

**BOARD OF MADISON COUNTY COMMISSIONERS
PRELIMINARY BUDGET HEARINGS
May 21, 2018, Minutes**

On Monday, May 21, 2018, the Board of Madison County Commissioners conducted Preliminary Budget Hearings beginning at 9:00 a.m. in the Commissioners' Conference Room of the Madison County Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye, Chairman, Jim Hart, and Dan Allhands present. Laurie Buyan, Commissioners Assistant, was present to take minutes.

Those people in attendance at the hearings were Darcel Vaughn, Vicki Tilstra, Bonnie O'Neill, Holly Haithcox, Janet Doornbos, Ron Paige, Mindy Diehl, Ken Bailey, and Kerry Taylor.

Madison Valley Manor Preliminary Budget Hearing: Darcel Vaughn, Madison Valley Administrator, presented the Board with the preliminary budget for the Madison Valley Manor. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Darcel started out by stating that the nursing homes are going to need to increase the rates. She stated that Medicaid rates have gotten a 2.99% decrease and therefore private pay rates will need to be increased by 5%. Semi-private rates would go to \$203 per day and private rates would go to \$213 per day. She added that this is still below average. Darcel stated that she is planning to replace the ice machine. The current machine leaks. She will check locally first. Darcel went on to discuss the possibility of applying for CDBG funds to update the generator, boilers, electrical, and kitchen and discussed the need to update each of these items. Other topics of discussion included looking at 1.6 million in salaries; bed tax has gone up; medical director fees have increased; professional services has gone over and will need to be increased; the need to have a discussion about housing; and wages and staffing needs. Darcel will get on the Commissioners' agenda to get the daily rate increase approved. Bonnie also discussed getting on the agenda to request an increase in Darcel's salary because she is currently overseeing both facilities.

Tobacco Root Mountains Care Center Preliminary Budget Hearing: Darcel Vaughn, Madison Valley Administrator, and Holly Haithcox, TRMCC Administrator, presented the Board with the preliminary budget for the Tobacco Root Mountains Care Center. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. It was noted that they have been successful in hiring a business office assistant. Holly presented and reviewed a spreadsheet with budget prep and a cash projection. Topics of discussion included a projection of 2.1% wage increase; office supplies; capital improvements fund to include security cameras; sidewalks that need to be replaced; increasing funding for fuel; the need for two new beds; maintenance needed on the bathtub and lifts; the need for a ramp at the service wing door; that they are fully staffed on nurses but need CNAs; an increase in dietary because of more residents; an increase in laundry supplies; and a bump in Social Services for meals, travel, and lodging. Holly stated that the revenue is based on a census of 32 and that it is currently at 33, but typically averages 32. Vicki stated that both facilities are doing very well compared to last year.

Senior Citizens' Advisory Board Preliminary Budget Hearing: Janet Doornbos and Ron Paige, Senior Citizen's Advisory Board; Mindy Diehl, Rocky Mountain Development Council; and Ken Bailey, Senior Citizens' Bus Driver, met with the Board to review the preliminary budget for the Senior Citizen's Advisory Board. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Janet stated that they have decided to leave the budget where it is and that the biggest concern is leasing or purchasing a bus. Ron Nye stated that the last time we talked to the bus driver, he asked about a front wheel drive or a 4-wheel drive. He stated that this added \$20,000 to the cost and asked if we can live without it. He also stated that the bus driver wages need to be discussed, adding that he is currently making \$11.00 per hour. Ken discussed the bus, stating that it has 127,000 miles on it. The body and interior are in great condition; the transmission is getting worse every day and becoming a safety issue. He added that he travels about 3000 miles per month and that it could quit anytime. Ken also discussed his wages, stating that with the responsibility that he has, the job is worth more than \$11.00 per hour. There was discussion regarding wages of other bus drivers in the area. Vicki discussed the budget, noting that it's pretty tight and wondered if the Senior Centers would be willing to decrease their funds to assist with a bus and driver wages.

Mindy Diehl, Rocky Mountain Development Council, was at the meeting to present the Board and the Senior Citizens' Advisory Board with a request for funding for the Sheridan Senior Companion program. She distributed hand-outs outlining details and costs of the program. She noted that in the past year, they have served 6,500 hours with assisting homebound individuals maintain their independence in their own homes rather than having to move to costlier facilities. Mindy stated the program provided transportation to medical appointments, sharing meals, assisting with grocery shopping, providing respite care and companionship. Following much discussion regarding overall services and services specific to Sheridan, Mindy requested \$6,500 to supplement their program in Sheridan. Ron Nye stated that they will take the request under consideration.

Ken Bailey then read a speech that he will deliver at a memorial service in White Sulphur Springs.

Extension Preliminary Budget Hearing: Kerry Taylor, Madison-Jefferson Extension Agent, met with the Board to discuss the preliminary budget for the Extension Office. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Kerry stated that everything will stay basically the same and that the only difference will be contract payments which will have a 2.1% increase. Jim Hart asked how the vehicle is doing. Kerry responded that it is going to need tires, noting that nothing has come out of the current budget and asked if he should get them now. The Board agreed that he should. Vicki will add a line item to the budget for tires. Kerry further stated that the vehicle has 179,000 miles on it. He has put a new battery in it and it is not burning oil. He asked about the process for getting a new. There was discussion about getting a used Sheriff's vehicle; how the Extension salary is determined; and the number of pigs and steers that are expected at this year's fair.

Human Resource and Finance Preliminary Budget Hearing: Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, met with the Board to discuss the Human Resources and Finance preliminary budgets. Vicki stated that the Finance budget will remain basically the same, except for a decrease in the training line. She added that she has asked Bob Denny, Denny and Downing about webinar trainings. Discussion regarding changes to the Human Resources (Personnel Services) budget included an increase for Bonnie from \$65,845 to \$78,000 due to her new position as Chief Administrative Officer, with the nursing homes funding 50% and the rest of the County funding 50%; adding an estimated \$38,000 for a Human Resource Specialist; there was also an increase of \$2,000 in small items of equipment for a new computer, an increase of \$500 for other operating supplies, an increase of \$800 in fuel, an increase of \$1,000 in professional services, and an increase of \$150 in schooling and tuition. It was noted that the biggest expense will be the new employee. Dan Allhands suggested giving the RAV to Darcel to use when travelling from Sheridan to Ennis to help with fuel costs.

With no further business, the hearings concluded at 2:50 p.m.

Ronald E. Nye, Chairman
Board of Madison County Commissioners

Date Approved: July 3, 2018

Minutes prepared by:

Laurie Buyan, Administrative Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County