

9:30 AM CONVENE

PRESENT: Roy Rost, Steve Baldwin, Members; Kelsey DuCharme, Recording Clerk/Secretary

ABSENT: Deb Ranum, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:37 AM Alba Higgins, Shop Foreman joined the meeting.

Road Department Updates- The blades are working well and the cold weather doesn't seem to bother them. All of the trucks have been aligned. They have been working on the trucks; one of them had a differential leak. They were able to get that fixed with no problems.

9:42 AM Julie Straub, HRM joined the meeting.

Alba stated that they have worked on the regen of the Kenworth, ordered new sensors and ran it, which hadn't fixed all of the issues. It is now in Billings for repairs. The Acadia is also in Billings. All of the plow trucks are out working and are busy hauling snow.

Permission to Hire Operator- Interviews were held last week for the Operator Position. The interview panel would like to hire Nicholas Viola for the position of Operator for the Road Department.

Commissioner Baldwin made the motion to hire Nicholas Viola for the Operator Position at the Road Department. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

9:47 AM Julie left the meeting.

9:53 AM Alba left the meeting.

10:16 AM Shannon Hewson, Brosz Engineering joined the meeting via phone call.

Fish and Boating Docks- Shannon received an e-mail that the permits are in place for the fish and boating docks on Baker Lake. Everything should be good to go from here on out. Shannon will send out a request for quote for the temporary docks to both the Fallon County Times and dock manufacturers.

10:18 AM Mary Grube, Administrative Assistant Planner joined the meeting.

Shannon has spoken with Jasen Wyrick about doing the cement work for the docks and he is more than willing. He is working on an estimate with him for this portion of the project.

ADA Compliant Railings- Shannon stated that the railing height for the dock can be 75% ADA compliant and 25% non-ADA. The lower railing will be small enough for children to fish over the top of. They will be following ADA guidelines. Discussion on the options that would work best for the dock. Shannon would recommend at least putting a small railing on the front of the dock. The Commission agreed. He will have the drawings put together this week.

Plevna North Structure Replacement- Shannon spoke with the Sage Grouse Department regarding the Plevna North Structure Replacement. He found that we are exempt from this, as we are contained in our existing right-of-way. We should have the complete permit within the next week.

Iron Horse Park- Shannon has finished up the drawings for Iron Horse Park. He asked the Commission how they would like to move forward with the concrete work and grading. They will talk to the Road Department about doing the dirt work.

North Baker Drainage Improvement Project- Shannon received a letter from Forrest Sanderson, Contract Planner with KLJ, regarding the North Baker Drainage Improvement Project. The floodplain development permit has been received. In the floodplain, they have to do a conditional letter of map revision with FEMA. It is a pre-project model of the entire project. FEMA makes the decision if the project can move forward. Shannon will put an estimate together on this.

10:37 AM Shannon hung up the phone, therefore leaving the meeting.

10:37 AM Mary left the meeting.

10:38 AM Klint Flint, Member of the Public joined the meeting.

Baker Lake Question- Klint would like to ask the Commission about the wake zones in Baker Lake. There are rumors going around that the entire lake will be a no wake zone. The Commission would like to

clarify that there are only two areas that are no wake zones because of the new plantings. The rest of the lake is open for boating. The Commission showed him a map of these specific zones.

10:41 AM Klint left the meeting.

10:50 AM Melissa Rost, Museum Curator joined the meeting.

Museum Updates- There were 41 visitors in the month of February. The Cub Scouts visited, as well as Mrs. Tunby's first grade class. The kids colored pictures to create their own displays of dinosaurs. Melissa was moving some things around in the Metal Building and found an MDU display of the first oil found in Fallon County. It is now on exhibit. She has been corresponding with a traveling exhibit and is waiting to hear from their board if it will be brought to Baker. This exhibit is called Extraction 2021, where plastic waste is turned into art supplies for different types of exhibits. The last Fun Friday consisted of rope making, which Melissa was happy with the kids' involvement. For the next Fun Friday, they will be watching a monologue presentation of a woman who homesteaded to the area in the early days. The social interaction with Facebook is going very well.

Electric Boxes- Melissa would like permission to have Direct Electric come to the Museum and label the electric boxes. Commissioner Baldwin gave permission for Melissa to contact them to have the work completed.

Trainings- This week there is an annual convention in Miles City. Melissa received a scholarship for the convention costs. One of the presentations is on preserving taxidermy and the other is digital marketing. Commissioner Baldwin gave Melissa permission to keep the County vehicle from Thursday through Saturday. Tomorrow, there is a Visit Southeast Montana meeting in Miles City. Melissa would like to attend this as well. Commissioner Baldwin gave permission. Discussion on the Museum hours this week with Melissa gone. It will be closed Tuesday, Thursday and Friday.

11:07 AM Melissa left the meeting.

11:27 AM Julie Straub, HRM joined the meeting.

Permission to Hire Parks Manager- Interviews were held last week for the Parks Manager position. They interviewed Robbie Christiaens and would like to hire him for the position. He meets all the requirements needed.

Commissioner Baldwin made the motion to hire Robbie Christiaens for the Parks Manager Position. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

Discussion on the hours for this 40-hour position. The hours will be set at 7 AM – 4 PM with a one-hour lunch. These hours can be flexible, depending on the day and workload needed.

11:36 AM Julie left the meeting.

11:40 AM Commissioner Baldwin made the motion to take a noon recess. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

NOON RECESS

RECONVENE

PRESENT: Roy Rost, Steve Baldwin, Members; Kelsey DuCharme, Recording Clerk/Secretary

ABSENT: Deb Ranum, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:17 PM Dale Butori, Weed Supervisor joined the meeting.

1:26 PM Julie Straub, HRM joined the meeting.

Permission to Recall Seasonal Weed Employees- The bulk of the Seasonal Weed Crew is interested in coming back this upcoming year. Dale would like permission to recall employees. They will still be taking applications for two positions as well. They would like to recall Hunter Hastig, Madison Moore, Samantha Smith, Brittany Rishling, Sara Berger and Caelen Rehm. There will be a total of eight seasonal Weed Department employees.

Request Increase for Lead Worker Wage- Sara Berger has gotten her applicators license, which will be extremely beneficial to the Weed Crew. For the Crew to operate, they are required to be within 100 miles of a license. Only Sara and Dale have this license. In Dale's absence, she would have the same level

of duties as he would. Dale would like to request that Sara get an additional \$2.00 an hour because she has the applicators license. Discussion on the salary schedule. The seasonal employees receive 50 cents every year that they return, topping out at eight years. This increase would be for the lead position only.

Commissioner Baldwin made the motion to recall Hunter Hastig, Madison Moore, Samantha Smith, Brittany Rishling, Sara Berger and Caelen Rehm for the Seasonal Weed Crew Positions. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

Commissioner Baldwin made the motion for the Lead Position of the Weed Crew to receive \$2.00 more per hour. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum).

Endorsement Test- The endorsement test that Dale has his employees take as an optional competency test used to be a \$2.00 increase if it were passed. He would like that to be dropped down to \$1.00 an hour for any future new hires.

Commissioner Baldwin made the motion to Change the Rate for the Endorsement Test from \$2.00 to \$1.00 for the Weed Department. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

Permission to Conduct Out-Of-Town Training- Dale has been asked to provide a regional crew training for both First-Aid and CPR in Ronan in May. Rooms and meals will be paid for. The Commission approved the request.

1:57 PM Dale and Julie left the meeting.

2:02 PM Kimberly Jensen, AP Clerk joined the meeting.

Verizon Bill- Kimberly wanted to give the Commission an update on the first Verizon bill that has been received for February's claim run. The bill was higher than expected at first. Credits were received from all of the accessory purchases, which lowered the bill greatly. Kimberly reviewed the current cost of the phone lines. There are 23 phones total. The County has now been approved for public safety pricing, which will also make the price of the bill be lower in the upcoming months. The final bill for this month was \$1,925.39. Kimberly is expecting the bill to be about half of that amount from here on out.

Credit Card Update- The County has been using Com-Data credit cards. It seems to be working well. The reports regarding monthly usage from employees that have cards have been given to Kimberly on time thus far. The Bank of Baker debit card has been cancelled.

2:38 PM Kimberly left the meeting.

COMMISSION WORK SESSION

Commission reviewed Revenues, E-mails/Letters, Reports, Board Minutes and Agendas. They also reviewed and approved the Fair Contracts. The Commission reviewed and approved Resolution #2019-1014 – A Resolution Appointing a Special Deputy County Attorney.

Commissioner Baldwin made the motion to adopt Resolution #2019-1014 – Appointing a Special Deputy County Attorney. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

The Commissioner's also signed an agreement between Fallon County and Rosebud County for the Temporary Retained Council, in which C. Kristine White, Rosebud County Attorney, will be a secondary back-up attorney in the absence of Darcy Wassmann, County Attorney.

TIMESHEET APPROVAL

The Commission reviewed and approved the February 2019 timesheets in the amount of \$465,248.65 and they are filed in the Clerk and Recorder's Office.

CLAIMS APPROVAL

The Commission reviewed and approved the End of the Month Claims in the amount of \$204,360.41 and they are filed in the Clerk and Recorder's Office.

3:42 PM Roger Meggers, Airport Manager joined the meeting.

Minutes from February 18, 2019 – Roger was reading the minutes from February 18th and it stated that the Airport Board is requiring the permit for the Airport Affected Area. He stated that it isn't the Airport Board, it is the County Board, or the Baker Municipal Airport Commission. Roger explained why this permit is needed. It isn't the Airport regulations, it is County regulation that they are trying to follow. Roger would have liked the permit to be done before the project had started. There needs to be a permit issued for the Airport Affected Area whenever a change takes place. It is a County resolution, not an Airport Board resolution. A wildlife study will need to take place, which will be paid for by majority of the FAA. Roger and the Commission reviewed the AAA Regulations. The Commission asked whose hands this should have been in at the beginning of the project. Roger is not sure who should have handled this permit. The Commission would like this topic documented whenever it is discussed at meetings for the Airport.

4:15 PM Roger left the meeting.

4:20 PM Commissioner Baldwin made the motion to recess for the evening. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

EVENING RECESS

TUESDAY, MARCH 5, 2019

9:30 AM RECONVENE

PRESENT: Roy Rost, Steve Baldwin, Members; Kelsey DuCharme, Recording Clerk/Secretary

ABSENT: Deb Ranum, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:42 AM Joe Janz, Outside Building Maintenance Supervisor joined the meeting.

9:43 AM Shanny Spang-Gion, SMART Director joined the meeting.

Veteran's Memorial- Joe and Shanny have been working together for the flag proclamations at the Veteran's Memorial. The lights are needing to be replaced. If a USA flag is flown at night, it has to be lit at all times. The current lights do not put out enough light and do not last very long. Shanny would prefer to replace them with LED lights, as they would be longer lasting and easier maintenance, as well as cost effective. Different quotes were reviewed for the lights. There are two different lighting styles, costing around \$2,400 total. SMART has funds available to update these to LED lights. The LED lights will also put out more light than the current ones. The Parks Department will cover the maintenance cost of the Veteran's Memorial. SMART will also be purchasing a few flags for back-up. Discussion on carving the names onto the tiles. Shanny and Joe will further discuss the lights before deciding which brand would work best.

9:55 AM Joe left the meeting.

SMART and EDEMA Updates- SMART has been busy working on strategic planning. They would like to develop solid plans that would help guide both SMART and EDEMA through a five-year strategic planning process. Visioning meetings will take place in the spring to revisit different priorities with local citizens and try to get a handle on where the community would like to develop further.

Growth Policy- Shanny has also reviewed the Growth Policy for further direction regarding planning. She would like to address childcare in the Growth Policy once it is revised, as well as affordable housing. Discussion on possible options and problems in regards to affordable housing.

9:58 AM Deb Ranum, Chairman joined the meeting.

Available Grants and Classes- SMART has dedicated \$34,000 of their budget for the façade improvement grant, which helps out local businesses. There is great interest in this grant. They have also budgeted for adult education, as they are interested in QuickBooks classes and other possible options.

Childcare- Port Authority has expressed interest in establishing a committee within the community to look deep into the childcare needs in the area. A working group has met consistently and is looking

into developing a non-profit, while weighing the options of whether or not a non-profit would be beneficial. They are working on getting data behind the studies as well. A survey is being developed to specify the needs of the community. As of now, they are considering different sites for the area. No offers have been made yet. Shanny explained that they are most interested in un-developed, larger size areas. The first step will be completing a preliminary architecture report, which is waiting upon grants. They are also looking into different architects. This report would include building design, market analysis, feasible study, etc. Discussion on possible different lots available.

10:28 AM Shanny left the meeting.

MINUTES APPROVAL FOR WEEK OF FEBRUARY 25 – MARCH 1, 2019

Commissioner Rost made the motion to approve the minutes from February 25 – March 1, 2019, with corrections. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Abstain (Commissioner Baldwin). The motion carried.

10:52 AM Tayla Snapp, TransCanada Community Relations joined the meeting.

Updates with TransCanada- Tayla stated that they are still waiting for the Ninth Circuit Court to hold a court hearing to hear TransCanada's appeal. They have requested to be seen by March 15th, however that is not looking hopeful.

10:54 AM JoDee Pratt, City Mayor joined the meeting.

TransCanada needs to know if they will be allowed to move forward by the end of this month in order to still plan for construction this calendar year. If not, the timeline will be pushed back to 2020. On the new map, Baker would be on one of the first lengths of the pipeline.

10:56 AM Rich Menger, Sanitarian; Mary Grube, Administrative Assistant Planner joined the meeting.

Discussion on the site work of the work camp. Tayla believes that the amount of information they have for case studies should favor TransCanada. They have diligently gone through all checks and balances to make sure they have done everything that was asked. When the pipeline does come through, they will be using the Airport for drop-offs and pick-ups. As for the legislation bills, both the State and the House have been tabled. If they are not voted on this week, the bills would be killed. Tayla is hopeful this will be the case. Discussion on the benefits of this pipeline for many different areas.

11:11 AM Tayla, JoDee, Mary and Rich left the meeting.

11:20 AM Commissioner Rost made the motion to take a noon recess. Commissioner Baldwin 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/Secretary

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:25 PM Lana Tibbets, Member of the Public; Shyla Hadley, Fairgrounds Manager joined the meeting.

County Equipment Usage- Lana explained to the Commission that she produces barrel racing events and will be hosting one in Baker on June 22nd and 23rd. She would like to visit about the ground work for the event. She asked if it would be possible to borrow the County tractor for the ground use. Her father would be the one doing the work inside of the tractor. They have liability insurance and are willing to take the training required from the Road Department in order to be able to use.

1:28 PM Julie Straub, HRM joined the meeting.

1:30 PM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

Lana explained to Debbie that they would put the tractor that the Fairgrounds owns under their own personal ranch policy for the event. Debbie stated that she is not worried about the insurance, she is more concerned about the Fallon County policy manual. The policy states that the operator of the equipment needs to be a County employee or board member. The Commission is hesitant to stray away from the County policy. Lana would like her father to be the one in the tractor, as the ground is very important to the event and he has experience. The Commission would like to stick with their policy and stay on track with only allowing County employees and board members to operate equipment. Lana stated that was no problem and they have one they can use. She is excited to hold this event in Fallon County.

1:38 PM Lana left the meeting.

Fairgrounds Updates- Shyla will be gone next week. She explained to the Commission what duties need to be completed in her absence to keep up on the maintenance of the Fairgrounds. She has also spoken to Debbie and Julie about these items and would like someone to be able to help out. Eric Kary, Golf Course Superintendent, could possibly help with some of the duties. He can do the snow removal. She would like some help cleaning the Exhibit Hall, making sure doors are locked, watering the arena and checking to make sure there is no sewer gas. The password list has been given to Debbie, as well as the keys. Someone will also need to check the fire suppression room daily. It may be beneficial for Dale Butori, Weed Supervisor, to be in charge of checking the suppression system on a daily basis, as he has more knowledge of what it entails due to his fire background.

1:50 PM Julie left the meeting.

Insurance will not allow for the Fairgrounds to shut down the fire suppression system in the cold weather. The room needs to be warm in order for it to be functional, which is posing a problem. Dale and the Commission will meet with Ostland's Fire Protection tomorrow to discuss the system further.

2:13 PM Debbie left the meeting.

Shyla asked the Commission if they have heard anything on the barn addition for the 4-H livestock scale. Shannon Hewson, Brosz Engineering, has made a recommendation on the barn and has given the Commission drawings. Shyla would like to set up another appointment regarding this, with both the 4-H members and the Fair Board. The Escape Rooms event was held this last weekend, which went very well. The entire event was sold out. Shyla was very happy with the participation and feedback she received.

2:14 PM Mary Grube, Administrative Planning Assistant; Kevin Dukart, City Clerk; JoDee Pratt, City Mayor; Luke Holstein, City Works; Mike Reddick, Chief of Police; Trenton Harbaugh, Sheriff; Justin LaCroix, City Police Officer joined the meeting.

2:15 PM Shyla left the meeting.

2:18 PM Dan Forbes, Permit Supervisor; Matt Maher, Legal Counsel; Buster Gray, Construction Manager; Brad Smith, Engineering Manager joined the meeting via phone call.

TransCanada Pipeline Updates- This conference call was held for the purpose of seeking water sources for the TransCanada Pipeline. They have also been in contact with the DNRC. There is the reservoir, lagoon and Baker Lake that they would like to permit for water. Water rights research has been done. Commissioner Baldwin explained that Baker Lake needs to be full this spring and they are hoping all of this snow will fill it up. The County cannot commit to the Upper Lake water until the Lower Lake is full. That will be their main priority.

2:22 PM Rich Menger, Sanitarian joined the meeting.

The question was asked who has water rights to the Lake, in which the County has the rights to the Upper Lake and half of the Lower Lake. The County does not have the rights to be able to sell water directly from the Upper Lake. Discussion on DNRC's water rights. The primary design of the Upper Lake is for flood and sediment control. The employees for TransCanada explained what they would need in order for them to be able to use that water. The Commissioner's reinstated that the County cannot commit to that at this point because the Lake will need to be completely full before they can make a commitment. Buster expressed that they understand it is contingent upon water being available, which could be added into the agreement. All of the City water comes from wells. JoDee asked how much water they will need and the timeframe they are working with. The minimum amount that they need is 10-15 million gallons,

however they would prefer anywhere from 20-30 million gallons total. For the static test, they would like a minimum of 10 million gallons. They can test 30 miles of pipe with that amount. They need about three million gallons to test 10 miles of pipeline. The longest test section is about 30 miles, which is why they would need about 10 million gallons of water. If they didn't have that much water, they would split up the test sections. Ideally, they would like to have about 30-40,000 gallons of water per day. They will be doing dust control on their right-of-way as well, which wouldn't be a huge amount of water. They plan to build a storage area on their right-of-way to store this water. The City does have the rights to be able to sell water. Luke stated that this would be a rather insignificant amount of water, which would not cause worry from the City. Typically, they do not start testing until the September time frame. TransCanada will be putting together a spreadsheet for the County and City to be able to determine the amounts of water needed and the estimated timeframe. Discussion on storage of the water for the City.

2:50 PM Dan, Buster, Matt and Brad hung up the phone, therefore leaving the meeting.

2:50 PM Rich, Mary, JoDee, Trenton, Kevin, Mike, Nick, Justin and Luke left the meeting.

2:58 PM Stacey Moore, Director of Library Services; Tom Sparks, Member of the Public joined the meeting.

Digitizing Documents for Red Butte Grazing District- Tom asked the Commission if the Library could digitize the records for the Red Butte Grazing District. The Library Board has agreed to this. As for cost, the Library Board has discussed the possibility of following their color copy pay schedule. Tom estimates around 2,500-3,500 pages will need to be digitized, but no paper copies will be made. The process will include scanning the documents and putting it onto a flash drive, which could take some time to do so. The Commission suggested the possibility of paying by the hour instead. Stacey will speak with Julie Straub, HRM, to decide upon a pay scale. The Grazing District will schedule with the Library accordingly.

3:16 PM Mary Grube, Administrative Assistant Planner joined the meeting.

3:23 PM Stacey and Tom left the meeting.

3:24 PM Forrest Sanderson, KLJ Administrative Planner joined the meeting via phone call.

3:25 PM Shannon Hewson, Brosz Engineering joined the meeting.

North Baker Drainage Floodplain Permit- Mary found a mistake on the staff report for the North Baker Drainage Floodplain Permit. It reads 2017 and it should be 2019. The record of decision will be resent by Forrest once he gets it changed and re-signed. The tributary that they are doing the work on has been relocated in parts. He has been looking for a relocation of the tributary and cannot find one. Under the Fallon County regulations that were adopted in 2014, it took away the availability for Forrest to grant this permit. He would like the County to do an indefinite extension for the permit, which in turn he will be able to issue the permit to help save time. There is no other way to approach this. Forrest explained the original thread of the channel. They will need to formalize the location on that channel and relocating the channel requires a letter of map revision. They need to put the floodplain where it is associated with the channel. Forrest explained this will take some time, potentially up to a year. Overall, it will take more than a year to get the final floodplain maps completed. Shannon will work on an estimate for this type of work. It will need to be included into the budget the next fiscal year. Forrest needs formal authorization to waive the 60-day review time and grant an indefinite extension to be signed by the Chairman, Deb Ranum. This will protect from both FEMA and the State.

Commissioner Rost made the motion to Propose to Finalize the Relocation of an Existing Stream Channel and the Establishment of a New Floodway and Flood Range of the Northwestern Tributary of Sandstone Creek. As provided by 4.3(1) of the Fallon County Floodplain Hazard Management Regulations and 75-5-203 MCA, Approval from the DNRC is Required for the Alteration to the Established Floodplain and Floodway of the Northwestern Tributary of Sandstone Creek. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion, being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Rost made the motion to Accept Receipt of Report for Staff Report for the North Baker Drainage Floodplain Development Permit #FPFC-2419. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Discussion on what tributary they will be looking at, or if it will be just the northeast tributary or more than that. Shannon would like to contact appropriate authorities before moving forward. He will gather more information for next weeks meetings.

4:04 PM Forrest and Shannon hung up the phone, therefore leaving the meeting.

4:15 PM Mary left the meeting.

4:18 PM Commissioner Rost made the motion to recess for the evening. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

WEDNESDAY, MARCH 6, 2019

9:30 AM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

9:31 AM Debbie Wyrick, Deputy Clerk and Recorder; Kimberly Jensen, AP Clerk; Brenda Wood, Clerk and Recorder joined the meeting.

Parks Question- Kimberly asked the Commission if the County will be paying for the utilities and the water of the City Parks now or if that will be in the City's hands. Commissioner Rost explained that they will continue business as usual until the end of the fiscal year. Until the interlocal agreement is completed, the City will be paying for half of Robbie Christiaens' wages. The Parks budget will stay the same on the County side until next fiscal year. The only thing that has changed is the employee part of it. The Commission will speak to JoDee Pratt, City Mayor, about the cell phone bill, which could be done at the start of the fiscal year as well. Robbie's start date for the County will be March 11th. The agreement #500036 – the Agreement for the Compensation of City-County Parks Employees - has been terminated. The County will not be doing improvements on the City parks, they will only be maintaining them. Discussion on the vehicle that the Parks Department will be using.

9:47 AM Debbie, Brenda and Kimberly left the meeting.

10:00 AM Commissioner Rost made the motion to take a noon recess. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The Commission went to the Fallon County Fairgrounds to meet with Ostland's Fire Protection for the fire suppression system.

NOON RECESS

RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:37 PM Eric Kary, Golf Course Superintendent joined the meeting.

1:43 PM Julie Straub, HRM joined the meeting.

Approval to Recall Seasonal Employee and Discuss Recruitment- Eric would like to recall Katelyn Afrank, Jay Hoversland and Trenton Collins for the seasonal positions at the Golf Course. He would also like to hire Derek VanZee, but is unsure of his scheduling right now due to him teaching Drivers Education. Eric stated that he would like Derek to be able to work for a couple hours a day and the weekends, however he would also like to hire another full-time employee because of Derek's shortened hours. It is unknown if Derek will work the shortened hours for one month or two. When he doesn't have Drivers Ed, he would be working full time for the Golf Course. This would be a total of five full time seasonal employees, whereas the Golf Course has previously only had four.

1:55 PM Angie Rabbit, Recreation Director joined the meeting.

Discussion on what will need to be done this year for maintenance. The Commission would like for Eric to figure out how long Derek would be part-time before they make their decision.

Commissioner Rost made the motion to recall Katelyn A Frank, Jay Hoversland and Trenton Collins as Seasonal Employees for the Golf Course. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

2:01 PM Eric and Julie left the meeting.

Recreation Department Updates- Angie stated that the registration deadline for the winter programs was very effective. She was able to condense basketball into two sessions, rather than three. This helped save both money and time. She will continue to have deadlines for the spring activities. Some of the parents helped out with volleyball and basketball, which Angie was very appreciative of. Baker Jam registrations have been coming in, which will take place on March 30th and 31st. Volunteers have been calling in as well and Angie was able to get all local referees.

2:07 PM Dustan Davis, IT TECH joined the meeting.

Angie is in hopes to be able to hire a full-time assistant soon. The Baseball Board will be doing a field use agreement with the City. They will be checking out whatever inventory is needed from the City, such as equipment or uniforms. Inventory was discussed. Angie will be checking out the keys as well.

2:20 PM Angie left the meeting.

Online Auction Policy Review- Darcy Wassmann, County Attorney, drew up the online surplus auction site user agreement. Dustan plans on being able to hold online County auctions this upcoming spring. This will take the place of the County auctions that are held at the Road Department. The agreement states that individuals bidding have to be 18 years or older, people can be removed for any reason, everything is legally binding for whatever the individual bids on and bidders must abide by all rules. Items must be picked up within five business days from the date of notification of the award of bid. All items are sold as is. Items will not be shipped, they may only be picked up in person. Each department will be given access to add their items to the auction. Discussion took place regarding payment for items. The Commission had different suggestions to make the online auction more user friendly. Test auctions will be done within the County before it is sent out to the public.

User Training- Dustan met with the Commission last week to discuss user training for simulated scammed e-mails. A couple individuals are still opening bad links that Dustan is sending out to employees to keep our network safe. The user trainings would be for the individuals who mess up and click the wrong link or open a bad attachment. This training would help them know what to look for and make better decisions when going through their e-mail. The trainings take about 20-30 minutes to complete. People have had over a year to get the hang of the scammed e-mails that Dustan sends out. If they use a Mid-Rivers account, Dustan does not have access to these scammed e-mails and user training. All employees would have to be switched over to Fallon County e-mails if user training was enforced. Dustan stated that there are only a few employees who have yet to switch over. The Commissioner's discussed adding it to the policy that all employees are required to use a Fallon County e-mail and no longer use Mid-Rivers. Dustan will provide a list of all users that still have a Mid-Rivers account before the Commissioner's decide if this will be added to the policy.

3:25 PM Dustan left the meeting.

3:30 PM Commissioner Rost made the motion to recess for the day. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The City Council Meeting occurred at 7 PM at the Fallon County Court House.

EVENING RECESS

THURSDAY, MARCH 7, 2019

9:30 AM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

10:04 AM Margie Losing, FMC CFO; David Espeland, FMC CEO joined the meeting.

990-Tax Form- The Commission has reviewed the 990-tax form previously provided by Margie for FMC and had no comment or other items to add. Commissioner Ranum explained that it was much more in depth than previous years and helped her understand better. Margie will formalize the document to have it sent in.

FMC Finances- January was an average month for FMC. The expenses were a little inflated because of unforeseen repairs needed. Margie reviewed the budget report for the month of January in great detail.

Bank Account Fraud- FMC had fraudulent activity in the bank account with a mobile deposit. It was caught before the check was able to be deposited. Margie contacted the bank, FDIC, the Montana Bankers Association and the Sheriff's office. They have kept a close eye on monitoring the bank account now on a daily basis.

Mill Levy Meeting- David is planning to hold a meeting on April 9th for the public regarding the upcoming mill levy election. He will put an article into the newspaper as well. The remainder of the mill levy will be going to a new phone and security system. The telephone lines were damaged earlier this year. They will also be doing some flooring improvements. Next year, they do plan to add-on to the ambulance bay. The ambulance would be able to drive right in and keep the patient covered from the weather. He will also be considering moving the lab into the surgery area to help redirect traffic. It will add more functionality to the Hospital. This plan could change; however, this is the idea as of now. David will be presenting this to the voters during his meeting.

FMC Updates- Different doctors were discussed in depth. The physical therapy program has been going very well. David is happy with the staff that FMC has.

Parkview 1 Apartment Project- David completed an analysis of the Parkview Apartments for the next five years. This assumes that Parkview 1 is renovated and the project is completed. Different scenarios were included if the rent were to be increased.

10:57 AM Julie Straub, HRM joined the meeting.

11:03 AM Margie and David left the meeting.

Drug and Alcohol Testing for All Employees- The Commission has requested this meeting to take place. Per statute, the County is allowed to require drug and alcohol testing for all employees. By doing this, it requires qualified testing and a 60-day notice to employees before it can be put into policy. There are different options of testing and who be subject to testing. It can be done by department, County wide, or safety-sensitive positions. It would help ensure that our workforce is clean and drug free. Julie reviewed the pros and cons of having this drug and alcohol testing implemented. The County currently follows a zero-tolerance policy. Julie is unsure of how it would work with Elected Officials. Volunteers were also discussed. By implementing this policy, it would require pre-employment testing for drugs as well. Current employees would not have pre-employment testing, but they would be placed into the random testing pool. It would need to be placed in the budget. Different scenarios were discussed as to what may happen if this was implemented. The supervisors do have the ability to watch for reasonable suspicion and turn in anything that may need testing. Julie would like the supervisors to be trained again in the different scenarios for them to be able to manage their staff if there is reasonable suspicion. The Commission will discuss further before making a decision if drug and alcohol testing for all employees will be required. The Commission gave approval for Julie to set up the training for supervisors.

11:32 AM Julie and Dale left the meeting.

11:35 AM Commissioner Rost made the motion to adjourn the meeting. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The Chamber meeting occurred at 12:00 PM at The Red River Inn.

MEETING ADJOURNED

ADJOURN
s/Deb Ranum, Chairman

MINUTE TAKER:
s/Kelsey DuCharme, Recording Secretary/ Clerk

ATTEST:
s/Brenda J. Wood, Clerk and Recorder