

**BOARD OF MADISON COUNTY COMMISSIONERS
PRELIMINARY BUDGET HEARINGS
April 26, 2021, Minutes**

On Monday, April 26, 2021, the Board of Madison County Commissioners conducted Preliminary Budget Hearings beginning at 10:15 a.m. in the Second Floor Courtroom of the Madison County Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Chairman, Ron Nye, and Jim Hart present. Laurie Buyan, Executive Assistant, was present to take minutes.

Those people in attendance at the hearings were Pam Birkeland, Tony Forsythe, Vicki Tilstra, Britani Allhands, Alex Hogle, Tommy Luksha, Joe Brummell, Brett Schriock, and Dave Baldwin.

Superintendent of Schools Preliminary Budget Hearing: Pam Birkeland, Superintendent of Schools, presented the Board with the preliminary budget for her office. She stated that she will get rid of her stationary desk top and use what's left in her current budget to get a laptop computer. She reviewed line items in her budget noting that she increased the Publications and Subscriptions line item because she belongs to a National Covert for Early Childhood Development and has been working to get a public preschool in Madison County. She has received scholarships two years in a row but is not sure if she'll get one this year, so she added \$1,000 to cover the cost of tuition and reduced Meals, Travel, and Lodging by \$500 to help compensate for it. There was discussion about public preschool in Montana. Pam asked to increase her hours by two hours per pay period for a total four hours per month, noting that this would increase the salary by \$1,097.20 and \$414.00 for benefits.

Facilities (Maintenance) Preliminary Budget Hearing: Tony Forsythe, Maintenance, met with the Board to review his preliminary budget. He stated that he has talked to Vicki. Everything looks fine and he doesn't want to change anything.

Planning Department Preliminary Budget Hearing: Alex Hogle, Planning Director, presented the Board with the preliminary budget for the Planning Department. Britani Allhands, Finance Clerk, was present for the hearing. Alex stated that the office has been extremely busy and discussed upcoming projects that would generate revenue in the Planning Department. Because of this, he increased the projected revenue budget for Planning Fees from \$36,200 to \$65,000 for an increase of \$28,000 adding that it could go higher. He noted that most of the Expenditure Items remained the same, with the exception of a few items being increased or decreased. He added \$1,200 for a panel and cubicle system in the office and after discussion, determined it should be added to the 212 line item rather than 947. He discussed ARC Pro licenses but felt they could maintain the current licenses this year and may upgrade next year. There was also discussion about fees for assisting town/city planning departments.

GIS Preliminary Budget Hearing: Tommy Luksha, GIS Director, presented the Board with the preliminary budget for the GIS Department. Joe Brummell, DES, and Britani Allhands, Finance Clerk were present for the hearing. Tommy stated he will be asking for two full time employees, one for historical research and one for data cleaning and NG 911 readiness. He stated that 80% of the country is already running on NG 911 and that we are behind most counties in the state. Tommy reviewed proposed budget changes with increases and decreases, with an overall increase of \$7,190. There was much discussion regarding new employee topic. Following discussion, Dan suggested hiring one GIS specialist with a master's degree rather than two people that will have to be trained. Joe stated that fire is easy to follow but worries about an ambulance not being able to find a location in an emergency situation. There was discussion about the difference in salary for an entry level person compared to someone with a degree in GIS. Dan suggested that the new Human Resource Specialist might be able to research salaries.

IT Preliminary Budget Hearing: Brett Schriock, IT Director, presented the Board with the preliminary budget for the IT Department. He discussed social media sites, noting that he has been monitoring Public Health and reporting to the Sheriff, and reviewed various other software costs that are taken from the Professional Services

line item. He also discussed server and computer needs, noting that there are issues at the nursing homes and that Public Health needs its own server. He noted this is in addition to the one that will be discussed at the regular meeting tomorrow. He listed several computers that need to be replaced, adding that various departments will be getting laptops. His requested budget includes an increase in Inventory Items of \$17,000, an increase in Fuel of \$300, an increase in Professional Services of \$5,485, and an increase in Software and Hardware of \$1,000, for an overall increase of \$23,785. He noted that the total amount could be decreased if new servers for the nursing homes came out of their budgets and that the servers are guaranteed for five years.

HLS/DES Preliminary Budget Hearing: Joe Brummell, Director of Emergency Management, met with the Board to review the budget for Homeland Security and Disaster and Emergency Services. Joe stated that his budget was phenomenal this year and that thanks to COVID, he barely touched his fuel bill. He stated that he used line item 212 to stock all five of his trailers and asked if he could roll over the funds in line item 355 that covered a portion of a mitigation grant that has terminated into a line item for the purchase of a new vehicle, three or four years down the road when it becomes needed. He also discussed the cost of equipment that would be needed in a new vehicle. He reviewed other line items but requested no additions to his budget.

Facilities (Custodial) Preliminary Budget Hearing: Dave Baldwin, Custodial Supervisor, met with the Board to review the Custodial budget. Dave requested an increase of \$1,000 in line item 212 for the purchase of a new shampooer and two new vacuum cleaners. He also increased Meals, Travel, Lodging by \$200 for fuel and stated they need to add a fuel line to the budget. Dave stated that he has been working pretty much full time over the past year because of people being out, but will try to get back to regular hours if he can but would like to put full-time in the budget in case there's a need. There was discussion about the \$5,000 carpet cleaner that was purchased some time ago to clean the historic quality carpets at the Courthouse. Dave thinks that Tony took it to the nursing home and that it was in the Emergency Management Office for a while. Jim suggested that it should come back to the Courthouse. Dan asked Dave to see if he can track it down.

With no further business, the hearings concluded at 2:30 p.m.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: May 18, 2021

Minutes prepared by:

Laurie Buyan, Executive Assistant

Attest: _____
Paula McKenzie, Clerk and Recorder, Madison County