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STATE OF MONTANA MADISON COUNTY
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BOARD OF MADISON COUNTY COMMISSIONERS
May 2, 2023 Meeting Minutes

On Tuesday May 2, 2023, a meeting of the Board of Madison County Commissioners came to order at 10:00 am in the Commissioner's Office in the Administrative Building in Virginia City, Montana with Commissioners Dan Allhands, Chairman, Ron Nye and Bill Todd. Lisa Carruthers Assistant to Commissioners was present to take meeting minutes.

Those people in attendance at the meeting were Duncan Hedges, Craig Schroeder, Shawna Lutgen, Dana Escott, Jennifer Westfall, Gail Nelson, Emilie Saylor, Connie Dedrick, Todd Nelson, Mark Hoyt, David Reintsma, Lois Stephens, Justin Gatewood, Michael Yoder, Ron Hill, Olivia Hill. Ryan Wolter, IT Specialist facilitated webex. Those in attendance via webex included Craig Erickson, Becky Lawson, Dan Springer, Allison Veland, and other unidentified phone attendees.

Pledge of Allegiance: All Present Stand

Dan Allhands called the meeting to order at 10:00 am

10:05 am Approval of Care Act I Contribution:

Bill Todd makes a motion to approve the agreement for contribution in the amount of \$300,000.00 to the Sheridan Fire Department to build a Fire Hall. Ron Nye Seconded. No further discussion followed. All three Commissioners voted in favor at 10:01 am Dan Allhands, Chairman carried the motion. Agreement for Contribution was signed.

Discussion: Big Sky Interlocal Agreement: (Sheriff Duncan Hedges, Undersheriff Craig Schroeder, Sheriff Dan Springer, Gallatin County)

Duncan Hedges Sheriff of Madison County: Agrees with most of it, the Big Sky area wants some more coverage. Disagrees with the amount for Search and Rescue wants clarity for dollar amounts. Further discussion ensued

Bill Todd: 4 issues identified:

1. An exit clause with a one-year notification period
2. acknowledgment of coroner service, duties and how those are taken care of
3. "Up to" a certain dollar value, need to be reimbursed by state prior to the "up to" amount

4. monthly service reports must be sent to Duncan for all occurrences in Madison County

Ron Nye: How will big events be handled?

Sheriff Hedges: assign one or two deputies present at most events, need a Madison County presence at all times. Get everything separated by county

Sheriff Springer via phone: Wants coroner services spelled out, bill back the service to the county. Detective services and extra items; showing that there is cost to the work we each county to pay a third over the years, administrative cost etc.

Sheriff Hedges and Bill Todd agree and ask that a Termination Clause needs to be added with a 1-year notice.

County Attorney David Buchler: "UP TO" \$100,000.00 explore full reimbursement from the state at SAR prior to billing, add a clause that the reimbursement attempt will be made prior to going through the billing process

Request from Sheriff Hedges, Madison County for all SAR and service calls for Madison County to be sent to him to evaluate and understand from the Gallatin County office, need to keep track of it. Service call records should be sent to Sheriff Hedges.

Sheriff Springer Madison County will send changes requested in the Contract off to be edited, revised with new additions to review again.

BSRAD is being audited for not having a signed agreement between BSRAD and Gallatin County Sheriff's Office

Madison County Attorney David Buchler: wait for the revisions and revisit once reviewed.

Sheriff Hedges: once we get boots on the ground having a presence up there will be good.

11:00 AM Grants: Craig Erickson, Great West Engineering,

MVM Update: Chief Croy started on the pad for the walk-in refrigerator freezer yesterday, should take about a week. Did receive authorization from dept of commerce to advertise for electrical bid to install walk-in refrigeration unit per design developed by contractors. Advertisement is in to the Madisonian, Montana Standard, Dillon Times.

Webex call in Allison Veland, MVM: Quick question, what is the plan for putting the lawn back in place once the concrete work is finished? Want the lawn and landscape put back together. No further discussion. Craig Erickson will call Becky Lawson and find out the plan and call her back today.

11:15 am Discussion: Madison County Fair Board Dana Escott

Pavilion discussion: Chinker hired one year ago, to pull and re chink the Pavilion. He came highly recommended. Met with him at the Pavilion he started work on the Pavilion, he showed up with pictures websites, came prepared and met with the Fair Board. Multiple members have tried communicating with him, but he won't talk, he will text but he has not completed the project. The stain

is being stored in Whitehall at the individual's girlfriends house. Need to demo, power wash and stain where the old chinking comes off. Have had other quotes to repair and finish, not sure where to go from here.

Commissioner District 3 Bill Todd it must go out to bid because of the cost. As a rule we need to ensure that people are licensed and bonded

Madison County Attorney David Buchler: we must follow the procurement policy, there is an overall lack of due diligence and documentation.

Commissioner Dan Allhands, Chairman District 1 for this to happen and not to be put out to bid should have never happened we always use local people.

Commissioner District 3 Bill Todd the decision-making process standard procurement policy must be followed but we need to consider this money to be lost

Madison County Attorney David Buchler: his office will await law enforcement investigation to make a decision. With a civil matter the odds of getting anything are low

Dana Escott: The decision was put up at a Fair Board Meeting, open to discussion to be brought forward to the commissioners, but never got to it.

Commissioner District 3 Bill Todd: You must advertise for bids, follow the policy

Dana Escott: will try to find grants with historic preservation money further discussion ensued.

Request to Solicit Bids for New Tractor for Fairgrounds: can trade the tractor to get some money out of it. Put together a bid package asking for permission to replace the tractor. Were offered a fairly decent trade in amount. Looking to find a used, maybe look at leasing one.

Commissioner District 3 Bill Todd: the purchase of a tractor should be discussed at Budget Hearings, seconded by Dan Allhands, Chairman District 1 Commissioner

Commissioner District 3 Bill Todd requests that we give the criminal investigation another week or two to see what they come up with prior to agreeing to allow the Fair Board to go out to bid on a new tractor. All three commissioners agree to wait until Madison County Attorney and Sheriff's Office finish their investigation.

Request for Religious Exemption: Jennifer Westfall, HR

Bill Todd made a motion to approve the Religious exemption as presented by Jennifer Westfall. Seconded by Ron Nye. No further discussion. All three commissioners voted in favor at 10:38 Dan Allhands, Chairman carried the motion.

Purchase Request: for privacy foam in her office to uphold privacy. A shredder that has a crosscutter for safety and confidentiality reasons. \$224. Last item requested a web cam for her office. \$70.00

Bill Todd made a motion to approve purchases for HR as presented by Jennifer Westfall. Seconded by Ron Nye. No further discussion. All three commissioners voted in favor at 11:40 am Dan Allhands, Chairman carried the motion.

11:44 am Survey Results for Tobacco Root Mountain Care Center

Gail Nelson TRMCC Administrator: first time she has had citations in the last three years all areas. Dan Allhands commented that he has always been onsite during these processes. Gail requests that the Commissioners provide her with their expectations. Gail then proceeded to describe the process of a survey and inspection. Plan of correction was accepted, 11 citations severity level of A-F, all citations have been identified and corrected. All areas have been implemented in the facility and are back in compliance. New filing system has been implemented, infection prevention officer has implemented a process to monitor handwashing and incentivized, staff training is continuously in process. The next step is the survey team will revisit to ensure compliance. Further discussion ensued. Gail opens for question she will not share details of residents or staff to remain in privacy compliance.

Questions

How long since sanitarian performed an inspection, last year annual inspection.

Request Commissioners provide expectations of being present during walk throughs

David: Went very well!

Fire Life Safety: two tags

First: fire suppression in the kitchen, every 12 years hydrostatic test was in process of being done but was past due, though noted in the paperwork the company was contracted to change it out, still tagged.

Two: a couple extension cords in activity room

All documentation was in order.

Staffing in TRMCC is low. Has idea to have the staff fill out survey of what is driving them to be travelers? It is not the pay rate. She will provide the results.

Meeting adjourned for Lunch at 11:53 am by Dan Allhands, Chairman

1:00 PM Meeting called back to order by Dan Allhands, Chairman

1:00 PM Discussion: Purchase of Public Health Office: Emilie Sayler, Madison County Public Health Director

Emilie Sayler: prior to Courthouse Emergency, went to Vicki to discover if she could expand Public Health, has a surplus in her budget. Need a plan for the next few years. She has outgrown the Public Health Office wants to hire a mental health position, a school nurse position, wants to expand in multiple ways to provide public health services, but they are at capacity and don't have the space or ability to. Mill levy funds, grant funds clinics reimbursement revenue. Have 2.5 mills only draw 1.5 mills use grants to cover most of their costs. Look forward to have a surplus continuously over the next four

years. The revenues should continue, after meeting on Friday April 21, 2023 she pursued asking questions about the possibility to purchase of discussed building.

Commissioner District 3 Bill Todd thinks we should put Public Health in new building with Sanitarian, Commissioners move into the trailers, rest of staff on second floor move into Public Meeting Room, this will enable Public Health to continue expanding its projects. Sheriff's Office can expand into current Public Health Offices. Further discussion ensued.

Emilie Saylor discussed upon reviewing it has been discovered that the School house is too costly to renovate. Request to share spaces with other public services in the building, family planning, elder care, dementia care, shopping for the elderly, Bridger Care, mental health, meeting space, Sanitarian Office, solid waste to work within the same office has the ability to maintain an open privacy.

Public Health Director Emilie Saylor wants to look at the building, come up with a plan to purchase and move forward, mill levy is voted to provide services and as of now they do not have the ability to provide services due to the lack of space, ability to hire more staff, non-temperature-controlled storage is problematic for covid tests, blood pressure, even stickers. Independent of the courthouse discussion the purchase of this building facilitates so many positives. Further discussion followed.

Madison County Attorney David Buchler made the comment which was seconded by Carmin Hill that the current setting in the Administrative Building is having a negative impact on the Justice and District Court moral. As well as County Attorney's Office. Security requirements must be met as well as privacy.

Commissioner District 3 Bill Todd stated that All offices will move into Public Meeting Room including Planning, GIS, Commissioners, Grants in the next week or two to accommodate the Courts and Attorneys Offices and their staff.

Further discussion.

Justin Gatewood Mayor of Virginia City expresses that they want to work with the County and look forward to having Public Health in town with the Creighton Block purchase. Continued speech Establishment and formation of Madison County/ Virginia City Collaborative. Wants to figure out the impact of Resort Tax remittances, ensure that the historic building maintenance is up to date and continuous, acknowledges the expansion of county foot print, and wants to work with the town and county on how to deal with parking issue of Madison County employees.

Emilie Saylor to be clear it has no cost to the tax payers as they are funds that have already been collected. The centralized location of Virginia City is the perfect location for Public Health, will contact Commissioners and their Real Estate agent to view and continue forward on purchase of the Creighton Block Building.

1:30 Madison County Planning Action and Discussion Items: Connie Dedrick, Planner III

Pioneer Landing Final Plat and Subdivision Improvements Agreements SIA for Signatures:

Signed by all three Commissioners, Ron Nye, Bill Todd and Dan Allhands, Chairman.

Floodplain Administrator: Connie Derick is requesting to be assigned as temporary so she can sign off on items and is involved in the proper training that will be completed by the end of the year.

Bill Todd made a motion to appoint Connie Dedrick as temporary Flood Plain Administrator. Ron Nye Seconded. No further discussion. All three Commissioners voted in favor at 1:40 pm Dan Allhands Chairman carried the motion.

Property Owner Floodplain Mapping: update Connie has been in contact with the municipalities, will have postcard draft for approval next meeting, will know further on notification by next week

MPP 23- 01 Yoder 1st Minor Preliminary Plat Subdivision: Open Discussion with exhibits and portfolio, reviewed by all three Commissioners edits and corrections made, questions asked in regard to wildlife, fire protection plan has been submitted, further reading of planning findings of fact, took pause and will come back to agenda item, a break at 2:30 to stay on AGENDA

2:30 GIS Audit Approval:

Commissioner Bill Todd made a motion to approve paying Morrison Maierle \$6500.00 from discretionary funds to audit the Madison County GIS Dept. Seconded by Ron Nye. Question asked by Jennifer Westfall HR of when they can expect this to happen, and is a contract in place. No further discussion. All three Commissioners voted in favor at 2:30 PM Dan Allhands, Chairman carried the motion.

2:35 Approval of Intergovernmental Agreement: Bill Todd made a motion to approve the signing of the Intergovernmental Agreement for the transfer of monies to the State, Montana Department of Public Health and Human Service and Madison County. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:35 PM Dan Allhands, Chairman carried the motion.

2:38 PM Continued from 1:30 PM: MPP 23- 01 Yoder 1st Minor Preliminary Plat Subdivision

EXECUTIVE SUMMARY

On April 24, 2023, the Planning Board held a public meeting regarding the proposed Yoder pt Minor Preliminary Plat Subdivision. After consideration of the Staff Report, presentation by Staff, discussion with the Subdivider, and hearing public comment, the Planning Board recommended approval of the application based on the findings of fact and conditions presented in the Staff Report and additional condition presented by Staff; Condition #25. Additionally, the Planning Board made three {3} minor text changes to the Staff Report. A draft summary of the April 24, 2023 Planning Board meeting is attached as Exhibit A.

REQUEST

Request is to remove the agricultural covenant through the subdivision process that was created through a Certificate of Survey, {COS} 839-AE. If approved, the Subject Property will be utilized as a commercial wholesale truss manufacturing business. The Subdivider is in the process of constructing a 60x200 square foot building for manufacturing purposes.

RECOMMENDATION

The Planning Board recommended approval {7-0} of the Yoder pt Minor Subdivision Preliminary Plat subject to the conditions of approval based on the recommended finding of fact in the Staff Report.

ATTACHMENTS

1. Exhibit A - DRAFT Summary Minutes from April 24, 2023 Planning Board Meeting;
2. Exhibit B - Planning Board Staff Report (April 17, 2023 w/amendments made on 4/24/23); and
3. Exhibit C - Public Comment received after the Staff Report was submitted to the Planning Board

Resume Findings of Fact: Connie Dedrick Planner III Continued reading, review, edit and approval of subdivision to and with all three Commissioners. Commissioner Dan Allhands, Chairman made a request for public comment at 3:10 PM. Questions: Fire response time seems off, response time need to reevaluated with the future growth plan. The volunteer basis of our county fire response time is due to how far out the volunteers live. Further discussion ensued.

Bill Todd made a motion to accept the findings and fact as written with any amendments that we have put forth here. Seconded by Ron Nye. No further discussion. All three commissioners voted in favor and at 3:18 Dan Allhands, Chairman carried the motion.

Discussion and/or Action Items

1. Public Discussion and/or Comments on the Items Not Listed on the Agenda but within the Boards jurisdiction: NONE
2. Approval of Minutes
Bill Todd made a motion to approve Meeting Minutes from March 28, 2023. Seconded by Ron Nye. No further Discussion. All three Commissioners voted in favor at 3:20 PM Dan Allhands Chairman, carried the motion.

Ron Nye made a motion to approve MCBC meeting minutes from April 11, 2023. Seconded by Bill Todd with corrections. No further discussion. All three commissioners voted in favor and at 3:20 PM Dan Allhands, Chairman carried the motion

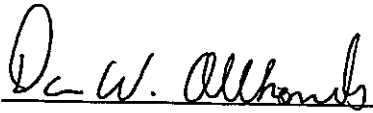
Bill Todd made a motion to approve April 21, 2023 MCBC meeting minutes. Seconded by Ron Nye. No further discussion. All three commissioners voted in favor at 3:20 PM Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve April 25, 2023 MCBC meeting minutes. Seconded by Ron Nye. No further discussion. All three commissioners voted in favor at 3:21 PM Dan Allhands, Chairman carried the motion.

3. Claims: NONE
4. New Hires and/or Transfers: NONE
5. Calendars: Madison County Housing Advisory Board Meeting cancelled on May 26 moved to June 2, 2023

With no further discussion the meeting was adjourned at 3:23 PM by Dan Allhands, Chairman.

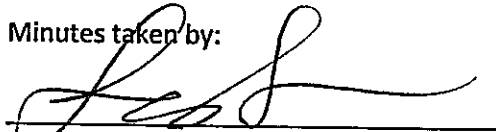
Next Meeting: The next Regular Commission Meeting will be held on Tuesday May 9, 2023 beginning at 9:30 am in the Commissioners Office in the Administrative Office Building in Virginia City, Montana.



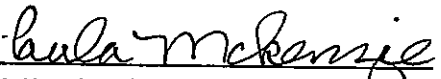
Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: June 13, 2023

Minutes taken by:



Lisa Carruthers
Assistant to Commissioners

Attest: 
Paula McKenzie, Clerk and Recorder, Madison County

