

BOARD OF MADISON COUNTY COMMISSIONERS
July 27, 2021, Meeting Minutes

On Tuesday, July 27, 2021, a meeting of the Board of Madison County Commissioners came to order at 9:34 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands and Ron Nye present. Commissioner Jim Hart was absent for personal reasons. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Joe Brummell, Emilie Saylor, Christian Wade, Craig Brown, Alex Hogle, Jani Flinn, Dave Magistrelli, Vicki Tilstra, Susan Vonasek, and Kila Shepherd. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those who attended via Webex or by phone included Craig Erickson, Becky Lawson, Gail Nelson, JM, Laurie Buyan, Carmin Hill, and Kathy Barnes.

Approval of Minutes: No minutes were available for approval.

DES: Joe Brummell, Director of Emergency Management, met with the Board to discuss the following topics.

- **Fire Update:** Joe updated the Board on local and statewide fire status. The Goose Fire is largely contained, although the entire west flank is still a concern due to inaccessibility and archeological sensitivity and he discussed hot spots shown on an infrared photograph. Management of the fire was handed off yesterday from Northern Rockies Team 5 to a combination of entities that will continue to fight the fire, and Joe presented Team 5's executive summary with financial information and operations information. He said they have done a phenomenal job and appreciates what they've done for the County, and more information continues to be available on the Goose Fire Facebook page. With the increase in the number of fires in the region, the Goose Fire has dropped in national priority and the Alder Fire is now the highest priority in terms of resources and severity. The Governor declared a Statewide drought emergency, which qualifies the release of Federal funding, and Joe reviewed a drought map of Montana showing Madison County almost completely classified as being in extreme or exceptional drought conditions. He discussed health effects from wildfire smoke and local air quality, and reviewed the weather forecast.
- **Resolution 33-2021 Stage 2 Burn Ban:** Joe said last week local agencies including DNRC, BLM, Fish & Game and the Forest Service went to Stage 2 fire restrictions for the Beaverhead-Deerlodge area, and he recommended that the County do so as well. He reviewed details of the Stage 2 burn ban, and discussion ensued about construction work and internal combustion engines that can cause sparks, fire department coordination, and Hoot Owl restrictions. Following discussion, Ron Nye moved to approve Resolution 33-2021, a resolution imposing a Stage 2 fire restrictions/burn ban in Madison County. 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: Joe Brummell, Director of Emergency Management, met with the Board to request emergency approval for delegating Gabe Holguin as the incident commander on the Goose Lake Fire. Emilie Saylor, Public Health Director, was present for this portion of the meeting. Joe explained that the fire encroaches on State and private land, this move delegates the authority to act on their behalf, and until recently there hasn't been anyone at a high enough level available to assume the position. After discussion, Ron Nye moved to approve the Delegation of Authority and Leader's Intent for the Goose Lake Fire Madison Ranger District, delegating Mr. Gabe Holguin as Incident Commander. Dan Allhands seconded the motion. All voted aye and the motion carried.

Public Health Office: Emilie Saylor, Public Health Director, met with the Board to discuss the following topic. Christian Wade, Madison County landowner, and Craig Brown, Professional Land Surveyor, were present for a portion of this topic.

- **Increase in Public Health Credit Card Limit:** Emilie requested a higher limit on her County credit card, explaining Health Department purchases that would exceed the current limit. After

discussion, Ron Nye moved to approve raising the Public Health credit card limit to \$3,000. Dan Allhands seconded the motion. All voted aye and the motion carried.

Emilie spent a few minutes reviewing Public Health activities and projects, including workshops attended, preparing for the County Fair, Kaiser Health/Madisonian interviews, blood pressure screenings, hypertension classes, child car seat and bathtub temperature education, community vaccine clinics, COVID case increases, the Delta variant, and self-administered COVID tests being used in homes, workplaces and fire camps.

Planning Office: Alex Hogle, Planning Director, met with the Board to discuss the following topic. Christian Wade, Madison County landowner, and Craig Brown, Professional Land Surveyor, were present for this portion of the meeting.

- **Wade Minor Subdivision Final Plat:** Alex reviewed information regarding the Wade Minor Subdivision final plat, including the preliminary plat that was approved on March 2, 2021, landowner, location near Harrison, 14 conditions of approval which appear to have been met, review by the Clerk and Recorder, and recommended approval. There was some discussion about the acreage amounts, parent tract, and upcoming survey. Based on the recommendation of the Planning Director, Ron Nye moved to approve the Wade Minor Subdivision application for final plat as presented. Dan Allhands seconded the motion. All voted aye and the motion carried.

Great West Engineering/SMA Architects: Craig Erickson, Great West Engineering, and Becky Lawson, SMA Architects, met with the Board via Webex to discuss the following topics. Jani Flinn, Grant Administrator, was present for this portion of the meeting.

- **Madison Valley Manor (MVM) Project:**
 - **General Construction Contract between Madison County and TW Enterprises:** Craig reviewed the draft contract with TW Enterprises for general construction of the MVM project, pointing out that it is a standard AIA form of agreement, it has yet to be reviewed by the Department of Commerce or the County Attorney, commercial kitchen work is not included, dates of substantial completion are listed as September 17 and 31, 2021, for boiler and generator replacement, and with the contracted amount of \$264,956 it comes in well under budget. Becky said no contractor has been found yet to do the kitchen work but the most critical work has been addressed, and discussion ensued about future work plans, eligibility and funding options, and building contractor interest. She reviewed the potential cost of soil removal that needs to be done around the location of the existing boiler and generator.
- **Tobacco Root Mountain Care Center (TRMCC) Update:** Becky said SMA is progressing with plans for the TRMCC project, working on permitting for the outdoor work and planning ADA upgrades, and are very close to having recommendations and preliminary costs ready to present to the TRMCC Administrator. Discussion ensued about Community Development Block Grants (CDBG): Craig explained that recipients of this grant program can only have one CDBG project going at a time so this can't even be applied for until MVM's CDBG project is completed, but another entity such as the Town of Sheridan would be able to apply for the program on the County's behalf for the work at TRMCC if they were willing. He also discussed the relationship between CDBG eligibility and populations of low to moderate income such as a nursing home.

Journal Vouchers: Ron Nye moved to approve Journal Vouchers for the 6/21 and 13/21 accounting periods as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Habitat for Humanity Update: Dave Magistrelli, Habitat for Humanity, met with the Board to give an update on Habitat for Humanity's building progress in Ennis. Vicki Tilstra, Finance Officer, was present for a portion of this topic. Dave said two houses are being constructed in Ennis: the walls are up on the first one with a projected completion date of late September or October, a partner family is in place and with the help of volunteers it is moving along well. The second house has been permitted and started with concrete footings poured, a partner family approved, and the goal is to have it finished and ready for move-in by early 2022. Dave said they are continuing to seek applicants and work with them to qualify for mortgages,

discussed how an applicant's debt-to-income ratio affects qualifying for these mortgages, and discussion ensued about high lumber prices, possibilities for creating alternatives to single family housing such as County employee housing, Big Sky's school employee housing project, and how certified land trusts work. Dave also explained that reimbursement of the County's loan will happen as the houses are sold, discussed the financial benefits of volunteer workers and the decrease in volunteers due to the pandemic, said he will send a more detailed financial report, and when the houses are closer to completion will notify the Board to arrange a tour.

Morrison-Maierle Agreement for FY 22 RID Maintenance: Following review, Ron Nye moved to approve the Standard Agreement between Madison County and Morrison-Maierle, Inc., Project Number 0948.036.00, Project Name Madison County RID 2009-1 FY22 RID Maintenance, for Ousel Falls Road in the amount of \$4,090. Dan Allhands seconded the motion. All voted aye and the motion carried.

Closed Meeting Regarding Litigation: Chris Christensen, County Attorney, met with the Board in a closed meeting to discuss litigation. An audio recording of this session was sealed and delivered to the County Attorney's office.

Victim Advocate: Susan Vonasek, Victim/Witness Advocate and Investigator, met with the Board to discuss the following topic.

- **VOCA Grant Award:** Susan explained that the VOCA (Victims of Crime Act) grant funds the Victim Advocate position, it is a two-year grant, 80% of the grant is Federally funded, and the County pays a 20% match amount. The County Attorney's office also provides a portion of the . After review, Ron Nye moved to accept the VOCA grant award of \$80,168 for the Victim/Witness Advocate and Investigator position, with a County-funded match amount of \$20,042. Dan Allhands seconded the motion. All voted aye and the motion carried.

4-H Fairgrounds Property Agreement: This topic was postponed to a later date.

Human Resources: Kila Shepherd, HR Officer, met with the Board to discuss the following topics.

- **Updates to Policy Handbook:**
 - **Reduction in Work Force (Suggested Addition):** Kila suggested changes to the Reduction in Work Force section of the Employee Policy Handbook. Following review, Ron Nye moved to approve changes in the Madison County Personnel Policy & Procedures Handbook as suggested by the HR Officer regarding reductions in work force. Dan Allhands seconded the motion. All voted aye and the motion carried.
- **Recommendation to Hire District 3 Road Crew Personnel:** There was no discussion on this topic.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 1:40 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, August 3, 2021, 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: August 17, 2021

Minutes prepared by:

Jane Bacon, Commissioners' Clerk

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