

**BOARD OF MADISON COUNTY COMMISSIONERS
PRELIMINARY BUDGET HEARINGS
May 24, 2021, Minutes**

On Monday, May 24, 2021, the Board of Madison County Commissioners conducted Preliminary Budget Hearings beginning at 10:00 a.m. in the Commissioners' Conference Room of the Madison County Administrative Office Building in Virginia City, Montana, with Commissioners Ron Nye and Jim Hart present. Chairman Dan Allhands was absent for personal reasons. Laurie Buyan, Executive Assistant, was present to take minutes.

Those people in attendance at the hearings were Gail Nelson, Allison Veland, Vicki Tilstra, Jani Flinn,

Tobacco Root Mountains Care Center Preliminary Budget Hearing: Gail Nelson, Tobacco Root Mountains Care Center Administrator, presented the Board with the TRMCC preliminary budget. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Gail reviewed the proposed budget, stating she basing the revenue budget on a census of 27, adding that she feels that they will get the census bumped up with all the referrals they have been getting. She stated Medicare is a little low but that they are getting referrals for veterans and currently have three, adding that she is working with Madison Valley Medical Center to help out with physical therapy. She said the budget is basically based on 4 private, 21 Medicaid, and 2 VA, with 30 days of Med A for the year, based on the daily rate of \$210.19. She's unclear on the CDBG funding and that it is subject to change. She will work with Great West Engineering for final numbers. She noted that the cash estimate at the end of the year will be about \$948,163 which is a little bit more than last year. Gail noted that there may be more COVID funding coming in but that she did not include that in the budget. She discussed employees and salaries, discussing that status of employees, call-in pay and overtime. She stated they are in the process of re-applying for the status to allow the facility to train their own CNAs. Vicki stated that she plugged in salary figures at 1.2% just to give the Board an idea of where they would be with that. Gail discussed other budget changes such as an increase in facilities for gloves, and a decrease in Whipli. She added that she increased school and tuition, telephone a little bit due to internet changes, and reduced a number of other things. Vicki stated that Gail budgeted very conservatively. She also discussed the line item for travelers stating that it is an unknown. Further discussion included lease line, dietary, housekeeping, recreation, activities, and the loan for past renovations. Overall the budget will remain basically the same.

Madison Valley Manor Preliminary Budget Hearing: Allison Veland, Madison Valley Manor Administrator, presented the Board with the MVM preliminary budget. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Allison started by reviewing some of her notes and thoughts related to some of her proposals, long term care on-going changes related to CMS, being aware of changes. First, she stated it has always been a goal to access Medicare dollars and they have succeeded in doing that and expect that trend to continue, adding that they are at 123% of that projected revenue. She stated that last year they did 26 admissions and 32 discharges. After an event individuals rehab before they go back home and the facility has done a good job of providing that. She discussed the breakdown of the days of Med A with a total of \$148,677. Although the census doesn't look great, they are accessing a different type of service and generating revenue from that. She stated referrals for these short stays are broken down into five categories and discussed each of the categories. She touched on referrals from other towns and stated she would like to do a little more marketing and let people know that visitation is relaxing and expects it to continue. She discussed combining the maintenance/laundry supervisor position with the Dietary lead to save costs, adding that she is looking at the dietary department as a whole and possibly making additional changes. She talked about staffing in other departments, cross-training certain positions, a consulting contract with Steve McNeece, planning for travelers, working on an additional rental for travelers, assessing/reviewing the dietary department to reduce costs and increase quality, and promoting from within to help with retention and morale. She noted that the projected cash at June end is \$880,476 and the estimated cash at year-end 2022 is \$901,763. There was further discussion about VA referrals, census, fluctuations due to CDBG, and workers' comp rates.

Grants Preliminary Budget Hearing: Jani Flinn, Grant Administrator, presented the Board with the preliminary budget for the Grant Office. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Jani stated that everything is kept the same in this budget. She added that nothing was spent in the school and tuition line but that it may get used this year so she left it the same.

Airports Preliminary Budget Hearing: Jani Flinn, Airport Board Secretary, presented the Board with the preliminary budget for Airports. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. Jani reviewed the proposed budgets for the airports, noting that she has made adjustments to various line items but that the bottom line will remain the same. There was discussion about drilling a well and electrical costs at the Ennis Airport and Jani clarified that the County is not paying Choice Aviation's electric or propane. She noted that Twin Bridges has been told that their water well is failing, and that the Twin Bridges Airport has a new lawn mower and Search and Rescue is willing to take the old one. She discussed the SRE building for Twin Bridges, stating that Lance Bowser, Robert Peccia and Associates, will get the final numbers to her; and also discussed reimbursements for the land acquisitions that should come in around \$600,000, adding that Lance is also working on those. She reminded the Board that the paving for Brown and Stearman will cost about \$40,000. There was further discussion about the annual Fly-In and Car Show at the Twin Bridges Airport.

Public Health Preliminary Budget Hearing: Emilie Saylor, Public Health Director, presented the Board with the preliminary budget for the Public Health Department. Vicki Tilstra, Finance Officer, was present for this portion of the meeting. There was discussion about the number of people in the Public Health office. Emilie stated there is the nurse, the clerk, the Tobacco Prevention Specialist, and herself. She discussed the Intervention Specialist Position noting that Lyn has moved into that position. Emilie also discussed working hours, stating that the clerk comes in at 8:30 and leaves at 5:00; and that the nurse would like to come in at 8:00 and leave at 4:30. The Board agreed that it would be fine as long as the office is covered. Emilie discussed the budget, stating that there is a big increase in the inventory items over \$50, explaining that they have a clinic room, where they could be providing vaccinations, that isn't furnished or supplied. She wants to replace the exam table because it is very outdated and in bad shape. She also wants a secure cabinet to store syringes and needles. She also wants to bring in WIC services. Currently the Ruby side is serviced by Beaverhead County and the Madison side is serviced by Gallatin County which requires County residents to travel for WIC services. She discussed lab supplies, noting that during COVID, a lot of the vaccines weren't used because they didn't have direct access to the public. Some of them were sold to the clinics, they are sending some back to the manufacturer for reimbursement, and some that exceeded the date to be returned so will be thrown away and they will have to repurchase for this year. She discussed other line items that will be increased or stay the same, such as schooling and tuition because she wants to get training for all staff members, and she noted that professional services will be reduced substantially because it hasn't been used. Emilie also stated that there will be a huge reduction in the revenue portion of the budget because they don't anticipate any COVID revenue this year. There was further discussion about the health fair, contingency funds for Mental Health and other agencies, the Tobacco Prevention grant, ideas for the fair, and why Madison County is providing a car for the Tobacco Prevention Specialist if the position is serving both Madison and Beaverhead Counties.

Commissioners Budgets: Because Dan Allhands was unavailable to attend the Commissioner Budget Hearings, Jim Hart suggested moving these budgets to a day when Dan would be able to attend. There was minimal discussion regarding items that are in the General Road Fund, where equipment leases are taken from, and how the percentages for each road department are determined.

With no further business, the hearings concluded at 2:45 p.m.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: June 15, 2021

Minutes prepared by:

Attest: _____
Paula McKenzie, Clerk and Recorder
Madison County

Laurie Buyan, Executive Assistant