

**9:30 AM CONVENE**

**PRESENT:** Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Kelsey DuCharme, Recording Clerk/Secretary

**FALLON COUNTY COURTHOUSE**

**PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS**

**9:30 AM Joe Janz, Outside Building Maintenance Supervisor joined the meeting.**

**Gun Range-** Joe asked the Commission if the County could purchase a small snow blower for the Gun Range. The Commission gave their approval.

**9:31 AM Joe left the meeting.**

**9:32 AM Commissioner Baldwin left the meeting.**

**9:58 AM Bobby Wiedmer, Road Supervisor; Alba Higgins, Shop Foreman; Mitch Overn, Mechanic joined the meeting.**

**Road Department Equipment-** One of the trucks is done with repairs in Billings and cost less than what was quoted. Three blades are cleaned up and ready to go for the winter, as well as all of the plow trucks. Bobby stated that they are still unsure if they will have a crew the day after Thanksgiving. Mitch is still working on the generator for the Court House and has been checking on it to make sure the work is being completed.

**Upper Lake Gate-** The Upper Lake gate is completely opened now. Discussion followed on what the future protocol for opening the gate will be, as the current system is not sufficient.

**Road Crew Updates-** The Road Crew is putting sand in the barn at the Fairgrounds and leveling it back again. They have been busy hauling scoria. Bobby stated that they did try to smooth up some of the roads that TransCanada used, but it is too wet outside to do much. The mag chloride draws moisture, causing the drying time to be prolonged.

**10:14 AM Mitch and Alba left the meeting.**

**Bus Route Discussion-** The Commission and Bobby discussed the school bus route that was reviewed last week in the Commission meeting. They are looking for remedies that benefit the safety of the children, other vehicles and the school busses. Both Commissioner Rost and Bobby have done research on the amount of time for vehicles to stop and the placement of the turn-around. Different possibilities were discussed in detail.

**Snow Plowing-** Discussion on the snow plowing plan for the Road Department, which explains that the crew plows the bus and emergency routes first. A notice in the paper will also be published for public knowledge.

**10:48 AM Alba Higgins, Shop Foreman; Mitch Overn, Mechanic joined the meeting.**

**10:50 AM Jessie Carr, NorMont Equipment Co. Territory Sales Manager joined the meeting.**

**11:00 AM MOWER BID OPENING FOR THE ROAD DEPARTMENT**

**Twin Deck Rotary Mower System on a Tractor Platform-** One bid was received from NorMont Equipment Co. in Black Eagle, MT for the Twin Deck Rotary Mower System on a Tractor Platform. Two bids were included in the NorMont packet. The first bid was for a John Deere 2019 model 6110M for \$123,650.00 with a trade value for the 2006 6415 for \$7,500 to equal a total of \$116,150.00. The second bid was for a John Deere 2019 model 6105E with a purchase only price of \$108,950.00. The purchase price with trade would be \$101,450.00. Jessie explained that he included two bids because the frames are different for the equipment. Right now, the Road Department has a full frame tractor. The E model does not have a 16-speed transmission, which was requested in the spec from the Road Department. Jessie wanted them to have both options. The 6110M model fits the specs exactly. The Commission and Bobby and Alba will take it under advisement and will get back to them. Warranties and motor gear are included in both bids.

**11:11 AM Commissioner Baldwin returned to the meeting.**

**11:12 AM Jessie left the meeting.**

Discussion took place regarding what bid to take into consideration with the trade in values. It may be more beneficial to send the old tractor through the County auction when the time comes. There is

\$125,000.00 in the budget for this purchase. Bobby and Alba would like to move forward with the full frame with no trade. The Commission agreed.

**Commissioner Rost made the motion to accept the bid from the NorMont Equipment Co. for the 2019 6110M with no trade for \$123,650.00. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**11:23 AM Bobby, Mitch and Alba left the meeting.**

**11:24 AM JoDee Pratt, City Mayor joined the meeting.**

**11:28 AM Angie Rabbitt, Recreation Director joined the meeting.**

**Recreation Department Quarterly Updates-** The Recreation Department is wrapping up the fall events and starting to focus on winter activities. Angie is hoping to finalize the winter calendar soon. She is cutting back on some of the events because there is not an assistant to help Angie out at this time. An assistant position was approved at the City Council meeting last week and will be advertised soon. Angie stated that they are raising the program rates a bit to help create more revenue. Some scholarship money is still available depending on sponsorships from the area. Dustan Davis, IT TECH, would like to move the Recreation Department tab to the City homepage. A link would still be on the Fallon County webpage for directory. The Commission agreed. The Commission appreciates what Angie does for the area and all the children. Angie would like to attend the baseball board informational meeting this afternoon to clear up some questions. The Commission would also like her to attend.

**11:41 AM Robbie Christiaens, Parks Assistant Supervisor; Scott Rabbitt, Parks Supervisor joined the meeting.**

**11:44 AM Angie left the meeting.**

**Parks Quarterly Updates-** All equipment and facilities have been winterized, including the bathrooms and the Splash Park. The City bathroom is also shut down throughout the winter. Discussion on what to cover the Splash Park animals with for the winter. The JC Park playground will need to be sent out to bid. The specs will need to be completed for the work to be accomplished during the spring. The playground is under FEMA and the deadline is 2021. Scott asked about the type of sand they will be using for the ballfields. Commissioner Baldwin believes they have the correct type of sand on hand already. Discussion followed on ways to keep dogs out of the baseball fields. People are using it as a dog run, which it should not be used for. Signage will need to be put up for keeping dogs on leashes and cleaning up after them.

**12:17 PM Scott and Robbie left the meeting.**

**12:18 PM Commissioner Rost made the motion to take a noon recess. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

## **NOON RECESS**

### **RECONVENE**

**PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Kelsey DuCharme, Recording Clerk/Secretary**

**FALLON COUNTY COURTHOUSE**

### **PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS**

**1:18 PM Mary Grube, Administrative Assistant Planner joined the meeting.**

**Minute Concerns-** Mary went over the minutes from October 29<sup>th</sup>, 2018, when she met with the Commission regarding a dispute with the City. She feels what was said in the minutes was not what was stated during the meeting and that they were taken out of context. Mary added her notes to a copy of the meeting minutes for the Commission to review and make the changes. Mary stated that the attorney's names were also wrong in the land use area portion of the minutes. It will need to be added onto the agenda to amend the name correction and the Commission will review the other portion, as these minutes have already been approved and published.

**1:28 PM Mary left the meeting.**

**CLOSED MINUTES APPROVAL FOR NOVEMBER 13, 2018**

**Commissioner Ranum made the motion to approve the closed minutes from November 13<sup>th</sup>, 2018. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**1:43 PM Kim Cuppy, Director of Public Health joined the meeting.**

**MINUTES APPROVAL FOR WEEK OF NOVEMBER 12-15, 2018**

**Commissioner Rost made the motion to approve the minutes from November 12-15, 2018 with corrections. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**Health Department Quarterly Updates-** Kim explained that the Health Department is up 15% with the amount of flu shots given this year compared to the last couple of years. The number in school age kids jumped a large percentage as well. There have been no confirmed cases of influenza in the County yet this season. Five new clients were added to Home Health and everyone is keeping busy. There is not anyone on the waiting list as of right now.

**1:53 PM Kim left the meeting.**

**2:09 PM Angie Rabbitt, Recreation Director joined the meeting.**

**2:11 PM Bo Lingle, Paul Schwartz, Bridget Schwartz, Mike Griffith; Members of the Public joined the meeting.**

**2:12 PM JoDee Pratt, City Mayor joined the meeting.**

**The following meeting was recorded. All attendants were notified.**

**Baseball Board-** Bo would like to approach the Commission with the idea of a creation of a Baseball Board for the community, with the idea to oversee and address all the activities of baseball and softball. There would be a starting point by creating a 7-member board with the head coaches of each age group included. The board members would serve a 1-year term, beginning and ending on August 1<sup>st</sup>. Board duties and head coaching duties were broken down in the informational sheet provided by the group. They are aware that they would have to work hand in hand and is not a fly-solo type of operation. Bo expressed the future goals of the board, which include expanding the existing complex into a Legion/Babe Ruth field. They are very happy with being apart of the Miles City league and would like to continue doing so. The main goal is for the children to have the best experience and for them to fully experience the game. A line item budget was also included. The field work is not included into this at the time because it is unknown. The group is trying to establish as a non-profit organization and is working to get the by-laws finished up. They would like to work with both the County and the City while moving forward. JoDee asked if they are going to use the Recreation Department's equipment and uniforms. Bo stated that they would like to hit the reset button and start the program from scratch, including new equipment and uniforms because the safety rules are always changing. Angie explained that the Recreation Department updated as the safety rules changed. Tee-ball would be part of the organization, but would not travel or compete in a league. At the end of the league play it will be decided on the all-star team, which is decided above the league boards. Bo stated that it will not be restricted in anyway, all kids will be included in play, no matter the level. The board would also like to take over the concession stands. The parents would help out on a volunteer basis. The money from the concessions would run back into the programs funding, which would be included into the budget. This group, along with other baseball parents, have looked at other models on how different towns have created boards and go about doing it in Baker as well. Coaches, parents and the players will be doing field maintenance before and after games. Angie asked why they are cutting out the Recreation Department when it was responsible for the program. It was explained that they would like a board type of an approach instead of a department, while modeling the surrounding towns procedures. Angie proposed the idea of building a committee under the Recreation Department. It would help sustain the program and it already is a non-profit. A concession stand committee could also be formed. Bo stated they would like the baseball and softball to be its own budget and own board in the community. He firmly believes it can stand alone. The question was asked if they are in hopes of County help to be able to sustain financially. Bo thinks that in the first couple years they will need some financial help before seeing what the community will help out with. After a couple years, they would like it to be a self-sufficient program. He would like the board to be through the County to maintain functionality. This would also help open up the communication between Miles City and Glendive.

**2:54 PM Tom Kachel, Manager of Landfill Operations joined the meeting.**

Discussion on rules and regulations with the consistency in numbers. Commission cannot give a decision today but will discuss further regarding the financial assistance.

**2:58 PM JoDee, Angie, Bo, Paul, Bridget and Mike left the meeting.**

**Landfill Quarterly Updates-** The tire shredder was picked up from the Landfill this morning. The machine did fantastic and Tom was happy with the way it held up. Four years' worth of tires were able to be shredded and disposed of. Tom is going to start sending off statements because they were not billed out the whole month they were shredding tires. Tom would like to rent the tire shredder again next year if there is a big enough number of tires and brush to shred. He asked the Commission what they could do with the old compactor, as it has been sitting in the shop for four years and hasn't been used. Tom would like to get rid of it completely. It would have to go through the County auction if it were to be sold.

**3:20 PM Tom left the meeting.**

#### **WORK SESSION**

Commission reviewed e-mails, correspondence, revenues, reports, board minutes and agendas. They also signed Change Order #01 for the Fallon County Courthouse and Library Window Replacement Project in the amount of \$16,372.79 for a total of \$271,372.79.

**3:40 PM Darcy Wassmann, County Attorney joined the meeting.**

**County Attorney Updates-** The resolution for the fee schedule for the Health Department and Sewage Disposal is not quite ready. Darcy will also send over the Interlocal Agreement for the City and County Equipment Usage after it is finished up.

**Engineering Procurement-** The Commission would like to complete an Engineering Procurement to get a list of available engineers that will work on projects for Fallon County in the future. It will need to be advertised and will cancel out having to go through the whole bid process for each individual project. Darcy will look at how long of a time period these can be viable for. It will cover both small and big projects. Darcy will work on that and get it back to the Commission.

**4:02 PM Darcy left the meeting.**

#### **4:15 PM CLAIMS APPROVAL**

**The Commission reviewed and approved the November Mid- Month Claims in the amount of \$333,857.62 and they are filed in the Clerk and Recorder's Office.**

**4:56 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

#### **MEETING ADJOURNED**

s/Steve Baldwin, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder