

BOARD OF MADISON COUNTY COMMISSIONERS
March 7, 2023, Meeting Minutes

On Tuesday, March 7, 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, Ron Nye, and Bill Todd present. Shawna Lutgen, Commissioners' Clerk to the Board of Commissioners, was present to take minutes.

Those people in attendance at the meeting David Buchler, Duncan Hedges, Vicki Tilstra, Jennifer Westfall, Van Puckett, Joe Brummell, Jennifer Martens, Connie Dedrick, and Justin Houser. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those in attendance via Webex included Tammy Mahlstede, Becky Lawson, Craig Erickson, Kristy Doud, Abby Thomas, Gail Nelson, k, MB, Emilie Saylor, Michelle Schriock, Geoff, Kaye Counts, Jackie Lev, Tommy Luksha, Larry Windishmear, Mike Callahan, and Zach Kozicky.

Approval of Minutes: Minutes were not presented for approval.

Southwest Montana Drug Task Force MOU: Duncan Hedges, Sheriff, and David Buchler, County Attorney met with the Board to request approval of the Southwest Montana Drug Task Force Memorandum of Understanding Fiscal Year 2024. The purpose of the Memorandum of Understanding is to establish general guidelines for a multi-agency task force to address drug-related crime. Bill Todd moved to approve the Southwest Montana Drug Task Force MOU as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

Public Discussion and/or Comments on Items Not Listed on the Agenda but within the Board's Jurisdiction: David Buchler, County Attorney, and the Board discussed finding a real estate attorney to review the Madison County Golf Course legal documentation. The Board also discussed emergency office space for the Court House employees. Dan Allhands stated that a 24 X 60 office trailer is available to lease in the amount of \$19,126.00. Following discussion, Bill Todd moved to approve a lease and initial payment of \$19,126.00 to Pierce Leasing. Ron Nye seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

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

Alder Rural Fire District Board Appointment: Bill Todd moved to appoint Duke Gilman to the Alder Rural Fire District. Ron Nye seconded the motion. All voted aye and the motion carried.

DUI Board Appointment: The Board reviewed the DUI Task Force Board application. Bill Todd moved to appoint Steven Filer to the DUI Task Force Board. Ron Nye seconded the motion. All voted aye and the motion carried.

Madison Valley Cemetery Board Appointment: Bill Todd moved to accept renewal request from Mark Woods for the Madison Valley Cemetery Board. Ron Nye seconded the motion. All voted aye and the motion carried.

Public Records Request Policy: This item has been postponed to the March 14, 2023.

LATCF Contract Signing: This item has been postponed to a later date.

Religious Exemption: Jennifer Westfall, Human Resource Generalist, requested the approval of two Religious Exemptions for Madison Valley Manor new employees. Bill Todd moved to approve both Religious Exemption for new employees at Madison Valley Manor. Ron Nye seconded the motion. All voted aye and the motion carried.

Environmental Health Work Hours: Van Puckett, Sanitarian, met with the Board to request approval of the Sanitarian/Solid Waste Department office hours request. Kasey Smart, Office Manager, has requested to work 8:00 to 5:00 with an hour lunch and Jani Flinn, Solid Waste Administrative Assistant, has requested to work 8:30 to 5:00 with a half an hour lunch. Following discussion, Bill Todd moved to approve Kasey Smart's daily work schedule request as presented by Van Puckett. Ron Nye seconded the motion. All voted aye and the motion carried. Bill Todd moved to deny the request for Jani Flinn's daily work schedule as presented by Van Puckett. Dan Allhands seconded the motion. Dan Allhands and Bill Todd voted aye. Ron Nye was opposed. The motion carried.

Big Springs Village Determination: Connie Dedrick, Planner III, and Justin Houser, Houser Engineering P.C., met with the Board to request a determination for a change of use to all for a mixed-use subdivision to include for a mix of commercial and residential units. Big Springs Village Phase 2 was approved as a four (4) Lot, 50-unit residential condominium subdivision distributed among tract as follows: Lot 1 would consist of 5 residential units (DPS Building), Lot 2 would consist of 27 residential units (Building 5 & 6), Lot 3 would consist of 12 residential units (Building 7), and Lot 4 would consist of 6 residential units (Building 8). The owner, via the Applicant's Representative, Justin Houser, is requesting a change of use to allow Lot 1 would consist of 3 residential units and 4 commercial units (DPS Building), Lot 2 would consist of 24 residential units and 3 commercial units (Building 5 & 6 and out buildings), Lot 3 would consist of 11 residential units and 1 commercial unit (Building 7), and Lot 4 would consist of 4 residential units (Building 8). Following discussion, the Board determined that the proposed change of use would constitute a material change. The Big Springs Village Phase 2 will need to undergo subdivision review per Chapter II of the MCSR. Bill Todd moved to determine that the Big Springs Village Phase 2 change of use request would constitute a material change and therefore will need to go before review per Chapter 2 of the Madison County subdivision regulations. Ron Nye seconded the motion. All voted aye and the motion carried.

DES Update: Joe Brummell, DES Officer, and Jennifer Martens, DES Assistant, met with the Board to provide an update on the mass casualty incident on February 21, 2023 at mile marker 37 MT Hwy 37. Emergency response units that responded were Ruby Valley EMS, Ruby Valley Medical Center, Sheridan Rural VFD, Twin Bridges Rural VFD, Madison County Sheriff, Montana Highway Patrol, MCS Patrol, Beaverhead/Dillon District 2 EMS, and Whitehall EMS. The incident was a ten vehicle plus a school bus incident due to weather conditions. Six ambulatory patients, but none were critical. At the same time another mass casualty incident occurred at mile marker 1 MT Hwy 84. Emergency response units that responded were the Madison county Sheriff, Harrison Rural VFD, Madison Valley Rural VFD, Madison Valley EMS, and Gallatin County. The incident was a two vehicle plus a school bus incident due to weather conditions. Doug Young, Madison County Deputy, shuttled all the children in the bus to the gas station to keep the children warm. Tommy Luksha, GIS, volunteered his time to help in dispatch. Also, discussed is the development of a Madison County Incident Organizer and two down parkas have been ordered. The Critical Stress Management class was conducted on January 31, 2023 through February 2, 2023. Jen Martens stated they are trying to form a bi-county debriefing unit with Beaverhead County. Joe discussed Strategic Fire Management Planning meeting which focuses on a combined approach to protecting communities. Joe read the chemicals reportable under EPCRA Section 312 guidelines. Active Shooter Response Training will be held April 17, 2023 and May 12, 2023.

Madison Valley Manor Court Yard: This item has been postponed until a later date.

Grants: Craig Erickson, Great West Engineering, Jeremiah Theys, Great West Engineering, and Becky Lawson, SMA, met with the Board via webex to discuss the following items:

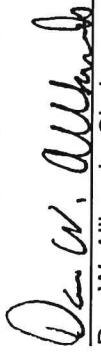
- **Madison Valley Manor Update:** Craig stated that the refrigerator/freezer unit has been delivered to Rick's Refrigeration and would like to store the equipment at a County owned facility until the County is ready for Rick to come and install the equipment at Madison Valley Manor. Becky Lawson stated the unit is roughly 10'X20' in size. Craig asked if the County Attorney has had time to review the contract between Chief Croy and the County. The contract has been approved by the Department of Commerce and once reviewed by the County Attorney the project will be able to move forward. Becky asked for a list of electrical contractors for the electrical work that will need to be done on the project. The Board will review the Procurement Policy to make sure the electrical project does not need to go out for bid. Bill Todd stated he would let Craig know where the equipment can be stored as soon as possible.

- **North Meadow and Fish Hatchery Road Discussion:** Jeremiah Theys presented Task Order No. 15 for the North Meadow Creek Road Evaluation and FLAP application. He explained the task would include preparing the FLAP application on behalf of the County for North Meadow Creek Road for the reconstruction and the paving of approximately three miles of the road. This will also include coordinating with the federal agencies, prepare GIS maps, facilitate a Public Meeting with the town of Ennis, and prepare a conditions assessment. Great West Engineering is still trying to track down the FLAP application for Fish Hatchery Road that has been submitted by the Fish Wild Life and Parks. Once they have received more information and determine what is being funded from the FLAP application the County will be able to submit an additional FLAP application for Fish Hatchery Road. Bill Todd moved to approve Task Order No. 15 – North Meadow Creek Road Evaluation and FLAP application. Ron Nye seconded the motion. All voted aye and the motion carried.

Calendars: The Board did not review calendars.

With no further discussion, the meeting was adjourned at 11:23 p.m.

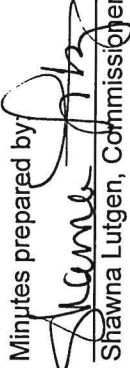
Next meeting: The next regular Commission meeting will be held on Tuesday, March 14, 2023, beginning at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana.



Dan W. Allhands, Chairman

Board of Madison County Commissioners

Date Approved: March 28, 2023

Minutes prepared by


Shawna Lutgen, Commissioners' Clerk

Attest:

Paula McKenzie, Clerk and Recorder, Madison County