Harrison Road Department. Dan Allhands seconded the motion. All voted aye and the motion carried. Laurie discussed specs used in a previous ad, asked about the bid due date, size was discussed, and she will print information including equipment and add-ons to be reviewed by the other road crews before placing the ad.

**Commission Acceptance of Donated Brush Truck – Ennis Airport:** The Board discussed accepting a donated brush truck for use at the Ennis airport. Laurie Buyan, Executive Assistant to the Madison County Board of Commissioners, and Jani Flinn, Airport Board Secretary, were present for this portion of the meeting. Following review, Jim Hart moved to approve the acceptance of a brush truck donated by Gallatin County to the Ennis Big Sky airport. Dan Allhands seconded the motion. All voted aye and the motion carried. It was noted that this is a truck with a brush-sweeper, not a fire-fighting brush truck, and a brief discussion ensued about title procedures, insurance, donation policies, and transportation.

**Ennis Big Sky Airport - Consideration of Independent Fee Estimate Morrison & Maierle Proposal:** Jani reviewed the independent fee estimate from Morrison & Maierle for the Ennis Big Sky Airport, and mentioned that the project is not yet ready to go out for bid as it is still in engineering. Following review, Jim Hart moved to accept Morrison & Maierle's bid to prepare an independent fee estimate at a cost of up to \$13,000 for the Ennis Big Sky Airport Improvements project. Dan Allhands seconded the motion. All voted aye and the motion carried.

**Calendars:** The Board reviewed calendars.

With no further business, the meeting was adjourned at 3:35 p.m.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, October 8, 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: October 15, 2019

Minutes prepared by:

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Jane Bacon, Commissioners' Clerk

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