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STATE OF MONTANA MADISON COUNTY  
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Paula McKenzie, CLERK & RECORDER  
Fee: \$ 0.00 BY: *Paula McKenzie*  
To: FILED, ,

**BOARD OF MADISON COUNTY COMMISSIONERS  
August 8, 2023, Meeting Minutes**

On Tuesday, August 8, 2023, a meeting of the Board of Madison County Commissioners came to order at 10:00 a.m. in the Second Floor DMV Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye and Bill Todd present. Emilyann Wilder, Commissioners' Assistant and Shawna Lutgen, Grant Writer was present to take minutes.

Ryan Wolter, IT Support Specialist, administered the Webex connection.

Attachment – Attendee List

**Approval of Minutes**

Commissioner Todd moved to approve the August 1, 2023 minutes with corrections. Seconded by Commissioner Nye. Discussion: None. All voted "aye" (3-0).

Commissioner Nye moved to approve the July 25, 2023 minutes with corrections. Seconded by Commissioner Todd. Discussion: None. All voted "aye" (3-0).

**10:00 AM \*\*\* Public Hearing: Change Certain County Offices from County Seat in Madison County**

Present:

Landon Dibdahl  
Eli Thompson

Commissioner Allhands opened Hearing at 10:00 am. Public Comment: Thompson. Discussion: Commissioner Allhands. Closed at 10:05 am.

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

Present:

Landon Dibdahl  
Eli Thompson

**Purchase of building in Sheridan, MT for the relocation of the Public Health Department.** Public Comment: Dibdahl. Discussion: Commissioner Allhands.

**Responsibility of Public Health.** Public Comment: Dibdahl. Discussion: Commissioner Allhands, Commissioner Todd

**Number of Employees in the Public Health Department.** Public Comment: Dibdahl. Discussion: Commissioner Allhands, Commissioner Todd

**Resolution 50-2023 A Resolution to Change Certain County Offices from County Seat in Madison County Discussion and/or Action Item**

Attachment – Resolution 50-2023

Present:

Eli Thompson

Pat Jacobs

Vicki Tilstra, Finance Officer

Jennifer Westfall, Human Resource Manager

**Commissioner Todd moved to approve and adopt Resolution 50-2023, A Resolution to Change Certain County Offices for County Seat in Madison County. Seconded by Commissioner Nye. Public Comment on motion: Thompson, Jacobs. Discussion: Commissioner Allhands, Commissioner Todd. All voted "aye" (3-0).**

**County Road Supervisor Discussion and/or Action Item**

Present:

Eli Thompson

Vicki Tilstra, Finance Officer

Jennifer Westfall, Human Resource Manager

David Buchler, County Attorney

**Commissioner Todd moved to continue the Road Supervisor position discussion to a later date. Seconded by Commissioner Nye. Public Comment on motion: None. Discussion: None. All voted "aye" (3-0).**

**County Buildings Propane Contract Award**

Attachment – Propane Bid

Present:

Eli Thompson

Vicki Tilstra, Finance Officer

David Buchler, County Attorney

Jennifer Westfall, Human Resource Manager

**Commissioner Todd move to approve the propane contract award to Amerigas for the price of \$1.57 a gallon. Seconded by Commissioner Nye. Comment on motion: Tilstra. Discussion: Commissioner Nye, Commissioner Todd, Commissioner Allhands. All voted "aye" (3-0).**

**3 Rivers Communication & VECl Road Damage Repair Discussion and/or Action Item**

Present:

Eli Thompson

David Buchler, County Attorney

Vicki Tilstra, Finance Officer

Jennifer Westfall, Human Resource Manager

Commissioner Allhands stated that he has been in contact with 3 Rivers Communication and VECl regarding the damage to the roads from the installation of fiber optic. The County, 3 Rivers Communication, and VECl are on the path to getting the damaged roads fixed. Our road department will fix the roads and the County will bill 3 Rivers Communication.

### TRMCC Intern Administrator Discussion and/or Action Items

Item has been postponed to August 15, 2023.

### Hiring Chief Civil Deputy

Present:

David Buchler, County Attorney  
Vicki Tilstra, Finance Officer  
Jennifer Westfall, Human Resource Manager  
Eli Thompson

**Commissioner Todd moved to approve creating a Chief Civil Deputy Attorney position for the County Attorney's Office as authorized under state statute. Seconded by Commissioner Nye. Public Comment on motion: Thompson. Discussion: Commissioner Allhands, Commissioner Todd. All voted "aye" (3-0).**

### MCSO Deputy Pay Percentages

Present:

Duncan Hedges, County Sheriff  
Craig Schroder, County Undersheriff  
Eli Thompson  
Vicki Tilstra, Finance Officer  
Jennifer Westfall, Human Resource Manager  
David Buchler, County Attorney

MCSO Deputy Pay Percentages discussion to be continued to the August 15, 2023 Commissioner Board meeting after the budget is reviewed.

### Madison Valley Manor Update

Present:

Craig Erickson, Great West Engineering, via Webex  
Shawna Lutgen, Grant Writer  
Vicki Tilstra, Finance Officer  
Judy Edwards, Mayor for the town of Sheridan

Madison County will be accepting bids for the Madison Valley Manor Electrical project from August 8, 2023 until August 18, 2023 at 2:00 pm. Department of Commerce has approved direct solicitation. Great West and SMA have contacted eight contractors. All bids received will be opened on August 22, 2023. CDBG monitoring visit has been postponed to around November.

### Sheridan Water Expansion MOU between County and Sheridan

Present:

Judy Edwards, Town of Sheridan Mayor

Craig Erickson, Great West Engineering, via Webex  
Vicki Tilstra, Finance Officer

Discussion about the Sheridan Water and Sewer projects. The County applied for and received a Minimum Allocation Grant in the amount of \$105,000.00 and was matched with Local Fiscal Recovery Funds in the same amount. The Town of Sheridan is ready to except the bid and move forward with the project. This item will continue to the August 15, 2023 Board meeting after review of the original documentation.

**Madison Meadows Golf Course AC Replacement**

Present:  
Vicki Tilstra, Finance Officer  
David Buchler, County Attorney

Commissioner Todd moved to approve \$2,300.00 of District 3's LATCF funds to purchase a new AC replacement unit at Madison Meadows Golf Course. Seconded by Commissioner Nye. Comment on motion: Buchler. Discussion: Commissioner Todd. All voted "aye" (3-0).

**Pavilion/Jeffers Bathroom and Kitchen Project Discussion and/or Action Item**

Item has been postponed to the August 15, 2023.

**Library Parking Lot Project Discussion and/or Action Items**

Item has been postponed to the August 15, 2023.

**Twin Bridges Rural Fire Department Building:**

Present:  
Dave Ashcraft, Tbfd member  
Scott Holbrook, Tbfd member  
Joe Brummell, DES Manager  
Vicki Tilstra, Finance Officer

Twin Bridges fire dept would like to do some upgrades to their building however, due to them renting the facility they feel it isn't wise to invest into a building they do not own. They would like to discuss the option to buy the building from the County. This item will be further discussed at a later date after State Statute has been reviewed.

**Human Resource – Possible Litigation \* Closed door shall be invoked per MCA 2-3-203**

Present:  
David Buchler, County Attorney  
Jennifer Westfall, Human Resource Manager  
Maureen Lennon, MACO Attorney  
The meeting was closed at 12:56 pm per MCA 2-3-203.

**Mason House Tenant Dispute Closed Session \* Closed door shall be invoked per MCA 2-3-203**

Present:

Jennifer Westfall, Human Resource Manager

Connie Dedrick, Planner III

Shawna Lutgen, Grant Writer

Emily Wilder, Commissioner Assistant

The meeting was closed at 2:45 pm per MCA 2-3-203.

The meeting was reopened at 3:15 pm.

**Commissioner Todd moved to approve the termination of the Tobacco Root Mountain Care Center Administrator effective August 8, 2023 at 3:15 pm. Seconded by Commissioner Nye. Comment: None.**

**Discussion: None. All voted "aye" (3-0).**

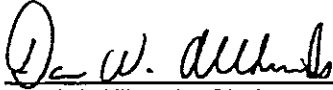
No BCC decisions were made during the Mason Tenant Dispute Closed Session.

**Claims**

The Board approved claims.

With no further discussion, the meeting was adjourned at 3:17 pm.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, August 15, 2023, beginning at 10:00 a.m. in the Commissioners' Office at the Placer Loop Building, in Virginia City, Montana.



Dan W. Allhands, Chairman  
Board of Madison County Commissioners

Date Approved: August 29, 2023

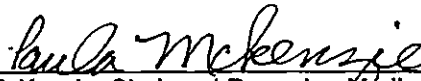
Minutes prepared by:



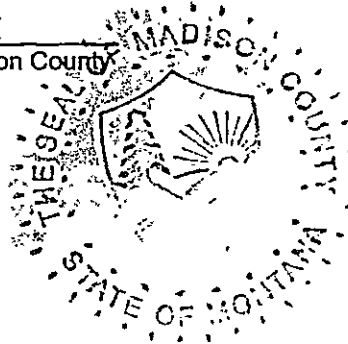
Emily Wilder, Commissioners' Assistant



Shawna Lutgen, Grant Writer

Attest: 

Paula McKenzie, Clerk and Recorder, Madison County



# MADISON COUNTY BOARD OF COMMISSIONERS

## Commissioners

Dan W. Allhands  
Ronald E. Nye  
William A. Todd

P.O. BOX 278  
VIRGINIA CITY, MT 59755  
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Phone: (406)843-4277  
Fax: (406) 843-5517

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## COMMISSION MEETING VISITOR SIGN-IN SHEET

DATE: 8/8/2003

TOPIC: \_\_\_\_\_

NAME (PLEASE PRINT LEGIBLY)

SIGNATURE

ORGANIZATION OR ADDRESS

Ellis Thompson

Ellis Thompson

neusta@3rivers.net

Landon Dydal

Landon Dydal

RVMC

Jennifer Westfall

Jennifer Westfall

HR

Judy Edwards

Judy Edwards

Town of Shelden

Gott Holbrook

Gott Holbrook

TB VFD

David Asholt

Dan Asholt

TB Rural Fire Board

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