

**BOARD OF MADISON COUNTY COMMISSIONERS
PRELIMINARY BUDGET HEARINGS
May 24, 2019, Minutes**

On Wednesday, May 24, 2019, the Board of Madison County Commissioners conducted Preliminary Budget Hearings beginning at 10:06 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. Jane Bacon, Commissioner's Clerk, was present to take minutes.

Those people in attendance at the hearings were Bonnie O'Neill, Vicki Tilstra, Jani Flinn, Brett Schriock, Kathleen Mumme, Tommy Luksha, and Alex Hogle.

Madison County Commissioners Preliminary Budget Hearing: The Board discussed the preliminary budget for the Commissioner's Office. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this portion of the meeting. The budget will stay about the same, other than reducing the amount for Travel to \$5,000.

Roads, Bridge, and Gas Tax Preliminary Budget Hearing: The Board discussed the preliminary budget for Roads, Bridge, and Gas Tax. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this hearing. Items discussed included separate cash accounts for equipment sales, anticipated equipment needs, staffing and wages, prepaying for road supplies, and frost boils. Vicki pointed out that nothing has been paid to the state this year for DNRC. Jack Creek was discussed - Jim stated the highest importance is on improving line of sight and drainage, reported recent gravel work, and discussion continued about costs, the need for engineering, and possible funding.

Airports Preliminary Budget Hearing: Jani Flinn, Airport Board Secretary, presented the Board with the preliminary budget for Airports. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this hearing. Jani reported the biggest change for the Ennis/Big Sky budget will be in construction and maintenance which is not yet finalized, and pointed out a reduction of \$1,000 in Liability Insurance. For Twin Bridges, Jani reviewed categories and amounts that are being moved around, resulting in a net increase of \$6,000, and the addition of line item 947, Vehicles & Equipment – Tractor, estimated at \$70,000, and in line with the Ennis Airport. She presented a chart listing several projects at both airports, showing those remaining to be invoiced in the current fiscal year, 2020 expense estimates, and which project costs will be AIP reimbursable. Further discussion included propane use and billing, Omnibus funding awards, and equipment needs.

Grants Preliminary Budget Hearing: Jani Flinn, Grant Administrator, presented the Board with the preliminary budget for Grants. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this hearing. Jani said there are no substantial changes to the budget, and she will cut wherever possible. She discussed training, which she used this year and found very valuable. Further discussion included the possibility of grant funding for the proposed Housing Needs Assessment update and its value in applying for funding, especially in low-population, rural areas; various kinds of grants and what they are most appropriate for; rural infrastructure needs; and extending the Twin Bridges sewer line.

IT Preliminary Budget Hearing: Brett Schriock, IT Director, presented the Board with the preliminary budget for the IT Department. Vicki Tilstra, Finance Officer, and Bonnie O'Neill, Chief Administrative Officer, were present for this hearing. Brett was asked to cut his budget and did so overall, partly due to major updates that occurred in the past year. Further discussion included employee ID cards, vehicle use, upcoming IT Support Specialist interviews, and department coverage during his upcoming absence.

Clerk & Recorder/Elections Records Preservation Preliminary Budget Hearing: Kathleen Mumme, Clerk and Recorder, presented the Board with the preliminary budget for the Clerk and Recorders' Office, Elections,

and Records Preservation. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Manager, were present for this hearing. Kathleen stated that overall the budget for Elections was reduced, in spite of an increase to Capital Improvements due to the purchase of compact voting machines. The new machines will be partially reimbursed, and the older machines can be traded in. She noted that the purchase of a new digital scanner for about \$50,000 is anticipated in the near future. She went on to discuss changes to several line items, pay for election judges, polling locations, the increase in mail ballots, and the 2020 election.

GIS Preliminary Budget Hearing: Tommy Luksha, GIS Coordinator, presented the Board with the preliminary budget for the GIS Department. Alex Hogle, Planning Director, Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Manager, were present for this hearing. Tommy recommended the acquisition of Spatial Analyst software, an increase of \$2,875, in order to utilize LIDAR data. Alex is looking at alternatives, and said this data would be an effective tool for projects like Jack Creek Road. Tommy also recommended staffing increases including expanding his hours to 40 per week, and acquiring an intern to help with data collection and research. Discussion included hiring local part-time help as an alternative to interns, and Alex expressed support for increasing GIS hours. A dedicated GIS vehicle was discussed and supported by the Board, and Bonnie said there is a former Sheriff's Office vehicle available.

Road Review Committee Preliminary Budget Hearing: The Board discussed the preliminary budget for the Road Review Committee. Bonnie O'Neill, Chief Administrative Officer, Tommy Luksha, Road Review Committee Secretary, and Vicki Tilstra, Finance Manager, were present for this hearing. With no proposed increases, the budget will remain the same.

With no further business, the hearings concluded at 3:35 p.m.

Ronald E. Nye, Chairman
Board of Madison County Commissioners

Date Approved: July 2, 2019

Minutes prepared by:

Jane Bacon, Commissioner's Clerk

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