

9:00 AM CONVENE

PRESENT: Deb Ranum, Roy Rost, Members; Kelsey Phillips, Recording Clerk/Secretary

ABSENT: Steve Baldwin, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

9:05 AM Carl Overland, Intermittent Shooting Range Attendant joined the meeting.

Entrance Gate at Gun Range- The Gun Range has received a bid from Dakota Fence for an entrance gate in the amount of \$8,500. A Commission signature as well as a 50% down payment is needed. Direct Electric is putting the wiring in for the gate. It will go into the claims for next week after the final approval.

Commissioner Rost made the motion to accept the estimate from Dakota Fence for the gate at the Gun Range for the \$8,500.00. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

The gate will be paid for by a reimbursable grant. Carl updated the Commission with other amenities they would like to be added to the Gun Range in the future, such as a voice activated clay release and apps on cellphones to use the equipment.

9:27 AM Carl left the meeting.

MINUTES APPROVAL FOR WEEK OF SEPTEMBER 10-14, 2018

Commissioner Rost made the motion to approve the minutes from September 10-14, 2018 with corrections. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent. (Commissioner Baldwin). The motion carried.

MINUTES APPROVAL FOR WEEK OF SEPTEMBER 17-21, 2018

The minutes from September 17-21, 2018 could not be approved because Commissioner Baldwin is not currently present and Commissioner Rost was at MACo last week during the proceedings. The minutes will be approved once Commissioner Baldwin returns.

Lampasano Certificate of Survey

Commissioner Rost made the motion to approve the Lampasano Certificate of Survey. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

9:55 AM Mitch Overn, Mechanic; Bobby Wiedmer, Road Supervisor; Alba Higgins, Shop Foreman joined the meeting.

Road Department Updates- Bobby is pleased with the gravel that TransCanada has been using. The wheel system for the snow plows have arrived. There are a few bags of grass seed being stored at the shop for Baker Lake. Brittanie Jorgenson, Road Department Assistant, is picking up a new radio for the spare Sheriff's vehicle today. The Road Crew is busy mowing and hauling gravel. They are also in the process of raising some car gates for roads that will be elevated this winter.

Tire Shredder- Bobby is waiting to hear back from Tom Kachel, Landfill Manager, as to when they will need to go pick up the tire shredder from Billings. It will be picked up this week. Darcy Wassmann, County Attorney, is reviewing the agreement beforehand. The Commission should be able to get it signed today. Alba and Mitch would like to be there when the instructions are given on how to use the shredder.

10:01 AM Shannon Hewson, Brosz Engineering joined the meeting.

Discussion continued on the tire shredder and the operations that will take place. It can be hauled to Baker without any permits. It would work best if the Road Crew could pick it up in Billings tomorrow. The water truck was used over the weekend at the Fairgrounds for the Ranch Rodeo, but it should be able to now be used for the shredder.

10:12 AM Mitch and Alba left the meeting.

Gravel- Bobby would like to go out to bid for more gravel, which is in the budget for this fiscal year. It would go through the same bid process and specs as the last time. Bobby will talk to Brenda Wood, Clerk and Recorder, to get started on the process.

10:21 AM Bobby left the meeting.

Baker Lake Updates- The rip-rap placement and the beginning stages of the boat ramp will be started this week for the Lake. They may start prepping the beaches next week. Wyrick Construction is planning on prepping slopes this week for the wetlands. There is approximately 1 mile of Coral Creek Road left to gravel, which should only take a couple more weeks. Fisher Sand and Gravel started working on the Materials Hauling Project last week. The secondary disposal site is completed and ready to be seeded. The first site is not yet finished. Shannon has a meeting tomorrow and will have more of an update on the disposal sites next week. Most of the material in the disposal site is dredging material.

10:26 AM Bobby Wiedmer, Road Supervisor joined the meeting.

Pickup for Road Department- Since the budgets are now approved, Bobby would like to start looking for a trailer-hauling pickup. Commission would like him to wait for a decision because they may be able to bundle more pickups for a cheaper price. Bobby explained to them that because they are a government, he doesn't believe the cost will be any different if only one is purchased. He will check on it and get back with Commission. He is going to start looking at Denny Menholt in Billings, as they are the most familiar with the Road Department.

Bridge at North Plevna- Discussion on the need to start surveying the bridge at North Plevna. Shannon would like to have it surveyed before the snow flies. The wetland permit has been completed. Shannon believes that survey could be completed in December. It is also in the budget for this year. Shannon will be able to start doing design work by the end of October again after the Lake project is complete.

Baker Lake- The wetland crew will be here the 9th of October because the water has to be let out by the 15th. It will take about a month for all of the water to be released out of the Upper Lake.

10:32 AM Bobby left the meeting.

Sidewalk Project- All of the cement in front of the Court House has been poured. Cleanup work is still needed to be done. Most all of the curb work has been finished as well. Diamond J Construction is working on the railing today and tomorrow. Both the ramp and entrance are ADA compliant. A railing on the west side of the brick pillar was added to the plan because there was a drop of open space after the materials were removed.

Railing Request- There has been a request to add a railing to the box culvert project on 1st Street. There is a handicap ramp on the salon side that does not have a railing. Shannon will view the area before moving along any further.

Public Input- The Commission and Shannon would like to receive public input on what types of fish will be wanted in Baker Lake. Shannon proposed the idea of putting a request for input into the Fallon County Times for October 5th-October 31st. The survey would be placed on the Fallon County website for the public to vote.

10:57 AM Julie Straub, HRM; Carla Brown, Council on Aging Coordinator joined the meeting.

Commissioner Rost would like the Fish, Wildlife and Parks employees to go into the schools and give a presentation on the different types of fish and what types would be best for the Lake. There is a plan to stock three species of fish, one predator and two prey. Rainbow Trout will also be added into the Lake. Shannon will talk with the Fish, Wildlife and Parks crew to develop a plan. The fish will be separated into different categories. Dustan Davis, IT TECH, will meet with the Commission and Shannon next week to discuss the options for the survey.

11:06 AM Shannon left the meeting.

Permission to Recruit- Tiffany Davis, Senior Citizen Program and Activities Associate, has decided to withdraw from her position. She is still willing to stay on as a Substitute Bus Driver if needed. Both Carla and Julie would like permission to look for someone to fill her position. Carla has yet to decide if the program can support a 36-hour week assistant or if it should be lowered to 30 hours with the option of working more on demanding weeks. At 30 hours a week, the employee is eligible for health insurance. The position would not be advertised until those hours are set.

Commissioner Rost made the motion to move forward with the recruitment of a Council on Aging Program & Activities Associate. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

11:16 AM Carla left the meeting.

Museum Discussion- Julie met with Karen Holliday, Museum Curator, as today is her last day employed with Fallon County. She spoke with Julie about different information and systems the Museum uses on a daily basis. The Museum will be closed until further notice. The Commission will need to decide what they want to do for Museum hours and different seasonal options. Julie explained that they could keep it a permanent position and drastically reduce winter hours. It could also be open by appointment only during the winter months. It will also be decided if it needs to be open seven days a week. Commissioner Ranum would like more information from both Karen and the Museum Board on their opinions of the hours and how to build up the patronage. Before a final decision is made, the Commission and Julie will meet with the Museum Board. A temporary employee could also be brought in until the position is filled. Different options were discussed for a temporary position within the Court House employees. Winter hours may give the proposed new employee a timeframe to practice scripts and develop a process of presenting the Museum.

11:38 AM Karen Holliday, Museum Curator joined the meeting.

Julie would like to know if she should do a temporary recruitment or go to different offices and ask if they would be willing to help out. After the Commission speaks with the Museum Board, a decision on what the recruitment process will be will take place.

11:41 AM Julie left the meeting.

Curator Position- Karen delivered the Museum attendance of previous months for the Commission to review. She explained that she has called her main advertisers and is developing a list of advertisements she usually runs each year. A notice will be placed on the front door of the Museum stating it is closed for the time being. Discussion on different training strategies for a potential new employee, as Karen will be unable to train.

Museum Quotes for Air Conditioning- The quotes for the Museum all include both heat pumps and air conditioning. Commission will review the quotes before deciding.

11:56 AM Karen left the meeting.

11:57 AM Commissioner Rost made the motion to take a noon recess. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

NOON RECESS

RECONVENE

PRESENT: Deb Ranum, Roy Rost, Members; Kelsey Phillips, Recording Clerk/Secretary

ABSENT: Steve Baldwin, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:16 PM Elin Kittelmann, Extension Agent; Kodie Olson, 4-H Program Assistant joined the meeting.

Excel Workshops- The Extension Office and Dustan Davis, IT TECH, will be putting on Excel Workshops for both the public and employees. There will be a beginner class taking place on November 13th, and an advanced class on November 14th. These will be held in the Fallon County Library basement. The advanced class will be four hours long, while the beginners will be two.

4-H Hay Bale Decorating Contest- The 2018 4-H hay bale decorating contest for National 4-H Week will be October 7-13 for both Fallon and Carter County. Elin would like to ask the Commission to be the official judges along with the Carter County Commissioners. The clubs will decide where they would like to place their bales. The Commission would pick the top three contestants. The Commission agreed to be judges.

1:31 PM Elin and Kodie left the meeting.

1:31 PM Brenda Wood, Clerk and Recorder joined the meeting.

1:34 PM JoDee Pratt, City Mayor joined the meeting.

Parks and Recreation Budget Discussion- JoDee would like to know what the County is thinking with the Parks and Recreation Departments. She explained that the City has used every penny they have for this fiscal year to pay for the departments. She would prefer to not have to use the complete amount they have and to be able to keep a portion in the general fund. JoDee explained that as of right now they cannot pay to replace an assistant for the Recreation Department. Because of this, the number of programs and children in these programs will be reduced significantly. Alissa Miller has resigned as an assistant to Angie Rabbitt, but will still do part-time fitness programs. This was a full-time employment position. They will not be able to hire another full-time employee in her place. In using this money to keep the Recreation Department going, JoDee feels the City is in a bind with no money to fall back on. She would like to know if the County can help. If a Parks Board is going to be put into place, it will take some time for it to be formed with the appropriate rules and regulations. It would include both City and County representation. Brenda explained that there is money budgeted for this fiscal year for the County to be able to help the City out. However, it is not in the budget for the County to take complete control over the Park or Recreation Departments. Discussion on what the Rec. Department costs both the City and County, which is annually a low cost. In order for the County to take over the Parks Department, it would not be able to happen until next fiscal year. Job descriptions would be done through the County, as well as an interview and hiring process, according to State Statute. The County does not want to take over the Recreation Department, but will give the City money to help fund it this fiscal year. Discussion on if the City would prefer a monthly, quarterly, or annual payment for this fiscal year. With a complete payment of \$500,000, JoDee believes they could make it through this year with both departments staying afloat. Next year, the City plans to take complete reign over the Recreation Department.

2:03 PM Brenda left the meeting.

Commissioner Rost made the motion for the City to receive \$250,000 from the County on the next claims run, which is October 2nd. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; where it was stated that the City will receive another \$250,000 in the next few months, as discussed, in order to hire another assistant for the Rec Department. The City and County will continue to work on getting a Park Board put together for the next budget year. When the next budget year hits, the Recreation Department will fully be a City entity. Commissioner Rost called for questions; discussion is now over. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

2:14 PM Darcy Wassmann, County Attorney joined the meeting.

2:16 PM Tom Kachel, Landfill Manager joined the meeting.

2:17 PM Trent Harbaugh, Sheriff joined the meeting.

2:18 PM JoDee left the meeting.

Tire Shredder Agreement- Darcy does not feel that there is anything wrong with the proposed tire shredder agreement. Tom expressed that the tire pile size has tripled since they started advertising discounted rates on tires. The discounted rate, which is half of the usual price, will end on Friday. Tom needs a signed copy of the agreement because the shredder will need to be picked up tomorrow in Billings. It cannot leave the yard until a signed copy is received by the company. Tom will verify when they are needing the payment. It will also be covered by the Fallon County insurance.

2:24 PM Monty Slagter, Member of the Public joined the meeting.

Discussion followed on hours and days that the shredder will be used. Commissioner Ranum signed the agreement for the tire shredder.

2:32 PM Bryan Kerkvliet, Westate Machinery Company Representative joined the meeting via phone call.

Bryan was asked questions on the payment and the amount of time the County will have to pay. Bryan stated that since it is a government entity renting the shredder, it will be fine to pay it after the fact. It would be the 16th of October before a payment is received. The start date for the agreement is the day they will actually start shredding.

2:39 PM Bryan hung up the phone; therefore, leaving the meeting.

2:42 PM Tom left the meeting.

ACLU Letter- Darcy reviewed the letter that was sent back to the ACLU in July. This letter was sent in regards to a letter from the ACLU requesting broad information in correspondence to the Keystone Pipeline. Darcy asked Commission if she should correspond or wait until another letter is received. She would like to state that the letter from June 1st was overlooked, which would explain why the correspondence from Fallon County doesn't include their updated information. The first response was to the broad letter, not the further narrowed down letter. They are wanting a changed estimate of the information they are wanting. She will include that if the information is still wanted, they can send the money and it will be sent. Darcy will make a response and adjust the hours and cost it will take to get the ACLU the information they are wanting. She will prepare a draft for the Commission to review next week.

ONEOK Road Haul Agreement- Stahley's Engineering has sent an engagement letter with a dollar figure on it stating that ONEOK will pay for half the cost of the estimate. If the actual cost goes over the estimate, the County would have to pay the remainder. Commissioner Rost would like it to state that they pay for the first half up front and the County will pay the half at the end, with ONEOK paying half of the remainder at the end of the project. Darcy will amend the agreement to include these changes.

2:59 PM Trent left the meeting.

If the actual cost is under the estimate, reimbursements will be made. Darcy will need to ask Bobby Wiedmer, Road Supervisor, about the technical specifications for the County roads. The bond is only for two years from the start date. The Commission would like the bond to be moved to three years, just in case they do not have enough time to complete the project.

3:10 PM Darcy left the meeting.

3:12 PM Mike Reddick, Chief of Police joined the meeting.

Speed Reduction Discussion- The speed limit by the new Running's building is set at 70 miles per hour. Mike would like to request a speed reduction from the State. This isn't in Mike's authority to request it as it is outside the City limits. The Commission would need to send the State a request for speed change letter in order for this to happen. This may also call for a speed study to take place. Speed studies include a formula that is done to decide what the new speed limit should be.

3:16 PM Karen Holliday, Museum Curator joined the meeting.

Mike will draft a letter to the State for the Commission to sign before sending off the request.

State Speed Limit Signs- Monty explained that she doesn't agree with the speed limit sign on Highway 7. She would like it moved to a more visible area. Mike explained that the City nor the County can move or change the sign, as that is under State jurisdiction. The City of Baker has no say for Highway 7 or Highway 12. The Hospital signs are also permitted through the State. Monty will call the State of Montana for further discussion of the speed limit signs.

3:34 PM Mike and Monty left the meeting.

Museum- Mike Gunderson has informed Karen that he is going to have his two-headed calf display repaired at the taxidermy and will bring it back to the Museum when it is finished. It is now being held in the block building at the Museum.

3:36 PM Julie Straub, HRM joined the meeting.

3:37 PM Karen left the meeting.

Rate of Pay- On September 6th, Julie met with the Commission for a Change of Rate of Pay for Scott Kilsdonk, as he had completed one year at Fallon County. The Commission signed the form with the wrong amount on it. Julie apologized for the correction.

Commissioner Rost made the motion to accept the Change of Rate of Pay Corrected Form for Scott Kilsdonk, Emergency Communications Dispatcher. Commissioner Ranum seconded the motion.

Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

Museum Discussion- Julie expressed to the Commission that if they decide to bring someone new on to work at the Museum that isn't an existing employee for the County, they would have to advertise and follow State Statute. Discussion on different possibilities, time periods and wage. They could also close the Museum temporarily, wait to hire someone and have the viewing be by appointment only. Julie will come back in after the Commission discusses amongst themselves.

3:49 PM Julie left the meeting.

4:18 PM Julie Straub, HRM joined the meeting.

Museum Discussion Continued- Commission would like to wait to hire an employee for a position for the Museum Curator. On Monday they will meet with the Museum Board to hear their input before deciding on the hours of the employment. It will be a notice in the newspaper for a few weeks and then go into the interview portion. The best-case scenario would have someone in place the first week of November. Discussion on the difference in the part-time and full-time employee. A temporary position would not be needed at this time.

4:27 PM Julie left the meeting.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also signed the FY 2019 Extension Services Agreement between MSU Extension and Fallon County for Elin Kittelmann, County Extension Agent. Commissioner Ranum signed the approval for the FY 2019 Final Budget Signature. The Commission approved and signed the Notice of Award to Watershed Restoration Group, INC for Baker Lake Restoration – Planting and Shoreline Treatments Project.

Commissioner Rost made the motion to accept Madler’s Appliance Repair estimate for the Air Conditioning at the Museum for \$3,957.10. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

4:45 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any further discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

MEETING ADJOURNED

s/Deb Ranum, Acting Chair

Minutes:

s/Kelsey Phillips, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder