

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**October 4, 2022, Meeting Minutes**

On Tuesday, October 4, 2022, a meeting of the Board of Madison County Commissioners came to order at 9:32 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Ron Nye, and John Heckler present. Shawna Lutgen, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Emilie Saylor, Cody Marxer, Justin Houser, Hannah Brook, Craig Schroder, Esther Lince, Tyler Mursch, Britani Allhands, Marshall Bettendorf, Dan Metzger, Brian Conklin, David Buchler, Chris Christensen, Courtnie Fisher, and Carmin Hill. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those in attendance via Webex included A.M. Welles, Abby Thomas, Beth Famiglietti, Brooke Schandelmeier, Cindy Gockel, Finance Office, Gail Nelson, Hanna Dietrich, Heidi Woods, IT Support, Jani Flinn, Jason Petrillo, Jennifer Martins, John White, Jennifer Westfall, Karl Yakawich, Kate Rose, Kaye Counts, LaTesa Schrank, Laurie Buyan, Michelle Schriock, Brett Schriock, Mike Callahan, PH, Randy Arbogast, S. Johnson, Samantha Arbogast, Tom Luksha, and Tammy Mahlstedt.

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

- **COVID Update including Nursing Homes Status:** Emilie Saylor, Public Health director, updated the Board regarding COVID status for Madison County and the state. The County has had a total of 2,251 confirmed positive cases, currently has 19 active cases, 2,210 people have recovered, and there have been 22 fatalities. There are no active hospitalizations, bringing total hospitalizations to 137. Montana has 1,595 active cases, 310,731 confirmed positive cases to date, 305,616 people have recovered, there have been 3,520 COVID fatalities, and active hospitalizations are currently 92. Total number of hospitalizations is 13,306. Emilie reviewed daily new cases in the County, State maps of active cases, cumulative cases, and vaccination information, noting we are seeing a decrease in community spread within Madison County. Madison Valley Manor has no residents or staff in isolation. The County transmission rate is high. Testing exempt staff and travel staff is done daily prior to entry. Testing twice a week for staff that are not up to date with recommended vaccinations. Visitation is allowed with testing and screening prior to entry. Tobacco Root Mountain Care Center has 22 residents with no COVID cases. Vaccination rates are 95% for staff, and 96% for residents. County transmission rate is high. Visitation is allowed. Another topic discussed was Mental Therapy within the County. Ron Nye suggested getting in touch with House District 71 and our Senator about Grants available for Mental Therapy.

**Pioneer Landing Subdivision Preliminary Plat:** Cody Marxer, Planner I and Justin Houser, Houser Engineering P.C., met with the Board to discuss Pioneer Landing Subdivision Preliminary Plat. The Master Plan was approved in 2000 and is the guiding document for all subsequent development within Yellowstone Mountain Club. This phase of the subdivision is designed as a residential subdivision consisting of three residential lots and three open space lots with a total acreage of 19.48 acres for the residential pieces and 3.85 acres for the open space. Total acreage is 23.33 acres. Following discussion, John Heckler moved to adopt the proposed Findings of Fact, Conclusions and Conditions of Approval and grant Preliminary Plat approval for Pioneer Landing Subdivision at Yellowstone Mountain Club. Ron Nye seconded the motion. All voted and the motion carried.

**Approval of Minutes:** John Heckler moved to approve the September 27, 2022 minutes with the correction of Craig Schroder, Undersheriff to Acting Sheriff. Ron Nye seconded the motion. All voted aye and the motion carried.

**Claims:** The Board approved claims.

**Journal Vouchers:** Ron Nye moved to approve journal vouchers for accounting period 13/22 Fiscal Year End and for the account period 9/22. John Heckler seconded the motion. All voted aye and the motion carried.

**DEQ Local Approval Agreement:** Following discussion this item has been tabled for further review.

**Junk Vehicle Vendor Invoice:** Ron Nye moved to approve the Junk Vehicle Vendor Invoice. John Heckler seconded the motion. All voted aye and the motion carried.

**Airports:** Hannah Brook, Airport Board Secretary, met with the Board to discuss the following items:

- **Airport Management Contract:** Following discussion, Ron Nye moved to approve the Airport Manager Agreement based on the recommendation of the Airport Board between Choice Aviation and Madison County. John Heckler seconded the motion. All voted aye and the motion carried. John Heckler seconded the motion. All voted aye and motion carried.
- **Residential Through the Fence (RTTF) for Basin Holdings, LLC:** Hannah noted the Agreement for Airport Access has been reviewed by the FAA and no further changes were needed. Following discussion John Heckler moved to approve the RTTF "Residential Through the Fence" Agreement for Basin Holdings, LLC on October 4, 2022. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Consideration for Solicitation for Public Water for EKS/RVF:** Hannah presented an email from Lance Bowser, Robert Peccia & Associates requesting confirmation that the Commissioners are in concurrence with a limited solicitation for bids to qualified bidder versus a publicly advertised open bid. Following discussion, Ron Nye moved to authorize Lance Bowser, Robert Peccia & Associates to solicit limited bids for the Public Water Supplies for both Ruby Valley Field and Ennis Big Sky Airport. John Heckler seconded the motion. All voted aye and motion carried.

**Trust and Agency Budgets:** Ron Nye moved to approve the Trust and Agency Budgets as presented. John Heckler seconded the motion. All voted aye and the motion carried.

**Planning Board Appointment:** The Planning Board is recommending Patricia Jacobs be considered for appointment to the Planning Board. John Heckler moved to appoint Patricia Jacobs to the Madison County Planning Board based on the recommendation from the Planning Board. Ron Nye seconded the motion. All voted aye and the motion carried.

**Mason House Repairs:** Tony Forsythe, Maintenance Department, requested approval to accept a roofing estimate from The Roofing Center for the replacement of the roof on Mason House located at 111 Wallace Street, Virginia City, MT. John Heckler moved to approve the roof replacement for the Mason House in Virginia City for an amount not to exceed \$26,000.00. Ron Nye seconded the motion. All voted aye and the motion carried.

**Activities Assistant Hire at TRMCC:** Gail Nelson, Tobacco Root Mountain Care Center Administrator, is requesting the approval for the hire of Donna Worth as Activities Assistant at a rate of \$18.69 per hour. Following discussion and reviewing pay scale rate, Ron Nye move to approve TRMCC new hire Donna Worth as an Activity Assistant at the rate of \$18.69 per hour, as presented. John Heckler seconded the motion. All voted aye and the motion carried.

**Activities Assistant Hire at MVM:** Allison Veland, Madison Valley Manor Administrator, is requesting the approval for the transfer of Christine Pillard from a CNA to Activities Assistant at a rate of \$20.88 per hour. Following discussion and reviewing pay scale rate, John Heckler move to approve MVM hire/transfer Christine Pillard as an Activity Assistant at the rate of \$20.88 per hour, as presented. Ron Nye seconded the motion. All voted aye and the motion carried

**DUI Task Force Update:** Esther Lince, DUI Task Force, Tyler Mursch, Sheriff's Deputy, and Craig Schroder, Acting Sheriff, presented the Board with a K-9 Program proposal. DUI Task Force is requesting to approve expenditures up to \$3,500.00 out of the DUI Task Force Budget to contribute to the program. Following discussion, John Heckler moved to approve taking up to \$3,500.00 out of the Budget based on

the recommendation of the DUI Task Force for the K-9 Program. Ron Nye seconded the motion. All voted aye and the motion carried.

**2022-2023 Bridge Construction Information Request:** This item has been postponed until a later date.

**Grants:** Hannah Brook, Grant Writer, met with the Board to discuss the following topics. Karl Yakawich, Great West Engineering, participated by Webex.

- **Cliff & Wade Road Project:** Karl discussed with the Board that do to the Anti-Efficiency Act that funds have to be in hand and funds will not be available until January 2023. The current bid will expire on October 15, 2022. Karl requested to reopen the bidding process. Following discussion Ron Nye moved to authorize Karl Yakawich, Great West Engineering, to start the bidding process for Cliff/Wade Lake Project. John Heckler seconded the motion. All voted aye and the motion carried.
- **RAC Project Financial Report, Grant Reimbursement, and Project Progress/Final Report:** Hannah requested approval and signatures on the RAC Grant documentation. John Heckler moved to accept and approve the RAC Project Financial Report. Ron Nye seconded the motion. All voted aye and the motion carried. John Heckler moved to approve and move forward on the RAC Grant Reimbursement request for Grant Reimbursement for a period covered July 26, 2022 to December 31, 2022. Ron Nye seconded the motion. All voted aye and the motion carried. John Heckler moved to approve the RAC Project Progress/Final Report. Ron Nye seconded the motion. All voted aye and the motion carried.

**Golf Course Lease Agreement:** Marshall Bettendorf, Brian Conklin, Commissioner Candidate, and Dan Metzger, Golf Course Board Member were present to discuss the Golf Course Agreement. The Board discussed a possible Agreement for the Golf Course. Discussion included rewriting the current agreement with existing Golf Association, requesting proposals for future management of the golf course and options to be considered if the Mill Levy passes or if the Mill Levy does not pass. After further discussion it was determined this item will be revisited after the General Election in November.

**Request to Hire Legal Assistant at 90% of Pay Scale and to Use Months Worked Rather than Hours for Step Increases:** This item is postponed to the October 11, 2022 meeting.

**Calendars:** The Board reviewed calendars.

With no further discussion, the meeting was adjourned at 3:30 p.m.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, October 11, 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: October 11, 2022

Minutes prepared by:

---

Shawna Lutgen, Commissioners' Clerk

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