

BOARD OF MADISON COUNTY COMMISSIONERS
September 6, 2022, Meeting Minutes

On Tuesday, September 6, 2022, a meeting of the Board of Madison County Commissioners came to order at 11:00 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye, and John Heckler present. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Van Puckett, Kila Shepard, August Ore, Ann Ore, Hannah Brook, Jerimiah Theys, Dan McCauley and Tony Forsythe. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those in attendance via Webex included Joe Brummell, AM Wells, M Schriock, Heidi Woods, Allison Veland, Laurie Buyan, Emilie Saylor, Gail Nelson, Beth Famiglietti, Jennifer Westfall, Kate Rose, H. Brook, Janie Flinn, Jennifer Martins, and Mike Callahan.

Bill Todd, District 3 Commissioner Candidate, was present to observe a portion of the meeting.

Approval of Minutes: John Heckler moved to approve the August 11, 2022 Special Meeting Minutes, work session with Yellowstone Club regarding addressing. Ron Nye seconded the motion. All voted aye and the motion carried.

Contract for DEQ Approvals: Sanitarian Van Puckett discussed obtaining a 2-year contract with the DEQ to be able to approve DEQ sights within the county. This would delete the middle man in the approval process and would speed up the process for homeowners getting DEQ approvals. Following discussion, Ron Nye moved to approve the contract. The motion died for lack of a second. Discussion was to obtain the approval from Chris Christensen, County Attorney. Item has been postponed until later date. Further review has been requested by the Commissioners.

Recruitment-Selection Exceptions: Kila Shepherd, Human Resources, met with the Board to discuss what process for documentation of the Recruitment- Selection Exceptions should be used going forward. The Board was in agreement to use existing documentation along with an email from the commissioners that will be put in the employees file.

Maintenance at the Courthouse: Tony Forsythe, Maintenance, met with the Board to discuss the following topics.

- **Rain Gutter:** Tony requested permission and approval to install a rain gutter at the Court House. The installation would divert water runoff away from the court house along with moisture. Commissioners were all in agreement to go forward with the rain gutter.
- **Retaining Wall:** Tony requested permission and approval to put in an L shaped retaining wall at the back of the Court House. The purpose of the wall would be to prevent any hazards do to the current existing slope of the lot. With the retaining wall the lot would be able to be leveled out. Commissioners agree with putting in the retaining wall, but have requested actual depth of how far down the retaining wall would have to be set and that the wall will not disrupt any existing construction of the court house.

Claims: The Board approved claims.

Journal Vouchers: Ron Nye moved to approve journal vouchers for the 8/22 accounting period. John Heckler seconded the motion. All voted aye and the motion carried.

Resolution 52-2022-Adopting Final Budget and Mill Levy Requirements: The Board reviewed the proposed budget resolution. John Heckler read the resolution out loud. Following discussion Ron Nye

moved to approve Resolution 52-2022, Adopting Final Budget and Mill Levy Requirements as presented. John Heckler seconded the motion. All voted aye and the motion carried.

Resolution 53-2022-Amending Resolution 26-2022, Fiscal Year 2021-2022 Budget Amendment: The Board reviewed the Fiscal Year 2021-2022 budget amendment. John Heckler read the resolution out loud. Following discussion, Ron Nye moved to approve Resolution 53-2022 Amending Resolution 26-2022, Fiscal Year 2021-2022 Budget Amendment, as presented. John Heckler seconded the motion. All voted aye and the motion carried.

Letter of Support for Point of Rocks Purchase (US Forest Service): The Board reviewed the Letter of Support for the Point of Rocks proposed purchase by the US Forest Service. Dean Hunt, the current land owner, is not willing to grant an easement through the property allowing access to the Forest Service, but is willing to sell the entire property to the Forest Service. Following discussion, Ron Nye moved to approve the Letter of Support for the Point of Rocks purchase (US Forest Service) as presented because it will provide public access to Federal land. John Heckler seconded the motion. All voted aye and the motion carried.

TRMCC New Hire: Per email from Gail Nelson, Tobacco Root Mountain Care Center Administrator, she is requesting approval for the hire of Harlie Montgomery as a Residential Aide at the Non-Certified Aide rate of \$15.84 per hour. Following discussion and reviewing pay scale rate, Ron Nye moved to approve TRMCC New Hire Harlie Montgomery a Residential Aide at the Non-Certified Aide rate of \$15.84 per hour, as presented. John Heckler seconded the motion. All voted aye and the motion carried.

Public Hearing on Pony Road and Pony Alley Petitions: Chairman Allhands opened the Public Hearing regarding a petition to close a portion of East Street in Pony, Montana, at 1:00 p.m. August and Ann Ore were present at the hearing, briefly discussed the grade and topography of the area, and requested the closing of a portion of East Street along Lots 10-15, Block 46, in Pony, Montana. With no further comments from the public, the hearing was closed at 1:07 p.m. Chairman Allhands opened the next Public Hearing regarding a petition to close a portion of the alley next to Block 46 in Pony, Montana, at 1:10 p.m. August and Ann Ore were present at the hearing and requested the closing of a portion of the alley along Lots 4-9, Block 46, in Pony, Montana. August pointed to locations in photos and discussed access, noting that the alley has never been used. Hearing no further comments from the public, the hearing was closed at 1:10 p.m. Further discussion resulted in the Board requesting to be able to obtain advice from the County Attorney due to the possibility of being an exchange of land. A decision will be made once the County Attorney has advised and it is determined what the correct procedures should be in order to proceed. This topic was tabled until petitions have been put back on the agenda.

Public Health Request of Purchase Cooler for Vaccine Transport: Emilie Sayler via Webex requested authorization and approval to purchase a cooler for vaccine transport in the amount of \$1,099.99. The Public Health Department currently has a cooler, but it is large and heavy requiring two people to move it and does not have a digital temperature monitoring function. Following discussion, John Heckler moved to approve the Public Health request to purchase a cooler for vaccine transport at a maximum amount of \$1,200.00. Ron Nye seconded the motion. All voted aye and the motion carried.

Full-time Maintenance Supervisor Transfer (Madison Valley Manor): Allison Veland, Madison Valley Manor Administrator, participated in the meeting via Webex and requested to transfer Trent Zimmerman to full-time Maintenance Supervisor at the maximum rate of pay of \$25.86 hourly wage as presented. The employee has been with MVM for the last two years and has shown to be a valuable employee. Discussion included offering 90% of maximum rate because this is a new position that the employee is transferring into. This rate of pay would be \$23.27 per hour. Following discussion, Ron Nye moved to approve the Full-time Maintenance Supervisor Transfer at Madison Valley Manor at the pay rate of 90% of maximum rate. John Heckler seconded the motion. All voted aye and the motion carried.

Resolution 51-2022 Allocation of BaRSAA Funds: Hannah Brook, Grant Writer, presented the Board with Resolution 51-2022 - Allocation of BaRSAA funds. Resolution 51-2022 is a request for distribution of Local Government Road Construction and Maintenance Match Program. Ron Nye moved to approve Resolution 51-

2022 Requesting Distribution of Local Government Road Construction and Maintenance Match Program Funds as presented. John Heckler seconded the motion. All voted aye and the motion carried.

Great West Engineering- Jeremiah Theys and Dan McCauley, Great West Engineering, met with the Board to discuss the following topics:

- **Bid Recommendation and Award for Carney Lane Box Culvert and Materials:** Jeremiah Theys said Great West Engineering has received a bid for the Carney Bridge Replacement. Only one bid was received from Glacier Precast Concrete. They are requesting approval to award the project to Glacier Precast Concrete for the amount of \$133,946.00. Contract is based on the adjustment base on the provisions on the Contract, including by not limited to those governing changes, Unit Price Work, and work performed on a cost-plus-fee basis, applicable. Following discussion, Ron Nye moved to approve the Notice of Award and accept the bid from Glacier Precast Concrete in the amount of \$133,946.00. John Heckler seconded. All voted aye and the motion carried.
- **Planning Department Assistance by Great West Engineering:** Dan McCauley and Jeremiah Theys addressed Planning Department assistance with Great West Engineering. He proposed coming up with a time frame that the County would continue to need Great West Engineering's assistance in the Planning Department. Concerns were that with the work load that Great West has from the County they would need to hire another employee in order to assist with the Counties needs. Finding a County Planner is the main issue at this time. Following discussion, it was determined to reassess every 3 months, but at least come up with a plan that would work for both the County and Great West Engineering.
- **Emergency Funding Invoice Review:** Jeremiah Theys submitted an Emergency Fund Invoice from AM Wells for the rip rap for the Jackson Creek flooding for review and approval. Following discussion John Heckler moved to approve the Emergency Fund Invoice #906336 for the work received from AM Wells for the emergency response for the flooding on Jack Creek Road in the amount of \$6,906.00. Ron Nye seconded.

Calendars: The Board reviewed calendars.

With no further discussion, the meeting was adjourned at 2:40 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, September 27, 2022, 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: September 27, 2022

Minutes prepared by:

Shawna Lutgen, Commissioners' Clerk

Laurie Buyan, Commissioners' Assistant

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