



Doc #: 212493 Pages: 9 Book: Page:
 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
 September 19, 2023, Meeting Minutes**

On Tuesday, September 19, 2023, a meeting of the Board of Madison County Commissioners came to order at 9:30 a.m. in the Commissioners' Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye and Bill Todd present. Emilyann Wilder, Commissioners' Assistant and 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 September 12, 2023 minutes as presented. Seconded by Commissioner Nye. Discussion: None. All voted "aye" (3-0).

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

Commissioner Todd moved to approve the August 29, 2023 minutes as presented. Seconded by Commissioner Nye. Discussion: None. All voted "aye" (3-0).

Big Sky CIP Presentation

Present:

- Daniel Bierschwale
- Brett Schriock, IT Director
- Shawna Lutgen, Grant Writer
- Kim Nixon
- Jess Nixon
- Sharon Westfall

Capital Improvement Plan for Big Sky drafted by TischlerBise. The last CIP was done in 2011. Five-year commitment plan focusing on future growth and demand. Looked at high impact areas. Capital needs that have been identified by the Big Sky Community estimate \$777,000,000. Core areas are housing and public works. Draft is being presented to Gallatin County and Madison County. Joint meeting will be held in October 2023. Public Comment: Bierschwale Discussion: Commissioner Allhands.

Court House Security

Present:

- Brett Schriock, IT Director
- Kim Nixon
- Jess Nixon
- Sharon Westfall

This item has been postponed to the September 28, 2023.

Expenditure Request Amendment

Present:

Emilie Sayler, Public Health Director
Brett Schriock, IT Director
Shawna Lutgen, Grant Writer
Kim Nixon
Jess Nixon
Sharon Westfall

Concerns about ADA compliance. Recommendations are to replace the front entrance door and install an electric opener. The bathroom and its doorway need to be wider. The estimate for the front door with an automatic opener is \$3,500.00 and the bathroom remodel is estimated to cost between \$7,000.00 and \$8,000.00. The move in date will need to be postponed to the middle of October 2023. Comment: Seyler. Discussion: Commissioner Todd.

MOU Montana Department of Transportation Aeronautics Division and Ruby Valley Field

Present:

Kim Nixon
Jess Nixon
Sharon Westfall
Shawna Lutgen, Airport Secretary

Commissioner Todd moved to approve the MOU between Montana Department of Transportation Aeronautics Division and Ruby Valley Field. Seconded by Commissioner Nye. Comment: None. Discussion: None. All voted "aye" (3-0).

Task Order No. 19 – Thompson-Hickman Library Parking Lot

Present:

Shawna Lutgen, Grant Writer
Joe Brummell, DES Manager
Kim Nixon
Jess Nixon
Sharon Westfall

Commissioner Todd moved to table Task Order No. 19 until a later date. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Todd. All voted "aye" (3-0).

Black Mountain Software Master Service Agreement

Present:

Shawna Lutgen, Grant Writer
Joe Brummell, DES Manager
Kim Nixon
Jess Nixon
Sharon Westfall

Commissioner Todd moved to approve the execution of the Black Mountain Software Master Service Agreement. Seconded by Commissioner Nye. Public Comment: None. Discussion: None. All voted "aye" (3-0).

Maintenance Winter Help

Present:
Jennifer Westfall, Human Resource Manager
Joe Brummell, DES Manager
Kim Nixon
Jess Nixon
Sharon Westfall

Winter is approaching and the time has come to start looking for part time winter maintenance help. Comment: Westfall. Discussion: Commissioner Allhands, Commissioner Nye, Commissioner Todd.

Community Wildfire Protection Plan DNRC Grant Award

Present:
Joe Brummell, DES Manager
Kim Nixon
Jess Nixon
Sharon Westfall

Commissioner Todd moved to approve Target Hazard Consulting Contract for the Community Wildfire Protection Plan DNRC Grant. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Allhands. All vote "aye" (3-0).

Ruby Valley Parks District Resignation

Present:
Kim Nixon
Jess Nixon
Sharon Westfall

Commissioner Todd moved to accept the resignation from Mary Pat Graham for the Ruby Valley Parks District Board. Seconded by Commissioner Nye. Public Comment: None. Discussion: None. All voted "aye" (3-0).

Planning Board Appointment

Present:
Kim Nixon
Jess Nixon
Sharon Westfall

Commissioner Todd moved to appoint Jonathan Malovich to the Madison County Planning Board. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Todd. All voted "aye" (3-0).

Elevator Maintenance Contract

Present:

Shawna Lutgen, Grant Writer

Kim Nixon

Jess Nixon

Sharon Westfall

Commissioner Todd moved to approve the execution of the contract with Otis Service with a duration of five years in the amount of \$200.00 per month payable annually in advance. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Todd. All voted "aye" (3-0).

County Website Development RFP

Present:

Kim Nixon

Jess Nixon

Sharon Westfall

Commissioner Todd moved to recreate an RFP for the redesign of the County website. Seconded by Commissioner Nye. Comment: Lutgen. Discussion: Commissioner Todd. All voted "aye" (3-0).

Public Discussion and/or Comments on Items Not Listed on the Agenda but Within the Boards Jurisdiction

Present:

Kim Nixon

Jess Nixon

Sharon Westfall

How is it legal for a business to use the road right of away for commercial gain? Public Comment: Nixon
Discussion: Commissioner Allhands.

This item will be put back on at a later date when the Sheriff's Department and County Attorney are present for the discussion.

Lion's Club Park Pond Dredging

Present:

None

Commissioner Todd moved to approve the use of District 3's road excavator for the dredging of the Lion's Club Park Pond. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Todd. All voted "aye" (3-0).

Road 3 Service Truck Trade and Purchase

Present:

None

This item has been cancelled.

Annex Building Sign Approval

Present:
None

Commissioner Todd moved to approve the purchase of new signs for the Administrative Building and for the front of the Courthouse in the amount of \$2,530.00 for the maintenance budget. Seconded by Commissioner Nye. Public Comment: None. Discussion: Commissioner Todd. All voted "aye" (3-0).

MVM Update

Present:
Shawna Lutgen, Grant Writer
Craig Erickson, Great West Engineering

Scope of work and fee estimate have been completed. The monitoring close out visit will take place next month. Comment: Erickson. Discussion: None.

TRMCC Update

Present:
Shawna Lutgen, Grant Writer
Craig Erickson, Great West Engineering

Public Hearing will be held at 12:00 pm today at the Ruby Valley Medical Center. Focus of the hearing is the project itself. An updated budget was provided to the Board of Commissioners'. SMA and Great West Engineering reconciled their cost estimates and it significantly reduced the cost of the project. The County previously allocated \$235,000.00 of SLFRF funds which is reflected in the updated budget. \$175,000.00 was for the renovation of Madison Street and the \$60,000.00 was allocated to MVM renovation. Project will involve adjusting the grade, install drop inlets, and improve curb and gutter. Currently working on the application finalization. Application deadline is October 4, 2023. Comment: Erickson. Discussion:

Uniform Application Signature Page

Present:
Shawna Lutgen, Grant Writer
Craig Erickson, Great West Engineering

The application has not been completed. The signature page will be brought before the Board once the application is complete and ready for submittal. Comment: Erickson. Discussion: None.

SB536- - Madison Street Project

Present:
Shawna Lutgen, Grant Writer
Craig Erickson, Great West Engineering

Sheridan did not receive the SB536 Grant for the Madison Street Project. Public Comment: Erickson.
Discussion: None.

SB536 Grant will not fund for standalone projects. Comment: Lutgen, Erickson. Discussion: Commissioner Todd.

Tourism Grant Update

Present:
Shawna Lutgen, Grant Writer
Craig Erickson, Great West Engineering

The second quarterly report has been submitted. Currently waiting for SMA to submit the dead load data. Once that has been received Great West Engineering will be able to finalize the site grade. Comment: Lutgen, Erickson. Discussion: None

Beaverhead Animal Shelter

Present:
Carol Delisi

Beaverhead Animal Shelter would like to pursue a Mill Levy with Madison County. Madison County residents consider Beaverhead Animal Shelter as their shelter and support the shelter with donations and donated time. Health Services are provided for the animals. Beaverhead County provides 2 Mills to help with the adoptions. Each animal that is taken in costs on average \$300.00. Approximately 900 animals are brought in a year. Madison County animals brought in average 30% which is around 300 animals. Requesting to collaborate with Madison County for a contribution to the Beaverhead Animal Shelter. Requested amount is \$30,000.00 this year. Comment: Delisi. Discussion: Commissioner Todd, Commissioner Allhands.

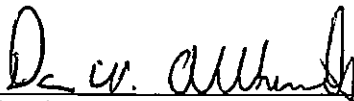
This will be further discussed on October 3, 2023 Commission meeting.

Claims

The Board approved claims.

With no further discussion, the meeting was adjourned at 11:31 pm.

Next meeting: The next regular Commission meeting will be held on Tuesday, September 28, 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: November 14, 2023

Minutes prepared by:

Shawna Lutgen
Shawna Lutgen, Grant Writer

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



MADISON COUNTY BOARD OF COMMISSIONERS

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Commissioners

Dan W. Allhands

Ronald E. Nye

William A. Todd

COMMISSION MEETING

VISITOR SIGN-IN SHEET

DATE: Sept 19, 2023

TOPIC: Comm meeting -

NAME (PLEASE PRINT LEGIBLY)

SIGNATURE

ORGANIZATION OR ADDRESS

Daniel Bierschwale

[Signature]

Big sky resort area district

Sharon Westfall

[Signature]

Twin Bridges, MT

Jess Nixon

[Signature]

Sheridan

Kim Nixon

[Signature]

Sheridan

All sessions in Mountain Daylight Time (Denver, GMT-06:00)				
Session detail for 'Madison County Regular Commissioner Meeting':				
Participant	Audio Type	Name	Email	Date
1		Ryan Wolter	bschriock@madisoncountymt.gov	9/19/2023
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3		JA	jallhands@mt.gov	9/19/2023
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25		Michael - Verkada	michael.fragnito@verkada.com	9/19/2023
26	Call-in	4065****45		9/19/2023
27	Call-in	4065****68		9/19/2023