

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**August 11, 2022, Special Meeting Minutes**

On Thursday, August 11, 2022, a special meeting of the Board of Madison County Commissioners came to order at 1:05 p.m. in the Public Meeting Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, John Heckler, and Ron Nye present.

Those people in attendance at the meeting were Justin Houser, Houser Engineering; Brian Ashe, Yellowstone Club; Tommy Luksha, GIS Coordinator; Kacey Smart, Sanitarian's Assistant; Lois Stephens, GIS Clerk; and Kristy Harper, Planner I.

**Commission/GIS/Planning Work Session with Yellowstone Club Regarding Addressing:** Justin stated the reason for this meeting is a brainstorming session, explaining that he wants to explore and assist with finding solutions to the addressing backlog within the County system. Discussion ensued including ideas for improvement, Yellowstone Club's addressing methods, temporary addressing, conditions of approval, temporary assistance from GPS technicians or sub-consultants, the impact of waiting several months for addressing, understanding the process, inter-department communication, specific recent permit issues, septic permit and non-permit situations, delay rumors and clarifications, streamlining the process just for addressing, reasons for delays, email communication pros and cons, statistics regarding the marked increase in workload and county-wide growth, the benefits of having one person responsible for the entire process, PCSR process and flow, requests handled in order received, field validation as part of an automatic process that worked smoothly in the past, streamlining the process, hiring challenges, past administrative changes, staffing, and the need for a coder to automate processes. It was agreed that some of those present will meet and focus on the projects that have been delayed to solve issues and expedite where possible, the Commissioners will reassess hiring in the Planning Department and consider contracting a coder, field validations and the automated process that worked in the past will be reinstated, data will be provided in state plane, and communication will be maintained using emails with phone calls when needed.

With no further business, the meeting was adjourned at 2:15 p.m.

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Dan W. Allhands, Chairman  
Board of Madison County Commissioners

Date Approved: September 6, 2022

Minutes prepared by:

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Jane Bacon, Commissioners' Clerk

Attest: \_\_\_\_\_  
Paula McKenzie, Clerk and Recorder, Madison County