

**BOARD OF MADISON COUNTY COMMISSIONERS  
PRELIMINARY BUDGET HEARINGS  
May 30, 2018, Minutes**

On Wednesday, May 30, 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 Lisa Brubaker, Bonnie O'Neill, Vicki Tilstra, Dana Escott, Tom Leo, Margie Edsall, Tommy Luksha, Chris Christensen, Roger Thompson, Lynda Holt, Bill Sinclair, Jake Stewart, and Dustin Tetrault.

**Victims' Witness Preliminary Budget Hearing:** Lisa Brubaker, Victims' Advocate, presented the Board with the preliminary budget for Victim Advocate. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Lisa stated that she is working under a two year grant; this will be the first year, and next year will be the second year. The amount is back to normal after a slight increase for one year and is the same as last year. It was noted that the cash reserve will be over for this year. Vicki stated she could either reduce the revenue or increase the expenditures adding that they would like to keep the cash in case she loses grant funding. There was discussion regarding removing the portion that the County Attorney pays (\$8,000 per year) and increasing the training fund to \$1,100. There were no additional budget requests.

**Fair Preliminary Budget Hearing:** Dana Escott, Fair Manager, and Tom Leo, Fair Board Member, presented the Board with the preliminary budget for the Fair and Fairgrounds. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Dana reviewed budget changes stating that she has broken out estimated revenue for stall fees and added \$5,000 to capital improvements from these fees. She discussed hog pens for approximately \$5,000 and a zero-turn mower for \$6,000 that will come from capital improvements. Therefore she is increasing the capital improvements line to \$21,000. She also noted that \$3,000 additional will go into building maintenance for repairs to the cinder block bathroom. There was discussion regarding the budgeting process and keeping a profit and loss sheet on the fair. Dana stated she is working with Bonnie to go from 1240 hours to 1560 hours. She added that this would allow her extra time to work on profit and loss sheets, work on grants, extra requests from the Commissioners and Fair Board, and work with Vicki and Bonnie. There was discussion regarding justification for the extra hours. Dana discussed a request from the Fair Board to have the water meter removed at Riverside Park, stating that the town is charging both the Fairgrounds and the park a base rate. Ron Nye recommended holding off on the request until after the new water line situation has been resolved. Dana will contact the Fair Board and the Park Board for further direction. Dana asked if we know when we'll have water. Ron responded that we do not, adding that we need to think about having a plan in place in case the waterline isn't done in time for the fair. Bonnie discussed an issue with the fire marshal because of the way campers are situated during the fair. She suggested having designated parking areas and a camp host to help ensure that campers have an exit if needed. There was further discussion about events scheduled at the Fairgrounds for the rest of 2018 and into 2019.

**Weed Preliminary Budget Hearing:** Margie Edsall, Weed Coordinator, presented the Board with the preliminary budget for Weed Department. Bonnie O'Neill, Chief Administrative Officer, was present for this portion of the meeting. Margie distributed spread sheets of anticipated revenue and anticipated expenditures, stating that she is asking for 3.5 mills this year instead of 3.25. She would like to keep her cash at 25%. She has increased the cost share to \$120,000 noting that it is already in the hole this year. She has decreased other line items and has included the cost of a new side by side, half from the regular budget and half from Weed Legacy. Margie discussed the BLM budget noting that there is currently no budget from them so if they do get BLM funding, it would require a budget amendment. She also discussed grant funding, noting they anticipate about \$80,000 in grant funding this year. Dan Allhands asked about forestry assistance. Margie replied that they currently have 22 sites the County weed office covers for them.

**GIS Preliminary Budget Hearing:** Tommy Luksha, GIS, presented the Board with the preliminary budget for the GIS Department. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Tommy stated that one of his aspirations is getting some student interns to help get some stuff done including getting GIS layer to standards, make sure towns are at 100%, and scanning. He discussed how these layers affect law enforcement if they are not correct and discussed 911 boundaries. There was further discussion regarding interns. Bonnie suggested using high school students rather than college students, and offered to check on it for Tommy. Tommy also asked to go from 30 hours per week to full time and for his wages to be increased from 80% of department head to full department head rate. There was further discussion regarding these increases, how interns would be paid, the relationship with GIS and the Road Review Committee, justification for more hours, essential functions of the position, and Planning Office needs.

**County Attorney Preliminary Budget Hearing:** Chris Christensen presented the Board with the preliminary budget for the County Attorney's Office. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting. Chris requested an increase for his deputy, and added that he will be eligible for the anniversary increase in October, and that he would like to get him equal with the Deputy County Attorney in Beaverhead County. There was discussion regarding clerks in the office. Chris responded that he still has the same as before, one working 4 days a week, one working five. Vicki discussed the funds for the Victim Advocate that will be reduced from the County Attorney's budget for this year.

**Sheriff Preliminary Budget Hearings:** Roger Thompson, Sheriff, met with the Board to review the following preliminary budgets. Bonnie O'Neill, Chief Administrative Officer, and Vicki Tilstra, Finance Officer, and Lynda Holt, Communications Coordinator, were present for this portion of the meeting.

- **Coroner Preliminary Budget:** Roger stated that there are no changes to the Coroner budget, noting that line item 100 is for Sheriff wages and line item 112 is for deputies who respond, noting that they get \$75 for each call. Roger also stated that each deputy who responds to Coroner calls gets re-certified every two years.
- **Care and Custody of Prisoners Preliminary Budget:** Roger stated that there are no changes to the Care and Custody of Prisoners budget but noted that Gallatin County is increasing their rates to \$75 per day. He stated it cost \$2325 per month for each prisoner and that they are utilizing other counties when they can but that Gallatin County's increase should not affect the budget.
- **Communications and 911 Preliminary Budget Hearing:** Roger and Lynda discussed the Communications and 911 budgets. Roger stated that both primarily fund the Dispatch Office. He added that Lynda's salary is proposed to come out of the 911 budget and discussed capital improvement funds noting that these funds could be used for a new Sheriff's Department if a dispatch office was included in the project. There was discussion regarding the phone system, initial costs and ongoing expenses; and an increase for all Communication Officers who have been trained in EMD. Roger proposed taking all of Lynda's wages from the 911 budget; increasing the expenditure amount for Communications Officer training by \$9,600 for becoming certified in Emergency Medical Dispatch; removing the night differential; and paying each officer trained in EMD a stipend of \$50 per pay period. Roger stated that by taking Lynda's salary from the 911 budget and decreasing various other line items, this could be done with no extra expense to the County.
- **Drug Forfeiture:** Roger discussed the drug forfeiture funds. Vicki stated that the drug task force needs to be paid \$10,000 but there was not enough in revenue. It will have to come from the general fund. There was much discussion regarding the reason forfeitures have gone down in the last five years.
- **Sheriff Preliminary Budget Hearing:** Roger stated that the only change to the Sheriff's budget is that he is taking \$2,000 out of line 364- Computers and Software, and moving it to 357 – Other Professional Services, to be used for a software license for search warrants. Other topics of discussion included the Big Sky Interlocal Law Enforcement Agreement; radio equipment upgrades; and agreements with the towns for law enforcement services.

**Search and Rescue Preliminary Budget Hearing:** Bill Sinclair, Jake Stewart, Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Bill stated that the mill levy has been split equally between the Ruby Valley Search and Rescue and the Madison Valley Search and Rescue. He noted that \$5,000 has been spent on repairs and another \$20,000 will be spent putting a new roof on the building in Sheridan. He discussed expected revenues and reviewed a list of rescues and trainings that have taken place over the past year. Bill added that they have been doing the annual training plan by calendar year and would like to switch that to fiscal year. Jake

Stewart discussed the Madison Valley Search and Rescue budget stating that some items have been moved around but it has basically stayed the same. He added that any excess in the mill levy will go back into training. Jake also notified the Board that Art is going to be done at the end of the month and that Stacy Strong will take over as secretary at the end of the fiscal year.

**Homeland Security, Disaster and Emergency Preliminary Budget Hearing:** Dustin Tetrault, Director of Emergency Management, presented the Board with the preliminary budget for Civil Defense. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Dustin reviewed spending from the current year, noting that \$5,000 was spent on the audio/video equipment in the public meeting room. He also noted that \$4,200 is reserved for the project at the Alder Fire Hall. He reviewed other changes to the budget which include \$20,102 for BLM payments and \$160,343 for the Mammoth grant that will reimburse homeowners for fuel reductions projects. He also discussed putting concrete in the room next to his office and putting insulation and electricity in their storage unit.

With no further business, the hearings concluded at 3:25 p.m.

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Ronald E. Nye, Chairman  
Board of Madison County Commissioners

Date Approved: July 3, 2018

Minutes prepared by:

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Laurie Buyan, Administrative Assistant

Attest: \_\_\_\_\_  
Kathleen Mumme, Clerk and Recorder, Madison County