

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**May 4, 2021, Meeting Minutes**

On Tuesday, May 4, 2021, a meeting of the Board of Madison County Commissioners came to order at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Jim Hart and Ron Nye present. Laurie Buyan, Executive Assistant to the Board of Commissioners, was present to take minutes.

Those people in attendance at the meeting were Joe Brummell, Jani Flinn, Vicki Tilstra, Denny Lueck, Lance Bowser, Bill Lev, Kacey Smart, and Kila Shepherd. Ryan Wolter, IT Support Specialist, was present to administer the Webex connection. Those present via Webex were Janie Alt, Craig Erickson, Chad Tree, Jane Bacon, LaNette Jones, Jani Flinn, Kathy Barnes, Keeley Larson, Lynda Holt, Jolene Palmer, Michelle Schriock, Van Puckett, Mark Brook, and others that were not identified.

**Approval of Minutes:** Ron Nye moved to approve the April 28, 2021, Preliminary Budget Hearing minutes as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

**COVID -19 Update:** Joe Brummell, DES, reviewed current COVID information, stating that Madison County currently has 781 confirmed cases, 8 active cases, 765 have recovered, there have been 8 fatalities, and a total of 50 hospitalizations but fortunately no current hospitalizations. He stated that numbers of new and active cases are going down, cumulative cases continue to rise, bed capacity is good with 80 beds available in the County including nursing homes, schools haven't changed – still looking good. He discussed Incident Command, noting that the main goal is still to assist Public Health and that he will help the new director in any way he can. He added that he has notified IC to be ready to switch to fires at any time. The command structure hasn't changed. He is still looking for a Public Information Officer. Other topics of discussion included immunization levels, T-Mobile first responder cell phone plans, weather, and the drought status.

**Nursing Homes COVID Update:** Allison Veland, Madison Valley Manor Administrator, presented COVID updates for both facilities, stating that the current census at TRMCC is at 25. They have no residents in the hospital or in quarantine. No staff members on quarantine. Currently the County prevalence rate is at 5.2%. CMS just changed regulations related to testing – If you are vaccinated you don't have to participate in the surveillance testing, which is currently done once a week. The current census at the Manor is 18. They have 10 recovered from COVID. No staff or no residents in quarantine. There is on-going training at both facilities. They are also testing staff once a week and residents as needed. At this point, it was decided to schedule COVID updates every other week rather than weekly.

**Claims:** The Board approved claims.

**Fairgrounds Gazebo Roof Repair:** Following review, Ron Nye moved to approve the recommendation from the Fair Board to hire Lobo Construction of Bozeman, Montana, to replace the roof on the Gazebo per the metal bid in the amount of \$15,610.01, with the Fair paying the difference between the asphalt shingle bid and the metal roof bid. Jim Hart seconded the motion. All voted aye and the motion carried.

**Advertisement for Motor Grader – District 1:** Following discussion, Ron Nye moved to advertise for a motor grader for Road District One. Jim Hart seconded the motion. All voted aye and the motion carried.

**Letter of Support for Big Sky Post Office/Federal Designation:** Following review, Ron Nye moved to approve a letter of support to the United States Post Office regarding the growth of the Big Sky Post Office and Support for Federal Designation. Jim Hart seconded the motion. All voted aye and the motion carried.

Craig Erickson, Great West Engineering, met with the Board via Webex to discuss the following nursing home topic. Jani Flinn, Grant Administrator, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **Madison Valley Manor Project:** Jani stated that she had received an email from Becky Lawson, SMA Architects, letting her know that something had come up and she is unable to attend the meeting. Craig discussed the question of the conflict of interest, noting that he hasn't yet heard back from the County Attorney. He stated he will have a request for reimbursement ready for next week, adding that the local match for grant administration has been met and that we will start drawing from CDBG. Craig told the Board that Becky has been working with Jani on scheduling the kick-off meeting for the TRMCC project and that SMA is also working on getting bids for the three scopes of work for the Madison Valley Manor project. There was also discussion about the volatility in the market at this point.

**Items Not Listed on the Agenda but Within the Board's Jurisdiction:** Dan Allhands discussed issues related to estate tax which could potentially put some ranches out of business, stating that we need to get MACo involved in it.

**Purchase of Solid Waste Container Boxes:** Denny Lueck, Solid Waste Foreman, met with the Board to discuss the purchase of additional Solid Waste container boxes. He stated that he has had to turn people down that need construction boxes, adding that some of the boxes are getting rotten. He didn't purchase any new boxes last year due to having to replace a truck; the cost of boxes has not increased as much as other materials; and he hasn't spent anything from the equipment line so far this year and doesn't foresee any further purchases from that line item. Following discussion, Ron Nye moved to approve the purchase of four 40 yard drop boxes from Enterprise Sales, Inc. for the amount of \$49,892, as recommended by the Solid Waste Foreman. Jim Hart seconded the motion. All voted aye and the motion carried. Gravel crushing at the Ennis Landfill was also discussed.

**Airports:** Jani Flinn, Airport Board Secretary, and Lance Bowser, Robert Peccia and Associates, met with the Board to discuss the following airport related topics.

- **EKS-NMG-3-30-0090-024-2021-Grant Agreement:** Following review, Ron Nye moved to approve the Airport Coronavirus Relief Grant Program Agreement, #3-30-0090-024-2021, for the Ennis Big Sky Airport, in the amount of \$13,000, as presented. Jim Hart seconded the motion. All voted aye and the motion carried.
- **RVF-NMG-3-30-0080-017-2021-Grant Agreement:** Ron Nye moved to approve the Airport Coronavirus Relief Grant Program Agreement, #3-30-0080-017-2021, for the Ruby Valley Field, in the amount of \$9,000, as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

**Ruby Valley Field** – Lance discussed the snowplow and the SRE building for the Ruby Valley Field stating that would be an almost \$1.2 million project. He reviewed the preliminary cost estimate and grant request spreadsheet, noting that there is a shortfall in FAA funding available of about \$30,000 and discussed where the remaining funding would come from, to build a three bay garage, a pilot lounge with a three-quarter bathroom, and a half bathroom inside the three bay building. Lance discussed his reasoning for using Ennis funds in the project, building a three bay building rather than a two bay building, the cost of materials, and good reports about Jay Fortune. He stated this will get you a good snowplow, just slightly smaller than the one in Ennis, discussed the bid price, and described the building project. There was also discussion about reimbursements that will be forthcoming for land acquisitions.

- **Application for Federal Assistance, Sponsor Certifications, and Non-primary Entitlement Transfers:** Ron Nye moved to approve the application for Federal Assistance including sponsor certifications for Drug-Free Workplace, Certification and Disclosure Regarding Potential Conflicts of Interest, Certification Regarding Lobbying, Selection of Consultants, Project Plans and Specifications, Equipment and Construction Projects, Construction Project Final Acceptance, as presented, and non-primary entitlement transfers. Jim Hart seconded the motion. All voted aye and the carried.
- **Recommendation of Award – Jay Fortune Construction:** After discussion and review, Ron Nye moved to approve the recommendation of award to Jay Fortune Construction for a SRE three bay building with Pilot Lounge, half bath and ¾ bath included, at the Ruby Valley Field for the amount of \$827,552.46. Jim Hart seconded the motion. All voted aye and the motion carried.

- **Engineering Task Orders:** Ron Nye moved to approve Engineer Task Orders 19, 20, 21, and 22 in the amount of \$131,040. Jim Hart seconded the motion. All voted aye and the motion carried.

**Moore’s Creek HMGP Reimbursement Requests and Close-Out Documents:** LaNette Jones, Great West Engineering, met with the Board via Webex to discuss the close-out on the Moore’s Creek culvert project. Jani Flinn, Grant Administrator, was present for this portion of the meeting. LaNette stated that FEMA thought the County owed \$33,000 but the County is now looking at receiving \$33,000 instead of paying it. She also found another possible error, which would give the County an extra \$19,000 in addition to the \$33,000, and is working with FEMA on it. LaNette included the second draw request for \$12,511.88, stating the County will definitely get this and the \$33,000, and will hopefully get the additional \$19,000. She will bring this request to the Board in about three weeks. Based on the recommendation and figures from Great West Engineering, Jim Hart moved to approve Pay Request #2 to the Montana Department of Disaster and Emergency Services in the amount of \$12,511.88 from FEMA for the Moore’s Creek Mitigation Project, FEMA DR-1996-MT, HMGP Project 29-R. Ron Nye seconded the motion. All voted aye and the motion carried.

**Recommendation to Name a Geographic Feature near Laurin, Montana – DeHorty Flat:** Bill Lev, Ruby Valley resident, met with the Board to discuss a request to name an unnamed area on his property. Bill stated that the property is located behind John and Ginger Galiger’s house near Laurin, Montana, and gave a brief history of the property and the pioneers who settled there, adding that he would like to create a memorial to them by giving the location an official name. Following discussion, Ron Nye moved to approve the Geographic Name Proposal Recommendation to the U.S. Board of Geographic Names, to name an unnamed geographic feature DeHorty Flat, and to send a letter of support for the proposal. Jim Hart seconded the motion. All voted aye and the motion carried.

**Discussion Regarding Pre-Construction Safety Review Process:** Kacey Smart, Sanitarian’s Assistant, and Van Puckett, Sanitarian, (via Webex) met with the Board to discuss the pre-construction safety review process. Jani Flinn, Sanitarian’s Clerk, Kila Shepherd, Human Resources, Alex Hogle, Planning Director, and Levi Simonson, Planner 1, were present for this portion of the meeting. Kacey stated that previously, with prior Planning Staff, there was an office policy that septic permits, PCSRs, construction/demolition permits were all done at the same time and the Planning Office wouldn’t issue an address until the requesting party had all the other paperwork. For years, there were construction and demolition permits with no septic. Now they track everything to make sure it’s done properly. Currently there are 59 C&Ds that have no septic attached to them. She added that they are extremely busy and don’t have time to track people down. People get their address and don’t worry about getting a septic permit. She stated that her request was to have a check box to say they had their septic paperwork or something. In the last four years, their DPHHS licenses have gone from 280 to 710. There was further discussion on how the process worked in the past, how it has been working lately, and what steps can be taken to make it efficient again. Following much discussion, Ron Nye moved to resolve a direction for Planning to withhold the issuance of an address until the Sanitarian’s Office has a septic application and a construction and demolition application, or that they have satisfactorily coordinated with the Sanitarian’s Office. Jim Hart seconded the motion. All voted aye and the motion carried. Alex stated he will bring a draft of the new language to the Board, noting that he has spoken to Justin Ekwall, Deputy County Attorney, about this issue.

**Calendars:** The Board reviewed calendars.

With no further business, the meeting was adjourned at 3:00 p.m.

**Next meeting:** The next regular Commission meeting will be held on Tuesday, May 11, 2021, beginning at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana.

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 Dan W. Allhands, Chairman  
 Board of Madison County Commissioners

Date Approved: June 15, 2021

Minutes prepared by:

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

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 Laurie Buyan, Executive Assistant