

RESOLUTION 25-2018
A RESOLUTION SETTING SALARIES FOR FISCAL YEAR 2018-2019

WHEREAS, the 2001 Montana State Legislature passed HB 345 which amended 7-4-2503 MCA, the procedure for compensation of the county elected officials, and

WHEREAS, 7-4-2503 MCA creates a county compensation board charged with preparing a compensation schedule for the elected officials and the Board of Commissioners appointed a County Compensation Board in May 2001 and added two additional members in May of 2008, and

WHEREAS, the County Compensation Board met on June 20, 2018, and recommended a 3% increase for the elected official base salary for Fiscal Year 2018-2019, and

WHEREAS, in 2013, the County Compensation Board recommended a longevity benefit of 25 cents per hour for each five year increment served, not to exceed 30 years, for county positions excluding nursing homes, the sheriff, and sheriff's deputies, and

WHEREAS, at their regular meeting on June 22, 2015, the Board of Commissioners made and passed a motion to include the nursing homes in the 25 cents per hour longevity benefit, as described above, and

WHEREAS, at their regular meeting on June 26, 2018, the Board of Commissioners made and passed a motion that each employee listed on the following attachments, except sheriff and sheriff deputies, will receive an additional 25 cents per hour for first five years of service, and an additional 50 cents per hour for each subsequent five year increment served, not to exceed 30 years. (The additional amount will not be calculated in the annual cost of living increase, if there is one), and

WHEREAS, the Board of County Commissioners may annually increase the salaries of all County employees.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, per recommendation of the Compensation Board, that the base salary for fiscal year 2018-2019 is \$52,859.97 for the following elected officials: County Treasurer, County Clerk and Recorder, Clerk of District Court, and the Justice of the Peace;

AND THAT, in accordance to Section 7-4-2107 MCA, each member of the Board of County Commissioners shall receive an annual salary equal to the annual salary established by 7-4-2503 MCA for the Clerk and Recorder plus \$2000 for Fiscal Year 2018-2019;

AND THAT, in accordance to Section 7-4-2503(2)(b) MCA, the County Sheriff shall receive an annual salary equal to the annual salary established by 7-4-2503 MCA for the Clerk and Recorder plus \$2000 for Fiscal Year 2018-2019;

AND THAT, in accordance with 7-4-2503(2)(c) MCA, the County Sheriff shall receive a 1% longevity payment of the salary set above for the Sheriff for each year of service;

AND THAT, in accordance with 7-4-2503 (2)(d) MCA, the County Clerk and Recorder shall receive an additional \$2,000 annually for duties as the County Election Administrator;

AND THAT, in accordance with 7-4-2503 (2)(e) MCA, the County Treasurer, Clerk of District Court, and the Justice of the Peace shall receive an additional \$1,000 annually;

AND THAT, the 2007 Montana State Legislature passed HB 12 which amended 7-4-2502 MCA, the procedure for compensation of the County Attorney;

AND THAT, in accordance to HB12 the County Attorney shall receive an annual salary of \$111,068.65 from Madison County and that Madison County will receive a statutory apportionment from the State for County Attorney services;

AND THAT, in accordance with MCA 7-4-2503 (3)(c)(i) after completing 4 years of service as deputy county attorney, each deputy county attorney is entitled to an increase in salary of \$1,000 on the anniversary date of employment as deputy county attorney. After completing 5 years of service as deputy county attorney, each deputy county attorney is entitled to an additional increase in salary of \$1,500 on the anniversary date of employment. After completing 6 years of service as deputy county attorney and for each year of additional service up to completion of the 11th year of service, each deputy county attorney is entitled to an additional annual longevity salary increase of \$500 or a greater amount based on the schedule developed and recommended by the county compensation board as provided in subsection (4). Any additional annual longevity salary increase provided for in this section after the 11th year of service may not exceed the amount provided in the schedule developed and recommended by the county compensation board.

AND THAT, the offices of the Madison County Treasurer/Superintendent of Schools and the Sheriff/Coroner have been consolidated, according to 7-4-2312 MCA and the Board of Commissioners adopted Resolution 27-2014 fixing the salary of the officers of consolidated offices at 5% higher than the highest salary provided by law to be paid to these officers with the term beginning January 1, 2014;

AND THAT, deputies, administrative assistants, clerks, and department heads will receive salaries according to Attachment "A" for Fiscal Year 2018-2019 based on the Madison County Personnel Policy and certain resolutions amending that policy;

AND THAT, road personnel, solid waste personnel, library personnel, sanitarian, planner, grant administrator, emergency management, facilities maintenance and custodial personnel, public health personnel, airport personnel, GIS personnel, IT personnel, finance personnel, human resource personnel, safety personnel, and all other county employees will receive salaries in accordance with the appropriate salary schedules as approved by the Board of County Commissioners in Attachment "A";

AND THAT, Attachment "B" is the Long Term Care Centers salary schedule for fiscal year 2018-2019; that Attachment "C" is the Weed Department salary schedule for fiscal year 2018-2019; that Attachment "D" is the Fair Department salary schedule for fiscal year 2018-2019; and that Attachment "E" is the Sheriff's Department, Detention, and Communications Officer salary schedule for fiscal year 2018-2019;

AND THAT, each employee listed on the following attachments, except sheriff and sheriff deputies, will receive an additional 25 cents per hour for first five years of service, and an additional 50 cents per hour for each subsequent five year increment served, not to exceed 30 years. (The additional amount will not be calculated in the annual cost of living increase, if there is one.)

PASSED AND APPROVED by the Madison County Board of Commissioners on this 10th day of July, 2018.

Ronald E. Nye, Chairman

James P. Hart

Attest: _____
Kathleen Mumme, Clerk and Recorder

Dan W. Allhands
Board of Commissioners, Madison County

Attachment "A"
Salary Schedule Fiscal Year 2018-2019

In Accord with State Law and the Madison County Personnel Policy Manual. (New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Elected Officials:

Commissioners	\$54,859.97 per year
Sheriff/Coroner	\$65,373.39 including longevity
County Attorney	\$111,068.65
Other Elected Officials	\$52,859.97

Chief Administrative Officer	\$80,340.00 (Annual Salary – Exempt)
Deputy County Attorney	\$78,823.55 (Annual Salary – Exempt) (annual wage will increase by \$1,500 in October making it \$80,323.55)

Clerks	Deputies/County Attorney's Assistants/Court Administrator		
\$15.55	\$17.28	80%	Start
\$16.52	\$18.36	85%	After 1040 hours
\$17.50	\$19.44	90%	After next 1040 hours
\$18.47	\$20.52	95%	After next 2080 hours
\$19.44	\$21.60	100%	After next 2080 hours

Personnel for Road Department – Solid Waste Drivers – Junk Vehicle Drivers

80% of Crew Member	\$18.06	Start
85% of Crew Member	\$19.19	After 1040 hours
90% of Crew Member	\$20.32	After next 1040 hours
95% of Crew Member	\$21.45	After next 2080 hours
100% of Crew Member	\$22.58	After next 2080 hours
Assistant Road Foreman	\$22.85	
Road Foreman	\$24.05	

Solid Waste Container Site and Landfill Operators

80% of Crew Member	\$14.45	Start
85% of Crew Member	\$15.35	After 1040 hours
90% of Crew Member	\$16.25	After next 1040 hours
95% of Crew Member	\$17.16	After next 2080 hours
100% of Crew Member	\$18.06	After next 2080 hours

Custodian/Maintenance w/o Boilers License (with Boilers License add \$.50 per hour)

80%	\$14.53	Start
85%	\$15.44	After 1040 hours
90%	\$16.34	After next 1040 hours
95%	\$17.25	After next 2080 hours
100%	\$18.16	After next 2080 hours

Other Departments: Salaries for new employees of these positions are established by the Board of Commissioners. Amounts shown are 100% of indicated positions. (New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Airport Board Secretary	\$22.71		
Airport Manager	\$22.71		
Chief Financial Officer	\$24.05	Assistant	On Clerk Schedule
Court Compliance Clerk			On Clerk Schedule
Custodial Supervisor	\$18.16		
Emergency Management Director	\$22.71	Deputy DES	\$18.36 (85% of Deputy)
Exec Assistant to Commissioners	\$22.71		
GIS Technician/Analyst	\$24.05		
Grant Administrator	\$22.71		
Human Resource Generalist			On Clerk Schedule
Information Technology Director	\$28.92	IT Computer Support Specialist	\$23.14 (80% of Manager)
Library Director	\$22.71	Assistant	On Clerk Schedule
Planning Director	\$38.90	Assistant	On Clerk Schedule
Planner I	\$22.71		
Public Health Nurse\Director	\$28.89	Assistant	On Clerk Schedule
Public Health RN	\$28.89		(In Accord with RN Schedule on Attachment B)
Public Health LPN	\$22.74		(In Accord with LPN Schedule on Attachment B)
Safety Coordinator	\$22.71		
Sanitarian	\$26.35	Assistant	On Admin. Assistant Schedule
Senior Citizens Bus Driver	\$12.00		
Superintendent of Schools	\$800.00		Semi-monthly
Victim Advocate	\$1546.86		Semi-monthly

Attachment "B"

Salary Schedule for Long Term Care Centers Personnel FY 2018-2019

(New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Administrator \$80,340 (Annual Salary – Exempt)
Director of Nursing \$71,585 (Annual Salary – Exempt)

Registered Nurses:

Top Hourly Rate \$28.89

\$23.11	80%	Start
\$24.56	85%	After 1040 hours
\$26.00	90%	After next 1040 hours
\$27.45	95%	After next 2080 hours
\$28.89	100%	After next 2080 hours

Licensed Practical Nurses:

Top Hourly Rate \$22.74

\$18.19	80%	Start
\$19.33	85%	After 1040 hours
\$20.47	90%	After next 1040 hours
\$21.60	95%	After next 2080 hours
\$22.74	100%	After next 2080 hours

Non-Certified Nurses Aides: Minimum Starting Wage \$12.09 75% of Top CNA
 Upon Successful Completion of CNA Training \$12.90

Certified Nurses Aides:

Top Hourly Rate \$16.12

\$12.90	80%	Start
\$13.70	85%	After 1040 hours
\$14.51	90%	After next 1040 hours
\$15.31	95%	After next 2080 hours
\$16.12	100%	After next 2080 hours

The CNA step levels are separate from the wage schedule and are based on specified criteria.

Level I \$.25 Level II \$.25 Level III \$.25

Restorative Aide: \$1.00 per hour in addition to CNA rate for the Certification Earned

Ward Clerk: On CNA Schedule

Dietary Department - Cook:

Top Hourly Rate \$15.17

\$12.14	80%	Start
\$12.89	85%	After 1040 hours
\$13.65	90%	After next 1040 hours
\$14.41	95%	After next 2080 hours
\$15.17	100%	After next 2080 hours

Other Department Aides:

Top Hourly Rate \$13.35

\$10.68	80%	Start
\$11.35	85%	After 1040 hours
\$12.02	90%	After next 1040 hours
\$12.68	95%	After next 2080 hours
\$13.35	100%	After next 2080 hours

Salaries for new employees of these positions will be established by the Board of Commissioners upon the recommendation of the Facility Administrator. Amounts shown are 100% of indicated positions. (New or promoted employees in all departments may be placed on a wage scale based on prior experience)

Department Supervisor Positions:

Activities Director	\$18.87	
Business Office Manager	\$21.60	
Business Office Assistant	\$19.44	On Clerk Schedule (Attachment A)
Dietary Supervisor	\$19.15	
Housekeeping/Laundry	\$17.91	
Maintenance/Housekeeping/Laundry	\$22.71	(MVM)
Maintenance (TRMCC)	\$20.45	(90% of MVM)
Social Services	\$20.33	

The previous experience adjustment for those employees who qualify will be reviewed on an individual basis to determine their wage level. The maximum entry level will not exceed the two year experience level of the Top Hourly Rate and will be based on a two years' experience for one-year adjustment in the wage schedule. For experienced RN's, LPN's and CNA's started at the two year experience level, the wage may go to the top hourly rate after probation period of 1040 hours. For an employee that starts above the starting rate based on experience adjustment, that employee may go to the next increase after the probationary period.

Attachment "C"

Salary Schedule for Weed Department Personnel FY 2018-2019

(New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Weed Department Personnel

Weed Coordinator	\$22.71
Compliance Tech	\$17.00 plus mileage
Office Assistant	On clerk schedule (Attachment A)

All Short Term and Temporary Workers will be hired at entry rate unless a higher pay rate related to relevant experience is recommended by the Department Head and approved by the Board of Commissioners.

Program Assistant	90% of Program Assistant	\$17.24	First Year
	95% of Program Assistant	\$18.19	with 1 year of relevant experience
	100% of Program Assistant	\$19.15	with 2 or more years of relevant experience
Crew Foreman	80% of Program Assistant	\$15.32	First Year
	85% of Program Assistant	\$16.28	with 1 year of relevant experience
	90% of Program Assistant	\$17.24	with 2 years of relevant experience
Crew Assistant	75% of Program Assistant	\$14.36	First Year
	80% of Program Assistant	\$15.32	with 1 year of relevant experience
	85% of Program Assistant	\$16.28	with 2 years of relevant experience

Attachment "D"

Salary Schedule for Fair Department Personnel FY 2018-2019

(New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Fair Personnel

Fair Manager	\$22.71 per hour
Secretary (Assistant)	On Clerk Schedule (Attachment A)
Maintenance	\$17.32 per hour

All Short Term and Temporary Workers will be hired at entry rate unless a higher pay rate related to relevant experience is recommended by the Department Head and approved by the Board of Commissioners.

Crew Assistant	\$10.08	First Year
	\$10.58	with 1 year of relevant experience (5% Increase)
	\$11.11	with 2 or more years of relevant experience (5% Increase)

Groundskeepers	\$8.94	First Year
	\$9.39	with 1 year of relevant experience (5% Increase)
	\$9.86	with 2 or more years of relevant experience (5% Increase)

Attachment "E"

Salary Schedule for Sheriff's Department Personnel FY 2018-2019

(New or promoted employees in all departments may be placed on a wage scale based on prior work experience)

Sheriff's Department: In accord with Montana State Statutes longevity is added to the following schedule for officers

Sheriff/Coroner	\$65,373.39 including longevity	
Deputies	85% of Sheriff	Starting
	86% of Sheriff	At 6 th year anniversary
	87% of Sheriff	At 7 th year anniversary
	88% of Sheriff	At 8 th year anniversary
Sergeant	89% of Sheriff	Appointed by Sheriff
Captain	90% of Sheriff	Appointed by Sheriff
Undersheriff	95% of Sheriff	Appointed by Sheriff
Sheriff's Assistant		\$21.60 per hour

Communications Officers

Communications Coordinator		\$22.71 per hour	
Communications Supervisor		\$22.22 per hour	
Communications Officers	80%	\$16.10	Start
	85%	\$17.10	After 1040 hours
	90%	\$18.11	After next 1040 hours
	95%	\$19.11	After next 2080 hours
	100%	\$20.12	After next 2080 hours

(Plus \$1.00 per hour differential for night shift communications officers from 10:00 p.m. to 6:00 a.m)

Detention Administrator		\$21.60 per hour	
Detention Officers	80%	\$15.55	Start
	85%	\$16.52	After 1040 hours
	90%	\$17.50	After next 1040 hours
	95%	\$18.47	After next 2080 hours
	100%	\$19.44	After next 2080 hours