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STATE OF MONTANA MADISON COUNTY
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Paula McKenzie, CLERK & RECORDER
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To: FILED, ,

**BOARD OF MADISON COUNTY COMMISSIONERS
June 27, 2023 MEETING MINUTES**

On Tuesday June 27, 2023 a meeting of the Board of Madison County Commissioners came to order at 10:00 AM on the Second Floor in the Motor Vehicle Office of the Administrative Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye, Bill Todd and Lisa Carruthers, Assistant to Commissioners present. Paula Mckenzie, Clerk and Recorder, was present to take meeting minutes.

Those people in attendance at the meeting were Jennifer Martens and Joseph Brummell. Ryan Wolter, IT Specialist, facilitated the WEBEX connection. Those who attended via WEBEX or by phone included unidentified phone attendees.

ALL STAND FOR PLEDGE OF ALLEGIANCE

10:00 AM. **Discussion and/or Action Items: Hazard Mitigation:** Joseph Brummell Director Disaster and Emergency Services Fire Warden Madison County

Joe Brummell went over the draft copy of the Hazard Mitigation Plan. Madison County is one of 19 Montana Counties participating in this plan. Joe spoke to various areas the plan works with; avalanche, communicable diseases, drought, flood, landslides, severe weather etc. A draft copy was given to the Commissioners for them to look over and make recommendations if warranted.

10:20 AM **Discussion and/or Action Items: Gallatin River Task Force** Kristin Gardner PHD Chief Executive Science Officer

Kristin Gardner requests 25% increase for the calendar year for the Big Sky Sustainable Watershed Stewardship Plan. This is a five-year update for water issues in the Big Sky Area. Kristin went over what the BSSWSP has accomplished in the last five years and explained the three main issues that have come up, the algae bloom in the Gallatin, faster growth than expected and flooding. This plans funding is 50% resort tax and 25% Madison County 25% Gallatin County. They will be asking the same entities to participate and would like Commissioner Todd to participate with the update. Commissioner Todd accepted. Requesting \$12,500; received full funding from the resort tax and Gallatin gave \$10,000 of the \$12,500. Bill Todd made a motion to extend the funding request of the Big Sky Sustainable Watershed Stewardship for \$12,500 for one year. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 10:25 AM. Dan Allhands, Chairman carried the motion.

10:30 AM **Agreement for Contribution Eaglets Childcare Center Discussion and/or Action Items:** Pam Birkeland, Superintendent of Schools Madison County

There have been changes in the rules for receiving funding. Entities must register with an identifying number first. This has been tabled until clarified.

10:35 AM Madison County Fairgrounds Discussion and/or Action Items: Dana Escott, Fairgrounds Manager

Two bids were received, the Fair Board recommends the bid which is \$4,000 less. Vicki filled in that the Fair Board will be reimbursed \$11,000 for gravel. Bill Todd made a motion to accept the recommended bid of \$50,000 for the tractor. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 10:40 AM. Dan Allhands, Chairman carried the motion.

The Twin Bridges school approved another year lease and the Fair Board voted to do the lease. The Fair Board is asking the Commissioners to approve the lease for the FFA Farm Land Agreement. Bill Todd made a motion to approve the Twin Bridges FFA School Farm Lease Agreement. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 10:42 AM. Dan Allhands, Chairman carried the motion.

Discussion was held on the advertising of the chinking re-bid. The bid will be put in the Madisonian and the Standard. The bids themselves were discussed since they all differ in process. There may be a grant that could be acquired to help with costs. Will open the bids for a longer time frame.

A question was brought as to moving forward on the pavilion building project (bathroom, kitchen). Bill Todd states that the fair foundation board must make a presentation to the Commissioners. Once funds are verified they could move forward with a plan. What is done and how will be discussed at a later date.

10:50 AM Airports Discussion and/or Action Items: Shawna Lutgen, Grants Administrator

Commissioners were updated on the Twin Bridges airport hangar. The county owns the hangar and can lease it out for revenue which revenue is then obligated to the Airport Fund. It was stated that the county could lease to Ruby Valley Aviation and let them oversee it. A proposal will be drawn up and put to Commissioners. Bill Todd made a motion to approve the electronic signature of EKS-NMP-3-30-0090-027-2023 Grant Agreement. Seconded by Ron Nye. No further discussion followed. All three Commissioner voted in favor at 10:58 AM. Dan Allhands, Chairman carried the motion.

The Commissioner were updated that a presentation would be made tomorrow in regards to the Disadvantaged Business Enterprise. This is a three-year draft goal of DBE with a finalized goal at a later date. The Commissioners had no concerns with this.

The signature page for the I-State Truck Center Contract will be corrected and resent immediately. Bill Todd made a motion to approve signature and contract with correction with I-State Truck Center. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 11:01 AM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to execute the notice to proceed with the I-State Truck Center appropriation. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 11:02 AM. Dan Allhands, Chairman carried the motion.

11:00 AM Grants Discussion and/or Action Items: Craig Erickson, Great West Engineering Senior Funding Specialist, Shawna Lutgen, Grants Administrator

Advertisement was created and will be posted. No further updates. Will continue on 7/11/2023.

11:30 AM Road Department 2 Discussion and/or Action Items: Shane Escott, Road Foreman

Updated on mag chloride scheduling; where to get, when to order, who to order from. The price was discussed along with bids and how would be the best way to save money on purchase. Bill Todd made a motion to approve maintaining the status quo on purchasing providing the county attorney approves. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 11:50 AM. Dan Allhands, Chairman carried the motion.

Culverts were discussed. Price is under \$3500 at this point.

Ron Nye recommends we get a surveyor to find the right of way on the South Boulder Road so we can show where the county easement is.

Ron Nye moved to approve a motion to get a survey on the S Boulder Rd from first two miles from Armstrong Ln to Darkenwald's. Seconded by Bill Todd. No further discussion followed. All three Commissioners voted in favor at 11:59 AM. Dan Allhands, Chairman carried the motion.

12:00 PM **BREAK**

1:00 PM **Madison County Sheriff's Office Discussion and/or Action Items:** Duncan Hedges, Sheriff, Craig Schroeder, Under Sheriff

Duncan Hedges explained the Concealed Weapons Permit (CWP) training and funding and setting up a specific fund for use with anything CWP related. Asking for approval to set up this fund and transfer the money into the CWP fund. Bill Todd made a motion to approve the creation of a CWP account and the transfer of an amount to be determined. Seconded by Ron Nye. No further discussion followed. All three commissioners voted in favor at 1:04 PM. Dan Allhands, Chairman carried the motion.

Duncan Hedges explained to Commissioners the price for and process of recruiting and training deputies. We need to do more to help recruitment of and retaining our deputies. This means higher starting wage and higher wage for experience. Statute requirements for raising deputy pay were discussed. Duncan Hedges commends all his Deputies for their dedication to the job. The question is raised, what can the county afford? Can we go to the public for help? The county attorney questions that now that the deputies are part of a collective bargaining agreement, their representative may need to negotiate with the county at this point. Discussed changing the formula used to calculate the deputy's wages. Duncan will receive the already accepted COLA increase in wage. More discussion is needed for further Sheriff's wage increase. Further negotiations on deputy wages will be set for a further date. Bill Todd made a motion that requests the deputies present a contract and then a meeting will be scheduled with their rep. After discussion this motion was withdrawn at 1:54

Bill Todd made a motion to reinstate the position of a Communications Shift Supervisor Position. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 1:55 PM. Dan Allhands, Chairman carried the motion.

Duncan Hedges discussed adding two Field Training Officers in Dispatch to train all new employees. They will receive an additional \$1.00 an hour pay.

2:00 PM **Planning Department Discussion and/or Action Items:** Connie Dedrick, Planner

Bill Todd made a motion to approve Resolution 36-2023 naming Sacred Pine Lane. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:08 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 37-2023 naming Ohs Ranch Road. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:09 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 38-2023 naming Sheep Pasture Road. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:10 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 39-2023 naming Wickiup Trail. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:12 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 40-2023 naming Wally Way. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:14 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 41-2023 naming Woodstock Way. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:15 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to approve Resolution 42-2023 naming Gilligan's Gulch. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:17 PM. Dan Allhands, Chairman carried the motion.

Growth Policy RFP approved.

Capital Improvement Plan RFP discussed mailing, publication schedule.

Floodplain Notification & Mapping process was gone over. Appeal process tentatively set for August thru November. Information will be on our website. Some changes are required for floodplain process.

Mentioned some changes in Subdivision Regulations, there will be training on this. Subdivision Regs will be updated.

Roads Policy is rescheduled for July 11, 2023 to give commissioners time to study the draft policy.

Discussed developing a process and procedure for approach fees and encroachment fees.

Discussed training to educate people who are installing culverts and approaches so that they are certified installers. This may become part of the procedure in the future.

Discussion and/or Action Items:

On line question was asked in regards to board vacancies positions and could we coordinate a training with MSU local government? Bill Todd answered that this is a conversation to be had with Lisa and David first. Discussion has been started on this, but needs more research.

Bill Todd made a motion to approve meeting minute from June 6, 2023 with corrections. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 2:28 PM.

Bill Todd made a motion to approve meeting minute from June 13, 2023 with corrections. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 3:15 PM.

3:15 PM **Human Resources Discussion and/or Action Items:** Jennifer Westfall HR

Vicki Tilstra explains to commissioners that our HR person does the job as Director of HR but does not have the degree we require to fit the position. Not wanting to lose this person we should change her job description to show what she does in this position. Bill Todd made a motion to create an HR Manager Position at 90% of the HR Director wage. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 3:24 PM. Dan Allhands, Chairman carried the motion.

Bill Todd made a motion to create a position for an HR Clerk at 20 hours per week, salary at other clerk wage scale. Seconded by Ron Nye. No further discussion followed. All three Commissioners voted in favor at 3:25 PM. Dan Allhands, Chairman carried the motion.

Meeting adjourned at 3:25

Next Meeting: The next regular Commissioners meeting will be held on Tuesday July 11, 2023 beginning at 10:00 AM on the second floor in the Motor Vehicle Office in the Administrative Building in Virginia City, MT.

Minutes taken by:

Paula Mckenzie
Paula Mckenzie
Madison County Clerk & Recorder

Date Approved: Aug 1, 2023

Dan W. Allhands
Dan W. Allhands, Chairman
Board of Madison County Commissioners

Paula Mckenzie
Attest: Paula Mckenzie, Madison County Clerk & Recorder

