

## ABBREVIATED COMMISSION MINUTES

A complete set of minutes are available at the Clerk & Recorder's Office

MONDAY, SEPTEMBER 14<sup>TH</sup>, 2015

9:00AM CONVENE

Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk

9:00AM COMMISSIONER WORK SESSION

**Iron Horse Splash Park Project-** The Commission reviewed and signed Pay App #2 with Change Order #1 from KO Construction for project.

**County Insurance-** The Commission chose to not insure the old crows next building that is now the electrical building.

**Little Beaver Conservation District (LBCD)-** The Commission completed and Commissioner Randash, as Chairman, signed the LBCD Reserved Water User Annual Status Report.

**Change of Rate of Pay Approvals-** The Commission signed Change of Rate of Pay Approval Forms for Lisa Mitchell, Karen Banister, Kimberly Jensen and Keli Bertsch. These employees received a rate in pay due to successfully completing their six month probationary employment period.

### AGREEMENTS-

**Geum Environmental Consulting, Inc.-** The Commission reviewed and Commissioner Randash, as Chairman, signed the Consultant Agreement with Geum Environmental Consulting Inc. for their services on the Baker Lake Mitigation Project.

**Montana State University (MSU) Extension-** The Commission reviewed and signed the FY2016 Extension Services Agreement effective July 1, 2015 with MSU Extension for the funding and operation of the Extension office in Fallon County.

### CORRESPONDENCE-

**Stanhope Sewer and Water Project-** The Commission received an email from Jason Rittal, Eastern Plains Economic Development Corp (EPEDC) Executive Director, asking them what they would like to do in regards to a portion of line that runs in front of J&M Lumber when construction on the Stanhope Water and Sewer Project begins. Jason said if they trench the line as planned it could cause issues with existing gas lines and excessive groundwater and Griffith Excavating suggested boring the line to avoid these problems. The Commission advised Jason to get a quote to bore the section of pipe in front of J&M Lumber and surrounding businesses and include it in the cost of the Memorandum of Understanding with High Plains Group LLC.

**Growth Policy Grant-** Forrest Sanderson, KLJ Engineer, sent an email to the Commission advising them a grant was available to update the Fallon County Growth Policy and the Commission decided they would like Forrest to pursue getting the grant.

### DEPARTMENT MINUTES/AGENDAS/REPORTS-

The Commission reviewed minutes, agendas, reports and notices submitted to them from Department Heads.

### GENERAL JOURNAL ENTRY APPROVAL-

The Commission reviewed and Commissioner Randash, as Chairman, signed Journal #144 moving funds from one account to another for the the Department of Revenue and the Library.

**EMAILS/NOTICES-** The Commission reviewed the notices and emails sent to them from State agencies and other entities that required no discussion, action or decision.

9:45AM HEALTH INSURANCE UPDATES

Present: Debbie Wyrick, Deputy Clerk & Recorder; Julie Straub, Human Resource Manager; Selena Nelson, Fallon Medical Complex CFO

Julie Straub informed the Commission the Supreme Court issued a ruling legalizing same sex marriages throughout the country. Julie said the County's Health Insurance Policy extends benefits to married couples and now that same-sex marriages are legal the language in the County's Policy needs to include their coverage per the Supreme Court. Julie said partners of employees in a Domestic Partnership whether it is same-sex or opposite-sex are not currently eligible for benefits but it is expected to become a requirement soon and because of this Julie recommended the Commission be proactive in including it now.

**Commissioner Baldwin made the motion to install language in the County's Insurance Policy for same-sex marriage in accordance to the Supreme Court ruling and for Domestic Partnership in the extension of benefits. Commissioner Ranum with extreme reservations seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.**

## 10:00AM ROAD UPDATES

**Present: Bobby Wiedmer, Road Supervisor**

The Commission and Bobby discussed the equipment and vehicles that have been repaired or are currently being worked on by Mitch Overn.

The Commission and Bobby Wiedmer discussed the things the Road Crew is working on this week such as mowing, blading, and dirt work at the Pinnow Pit.

The Commission and Bobby Wiedmer discussed the condition of Bridge Road, Sandstone Road, North Business Road and Ismay Roads and what can be done to correct problems on these roads.

**Napa Retaining Wall-** The Road Crew will be laying cold mix down this week, Diamond J will come and gravel the edges and this will finish the project.

**Kramlick Box Culvert-** The pouring of concrete for the box culvert is complete.

**Sparks Box Culvert –** The walls of box culvert are starting to be formed this week.

**Tronstad Culverts-** The new culverts have been ordered and Cliff Tudor said he would set the new culverts at no charge.

**Gravel-** Bobby and the Commission discussed putting a bid out for a gravel contract. The contract will have to be put out to bid as it will exceed \$80,000. Bobby said he would like to see if a contractor can submit and be awarded the bid without being bonded in hopes it will reduce the price of the gravel. The Commission contacted Darcy Wassman, County Attorney, about this and she will research it to see if it is possible.

Hufford Construction is crushing scoria at the Buerkle Pit and there is about 45,000 yards of gravel at the Wang and Beach Pits.

**Prairie Ave. Culvert-** The Commission told Bobby that Shannon Hewson with Brosz Engineering is working on the design of the Prairie Ave. culvert.

## 11:00AM KENCO SECURITY SERVICES FOR INDOOR SHOOTING COMPLEX

**Present: Travis Fenton, Kenco Security Representative via Conference Call; Mike Kirschten, Rifle Range Board President; Julie Straub, Human Resource Manager**

The Commission, Mike Kirschten, Julie Straub and Travis Fenton discussed the Kenco Security Contract details and service presented in their quote.

**Commissioner Ranum made the motion to accept the bid from Kenco Security for installing cameras at the Trap Range and Indoor Shooting Complex. Commissioner Baldwin seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.**

Mike and the Commission discussed putting the concrete work out to bid that the Fish, Wildlife and Parks Grant was awarded for. The Commission reviewed the Fish, Wildlife and Parks grant specifications. The grant specs say the concrete work doesn't have to go out to bid but needs to have three bids submitted. The Commission will begin contacting contractors to submit quotes for the project. The Commission will also look at the lighting in the parking lot of the Indoor Shooting Complex to determine if additional lighting is needed.

## 11:30AM LIBRARY

**Present: Stacey Moore, Library Director; Julie Straub, Human Resource Manager**

**Board Appointments-** The Commission, Stacy Moore and Julie Straub discussed the process the Commission takes in appointing Board Members.

**Smart TV-** Stacey said she is going to move the Library's Smart TV into the library.

**Library Hours-** The Commission asked Stacey if she has considered extending the library hours and Stacey said she has but because her employees said the traffic is very low in the evenings and on weekends she hasn't extended them.

## 11:45AM PUBLIC COMMENT

No one appeared for Public Comment.

## 12:00PM NOON RECESS

## 1:30PM COUNTY PROJECT TOURS

The Commission went to the following sites to check on construction of projects: Fairground Arena, Iron Horse Park, NAPA Retaining Wall, Rifle Range, and Triangle Park.

## 3:00PM FAIR BOARD APPOINTMENT

The Commission received a letter from current Fair Board Member Courtney Dietz stating he was resigning from his position on the Fair Board.

**Commissioner Baldwin made the motion to accept the resignation of Courtney Dietz. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.**

The Commission did not receive any letters of interest from the public to serve on the Fair Board and because of this they will advertise for it again.

**3:15PM RIFLE RANGE JOB DESCRIPTION DISCUSSION**

**Present: Joe Janz, Outside Building Maintenance Supervisor; DuWayne Bohle, Special Projects Technician; Julie Straub, Human Resource Manager**

The Commission met with Joe Janz, DuWayne Bohle and Julie Straub to discuss duties Joe and DuWayne can do at the Rifle Range. It was decided DuWayne will take care of the mowing and snow removal at the Rifle Range with all other duties being the Manager's responsibility. The Commission and Julie discussed the hours the manager position should work and the duties they will be responsible for.

**Outside Building Maintenance Job Description-**

The Commission approved of Joe's revised job description.

**4:00PM MECHANICAL TECHNOLOGY INC. (MTI) SERVICES REVIEW AND DISCUSSION**

**Present: Joe Janz, Outside Building Maintenance Supervisor; DuWayne Bohle, Special Projects Technician; Lynda Herbst, Inside Building Maintenance Supervisor**

The Commission, Lynda Herbst, Joe Janz and DuWayne Bohle met to discuss the services Mechanical Technology Inc. performs for the County. DuWayne suggested having him, Lynda and Joe accompany the MTI serviceman the next time he is here so they can determine what maintenance duties they can start doing themselves and the Commission agreed.

**4:30PM STANHOPE ADDITION UPDATES**

**Present: Jason Rittal, Eastern Plains Economic Development Corp (EPEDC) Executive Director; Ryan Stahly, Stahly Engineering; Darcy Wassman, County Attorney**

Jason Rittal, Ryan Stahly and the Commission discussed the progress being made with High Plains Group LLC in regards to the Stanhope Addition Water and Sewer Project. Jason will continue to keep the Commission apprised of what is happening with the project.

**Iron Horse Splash Park-** The Commission and Ryan discussed the construction going on at the Splash Park. Ryan said it is progressing well and although the Contractor got a late start they seem to be on schedule to make it in the 100 day timeline.

**5:00PM EVENING RECESS**

**6:30PM AMERICAN LUTHERAN CHURCH COUNCIL MEETING**

Commissioner Baldwin and Commissioner Ranum attended the American Lutheran Council Meeting to discuss the Lutheran Food Booth at the Fairgrounds. The American Lutheran Church Council took the minutes of the meeting.

**MONDAY, SEPTEMBER 14<sup>TH</sup>, 2015**

**9:00AM RECONVENE**

**Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk**

**10:00AM SEPTEMBER MID-MONTH CLAIMS APPROVAL**

The Commission reviewed and approved the September Mid-Month Claims in the amount of \$488,340.85 and they are filed in the Clerk & Recorder's Office.

**11:30AM ADJOURN**

Commissioner Ranum made the motion to adjourn the meeting. Commissioner Baldwin seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.