

BOARD OF MADISON COUNTY COMMISSIONERS
January 17, 2023, Meeting Minutes

On Tuesday, January 17, 2023, a meeting of the Board of Madison County Commissioners came to order at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, and Bill Todd present. Shawna Lutgen, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Brett Schriock, Paula McKenzie, Vicki Tilstra, Emilie Saylor, Tommy Luksha, Jacob Boyk, Louis Stevens, Connie Dedrick, Cody Pearson, Dan Durham, Dale Grose, and Hannah Brook. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those in attendance via Webex included Kristy Harper, Abby Thomas, Becky Lawson, Beth Famiglietti, Craig Erickson, Britani Allhands, Gail Nelson, IT Support, Jani Flinn, Jennifer Martens, Jason Petrillo, Jeremiah Theys, Karl Yakawich, Kate Rose, Kaye Counts, Michelle Schriock, Mike Callahan, PH, Samantha Arbogast, Tammy Mahlstede, and Zach Kozicky.

Approval of Minutes: Bill Todd moved to approve the January 10, 2023, meeting minutes as with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried. Bill Todd moved to approve the June 22, 2021, meeting minutes as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

Public Health: Emilie Saylor, Public Health Director, met with the Board to discuss the following topics.

- **COVID Update:** Emilie discussed COVID and nursing home status for Madison County and the State. The County has had a total of 2,371 confirmed positive cases, currently has 5 active cases, 2,343 people have recovered, and there have been 23 fatalities. There have been 0 hospitalizations, bringing total hospitalizations to 141. Montana has 1,020 active cases, 324,726 confirmed positive cases to date, 320,076 people have recovered, there have been 3,630 COVID fatalities, and active hospitalizations are currently 45. Total number of hospitalizations is 13,955. Emilie reviewed daily new cases in the County, State maps of active cases, cumulative cases, and vaccination information. Madison Valley Manor has no residents and no staff members in quarantine. The County transmission rate is moderate. MVM is providing on going infection control education and auditing staff. MVM has 18 residents. Tobacco Root Mountain Care Center has 24 residents. TRMCC closed the most recent outbreak status January 2, 2023. During the outbreak status TRMCC had 14 employee, 12 residents, and 2 family members in quarantine. TRMCC staff bivalent (COVID Booster) clinic will be conducted this week.
- **Public Health Office Update:** Emilie stated she would like to meet with the Board for the COVID updates. Currently, the information on the COVID reports has not had substantial changes. Emilie would like to give monthly reports providing all the activities the Public Health Department are doing and include COVID data. Emilie discussed with the Board a brief Public Health update. Emilie stated there has been more RSV hospitalization than COVID for this season. There has been a total of 7 RSV hospitalizations, 5 infants, 1 child, and 1 elderly individual. Flu shots are offered in the Public Health Office. Roadside safety kits are being put together consisting of road flares, emergency blankets, and safety vests. Forty safety kits will be given away at basketball games on the 24th, 26th, and 28th of January. The Public Health staff is trying to do a community event once per month for the Outreach program. Emilie stated the next planned event will be a bicycle rodeo. The clinic will show children how to use hand signs, stop at intersections, read signs and know what the signs mean, and wear safety helmets. Car seat inspections and installations are also available at the Public Health Office. Currently, Public Health has two certified members and in April two more staff members will be sent to training for certification. Emilie stated Public Health is strongly encouraging immunization checkups.
- **Medical Director Pay:** Emilie stated that she has reached out to the County Attorney regarding if Public Health would be able to pay the Medical Director/Health Officer do to the current individual serves on the volunteer board of health. Following discussion, the Board suggested to write a memo with proposed hours needed for the position. Emilie stated she would like to budget \$12,000.00 for the year and

\$500.00 stipend for each roll the individual is overseeing. The Board agreed with the suggested budget amount. There will be more discussion on this item at a future date.

Planning/GIS Hardware Updates: Tommy Luksha, GIS, Jacob Boyk, GIS, and Louis Stevens, GIS, met with the Board to request the authorization to purchase four laptops in the amount of \$16,000.00. Tommy stated he has spoken with Vicki Tilstra, Finance Officer, to verify the purchase would be within the GIS budget, line item 411060-364. Vicki confirmed via email, that the purchase would be within the budget. Following discussion, Bill Todd moved to approve the purchase of four laptops for the GIS Department from line item 411060-364 in the amount of \$16,000.00. Dan Allhands seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Board Renewals and/or Non-Renewals: There was no discussion on this item.

Mental Health Advisory Council – Commissioner Member: Dan Allhands moved to appoint Bill Todd the Mental Health Advisory Council. Bill Todd seconded the motion. All voted aye and the motion carried.

Nursing Homes New Hires and/or Transfers: There was no discussion on this item.

Public Discussion and/or Comments on Items Not Listed on the Agenda but Within the Board’s

Jurisdiction: Bill Todd suggested extending the existing deadline that was granted by the Board to Madison Meadows Golf Course Association. Following discussion, Bill Todd moved to extend the deadline until April 17, 2023, and permit Madison Meadows Golf Association to remain on site until the completion of the RFP process. Dan Allhands seconded the motion. All voted aye and the motion carried.

Amended Plat of Lot HC-J, Cowboy Heaven Phase 3A (Map-22-03): Connie Dedrick, Planner III, and Cody Pierson, Meridian Land Surveying, met with the Board to request approval the amended plat of Lot HC-J, Cowboy Heaven Phase 3A. Connie read the proposal for an amended plat that would revise the previously approved and platted building envelope shown in Exhibit B. The proposal would amend the plat to the building envelope named “16,000 square foot building envelope per this plat”. Relocating the building envelope will orient the residence in a “best fit and blend” with the existing topography and viewsheds. The Exemption Review Board reviewed the proposed amended plat request on November 30, 2022 and found no concerns with the request or the amended plat. It is recommended that the Madison County Commissioners approve and sign the amended plat to revise the “Southern” building envelope location from the previously established location. Bill Todd moved to approve the amended plat of Lot HC-J, Cowboy Heaven Phase 3A. Dan Allhands seconded the motion. All voted aye and the motion carried.

Request to run an election to increase Mills for the Sheridan Fire District: Dan Durham, Sheridan Fire Board member, met with the Board to request to run an election to increase mills for the Sheridan Fire District. Dan Durham stated that additional funding is needed in order to build the new fire station located outside of Sheridan. A loan will need to be taken out and in order to cover the loan payments an increase in the mill levies is needed to have the reliable funding for the payments. Dan Durham requested to increase the mills from the current 7.3 to 14.6. The increase would allow the Fire Department to continue their operations and cover the loan payments. An increase in mill levies has not been requested in about twenty years. Following discussion, Bill Todd move to approve the request to run an election to increase mill levies for the Sheridan Fire District. Dan Allhands seconded the motion. All voted aye and the motion carried.

Resolution 11-2023 – Calling for an Election for a Fee Increase for the Sheridan/Alder Park District: Paula McKenzie, Clerk and Recorder, met with the Board to request approval of Resolution 11-2023. The resolution is for an election to increase the fees for the Sheridan/Alder Park District from \$25.00 to \$35.00 per household per year. Bill Todd moved to approve Resolution 11-2023, a Resolution calling for an election to increase the fees for the Sheridan/Alder Park District. Dan Allhands seconded the motion. All voted aye and the motion carried.

Proposal to List Common Mullein as a County Listed Noxious Weed: Dale Grose, Weed Department, met with the Board to request approval to list Common Mullein as a County listed noxious weed. Listing Common Mullein as a County noxious weed will enable landowners to receive cost share dollars for controlling it. Following

discussion, Bill Todd moved to approve the proposal to list Common Mullein as a County listed noxious weed. Dan Allhands seconded the motion. All voted aye and the motion carried. Bill Todd moved to set the Public Hearing to list Common Mullein as a County weed for February 7, 2023 at 1:00 p.m. Dan Allhands seconded the motion. All voted aye and the motion carried.

Note: The date of the public hearing was later changed to February 28, 2023, at 1:00 p.m.

Fair Foundation Fundraising Advisor/Consultant Contract FY2023: This item has been postponed until the January 24, 2023 Commissioner Meeting.

Grants: Hannah Brook, Grant Writer, met with the Board to discuss the following items. Jeremiah Theys, Great West Engineering, Craig Erickson, Great West Engineering, and Karl Yakawich, Great West Engineering, participated via webex.

- **Fish Hatchery, North Meadow Creek, South Boulder Road, Bear Creek:** Bill Todd stated he thought submitting two applications rather than four applications would give the County a better chance of being considered for the FLAP grant. Bill stated that the highest traffic roads listed are North Meadow Creek and Fish Hatchery Road. Jeremiah Theys stated there is a little bit of investment putting the applications together and agreed with the Board that submitting two applications of the highest priorities would be the most beneficial. Hannah stated that letters of support for each project will be needed to submit with the applications. Following discussion, Bill Todd moved to pursue the FLAP grant for North Meadow Creek and Fish Hatchery Road maintenance. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Rick's Refrigeration update:** Craig Erickson stated he had spoken with Rick from Rick's Refrigeration and the refrigerator/freezer unit is on schedule with the projected delivery date of March 20, 2023 to Madison Valley Manor. Craig stated he has reached out to SMA Architects and requested they assist with the procurement of the electrical contractor that is needed to upgrade some of the electrical services in the kitchen area to be able to support the walk-in cooler. Craig is hoping the project will be completed by the end of the County's fiscal year. Becky Lawson, SMA Architects, stated that SMA would be happy to help with the electrical scope. Becky asked if the concrete slab was in place and if a commitment from the selected contractor has been received with a timeline for completion. Craig stated he will try and have a schedule for the concrete work by next Tuesday.
- **Cliff & Wade Annual Report:** Karl Yakawich stated the correction to the Cliff & Wade Annual Report is the amount showing the County contribution reflecting the County's match to the project. Bill Todd moved to approve the Cliff & Wade Annual Report with corrections. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **LATCF Funding:** Hannah Brook, Grant Writer, discussed with the Board the following items.
 - **Harrison Fire Department:** Hannah stated the Harrison Fire Department requested \$300,000.00 for water storage. Bill Todd moved to approve LATCF funding of \$300,000.00 to the Harrison Fire Department. Dan Allhands seconded the motion. All voted aye and the motion carried.
 - **Capital Improvement Plan:** Hannah stated that the current Capital Improvement Plan is outdated and because of the plan being outdated the County is starting to lose points on grants. Bill Todd stated that an updated CIP is needed for FEMA eligibility. Following discussion, Bill Todd moved to approve LATCF funding of \$40,000.00 from each district totaling \$120,000.00 for a Capital Improvement Plan. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Fire Mitigation Educational Materials:** This item will be discussed at a later date.

Calendars: The Board did not review calendars.

With no further discussion, the meeting was adjourned at 11:55 a.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, January 24, 2023, beginning at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: January 24, 2023

Minutes prepared by:

Shawna Lutgen, Commissioners' Clerk

Attest: _____
Paula McKenzie, Clerk and Recorder, Madison County