

BOARD OF MADISON COUNTY COMMISSIONERS
October 23, 2018, Meeting Minutes

On Tuesday, October 23, 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. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Bonnie O'Neill, Vicki Tilstra, Dave Magistrelli, Reagan Colyer, Charity Fechter, Margie Edsall, David Stout, Tom Hyndman, Jani Flinn, Tommy Luksha, Lance Bowser, and those people on the attached list.

Approval of Minutes: No minutes were available for approval.

Claims: The Board approved claims.

Morrison-Maierle Annual Maintenance Agreement for Ousel Falls RID: The Board discussed RID's in the county, reviewed what has been paid to Morrison-Maierle in the past for annual RID maintenance programs, and reasons for the fee increase. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Vicki provided input regarding other RIDs that will be paid this year. Discussion included how the program works, bond assessments, maintenance fees, and the importance of future RID maintenance agreements. Following discussion, Jim Hart moved to approve the 2018/19 RID maintenance program agreement with Morrison-Maierle, Inc. for the Ousel Falls Road in Madison County, MMI #0948.029, for an annual fee of \$3,851.93. Dan Allhands seconded the motion. All voted aye and the motion carried.

Inmate Excess Medical Insurance Program Renewal: The Board reviewed details of the Inmate Excess Medical Insurance Program renewal. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. After review, Jim Hart moved to approve the 2018-2019 Agreement for Inmate Excess Medical Insurance and/or Claims Administration Management program offered by Correctional Risk Services Inc. and made available to Madison County by the Montana Association of Counties, for covered medical expenses for inmates that are the County's responsibility. Dan Allhands seconded the motion. All voted aye and the motion carried.

Harrison Fire District Board Appointment: Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Following review, Dan Allhands moved to appoint Marsha Atkinson of Harrison as a trustee on the Harrison Rural Fire District for the remainder of a three-year term that will expire in May of 2021. Jim Hart seconded the motion. All voted aye and the motion carried.

Human Resources: Bonnie O'Neill, Chief Administrative Officer, met with the Board to discuss the following topics. Vicki Tilstra, Finance Officer, was present for this portion of the meeting.

- **Authorization to Fill Administrator-TRMCC:** Jim Hart moved to approve the Authorization to Fill for the permanent, full-time position of TRMCC Administrator. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Recommendation to Hire Director of Emergency Management:** Bonnie briefly discussed the interviews for the Director of Emergency Management position, and recommended the hiring of Joe Brummell, who currently holds the position of Deputy Director of Emergency Management. She pointed out that Joe has the certification required for this position, and will be completing further training and certification to operate the drone. Bonnie will check on drone insurance status and requirements. After discussion, Jim Hart moved to approve the hiring committee's recommendation

to offer the permanent, full-time position of Director of Emergency Management to Joe Brummell at \$20.44 per hour, or 90% of the Director of Emergency Management hourly wage, with a start date of November 1, 2018. Dan Allhands seconded the motion. All voted aye and the motion carried. Bonnie will have a conversation with Joe about hiring a deputy in the future, perhaps in the spring, and reminded the Board that Dustin Tetrault's last day in his current DEM position is this Friday, October 26, 2018.

- A brief discussion took place about senior transportation services, possible grants, and scheduling a discussion with Ann Reynolds, Senior Services Coordinator in Dillon, for a future Commission meeting.

Compensation Board Resignation: The Board reviewed Richard Barr's letter of resignation from the Compensation Board. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Following discussion, Jim Hart moved to accept Richard Barr's resignation from the Compensation Board, effective immediately. Dan Allhands seconded the motion. All voted aye and the motion carried.

Local Project on Designated State and Federal Highways: The Board discussed district projects taking place on designated state and federal highways. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Commissioner Jim Hart will complete the requested reporting form and submit it to the Montana Department of Transportation.

Administrative Building Canopies: This topic was continued to the next regular Commission meeting.

Courthouse Elevator Project: The Board discussed the need for interaction with Courthouse personnel about the proposed elevator project. Reagan Colyer, The Madisonian, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Further discussion included advertising the project, scheduling the work with Judge Berger, and planning a staff meeting at the end of November to include Bill Hanson.

Ennis Habitat for Humanity Project: Dave Magistrelli, Habitat for Humanity, met with the Board to give updates on their project in Ennis, and to see how they can work together with the County. Charity Fechter, Planning Director, Reagan Colyer, The Madisonian, Bonnie O'Neill, Chief Administrative Officer, Margie Edsall, Weed Coordinator, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. A call was made to Mindy Cummings, Planning Intern, to include her in the discussion. Dave outlined their current project to build homes and rental housing in Ennis. They've entered into a buy/sell agreement for 10 lots in the North 40 development, have taken out a loan from NeighborWorks Montana for a large portion of the purchase price, and still need \$60,000 to complete the transaction, which is scheduled to close at the end of November. He explained how their projects work, the benefits of using a land trust, next steps, timing, building costs and examples, and reviewed Habitat's goals: getting people into affordable housing, and to build those affordable houses. He wants to start fundraising and selecting families. Mindy reviewed how the County would be able to secure its position if it were to agree to a loan, and discussed aspects of such an agreement including loan structure, logistics, trigger points, incremental payback, and expectations. An idea was also put forth about creating a fund for ongoing housing and capital improvement. After discussion, Jim Hart moved to approve an agreement with Habitat for Humanity for an interest-free, one lump sum loan of \$60,000, to be paid back to Madison County within five years through sales of developed property in the North 40 Development in Ennis, Montana. The agreement is to be secured by trust indenture. Dan Allhands seconded the motion. All voted aye and the motion carried.

Weed Department:

- **Budget Requirements to Facilitate WHIP Funding:** Margie Edsall, Weed Coordinator, and David Stout, Ruby Valley Conservation District (RVCD), met with the Board to discuss budget requirements for facilitating the Montana Wildlife Habitat Improvement Program (WHIP) grant funding and the Weed Department's involvement. Carly Dearing, FWP, Kim Antonick, FWP, Bonnie O'Neill, Chief Administrative Officer, Reagan Colyer, The Madisonian, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. The WHIP grant was awarded to the Upper Ruby Weed Management Cooperative for a five-year term, beginning in 2019 with separate funding for each year, and monitoring required for ten years. A discussion ensued about cash flow, FWPs' role in the process, expense billing and reimbursement, relationships, timing and logistics,

and keeping the Weed Department's involvement as uncomplicated as possible. Following discussion, Jim Hart moved to approve encouraging the Weed Department to move forward with a five-year MOU with the RVCD on the Upper Ruby Weed Management Cooperative. Dan Allhands seconded the motion. All voted aye and the motion carried.

Sheriff's Office:

- **Law Enforcement Agreement with Sheridan and Twin Bridges:** Phil Fortner, Undersheriff, met with the Board to discuss the Sheriff Department's law enforcement agreements with the towns of Sheridan and Twin Bridges. Tom Hyndman, Mayor of Twin Bridges, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. Discussion included mill funding and comparisons with other towns. Phil reported that the County Attorney had approved the agreements, pending Board approval. Following discussion, Dan Allhands moved to approve the Memorandum of Agreement between the Madison County Sheriff's Office and the Town of Sheridan for law enforcement services for a period of one year from July 1, 2018 to June 30, 2019. Jim Hart seconded the motion. All voted aye and the motion carried. Vicki Tilstra, Financial Officer, joined the meeting at this point to briefly discuss funds collected from local towns, and those who have applied for available state funds. Following discussion, Jim Hart moved to approve the Memorandum of Agreement between the Madison County Sheriff's Office and the Town of Twin Bridges for law enforcement services for a period of one year, from July 1, 2018 to June 30, 2019. Dan Allhands seconded the motion. All voted aye and the motion carried.

Airports:

- **Bid Openings for Rebid on Ennis Airport Snow Removal Equipment Building:** The Board received six sealed bids for the rebid on Ennis Airport Snow Removal Equipment Building. Lance Bowser, Robert Peccia & Associates, Jani Flinn, Airport Board Secretary, Bonnie O'Neill, Chief Administrative Officer, and those on the attached list were present for this portion of the meeting. Lance Bowser opened and read the bids, and he will review the bids and follow through the process with the FAA and the Airport Board, who will make their recommendation. The next Airport Board meeting is scheduled for November 19, 2018.

GIS:

- **911 Advisory Council Grant:** Tommy met with the Board to request permission to apply for a 911 Advisory Council Grant, which is a state-funded program under House Bill 61 to support the implementation, operation and maintenance of 9-1-1 equipment, devices and data, and to hire Ken Wall, Geodata Services, to assist with preparing the application. Charity Fechter, Planning Director, Bonnie O'Neill, Chief Administrative Officer, Jani Flinn, Grant Administrator, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. A call was made to Ken Wall to provide additional information. Ken briefly reviewed the history of the 911 system and the reasons for the move to New Generation (NG) 911, which will utilize more comprehensive and up-to-date standards than the present system. Discussion ensued about the work involved in transitioning from a tabular database to a GPS database, preparations that the GIS Department has already begun, and the additional work elements that will be needed. Tommy has also contacted Lynda Holt, Communications Officer, who has an interest in the grant opportunity, and stated that there is much more to this change than the GIS-only portion. Grant applications are due by November 29, 2018, no match is required, multiple or combined grants are feasible within the county, and funding is retroactive for well-documented items back to July 1, 2018. Additional funds are expected to be available next year but, it is surmised, for lower amounts. Tommy would like to utilize Ken's experience to detail the scope of GIS work and associated budget to develop a credible, competitive grant application. Ken stated that he does not charge for helping with grant preparation, and additional ways of saving money and utilizing other resources to get the work done were discussed as well. Tommy reiterated that the Board would have further opportunity to approve or disapprove the work if the grant is awarded. There was some discussion of increasing GIS hours to 40 per week, to be addressed further at another time. Following discussion, Dan Allhands moved to authorize the GIS Department to prepare an application for the 911 Advisory Council Grant, and utilize the assistance of Ken Wall, Geodata Services, with the preparation of the grant for a \$0 fee. Jim Hart seconded the motion. All voted aye and the motion carried. It was

agreed that a joint meeting and work session should be arranged to include other departments that have any involvement in NG911, and Bonnie agreed to set this up for next week if possible.

Grants:

- **North Willow Creek Reclamation Project:** There was no discussion on this topic.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 3:40 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, October 30, 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:

Jane Bacon, Commissioners' Clerk

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