

MONDAY, JANUARY 28, 2019

9:30 AM CONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Commissioner Baldwin made the motion to accept the minutes from January 21-25, 2019 as presented. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:58 AM Shannon Hewson, Brosz Engineering joined the meeting.

10:02 AM Julie Straub, HRM; Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor joined the meeting.

Permission to Recruit- Bobby and Alba would like permission to replace a retiree. The position will be an operator position. They will be trained for all of the equipment. A CDL is required from day one. The Commission agreed to start the hiring process.

10:06 AM Julie left the meeting.

Road Department Updates- The Road Crew is busy hauling snow this week. When the snow clears up, they will start hauling gravel again. Bobby plowed out the Ambulance Garage and the Emergency Room entrance this weekend. A clutch-break class was held this morning with the drivers. The equipment seems to be running well at the moment.

10:10 AM Alba and Bobby left the meeting.

Pennel Bridge- Bobby and Shannon met with the landowners for the Plevna North Box culvert. Shannon gave them their easements and went through their plan, in which there doesn't seem to be any issues. The Commission has also looked over the plans for the Pennel Bridge. Once the federal permit is received, it will be able to go out to bid.

Baker Lake- The final plats are near completion for Baker Lake. Discussion followed on the boat docks that will be put into the Lake. The Commission would like to get the Lake Board involved on what type of dock will be used. They do not want permanent and would like them to look into floating or roll-in docks. Shannon will coordinate and discuss with the Lake Board for a recommendation. He would like the dock to be ordered by March 1st. Discussion on the no wake zones and the rock piles. The rock piles are going to be plenty deep enough for boats.

10:45 AM Shannon left the meeting.

10:54 AM Julie Straub, HRM joined the meeting.

10:56 AM Carla Brown, Council on Aging Coordinator joined the meeting.

Permission to Hire- The Commission congratulated Carla on receiving the Citizen of the Year Award. Interviews were held last week for the Program Assistant for Council on Aging. Carla would like to hire Angel Wyrwas for the position.

Commissioner Baldwin made the motion to hire Angel Wyrwas for the Program Assistant for the Council on Aging. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Permission to Hire Substitute Bus Driver- There are quite a few people in the bus driver pool, but Carla explained that so often they are busy. Greg Gunderson told Carla he was interested in being a Substitute Bus Driver and would like to be put into the pool.

Commissioner Rost made the motion to hire Greg Gunderson as a Substitute Bus Driver. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:10 AM Julie and Carla left the meeting.

11:13 AM Darcy Wassmann, County Attorney joined the meeting.

EMC Policy Release- The Commission didn't see anything they had questions on or needed changed regarding the EMC Policy Release. Darcy will respond to EMC and ask for them to send the final copy. Once the Commission signs the final copy, they should send the final payment for the insurance claim.

County Attorney Updates- The Rosebud County Attorney will be a back-up for the McCone County Attorney that will be substituting for Darcy while she is absent from work for a couple months.

Lease Agreement with City- Both Darcy and Rich Batterman, City Attorney, are working on the City lease for the Parks. Darcy would prefer the lease over the interlocal agreement. Discussion on the maintenance agreement with the City for what they reimburse the County for using the County Courthouse. Changes to the agreement were discussed.

Upcoming Projects- Darcy is going to start working on the procurement agreement for engineers for projects in the future.

11:50 AM Darcy left the meeting.

11:53 AM Commissioner Baldwin made the motion to take a noon recess. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:29 PM Lynda Herbst, Inside Maintenance joined the meeting.

1:39 PM Terry Sukut, JGA joined the meeting.

Hail Damage Project- Terry brought the O and M manuals from First Dakota for the Hail Damage Project. He also brought the O and M books for the concession stand at the Fairgrounds. That project should be wrapped up and completed.

Window Inspection- Terry inspected the windows today. There are a couple things that he would like the contractors to come back and take a look at. Discussion on the repairs that will be needed to be done, which are mostly minor. Terry is happy with the project for the most part. He will formalize his list and send it off to Cucanic. The touch-ups may not be able to happen until the weather gets nicer.

1:47 PM Dustan Davis, IT TECH joined the meeting.

Museum Stucco- No further progress has been made on repairing the stucco on the Museum. Discussion on the area that is needing repaired. Terry will continue to look for answers. There are foundation issues at the Museum that may need to be dealt with first before the stucco can be repaired.

2:08 PM Terry and Linda left the meeting.

Bulk Order with Dell- Dustan explained to the Commission that quite a few machines are needing to be replaced. He got a list together and asked for a quote to purchase all of the computers at once. It would be cheaper to order in bulk amounts. It is in the budget for the year. The Commission agreed to the purchase.

2:10 PM Commissioner Rost left the meeting to visit the Museum basement foundation with Terry.

2:15 PM Dustan left the meeting.

2:38 PM Commissioner Rost returned to the meeting.

The Commission reviewed and discussed the pending decisions that are still needed to be made from previous meetings.

2:55 PM Julie Straub, HRM joined the meeting.

Parks Job Description- The Commission explained to Julie that JoDee Pratt, City Mayor, has read the Parks job description and is fine with the changes that have been made to it. The Commission is also in agreeance to the description. The Commission would like the job listing to be posted as soon as possible. This would close on February 15th. The Commission will need to think of interview questions, as Julie would like the three of them to be on the interview panel. Four seasonal employees will also need to be hired when the time comes. The lease with the City is currently being worked on.

3:19 PM Julie left the meeting.

3:37 PM Bridget Schwartz, Baseball Board Member joined the meeting.

3:39 PM Brandi Griffith, Mike Griffith; Baseball Board Members joined the meeting.

3:42 PM Angie Rabbitt, Recreation Director joined the meeting.

Baseball Board Decisions- The Baseball Board provided proof of their liability insurance. The question was asked if there would be a chance that they could use the uniforms and equipment that the Recreation Department used previously. The equipment and uniforms are owned by both the City and the County; therefore, it will need to be a joint decision. The Commission is fine with that. The question was asked if there is any room in the storage container at the Baseball Field to store equipment, however Angie stated that she uses the container for her inventory. They may purchase their own storage container at some point.

3:46 PM JoDee Pratt, City Mayor joined the meeting.

Mike asked JoDee and Angie if they would agree to the Baseball Board using the equipment and uniforms that the Rec Department has used in the past. Both were in agreeance. They have been looking at the expenses for baseball in the past, and are trying to figure out what it will cost going forward. They have also been in contact with Miles City. Discussion on the prices of each player and what the teams will cost. The Board would like to keep the prices as close to what they can as they were last year. They are yet to decide as a board what that cost will be. Their new website and Facebook page have been set up. A generous donation was received from the parents that had run the concessions stand prior to the Rec Department taking it over, in which they are very grateful for. The Board is working on different types of fundraising, including Baker alumni license plates. They are also looking into different types of grants that may be available. Concessions will be one of the main forms of fundraising. Sign-ups are set for February 25th if they are able to finalize the pricing by then. Sign-ups are early, but there will be no deadline date. They will be doing T-Ball through Legion leagues. The County will continue to mow and take care of the field, and the league will prep it for games. The City field will be used for Legion and Babe Ruth. Coaches applications are posted on the website. There is a microwave, cooler, fridge and a grill that will stay in the Concession Building. The Commission asked Angie if she could get the total expenses of the baseball program through both the City and the County. The Baseball Board will be able to tell more of what they are needing from these numbers.

4:19 PM Brandi, Mike, JoDee, Angie and Bridget left the meeting.

Work Session

Commission reviewed e-mails, correspondence, revenues, reports, board minutes and agendas. They also reviewed and approved Fair contracts for the upcoming year. The Commission reviewed and signed the Auditor's Management Representation Letter. They also reviewed and approved a Museum Board Application.

Commissioner Rost made the motion to accept Shanny Spang-Gion to the Museum Board.

Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The Commission signed Fallon County Resolution 2019-1012 – Resolution Establishing Fees for Sanitation Services. This will be posted in the Fallon County Times for two weeks. The public hearing will take place on Monday, February 11, 2019 at 11:15 AM. This resolution was signed last week, however it needed to be updated with a different date.

Commissioner Rost made the motion to adopt Resolution 2019-1012 – Resolution Establishing Fees for Sanitation Services. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

4:57 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

**The Eastern Plains Meeting took place in Wibaux at 9:30 AM on Wednesday, January 30th.
The Museum Board Meeting was held at the O'Fallon Museum at 4 PM on Wednesday, January 30th.**

s/Deb Ranum, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder