

BOARD OF MADISON COUNTY COMMISSIONERS
October 16, 2018, Meeting Minutes

On Tuesday, October 16, 2018, a meeting of the Board of Madison County Commissioners came to order at 9:35 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 Charity Fechter, Margie Edsall, David Stout, Vicki Tilstra, Jani Flinn, Chris Hunt, Bonnie O'Neill, Tammy Mahlstedt, and Tommy Luksha.

Approval of Minutes: Jim Hart moved to approve the October 9, 2018, Board of Commissioners meeting minutes with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.

Walsh Floodplain Permit Application: Charity Fechter, Floodplain Administrator, presented and reviewed a floodplain permit application for Frank and Mary Walsh for property in the Silver Star area. She stated the permit is to retrofit a garage constructed without a floodplain permit to bring it up to wet proofing standards. She reviewed conditions of approval and findings for the project, and noted that they are planning to build a house there but have not submitted an application for that yet. Following discussion, Dan Allhands moved to affirm the Floodplain Administrator's conditional approval of Frank and Mary Walsh's Floodplain Development Permit application for Parcel A of Certificate of Survey 7/1465-BA, located at 57 Jefferson Road, Silver Star, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Davis Quitclaim Deed: The Board reviewed a quitclaim deed provided by Susan Swimley, Attorney-at-Law, for property in Alder, Montana, owned by the Davis'. Following discussion, Dan Allhands moved to approve the Quitclaim Deed from Madison County Montana to Robert L. Davis and Marie Davis for all that portion of closed Railroad Avenue south of Main Street being 90 feet by 40 feet and east of and adjacent to Lot 10, Block 15 of the Townsite of Alder, Madison County, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

NOI Form and SWPPP for DSL McKee Pit: Following review, Jim Hart moved to approve the Storm Water Pollution Prevention Plan for the McKee Pit and the DEQ Notice of Intent form, Multi-Sector General Permit for Storm Water Discharges Associated with Industrial Activity. Dan Allhands seconded the motion. All voted aye and the motion carried.

Budget Requirements to Facilitate WHIP Funding: Margie Edsall, Weed Coordinator, and David Stout, Ruby Watershed Coordinator, met with the Board to discuss the Wildlife Habitat Improvement Program. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. David stated that he submitted an application for funding in February and has been awarded \$564,000 to be used over a five-year period in the Upper Ruby project area which includes private, state, BLM, Forest Service, and Fish, Wildlife and Parks property. The proposal also includes a non-federal cash match of \$617,000. He distributed a picture of the project area noting that since 2011, the plan has been to expand into Warm Springs and the Rob-Ledford area and this project does that. There was discussing regarding how the funds would be distributed and who would pay the contractors. David stated that an MOU would need to be created and distributed an example of another MOU. There was discussion about running the funding through the Weed Department. Vicki asked if Madison County would be a pass-through. David responded that it would and that the Conservation District would do all the reporting. Vicki noted that if the funds are run through the County, nothing can be outstanding as of June 30. There was further discussion about the accounting procedures and having the contractor start in the first part of July so there would be no outstanding invoices in June. Vicki stated that she would need to see the award letter to help determine how to proceed. Margie and David will consult with FWP and then come back to the Board with further information on the project.

Airports: Jani Flinn, Airport Board Secretary, met with the Board to discuss the following Airport topics. Lance Bowser, Robert Peccia and Associates, participated in this portion of the meeting via telephone.

- **Ennis Big Sky Airport and Twin Bridges Airport - Capital Improvement Plan (2019-2025):** Lance discussed the capital improvement plans stating that they don't lock the County in to anything but that they are basically a wish list that justifies NPE funding. He added that they also assist the FAA and the County in budget planning. Based on the recommendation of the Airport Board, Jim Hart moved to approve the capital improvement plans for both the Twin Bridges Airport and the Ennis Big Sky Airport, from 2019 through 2025, as prepared by Robert Peccia and Associates. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Ennis Big Sky Airport and Twin Bridges Airport - FAA Supplemental Funding Application Request (2019-2020):** Lance discussed Congress allocated supplemental funds, noting that if awarded funds would be 100% FAA money with no local match required. He stated that Ennis has a good chance of receiving this additional funding but that Twin Bridges is a lower priority. There was also discussion about getting the land purchases reimbursed. Lance noted that land acquisition funds, if received, would be at the regular FAA rate of 90% with a local match of 10%. Following discussion, Jim Hart moved to approve the applications for Supplemental Discretionary Funding, FY2019, for Ennis Big Sky Airport in the amount of \$2,011,500 and for the Twin Bridges Airport in the amount of \$770,000. Dan Allhands seconded the motion. All voted aye and the motion carried.

Grants: Jani Flinn, Grant Administrator, met with the Board to discuss the following Grant topics.

- **BARSSA Resolution for Distribution of Funds:** Jani presented a draft resolution related to funding for road projects. Following review, Dan Allhands moved to adopt Resolution 37-2018, a resolution requesting distribution of local government road construction and maintenance match program funds, with attached Appendix A, Madison County Road Maintenance BaRSAA Distribution Request, October 16, 2018; and Appendix B, Madison County Expenditure Budget s Actual Query for the accounting period 10/18. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Notice of Public Hearing for the Children's Center PER Project:** Following review, Dan Allhands moved to approve the Notice for Public Hearing to discuss a Draft Preliminary Engineering Report (PER) and Draft Environmental Assessment prepared for the Madison County Commission to explore alternatives for the expansion of water and wastewater services to the west of the Beaverhead River in Twin Bridges, Montana, as prepared by Great West Engineering. There was also discussion on the status of the North Willow Creek mine reclamation project.

IT Department: Chris Hunt, IT, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstedt, Human Resource Generalist, were present for this portion of the meeting.

- **Archive Social:** Chris discussed a new proposal for archiving social network activity. He stated that he has checked with other possible users and determined that a limited package should be sufficient. He was quoted a basic package with the ability to archive up to 1000 records per month. He added that it would be a security blanket for the County and listed departments that would like to allow comments on their Facebook page. Following discussion, Jim Hart moved to approve joining Archive Social at the rate of \$200 per month for the next eight months for a total of \$1,592. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Additional Storage for Courthouse Core Server:** Chris stated that a recent incident that occurred with the County computers was because the system ran out of hard drive space. He was able to free up some space but would like to purchase more and listed items that use large amounts of space on the server. Following discussion, Dan Allhands moved to approve the quote confirmation from CDWG for three additional units of storage capacity on the Courthouse server. Jim Hart seconded the motion. All voted aye and the motion carried.

Local Projects on Designated State and Federal Highways: This topic was continued to the next regular Commission meeting.

Human Resources: Bonnie O'Neill, Chief Administrative Officer, and Tammy Mahlstedt, Human Resource Generalist, met with the Board to discuss the following topics:

- **Employee Flu Shot Contribution Count:** Tammy provided and reviewed a memo regarding employee flu shots, noting that these shots are covered under wellness benefits for employees who have the Blue Cross/Blue Shield coverage that is provided by the County. Following discussion, Jim Hart moved to approve employee flu shots to be provided by the County for those employees not covered by a major medical plan, with the nursing homes assuming the cost for their employees according to past practice, and the remainder coming from the Commissioners Contingency Account. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Authorization to Fill Custodial Supervisor Part-time Position:** The Board reviewed a letter of resignation from the Custodial Supervisor and an Authorization to Fill the position. Following review, Dan Allhands moved to accept the resignation of Tina Krause as the Custodial Supervisor and thank her for doing a great job. Jim Hart seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the Authorization to Fill the part-time, permanent Custodial Supervisor position. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Custodial Supervisor New Job Description:** The Board reviewed a revised job description for the Custodial Supervisor position. Following review, Jim Hart moved to approve the new Custodial Supervisor job description as presented by Human Resources. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Public Statement of Thanks - Monument and Wigwam Fires:** Following review, Dan Allhands moved to approve a Public Statement of Thanks for those who assisted or had patience during the Monument and Wigwam fires. Jim Hart seconded the motion. All voted aye and the motion carried.

BLM Reciprocal Road Maintenance Agreement for Clute's Landing and Axolotl Road: The Board requested that a copy of the BLM Reciprocal Road Maintenance Agreement be sent back to the BLM with changes suggested by the County Attorney's Office and ask if they would like it to be scheduled on a future meeting.

Administrative Office Building Canopies: The Board reviewed an email from Jim Jarvis, Town of Virginia City, regarding the latest proposal for canopies on the front of the Administrative Office Building and will wait to see what the Town Council thinks of it before taking action on the proposal.

Courthouse Elevator Project: Based on review from the Deputy County Attorney and MACo Legal Counsel, Jim Hart moved to accept the Standard Form of Agreement between Owner and Construction Manager from Langlas and Associates for the Madison County Courthouse Remodel/Elevator 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 2:40 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, October 23, 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: November 13, 2018

Minutes prepared by:

Laurie Buyan, Executive Assistant to the
Madison County Board of Commissioners

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