

**RESOLUTION 16-2013**  
**A RESOLUTION SETTING SALARIES FOR FISCAL YEAR 2013-2014**

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 11, 2013, and recommended a 3% increase for the elected official base salary for Fiscal Year 2013-2014, and

WHEREAS, the County Compensation Board also 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, 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 2013-2014 is \$48,641 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 7-4-2503(2)(d) MCA, the Clerk and Recorder shall receive an additional sum of \$2000 for duties as Election Administrator for Fiscal Year 2013-2014;

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 for the Clerk and Recorder plus \$2000 for Fiscal Year 2013-2014;

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 for the Clerk and Recorder plus \$2000 for Fiscal Year 2013-2014;

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, 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 \$102,942 from Madison County and that Madison County will receive a statutory apportionment from the State for County Attorney services;

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 20-2010 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, 2011;

AND THAT, deputies, administrative assistants, clerks, and department heads will receive salaries according to Attachment "A" for Fiscal Year 2013-2014 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 writer, emergency management, facilities maintenance and custodial personnel, public health personnel, airport personnel, GIS/IT personnel, finance personnel, human resource personnel, safety personnel, and all other county employees will receive salaries in accordance to their own salary schedules as approved by the Board of County Commissioners in Attachment "A";

AND THAT, Attachment "B" is the Nursing Homes salary schedule for fiscal year 2013-2014; that Attachment "C" is the Weed Department salary schedule for fiscal year 2013-2014; that Attachment "D" is the Fair Department salary schedule for fiscal year 2013-2014; and that Attachment "E" is the Sheriff's Department, Detention, and Dispatch Officer salary schedule for fiscal year 2013-2014;

AND THAT, each employee listed on the following attachments, except nursing home employees, sheriff, and sheriff deputies will receive an additional 25 cents per hour for each five year increment served, not to exceed 30 years.

PASSED AND APPROVED by the Madison County Board of Commissioners on this 2nd day of July, 2013.

\_\_\_\_\_  
James P. Hart, Chairman

\_\_\_\_\_  
Dan A. Happel

\_\_\_\_\_  
David Schulz  
Board of Commissioners, Madison County

**Attachment "A"**  
**Salary Schedule Fiscal Year 2013-2014**

In Accord with State Law and the Madison County Personnel Policy Manual:

**Elected Officials:**

Commissioners	\$50,641 per year
Sheriff/Coroner	\$58,791 including 11 years longevity
County Attorney	\$52,962 County Portion    \$49,980 State Portion
Deputy County Attorney	\$71,585
Other Elected Officials	\$48,641

**Deputy/Administrative Assistant/Court Administrator**    \$19.88 per hour  
 (New or promoted employees may be on a step increase schedule)

<b>Clerk</b>	80%	\$14.31	Start
	85%	\$15.21	After 1040 hours
	90%	\$16.10	After next 1040 hours
	95%	\$17.00	After next 2080 hours
	100%	\$17.89	After next 2080 hours

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

80% of Crew Member	\$16.62	Start
85% of Crew Member	\$17.66	After 1040 hours
90% of Crew Member	\$18.70	After next 1040 hours
95% of Crew Member	\$19.74	After next 2080 hours
100% of Crew Member	\$20.78	After next 2080 hours
Assistant Road Foreman	\$21.02	
Road Foreman	\$22.13	

**Solid Waste Container Site and Landfill Operators**

80% of Crew Member	\$13.30	Start
85% of Crew Member	\$14.13	After 1040 hours
90% of Crew Member	\$14.96	After next 1040 hours
95% of Crew Member	\$15.79	After next 2080 hours
100% of Crew Member	\$16.62	After next 2080 hours

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

80%	\$13.37	Start
85%	\$14.20	After 1040 hours
90%	\$15.04	After next 1040 hours
95%	\$15.87	After next 2080 hours
100%	\$16.71	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 employees may be on a step increase schedule.

Chief Financial Officer	\$20.90	Assistant	On Clerk Schedule
Public Health Nurse	\$26.59	In Accord with Nursing Home RN Schedule	
Public Health Director	\$20.90	Assistant	On Clerk Schedule
Sanitarian	\$23.79	Assistant	On Clerk Schedule
Planning Director	\$35.80	Planning Tech	\$19.88
Library Director	\$20.90	Assistant	On Clerk Schedule
Grant Writer	\$20.90		
GIS/IT	\$22.13		
Emergency Management Director	\$20.90		
Airport Manager	\$20.90		
Superintendent of Schools	\$20.90		
Court Compliance Officer	On Clerk Schedule		
Facilities Supervisor	\$20.90	Custodial Supervisor	\$16.72 (80% of Facilities Sup)
Safety Coordinator	\$20.90		

**Attachment "B"**  
**Salary Schedule for Nursing Homes Personnel FY 2013-2014**

**Registered Nurses:**

Top Hourly Rate	\$26.59		
	\$21.27	80%	Start
	\$22.60	85%	After 1040 hours
	\$23.93	90%	After next 1040 hours
	\$25.26	95%	After next 2080 hours
	\$26.59	100%	After next 2080 hours

**Licensed Practical Nurses:**

Top Hourly Rate	\$20.93		
	\$16.74	80%	Start
	\$17.79	85%	After 1040 hours
	\$18.84	90%	After next 1040 hours
	\$19.88	95%	After next 2080 hours
	\$20.93	100%	After next 2080 hours

Non-Certified Nurses Aides: Minimum Starting Wage \$10.77 75% of Top CNA  
 Upon Successful Completion of CNA Training \$11.49

**Certified Nurses Aides:**

Top Hourly Rate	\$14.36		
	\$11.49	80%	Start
	\$12.21	85%	After 1040 hours
	\$12.92	90%	After next 1040 hours
	\$13.64	95%	After next 2080 hours
	\$14.36	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
---------	--------	----------	--------	-----------	--------

**Dietary Department - Cook:**

Top Hourly Rate	\$13.96		
	\$11.17	80%	Start
	\$11.87	85%	After 1040 hours
	\$12.56	90%	After next 1040 hours
	\$13.26	95%	After next 2080 hours
	\$13.96	100%	After next 2080 hours

**Other Department Aides:**

Top Hourly Rate	\$12.28		
	\$ 9.82	80%	Start
	\$10.44	85%	After 1040 hours
	\$11.05	90%	After next 1040 hours
	\$11.67	95%	After next 2080 hours
	\$12.28	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. New employees may be on a step increase schedule.

**Department Supervisor Positions:**

Office Manager	\$19.88
Maintenance (TRMCC)	\$17.06
Maintenance/Housekeeping/Laundry	(MVM) \$20.90
Dietary Supervisor	\$17.62
Housekeeping/Laundry	\$16.48
Activities Director	\$17.36
Social Services	\$18.72
Director of Nursing	\$64,807 Annual Salary
MVM Nursing Home Administrator	As negotiated
TRMCC/RVH Administrator	As negotiated with RVH

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 2013-2014**

**Weed Department Personnel**

<b>Weed Coordinator</b>	\$20.90
<b>Compliance Tech</b>	\$12.67 plus mileage
<b>Clerk</b>	On Courthouse clerk schedule

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.

<b>Program Assistant</b>	90% of Program Assistant	\$15.86	First Year
	95% of Program Assistant	\$16.74	with 1 year of relevant experience
	100% of Program Assistant	\$17.62	with 2 or more years of relevant experience
<b>Crew Foreman</b>	80% of Program Assistant	\$14.10	First Year
	85% of Program Assistant	\$14.98	with 1 year of relevant experience
	90% of Program Assistant	\$15.86	with 2 years of relevant experience
<b>Crew Assistant</b>	75% of Program Assistant	\$13.22	First Year
	80% of Program Assistant	\$14.10	with 1 year of relevant experience
	85% of Program Assistant	\$14.98	with 2 years of relevant experience

**Attachment "D"**  
**Salary Schedule for Fair Department Personnel FY 2013-2014**

**Fair Personnel**

<b>Fair Manager</b>	\$1620 per month
<b>Secretary (Assistant)</b>	On Clerk Schedule
<b>Maintenance</b>	\$15.94 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.

<b>Crew Assistant</b>	\$9.27	First Year
	\$9.73	with 1 year of relevant experience (5% Increase)
	\$10.22	with 2 or more years of relevant experience (5% Increase)

<b>Groundskeepers</b>	\$8.24	First Year
	\$8.65	with 1 year of relevant experience (5% Increase)
	\$9.08	with 2 or more years of relevant experience (5% Increase)

**Attachment "E"**  
**Salary Schedule for Sheriff's Department Personnel FY 2013-2014**

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

<b>Sheriff/Coroner</b>	\$58,791 including 11 years longevity	
<b>Deputies</b>	85% of Sheriff	Starting
	86% of Sheriff	At 6 <sup>th</sup> year anniversary
	87% of Sheriff	At 7 <sup>th</sup> year anniversary
	88% of Sheriff	At 8 <sup>th</sup> year anniversary
<b>Sergeant</b>	89% of Sheriff	Appointed by Sheriff
<b>Captain</b>	90% of Sheriff	Appointed by Sheriff
<b>Undersheriff</b>	95% of Sheriff	Appointed by Sheriff

**Dispatchers/Detention Officers**

<b>Communications Coordinator</b>		\$20.90 per hour	
<b>Dispatch Supervisor</b>		\$19.88 per hour	
<b>Dispatch Officers</b>	80%	\$14.31	Start
	85%	\$15.21	After 1040 hours
	90%	\$16.10	After next 1040 hours
	95%	\$17.00	After next 2080 hours
	100%	\$17.89	After next 2080 hours
 <b>Jail Administrator</b>		 \$19.88 per hour	
<b>Detention Officers</b>	80%	\$14.31	Start
	85%	\$15.21	After 1040 hours
	90%	\$16.10	After next 1040 hours
	95%	\$17.00	After next 2080 hours
	100%	\$17.89	After next 2080 hours