



Doc #: 211323 Pages: 5 Book: Page:  
 STATE OF MONTANA MADISON COUNTY  
 Recorded 9/6/2023 1:10 PM KOI: COM-JRNL  
 Paula McKenzie, CLERK & RECORDER  
 Fee: \$ 0.00 BY: Paula McKenzie  
 To: FILED, ,

**BOARD OF MADISON COUNTY COMMISSIONERS  
 AUGUST 22, 2023 MEETING MINUTES**

On Tuesday August 22, 2023 a meeting of the Board of Madison County Commissioners came to order at 10:00 AM at the Commissioner’s Office at the Placer Loop Office Building, Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye, Bill Todd and Emily Wilder, Assistant to the Commissioners present. Paula Mckenzie, Clerk and Recorder, was present to take meeting minutes.

Jeff LeVeque, IT Specialist, facilitated the WEBEX connection.

Attachment – Attendee List

**Madison Meadows Golf Course Contract Renewal**: Public Comment: those present. Discussion: Commissioner Todd

Present:

- Karen Rice
- Blake Amberson
- Michael Reeve
- Steadman Shealy
- Chris Dobb
- David Buchler, County Attorney

**Commissioner Todd moved to approve execution of the Madison Meadows Golf Association Lease as presented. Seconded by Commissioner Nye. Public Comment on motion: None. Discussion: None. All voted “aye” (3-0)**

**Finance Discussion and/or Action Items:**

Present:

- Vicki Tilstra, Finance Officer
- Shawna Lutgen, Grant Writer
- David Buchler, County Attorney

**Commissioner Todd moved to approve Resolution 54-2023 a Resolution Establishing Fiscal Year 2023-2024 Salaries for Elected Officials and Employees. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted “aye” (3-0)**

**Madison Valley Manor preliminary budget discussion: Vicki Tilstra**

**Commissioner Todd moved to require department heads at each care facility submit and review their budgets monthly. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted “aye” (3-0)**

**Discussion and/or Action Item:** Comment re: Senior Citizen Board: Vicki Tilstra. Discussion: Commissioner Todd, Commissioner Allhands.

**Approval of Minutes**

Commissioner Todd moved to approve the August 15, 2023 meeting minutes with corrections. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)

**Grants Discussion and/or Action Items:**

Present:

Shawna Lutgen, Grant Writer

Craig Erickson, Great West Engineering via Webex

Judy Edwards, Mayor for the town of Sheridan

Commissioner Todd moved to approve using local funds and using a local contractor to finish the MVM Refrigeration Project. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)

MVM Electrical Bid Close Out discussion: Craig Erickson, Great West Engineering, via Webex

TRMCC Great West Task Order discussion: Craig Erickson, Great West Engineering, via Webex

Sheridan Water Project discussion: Judy Edwards, Mayor for town of Sheridan, Craig Erickson, Great West Engineering, via Webex

Commissioner Todd moved to approve Change Order #1 for the Cliff/Wade Lake Gravel Surface Project which accounts for the change in the crushed gravel surfacing and allocated \$20,000 of Road 3's budget to patch existing millings, pot holes and such. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)

Commissioner Todd moved to approve Execution of the Contractors Application for Payment #1 to AM Wells for the Cliff/Wade Lake Gravel Project. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)

Commissioner Todd moved to approve execution of the South Boulder Road Project Quarterly Report. Seconded by Commissioner Nye. Comment on motion: Commissioner Allhands. Discussion: None. All voted "aye" (3-0)

Jack Creek Bridge Project/SB536 discussion: Craig Erickson, Great West Engineering, via Webex

**Pavillion/Jeffers Bathroom and Kitchen Project Discussion and/or Action Item:**

Present:

Dana Escott

Ken Walsh

Kyle Nye

Craig Erickson, Great West Engineering, via Webex

Vicki Tilstra, Finance Officer

Dana Escott handed out the latest proposed drawing for updates to the Fairgrounds Pavilion/Jeffers Bldg bathroom and kitchen areas. There has been approximately \$300,000 donated for this project and the Fair Board would like to go forward with this project. Discussion with the Town of Twin Bridges will need to be held in regards to the sewer and water for this project. The first step is to ensure the sewer and water is viable for this project. Vicki Tilstra explains that there is \$72,000 budgeted to the fair fund, she would need to know what funding source and amount go where. The Fair Foundation has funds set aside and just need to know the certain amounts to be designated for each specific task for budgeting amounts. Start by asking Great West to give us some figures to get started, Craig Erickson will take care of this. Once Vicki has some figures she can amend the budget before the public hearing. Moneys and funding have been extended until June 30, 2024.

**Public Health Discussion and/or Action Items:** Discussion: Emilie Sayler, Public Health

Present:

Emilie Sayler, Public Health

Duncan Hedges, County Sheriff

Jennifer Westfall, Human Resource Manager

**Commissioner Todd moved to approve the MTUPP Grant Subcontract with Butte Silver Bow Annual Renewal. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**

**Handle With Care Program discussion: Emilie Sayler, Public Health, Duncan Hedges, County Sheriff**

**Commissioner Todd moved to approve this request, sending Jenifer Bailey and one person from Public Health to the Conference and to approve the implementation of the Handle With Care Program in Madison County. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**

**Human Resource Discussion and/or Action Items:**

Present:

Jennifer Westfall, HR Manager

**Bill Todd moved to approve the GIS Managers Job Description and Posting the Position at \$82, 621. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**

**Placer Loop Stairway Concrete Damage:**

Present:

Cody Martens, Facilities

Jennifer Westfall, Human Resource Manager

Discussion: Cody Martens, Facilities, Commissioner Todd, Commissioner Allhands

**Madison Overlook Subdivision Mylar Signing:**

Present:

Jennifer Westfall, Human Recourse Manager  
Emilyann Wilder, Commissioners' Assistant

**Commissioner Todd moved to approve signing the Madison Overlook Subdivision Mylar. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**

**Action Inc Contract Discussion and/or Action Item: Discussion: Commissioner Allhands, Chairman**

**Commissioner Todd moved to approved the expenditure of \$8500 for the Action Inc Contract. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**

**Action Item:**

**Commissioner Todd moved to appoint Emily Wilder as Secretary of the Tax Appeal Board. Seconded by Commissioner Nye. Public Comment on motion: None Discussion: None. All voted "aye" (3-0)**


**Claims: None**

**Human Resources: Personnel Issue – CLOSED SESSION**

Meeting adjourned at 12:36


**Next Meeting: The next regular Commissioners meeting will be held on Tuesday August 29, 2023 beginning at 10:00 AM at the Commissioner's Office at the Placer Loop Office Building, Virginia City, Montana.**

Minutes taken by:



Paula Mckenzie  
Madison County Clerk & Recorder

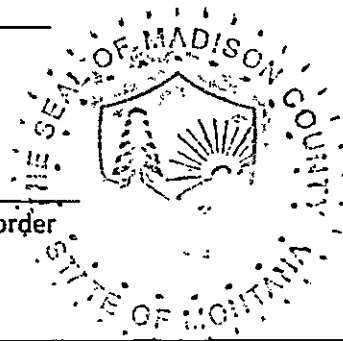
Date Approved: 9/5/23



Dan W. Allhands, Chairman  
Board of Madison County Commissioners



Attest: Paula Mckenzie, Madison County Clerk & Recorder



MADISON COUNTY BOARD OF COMMISSIONERS

P.O. BOX 278

VIRGINIA CITY, MT 59755

e-mail: [madco@madisoncountymt.gov](mailto:madco@madisoncountymt.gov)

[www.madisoncountymt.gov](http://www.madisoncountymt.gov)

Phone: (406)843-4277

Fax: (406) 843-5517

Commissioners

Dan W. Allhands

Ronald E. Nye

William A. Todd

COMMISSION MEETING

VISITOR SIGN-IN SHEET

DATE: 8-22-23

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

NAME (PLEASE PRINT LEGIBLY)

SIGNATURE

ORGANIZATION OR ADDRESS

Karen Rice

Karen Rice

Ennis, MT

Blake Ambersar

[Signature]

ennis, MT

Michael Reeve

[Signature]

Ennis, MT

Steadman Shealy

[Signature]

MMGC, Ennis, MT

CHRIS DOBB

[Signature]

MMGC

JUDY EDWARDS

Judy Edwards

Steadman

Kyle Nye

[Signature]

Twih Bridge, MT

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_