

BOARD OF MADISON COUNTY COMMISSIONERS
April 7, 2020, Meeting Minutes

On Tuesday, April 7, 2020, a meeting of the Board of Madison County Commissioners came to order at 9:58 a.m. in the Public Meeting Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye, and Jim Hart present. Laurie Buyan, Executive Assistant to the Board of Commissioners, was present to take minutes.

Those people in attendance at the meeting were Bob Bates, Bonnie O'Neill, Vicki Tilstra, Melissa Brummell, Kathy Barnes, Craig Schroder, Jani Flinn, Kindra Todd, Shelly Burke, Ellis Thompson, and several who participated via Webex. Ryan Wolter, IT Support Specialist, was present to administer the public connection to the meeting via Webex.

Approval of Minutes: Jim Hart moved to approve the March 10, 2020, Commission meeting minutes with corrections. Ron Nye seconded the motion. All voted aye and the motion carried. Ron Nye moved to approve the March 17, 2020, Commission meeting minutes with corrections. Jim Hart seconded the motion. All voted aye and the motion carried.

Bob Bates, Safety Coordinator, met with the Board to discuss the following topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **March 2020 Monthly Safety Report:** Bob presented and reviewed the monthly safety report for the month of March. The report included incident investigations and reports he completed; actions taken in response to a concern to the Department of Labor and Industry about the air quality of the Courthouse; actions taken in response to the Coronavirus pandemic; trainings and workshops he has been involved in; and weekly safety topics that have been distributed.
- **Montana DRIVE Workshop:** Bob discussed sending drivers to the annual DRIVE workshop this year. Because the workshop is in the summer months when road crews are the busiest, the Commissioners opted not to send anyone from the road crews this year. Bob stated that he had planned to send the Senior Citizens' bus driver but there is no current driver since the bus is not running at this time. Bob requested that we reserve one spot in his name and if a new driver is hired by then, he will have the bus driver attend the workshop. The Board concurred with this suggestion.
- **Safety Intern Position:** Bob notified the Board that because of the current COVID-19 situation, he has taken steps to close down the Safety Intern position for this year. Bob stated that it would be very difficult for him to supervise a new position while working from home.

Melissa Brummell, Public Health Nurse, met with the Board to discuss the following topics. Bonnie, O'Neill, Chief Administrative Officer, was present for this portion of the meeting.

- **Immunization Program Grant Renewal:** Melissa reviewed the Immunization Program Grant stating that it provides funding for off-site immunizations at schools, etc. She added that it pays staff time and that the deliverables are the same as they have always been, however the funding has been increased by \$125 this year. Based on the recommendation of the Public Health Nurse, Jim Hart moved to approve Task Order 21-07-4-31-126-0 to the Madison County Health Department County Unified Master Contract, between the Montana Department of Public Health and Human Services, Immunization Program, and Madison County, to ensure oversight and provision of immunization services for children, adolescents, and adults, for the period beginning July 1, 2020, through June 30, 2021, for a maximum amount of \$5,965. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Amendment to Public Health Emergency Preparedness Grant:** Melissa discussed an amendment to the Emergency Preparedness Grant, stating that this amendment is to assist with the response for the COVID-19 pandemic. She discussed deliverables and tracking, noting that this is nothing they don't already do or would do, they're just being requested to document their

activities. She added that this amendment requires a 25% local match and that there is an opportunity for more funding. Based on the recommendation of the Public Health Nurse, Jim Hart moved to approve Amendment #1 to Task Order Number 20-07-6-11-032-0 between the Montana Department of Public Health and Human Services and Madison County, for a total of \$29,737 for COVID-19 Response funding the period beginning March 16, 2020, through March 15, 2021. Ron Nye seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

RFP vs Renewal and Request for Second Look from BCBS: Flo Bay, Blue Cross/Blue Shield Insurance, met with the Board via Webex to request a second chance to review the final numbers from Blue Cross/Blue Shield after receiving proposals from other companies before the Board makes a final decision on an insurance provider. Vicki Tilstra, Finance Officer, Bonnie O'Neill, Chief Financial Officer, Kathy Barnes, Insurance Committee, and Craig Schroder, Insurance Committee, were present for this portion of the meeting. Flo stated that Blue Cross/Blue Shield prides itself in its service to Madison County and that they are working with the underwriters to provide a competitive renewal for the County. She asked that they be allowed to compete if the County gets a lower rate from another company. Jim Hart asked Flo to explain the difference between a renewal and an RFP. Flo explained that a Request for Proposals gives outside carriers an opportunity to quote a program while a renewal gives you the rates for staying with the current program. She also stated that the rates with Blue Cross/Blue Shield would be the same regardless of which broker is chosen. She asked for the opportunity to send the information back to the underwriters to see if they can compete with another provider if the numbers come in lower. Jim Hart asked if this is a customary practice. Flo responded that it is. There was much discussion about the various plans and offering different plans to families or raising deductibles to decrease the premium amount. Dan Allhands stated that he was apprehensive to switch plans right now because another company might not have the financial stability that Blue Cross/Blue Shield does. He also stated that he does not think its fair to the other bidders to give Blue Cross/Blue Shield an opportunity for a second look after bids come in. After much discussion, it was decided to wait until after the bids were opened and then ask the County Attorney if the current company can have a second look at rates after other companies have provided proposals.

Agreement between Madison County and Cauty Boots, LLC: Jani Flinn, Grant Administrator, met with the Board to discuss an agreement with the Big Sky Trust regarding funding for Cauty Boots, LLC. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. Jani stated that the Deputy County Attorney has reviewed the agreement and has no issues with it. She also noted that the funds will come to Madison County and Cauty Boots will submit for funds on a quarterly basis, and if the employee that is being funded doesn't stay with Cauty Boots, the funds will go back to the Big Sky Trust Fund. Following discussion, Ron Nye moved to approve the Agreement between Madison County and Cauty Boots, LLC, for up to \$5,000 to assist with the purchase of machinery, equipment, software, and wage reimbursement, from the Big Sky Trust Fund, effective from January 14, 2020, and expiring once the Montana Department of Commerce officially closes out the BSTF award to the Government. Jim Hart seconded the motion. All voted aye and the motion carried.

Jani Flinn, Airport Board Secretary, met with the Board to discuss the following Airport related topics. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. Lance Bowser, Robert Peccia and Associates, participated in the meeting via telephone.

- **SK Construction – Contract and Notice to Proceed:** Lance stated that SK Construction has all the bonds in place but that he does not have the builders risk insurance yet. He is waiting for a policy number for that. He asked that the Board execute the Notice to Proceed contingent upon receipt of the final insurance document. Based on the recommendation of the Airport Engineer, Jim Hart moved to approve the Notice to Proceed for SK Construction, LLC, for Ennis Big Sky Airport Improvement Project 3-30-0090-021-2020 and 3-30-0090-022-2020, contingent upon receipt of builders risk insurance documentation. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Corps of Engineers 404 Nationwide Permit:** Lance discussed the application for a Corps of Engineers permit for McDeed Creek, stating that this is not a fish bearing stream so the concern is sediment and loss of wetlands. He explained that to compensate for the loss of wetlands in this area, the County would be required to purchase 670 stream credits from the Upper Missouri

Mitigation Bank which will be used to create wetlands in another area. Following discussion, Jim Hart moved to accept the Department of the Army, Corps of Engineers, 404 permit and approve the payment of \$25,300 to purchase compensatory mitigation to the Upper Missouri Mitigation Bank to compensate for the loss of 0.20 acres of Palustrine scrub-scrub wetland and 209 feet of McDeed Creek. Ron Nye seconded the motion. All voted aye and the motion carried.

- **AIP 3-30-0090-22-2020 Grant Application Amendment Letter:** Lance explained that the final amount of the grant was adjusted down so that an amendment letter was no longer needed.
- **AIP 3-30-0090-022-2020 Grant Acceptance Documents:** Lance discussed funds that have been expended to this point, and noted that SK will want payment for mobilization as soon as the grant is accepted. He added that he is waiting to receive the final grant documents from the FAA.
- **Longhorn Ranches LP Avigational Easement:** This topic was continued to the next regular Commission meeting.

Journal Vouchers: Ron Nye moved to approve Journal Vouchers for the 3/20 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

Furniture for Jury Room: The Board reviewed quotes from Lee's Office City and 360 Office Solutions for furniture for the jury room in the Administrative Office Building. Following review, this topic was continued to the next regular Commission meeting.

Analysis of the Current Health Insurance Program: Mike Bonville and Cody Casperson, The Partners Group, presented the Board with a proposal to analyze the County's health insurance plan, via Webex. Vicki Tilstra, Finance Officer, Bonnie O'Neill, Chief Financial Officer, Shelly Burke, Treasurer, Kathy Barnes, Insurance Committee, Kindra Todd, and Craig Schroder, Insurance Committee, were present for this portion of the meeting. After much delay due to connection difficulties, The Partners gave a brief background of their group and what they do. It was noted that they are an independent consulting firm, not an insurance agency. They asked what the County's goals for health benefits are and what type of plan is in place to achieve those goals, noting that typical objectives are to minimize expense and maximize program benefits. They discussed components of the program including educating employees on benefits and communications. They briefly reviewed the County's current plan, including claims paid and premium history. It was noted that, all things considered, this would not be a good time to change companies but The Partners would like the opportunity to assist with the goals and working with the County towards achieving those goals. It was also noted that the cost for this service is covered by the insurance company.

Madison County Road Research Update: Abby St. Lawrence, Attorney at Law, met with the Board via Webex to discuss the status of road research she has been doing for Madison County. Ellis Thompson, District 1 Commissioner Candidate, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. Abby stated that she has gotten cross signals from the Commissioners on how to proceed with the road research. She requested direction on how to proceed. There was discussion related to the Pony/Mammoth Road, the Adobe Town Road and County Road 45. After discussion, it was decided that the road topics would go on the agenda for the next regular Commission meeting and that Abby would plan to update the Board monthly on the road research projects.

COVID-19 Emergency Staffing: Bonnie reported that two 90 day positions have been added to the nursing homes staff.

Letter of Support for Montana Heritage Commission: Following review, Ron Nye moved to approve the letter of support to the Honorable Governor Steve Bullock for the Montana Heritage Commission's long range building request of \$2 million specific to Madison County businesses, preservation projects, and attractions in Virginia City and Nevada City. Jim Hart seconded the motion. All voted aye and the motion carried.

Beaverhead Cooperative Agreement for Sanitarian Services: This topic was continued to the next regular Commission meeting.

Great West Engineering Task Order #29: The Board discussed a task order from Great West Engineering to update the stairs on the Grandstands at the Fairgrounds in Twin Bridges. Karl Yakawich, Great West Engineering, and Dana Escott, Fair Manager, participated in the meeting by telephone and/or by Webex. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, were present for this portion of the meeting. Ron Nye stated that he initiated the task order with Great West, adding that he didn't realize it would be that much. Karl explained that he got the sketches from Bob Lancaster, Fair Maintenance, and stated that the big issue is the permitting from the State. He added that a public facility requires a state building permit that includes an overall site plan and detailed permits. There is also a fee involved that is based on a percentage of the project. Chad Armstrong, Fair Board Chairman, joined the meeting at this point. Karl reviewed the earlier discussion for Chad adding that the task order has Great West preparing plans and permit applications and coordinating the project with SHPPO. Chad stated that he had no idea that Great West was going to be involved in the project and thought they would handle it themselves. Vicki asked if there was funding available through SHPPO. Karl responded that there may be and offered to have Craig Erickson, Great West Grant Administrator, look into it but added that it would cost to write the grant and this was a fairly small project. There was further discussion about having Bob complete the project, checking on grant funding, and contacting the State Building Inspector for advice on the project.

Great West Engineering Amendment #1 – TRMCC Site Improvements: The Board reviewed a proposed amendment to the Great West Engineering Task Order for TRMCC Site Improvements. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, were present for this portion of the meeting. There was discussion about completing all of the services listed in the task order and amendment or just completing the sidewalks by the nursing home in Sheridan. There was discussion about the budget and the possibility of transferring funds into the nursing homes budget for the project; using some of the millings from the Ennis Airport to complete the road work; and completing surveys during the COVID-19 crisis. After much discussion, this topic was continued to the next regular Commission meeting.

Support Letter 2020 LGFA – Local Government Forestry Assistance Grant Application: This topic was continued to the next regular Commission meeting.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:00 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, April 14, 2020, beginning at 9:30 a.m. in the Public Meeting Room of the Administrative Office Building in Virginia City, Montana.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: April 28, 2020

Minutes prepared by:

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

Laurie Buyan, Executive Assistant to the
Board of Commissioners