

Monday, January 05, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Steve Baldwin and Deb Ranum, Members and Brenda Wood, Clerk and Recorder

9:00 AM ELECT PRESIDING OFFICER BY RESOLUTION

Commissioner Ranum made a motion to elect **William L. Randash** as the Presiding Officer of Fallon County Commission. **Commissioner Baldwin** seconds motion. 3 Ayes. 0 Nays. Motion Carried. Resolution 1-5-2015 was signed and is filed in the Clerk and Recorder's office.

9:15 AM Scott Rabbitt, Park Supervisor

Snow Removal-Scott discussed placement of various items around the Courthouse when he takes care of plowing snow.

Purchases-Commissioner Randash stated Scott needs to get permission from the Commission any time he plans to make a purchase over \$1,000.

9:35 AM Steve Zachmann, Dick Anderson Construction

Heating/Cooling-Sheriff Department-HVAC system is showing an error code. They will be sending someone down to look at it. They should have an answer by Wednesday.

Dispatch-Dispatch is finished.

Mechanical Room-The floor in the Mechanical Room has a lot of paint spots. Steve stated they would be cleaned after Bob Brenner is done in that room.

Punch lists-Everything on the new and old punch lists are completed.

Ceilings-The ceilings are all buttoned up, except for items that were not on their contract. Kevin Wood, Dick Anderson Construction will be contacted regarding to the ceiling tiles and other items and if they have Steve finish these items Steve will stay in touch with the Commission.

Doors-Some doors still need key cylinders. Door jambs are not painted but Sandy Caron be finishing some of the painting as well as the door jambs.

9:45 AM Joe Janz, Outside Building Maintenance

Filters-Joe stated Outside Maintenance will change all inside and outside courthouse filters except for two of them in Dispatch. Brenda Hoeger, Dispatch Supervisor will change the Dispatch filters and will give Joe the information to log as to when they are changed.

9:55 AM Rich Menger, Sanitarian

New Business-The Box (old Big K) will open later this week.

Humane Society lawsuit-Rich stated the timelines were not followed so he will take down the sign at the old Humane Society as soon as possible. Rich plans to work with the Humane Society as much as possible.

10:05 AM Bobby Wiedmer, Road Foreman and Alba Higgins, Shop Foreman

Road Agreements-The HiLand and Belle Fourche Pipeline Road agreements were discussed. Bobby stated the bond figure he calculated for the Belle Fourche Pipeline is \$170,000.

Ambulance trailer-The Commission stated the Ambulance trailer will be moved to the Road Department for ease in snow removal. Alba thought it was coming out to be insulated and wired because they were going to use the trailer as a command vehicle and this should only take a few days to finish. The Commission stated the trailer will be housed out there as well for snow removal purposes.

Fleet cars-Alba stated they will be taking the Acadia to Miles City for recall updates for the airbags. When that is finished they will take the Malibu for a recall update.

Senior Bus-No word on it; the plug-in did not fix the problem.

Tool Carrier-Discussed specifications for the tool carrier.

10:10 AM Jon Brosz, Brosz Engineering joined.

Landfill Pickup-They brought the Landfill pickup in on Friday; Alba feels it has transmission issues and the pickup is not worth repairing at \$3,000 +/- . Alba suggested the old Sheriff pickup for the Landfill's use. They would just need to remove the signs, lights and radios. The Commission approved this pickup to be taken to the Landfill.

Other Repairs-Alba has other repairs to various pieces of equipment which will be made as soon as the parts arrive.

Roads/Maintenance-They are not hauling gravel today will be plowing roads, etc., hauling snow and changing oil on equipment.

Plow truck-The new plow truck is at Baker Metal to have the plow portion moved so they can operate the wing and plow correctly. Commissioner Baldwin stated they should see how it functions when Baker Metal is finished and if the issue is not resolved they will need to find out what can be done differently. Fallon County may have to negotiate with Kois or Wassau on the bill at Baker Metal.

Jon Brosz-Engineering Reports

Upper Dam Repairs-October 15th was the original completion but requested an extension. With the extension there is 17 days liquidated damages at \$1,000 per day. Commissioner Ranum asked if the lining was completed. Jon stated it was not but the lining will be completed by another Contractor and will not be completed until spring. Shannon Hewson, Brosz Engineering was with DNRC and NRCS when they completed the walk through. Shannon had to make some adjustments before their approval was made. The project will be seeded next summer. Williams Civil will complete the lining (seals) and will do it when the weather gets better. Commissioner Baldwin asked if this was all approved by DNRC and NRCS. Jon stated yes. The reseeding will be in the area completed by Diamond J and also the face of the dam per DNRC/NRCS (this will not be hydro-seeded).

Commissioner Ranum stated per the emergency plan, the gate is to be opened April 1st and wanted to know if the lining would be done by then. Jon feels it should be because it does not have to be warm out to complete this job.

Commissioner Ranum asked who was in charge of cleaning the channel. Jon feels they may connect that project with the lower channel clean out. Jon will contact Mona Madler, SMART Director as she is looking into contacting someone that is a professional with these projects.

Retaining wall-They are almost finished with the design for this project. Jon stated Brosz Engineering plans to run this by the Corp of Engineers as maintenance.

Cemetery drainage project-Scott Rieger, Rieger fencing stated they are not going to get it seeded and recommends they not use straw because it will blow around on the graves and markers. The old lots and old drainage in relation to the new lots and new drainage were reviewed by Jon Stevenson. Jon Stevenson has copies of the drawings. There are approximately 170 new lots available now; Brosz will wait for Jon Stevenson's approval before surveying the lots as approved.

Feed Mill Box Culvert Project-The November 1st completion date went until December 4th. Jon stated this went 34 days past the completion date. Since the box culvert was in place the group discussed not assessing Diamond J full liquidated damages. They also had to have asbestos testing completed and the cement plant was shut down for a portion of time also. The material used for backfill was unsuitable; the bill for hauling this material was \$16,416 bill; the Contractor was responsible for drying and rolling the material. The Contractor went 22 days past the completion date in relation to liquidated damages.

Liquidated Damages-Upper Dam-This project came in under cost-Assessed liquidated damages at \$17,000. Feed Mill-This project came in under cost also. Assessed liquidated damages at \$6,000 and Diamond J will come back to clean up before the seeding is completed. Fallon County will also not pay the dirt hauling costs. Commissioner Ranum asked if the Corp of Engineers or the Waters of US would be happy with this project. Jon stated yes, after the clean-up and seeding are completed they will close the project. Bobby stated the Road Department will pave the approach. They will also stake the ditches and mark the centerline due to expression of concern from the Lawlar's Renter. Jon will present the liquidated damages to John Pela, Diamond J.

Kramlick Bridge-The hydrology has been completed for the Kramlick Bridge.

Nelson Plat-Still on hold with this project until the new owner purchases and a decision is made on the location of the ditch.

Low Water Crossing-Commissioner Ranum asked what could be done with the low water crossing located by Reynolds Shopping Center. Jon feels the County will have to wait until the work on the lower

channel is approved before repairing this. Bobby stated the County does have another box culvert at the old Landfill that may work for this location. The box culvert was to be used in the alley on Keirle Road. Jon felt possibly the City still had plans to use the box culvert in that location.

11:05 AM Julie Straub, Human Resource Manager

Director of Library Services-The new employee will be hired by Julie and the Library Board.

Golf Course-Eric Kary, Golf Course Supervisor-Julie explained a Change of Position was rewritten to include Eric's accessibility to the Road Crew if needed. Julie sent Eric a letter explaining he will need to come in and sign the new Change of Position. This is for December 1, 2014 through February 28, 2015.

Health Nurse/School Nurse-The letter explaining the wages for Kim Cuppy were correct but the PERS line was not on there so a new letter will be sent to Kim Cuppy.

Justice of Peace-Julie is working on a job description for a Court Clerk for the Justice of Peace office. May qualify as a Clerk just as the ones in the Treasurer's office, etc. so would qualify for the same pay.

Clerk of Court-Jerrie Newell, Clerk of Court hopes to be finished with her recruitment by the end of the month.

Safety-This month the Road Department will receive Tire Cage Safety as written by Bobby Wiedmer, Road Foreman. Courthouse employees will receive training on Ergonomics.

12:00 PM RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members and **Brenda Wood**, Clerk and Recorder

Trenton Harbaugh-Sheriff

Commissioner Baldwin made the motion to appoint Trenton Harbaugh, Sheriff as the Fallon County Jail Administrator. **Commissioner Ranum** seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

December, 2014 Time Sheet Approvals and Payroll and Withholdings

The Commission reviewed and approved December, 2014 Time Sheets and Payroll and Withholdings in the amount of \$445,186.47 and they are filed in the Clerk and Recorder's office.

December, 2014 Claims Approvals

The Commission reviewed and approved December, 2014 Claims in the amount of \$349,041.83 and they are filed in the Clerk and Recorder's office.

3:30 PM PUBLIC COMMENT

No one appeared for Public Comment.

3:45 PM MINUTE APPROVALS

Commission had no time to review minutes presented for approval.

4:00 PM Fair Board Meeting

Present Wanda Pinnow; Pat Ehret; Lani DeBuhr; Jerrid Geving-Fair Board Members and **Barb Lechler**, Fair Manager

4:01 PM Courtney Dietz, Fair Board Member joined.

JumboTron- A JumboTron will be provided for the rodeo at a cost of \$7,000 (Thursday-Saturday); anyone that wants to advertise on it will be charged (no decision on that yet).

PRCA Convention-Jerrid reported after attending the PRCA Convention in Las Vegas. Jerrid feels they need to increase the purse \$20,000 to \$33,000; this would bring rough stock up to \$6,000. Jerrid explained this is

in hopes they will draw larger volumes of quality people. Mosbrucker's cost is \$25,500 for the next 3 years, with no increase to them but is in addition to the increased purses.

MOTION-Commissioner Ranum made the motion to raise the purse from \$13,000 to \$33,000.

Commissioner Baldwin seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

Lutheran Stand-The Commission will visit with the Lutheran's this week about removal of the existing stand and building a new stand. Commissioner Baldwin doubts it would happen this year. A water pipe broke last month and caused water damage in the Lutheran Stand. The plan is to replace the pipe in the spring. This was on Mike Gunderson's check list but he did not get it blown down. The leak started in the Assembly of God stand and ran into the Lutheran Stand. Wanda told Barb to put this on her list of things to do in October.

Rodeo Office-Discussed purchase of a prebuilt office also discussed moving the current tractor shed and change it into the Rodeo office since there is a new Storage building. They could also put a loft in it for storage; leave one garage door on it but remove the other one. The Commission granted permission to use the tractor shed as the Rodeo Office.

Convention-Commissioner Ranum asked Jerrid to explain the high points of the Convention. Jerrid stated the entire Convention was awesome; they discussed making a small event a big event, drawing more people to events and bringing more participants to the events.

Permission to spend over \$1,000-Commissioner Ranum explained the importance of getting permission from the Commission to spend anything over \$1,000. Commissioner Ranum stated this is a rule where they need to come in as a board, during a scheduled meeting.

Entertainment-The Commission feels Entertainment is preapproved when they go to the Fair Convention. Jerrid felt the Rodeo was entertainment as well. Commissioner Ranum stated it shows respect to the Commission when spending items are brought before them first. Commissioner Ranum would also like the Fair Board to meet with the Commission regularly to keep them abreast of various items.

Storage Shed-Commissioner Ranum asked why there was no ceiling over the work station portion of the storage shed. The Fair Board did not have the answer to this. Permission granted to add ceiling but make it suitable for a loft for storage as well. The Commission would like a quote for this and to add electricity.

Old Exhibit Hall-The Commission would like to wait until after the Legislature meets to make any definite decisions on the Old Exhibit Hall. Pat asked if they could at least paint the building for this year's Fair. No decision. Commissioner Ranum discussed the Fair Board thinking about replacing this with an Events Center.

Other Projects-Jerrid would like to upgrade the Fair Barn with insulation, new doors, etc. Lani stated the Fair Board decided at their Board Meeting they would like to do a few other things first, then in 2016 the barn. Jerrid stated if they do not build a new exhibit hall possibly they could complete the barn updates. Commissioner Ranum stated she just wants to know what projects they have planned. Wanda explained they gave the Commission a project list in March of 2014. The Fair Board feels the Rodeo Office and Rodeo Arena are what they have left to complete this year.

Rentals-Discussed fees charged for rental of buildings. The Commission feels the rates need to be increased, so would like the fees to be reviewed.

5:00 PM RECESS

Commissioner Baldwin made the motion to recess. Commissioner Ranum seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

Tuesday, January 06, 2015

CLOSED-PERSONNEL

10:00 AM Darcy Wassmann, County Attorney

Funding for the SID 34 and SID 35-Darcy still needs to do some more research on the sewer/water project in East Baker.

Lawlar sewer issue-Darcy met with Amber Lawlar the other day and received a packet of information from her regarding this issue. Commissioner Randash does not feel the county should have to help pay. Commissioner Baldwin feels if the County was negligent in misguiding the Lawlar's then possibly the County would help pay. Commissioner Baldwin also feels the Commission has received no guidance or facts to know if the County was at fault. Discussed checking to see if this may have been a "Grandfathered" issue and setting a precedent by paying for something that the County should not pay for. Darcy will contact another Engineer and see what information she can gather from them.

County Land Leases-Commissioner Ranum discussed Century subleasing County property and Fidelity has had stored tanks by the Upper Lake for several years and never had a lease with Fallon County. Also discussed grazing leases and getting them completed and to the Landowner's for review.

Claim Signatures-The Commission asked if a stamped signature for Commissioner Randash would be acceptable verses a hand written signature. Darcy stated that should be acceptable but will double check.

PO BOX-Darcy asked if the County Attorney's PO Box is paid for by the County. Yes it would be paid for by the County.

Budget/Stipend-Darcy provided her spreadsheet, as requested by the Commission, to provide information for the Office Stipend she would receive each month. Darcy discussed what her Assistant is paid; Darcy stated these figures were based on her actual 2014 expenses. Items not included in the total were also listed on the spreadsheet (i.e. hiring another person). Darcy would like to purchase a laptop as well. Darcy will recalculate the spreadsheet to include an extra person, with the approximate start date. Commissioner Ranum made a motion to approve the spreadsheet, with adjustments (remove the second person from stipend) and purchase a laptop from the County Attorney budget. This would change the monthly stipend to \$6,553.55 per month. Commissioner Baldwin seconds the motion. 3 Ayes. 0 Nays. Motion carried.

Old Files-Discussed all of the old files from previous County Attorney. The Commission stated all Department Heads need to find out if and when old files can be destroyed and get permission from the State for destruction.

Humane Society case-Darcy stated this case against the County was dropped. Darcy felt the County was on the verge of winning this case when the Humane Society dropped the lawsuit and stated they would get an abatement plan together. The goal is to work with the County Sanitarian in getting this place cleaned up, etc. Commissioner Baldwin stated the landowner wants the land back.

Justice of Peace-The Justice of Peace requesting extra help was discussed. Darcy stated Justice Court is not a Court of Record and does not have the requirements of the District Court office.

11:15 AM Amber Lawlar

Darcy Wassmann, County Attorney stayed for this meeting.

Commissioner Randash stated Darcy would like some time to review the Lawlar's issue further. Amber handed paperwork with some more of her thoughts to the Commission. Commissioner Randash explained they want to do the right thing by the Taxpayer's of Fallon County and the Lawlar's. Darcy explained if her office finds out from several qualified experts that DEQ should have been contacted this should resolve the issue. Amber stated she has put a lot of research into this matter and still feels the Planning Department followed improper steps and procedures and now the Lawlar's finances are suffering. Commissioner Randash stated the County will complete an investigation and will try to expedite the process as this has drug on a long time.

12:00 PM RECESS

Commissioner Baldwin made the motion to recess. Commissioner Ranum seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members and **Brenda Wood**, Clerk and Recorder

1:30 PM Mary Grube, Planner Secretary

Lawlar Sewer Issue-Mary updated the Commission on the Lawlar Sewer issue as Mary remembered it.

Subdivisions-Mary brought pamphlets explaining Major and Minor Subdivision processes. Mary will do more finish work to the pamphlets and return to the Commission for their review.

2:00 PM Clayton Hornung-Mayor-City of Baker-Monthly Reporting

Running's-Clayton stated Running's has explained they are not going to annex to the City of Baker right now, feels it is due to the fact it is cost prohibitive for them at this time.

Justice of Peace-Discussed extra staffing for the Justice of Peace and equipment purchases.

Planning Board Interlocal-This Agreement was approved and signed by the City Council at their last meeting. The Commission signed the agreement as well and it is recorded in the Clerk and Recorder's office.

Demolition Agreement-The City Council approved the final draft of the Demolition Agreement. Those landowners that have disposed of buildings during the time period when the rate changed will be contacted to fill out an agreement to have ½ of the tipping fees paid, returned to the Landowner, when all stipulations are fulfilled.

Plaque-Clayton would like to have a plaque made of the Mayors of the City of Baker and hung in the Lobby. The Commission has no problem with this. Clayton will bring this up to the City Council.

Interlocal Agreement-Darcy Wassmann, County Attorney has a copy of the SID 34 and 35 Interlocal Agreement drawn up by Rich Batterman, previous County Attorney.

Parks-Clayton stated he had spoken to Scott Rabbitt, Park Supervisor about the concerns of spending and the proper channels to follow.

Upper Lake-The gate replacement is finished. Lance Wedemeyer, Public Works Director has the keys.

Creek Channel-Mona Madler, SMART Director spoke to Clayton about her research in receiving assistance with the Creek Channel. Brosz Engineering is going to visit with Mona about it before anything further is done.

Creek Channel Wall-The driveway behind NAPA is not an alley but is a private drive belonging to Ken Schell.

3:00 PM Trenton Harbaugh, Sheriff/Coroner/Jail Administrator

Coroner-Victor Wells, Deputy Sheriff completed Coroner training and is eligible for the Deputy Coroner stipend of \$1,000 per year. Trenton would like Victor to receive the stipend due to him, effective January 1, 2015. Commission approved of this and signed the Change of Position/Rate of Pay for Victor.

Sheriff heating unit-Commissioner Baldwin asked about the Sheriff's heating unit. Trenton explained the heat is staying about the same; the heat rate fluctuates a few degrees but other than that seems to be running fine. Trenton would like to have a local repairman trained on this heating unit for future problems.

Other remodel issues-They need to fix a strip where the old floor meets the new floor in the Evidence Room. This was supposed to be fixed but never was. Interview Room needs to be insulated because you can hear what is being said and it should not be that way. Steve Zachmann, former Dick Anderson Project Manager stated it was not in the plans but it really should have been. Commissioner Baldwin stated if it was not in the plans we need to get it done by someone else. Trent's office is also not very sound proof. Trent will contact Stevenson Design or whoever the Commission prefers.

Search and Rescue-Trent would like to attend the Baker Rural Fire Board meeting to discuss BRFD taking over Search and Rescue. Trent has a copy of the inventory Search and Rescue now has. Trent questioned if Search and Rescue could be moved to the Fire Department and if so what process would they need to take. Commissioner Baldwin has no problem with the Fire Department taking over the Search and Rescue portion as long as they realize Trent is the one that makes the decision to have Search and Rescue called out and as long as the boat stays with the County but can be used by Search and Rescue or those in charge of a rescue.

Jail Inmates-Trent has 8 individuals in jail (long term) and is running out of space. Trent is also short-staffed and is creating a burden to his Department. Trent stated the back cell could be revamped by completing some plumbing and changing fixtures from porcelain to stainless.

Prisoner Housing-Bozeman will contract prisoner housing at \$65.00 per day. Trenton explained he would like to have this agreement to fall back on and this would only be if we have a problem person or a full jail.

Jail Staff-Trent would like to hire more Deputies, possibly (3), and rotate them through the jail-24/7.

MOTION-Commissioner Ranum made the motion to sign the agreement with Gallatin County to house prisoners on an as need basis at a cost of \$65.00 per day/per prisoner. **Commissioner Baldwin**

seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously. Trent will discuss this with Gallatin County as Fallon County only has a 1 million liability insurance coverage. The agreement is on record in the Clerk and Recorder's office.

3:45 CHANGE ORDERS SIGNED

Change Order/Sheriff Remodel-Commissioner Randash signed as Chairman the Change Order for the Dispatch Addition in the amount of \$15,274.00 to reconcile final changes to the Sheriff's Office portion of the contract.

Change Order/Parkview Retirement Complex-Commissioner Randash signed as Chairman the Change Order for the Storm Water Project in the decreased amount of \$5,655.00 due to the landscape and lawn sprinkler repair incompleteness.

4:00 PM Mike Kirschten, Shooting Range Board Member

Grants-Mike stated Deb Kirschten is filling out some more grants, one will be for the handicapped ramp and to help with an outdoor restroom. Mike explained they plan to ask for \$50,000 but they probably will not get all of that and this is a 50/50 match grant.

Outdoor Restroom-The quote for the outdoor restroom (8 x 10) was \$17,000, plus \$6,000 to heat the restroom. This does not address the sidewalk or anything around the restroom. Commissioner Randash felt they did not want heat. Mike expressed they would still need an outdoor porta potty and the County has paid B & B Septic \$1,500.00, since July, for Porta Potties.

MOTION-Commissioner Baldwin made the motion to heat the outdoor restroom for the Gun Range so they can apply for a grant from FWP. This will house a urinal, toilet and wash basin. Commissioner Ranum seconds the motion. 3 Ayes. 0 Nays. Motion carried.

RESOLUTION 1-6-2015 was signed by the Commission as part of the requirements of MT Fish, Wildlife and Park, in which Fallon County agrees to allow submission of applications for funding assistance by MT Fish, Wildlife and Park and agrees to all required procedures required as stated below in said Resolution which is filed in the Clerk and Recorder's office.

5:00 PM RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion carried.

Wednesday, January 7, 2015

9:00 AM RECONVENE

PRESENT William L. Randash, Chairman; Steve Baldwin and Deb Ranum, Members and Brenda Wood, Clerk and Recorder

9:30 AM CLOSED PERSONNEL

9:45 AM Julie Straub Human Resource Manager

Landfill-The group reviewed the job description for the new Full Time position at the Landfill. Commissioner Ranum stated this description did not include equipment operation and asked what would happen if Tom decided to cross-train this person. Julie stated we would need to change the job description. Discussed the importance of cross-training the employees.

Drug and Alcohol Testing-The group discussed Drug and Alcohol testing of all Fallon County Employees. Julie will research this for the Commission and gather the costs.

Justice of Peace-The next recruitment was for Justice Court Clerk. Julie send it to the paper already but had to pull the ad and make changes to the ad. Julie will resubmit it to the paper.

Safety Training-The next Safety Training will be January 27th, will be presented by Kim Cuppy, Public Health Nurse and the Topics will be EBOLA and Influenza at 9:30 AM and 1:30 PM. Kim will present to the Road Department separately.

Ergonomic Equipment-Julie would like permission to purchase ergonomic equipment at a cost of approximately \$2,000 to be presented to County Departments. Permission granted.

10:15 AM Richard Menger, Sanitarian

Lawlar sewer issue-Commissioner Baldwin stated the Commission would like Rich's opinion on the handling, etc. of the Lawlar sewer issue. Rich will do some research on this matter.

Food Safety Training-Rich will be attending a Food Safety Training in Bowman, next Tuesday-Thursday.

Licensed establishments-Rich reported he has 50 paid licensees now and does not look for the number to go over that.

Stanhope Sewer System-Rich is looking into funding for the Stanhope Sewer System. The Commission asked Rich to contact Jason Rittal, Executive Director of (EPEDC) Eastern Plains Economic Development Corporation. Rich wants to make it a priority to get them on City Sewer.

Humane Society-Rich reported he has removed the condemnation sign already. Rich feels the entire process was conducted improperly. The Commission placed Darcy Wassmann, County Attorney on speakerphone-Darcy explained the Judge dismissed the EMHS case. Darcy feels EMHS voluntarily withdrew the case because they (EMHS) felt they were going to lose. Darcy asked if Rich talked to Kelly Galendar about putting an abatement plan in place. Rich stated he would like to go with EMHS to review the building and go over the plan with them. Rich will contact EMHS to do this.

10:40 AM Concluded the conference call with Darcy.

Cooling Station/Splash Park-Rich stated he explained to Scott Rabbitt, Park Supervisor he would need to watch how he applies gypsum, etc. because there is going to be a lot of salt build up from the spraying of the water.

11:05 AM Debbie Wyrick, Deputy Clerk and Recorder/Payroll/Insurance-County Insurance

Insurance Payments/Repairs-Debbie discussed insurance payments and repairs to buildings from the 8/2013 hail loss. Commissioner Randash signed as Chairman of the Board, a form from EMC Insurance so EMC will release a check in the amount of \$107,443.24 for updated adjustments on some of the County Buildings. The adjustments were made at the Commission's request.

2:00 PM Kathy Newell, Elections Clerk and Debbie Wyrick, Deputy Election Administrator

Consolidation of Precincts-Debbie and Kathy discussed consolidation of Precinct 8 into Precinct 4 for those voting in School District 55 and Precinct 3 for those voting in School District 12. This is due to many factors such as lack of judges, cost to replace auto marks, etc. There are also so few voters in this Precinct, the cost to keep updating a polling place is not financially responsible to the Taxpayers.

The Commission approved of the consolidation and made the decision to send a letter to all voters in Precinct 8 regarding the consolidation.

3:15 PM PUBLIC COMMENT

No one appeared for Public Comment

3:30 PM Nicole Benefiel, Justice of Peace; Julie Straub, Human Resource Manager and Darcy Wassmann, County Attorney

Staffing-Discussed completing an Interlocal Agreement and combining the 2 offices (City Judge/Justice of Peace). Nicole would like 30 hours total for each clerk and 50% of the time they would be split between each office. Nicole explained if she continues being backed into a wall she will go to District Court as law allows for her to do so. The Governing Body has to allow for her to do her job in a dignified manner.

Job Audit-Julie offered to complete a job audit so a complete and legally defensible job description can be completed. Nicole is hiring now.

Further Discussion-City Court is busier than Justice Court is right now. Nicole has problems juggling courts with all of the Attorneys. Nicole feels she would get more longevity from her staff if they were allowed to work more hours. When they are in Court there is no one in the office so the Public has no access to pay fines, set up court dates, etc. because the offices are locked.

Darcy suggested having a Secretary available to do these duties. Nicole stated this could not be a Secretary, it would have to be a Clerk. Nicole stated the Court Clerk swears in witnesses, takes care of documents and takes the minutes, therefore needs to be in Court with her. The other Clerk would take care

of the office business and customers. Commissioner Baldwin asked if Nicole could take care of the Courtroom alone and leave the Clerk in the office. Nicole stated she absolutely would not. Darcy asked if that was for safety reasons or other reasons. Nicole stated for both reasons.

Discussed the workload now verses what would happen if the work load were to be reduced; would Nicole reduce their hours. Nicole does not know that answer right now. Julie would have to research how they would handle that.

Commissioner Ranum clarified Nicole was asking for 10 more hours. Nicole stated, yes, up to 10 hours. Julie confirmed the office would be open 11:00 AM to 5:00 PM-Monday through Friday. Nicole responded, yes that was correct.

3:55 PM Commissioner Randash had to attend another meeting.

Commissioner Baldwin asked Nicole if there was nothing she could do to make it better. Nicole stated she was alluding to this, because it is insulting.

Julie stated she was sorry Nicole felt that way as she knows Nicole knows her job. Julie wishes she was open to the Auditing because all Julie does is shadow the individuals to get a better understanding of what they are faced with and what they handle on a day to day basis. Nicole again explained City court is criminally busier, whereas, Justice Court is more civilly busy. Nicole explained the employees are both cross-trained.

Darcy questioned the law stating they (Governing Body) must provide Secretarial, but can provide a Clerk. Julie explained the classification of those jobs is due to the complexity performed in the essential functions, therefore their classification is a Clerk.

Nicole stated she is just putting this all out on the table again. Julie asked if it would be a possibility to have the office open 8:00 to 5:00. Nicole stated that would not help the issue. Darcy asked if it was because there was not enough overlap. Nicole stated no, not when she is in court, SHE NEEDS A BODY in both places. Julie asked if the hours would later turn to 35 or 40 hours per week. Nicole does not foresee that now, but cannot predict what our Community could do. The employee would be paid for 30 hours, Nicole's pay would not increase. Nicole reiterated going to District Court. Julie stated to Nicole, Fallon County would bring their side as well, you know that. Nicole responded, yes.

Nicole stated there is a huge gap in pay between what the City and County pay the employees so feels it would be best to be paid by one entity and bill the other. Julie asked why one entity. Nicole stated the employee would receive benefits that they now do not. This would give her a better pool to choose from. Nicole would like to know what the Commission's decision is now obviously because she does not want to present to City if it is going to be a fight. Commissioner Baldwin stated he is willing to consider it. Julie will get some numbers from Debbie on what it would do, cost-wise, with the benefits, etc. Discussed the cost to the taxpayers because it doubles the amounts budgeted.

Darcy asked about the one (1) election (Justice of Peace) because she is appointed by the City. Darcy asked how the Interlocal would work with an elected and appointed position. These are questions that will need to be answered. Darcy feels Nicole could ask the City Council if they would make a decision at their next meeting. Julie felt she could gather the numbers tomorrow. Darcy asked if this would be like other Interlocal Agreements between the City and County regarding employees. Nicole would prefer the County be the Employer and the City reimburse the County.

4:45 PM Fred Thomas, EMS Director and Mike Reddick, EMS Board Member

Budget-The Commission discussed the budget is already over half spent. There is a salary short coming due to the recent Change in "Call Pay". Fred felt there were other areas they could pull funds for the salary. Commissioner Ranum stated the changes in pay usually happens in July. Mike stated they felt when they were having personnel issues they were going to lose people and the Board felt the need to reevaluate various items with Call Pay being top priority. Commissioner Ranum further stated any item purchased, over \$1,000.00 needs Commissioner's approval.

Board Minutes-Commissioner Ranum stated they would like to see the Board Minutes. Fred will email them to the Clerk and Recorder.

Trailer Modification-They want to make modifications to the trailer to be used as a mobile incident command center or for mass casualties; multiple patients, in case you did not have enough ambulances you could help people that need to be taken care of, etc. They would like to insulate (foam insulation-not spray on because the walls are too thin) and place electrical outlets, etc. in the trailer. They may also need a few batteries to charge radios. This trailer also houses the side by side and could also house cots, benches or chairs.

Refresher course-Cost would be approximately \$2,500 as the text books alone are \$2000 for that. Fred and some of the EMT's will do the training.

Coats-\$220.00 each, would be another purchase item.

Air Compressor-Would like an air compressor for various reasons. Discussed running chains on two-wheel drive ambulance.

Ambulance-They will need to replace an ambulance in 18 to 24 months. The 1995 has over 100,000 miles; the 2005 has 89,000 miles; the new ambulance has 18,000 miles.

Commissioner Meetings-Commissioner Ranum stated the Commission would like Fred to start meeting with the Commission more. Fred stated that would not be a problem.

Discussion-Mike stated he feels the people are staying because of the way Fred has handled things. Fred stated they are having troubles getting people to take call; Fred took call by himself for 10 days. Mike stated that was one reason they felt the on-call pay would help. Fred ended by stated they had a good staff meeting last time.

5:15 PM RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds. 2 Ayes. 1 Absent. 0 Nays. Motion Carried.

Recess

Thursday, January 8, 2015

9:00 AM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members and **Brenda Wood**, Clerk and Recorder

10:00 AM David Espeland, CEO-Fallon Medical Complex

Drainage Project-Still withholding 8 percent on Diamond J's pay.

Basement Remodel-Jeff is coming to complete the basement remodel walk through.

Hail Damage-Commissioner Baldwin asked if there was any hail damage from 2013. David stated PV 1 roof was the only roof completely re-roofed.

PVI-Commissioner Baldwin asked where they were at with the water damage repairs in PVI. Waiting to see how the drainage project helped the problems. Apartment 101 will have to be completed.

PVI-Water valve went out on the furnace for Apartment 107; they took heaters to that apartment until it was repaired.

PVII-Switch went out in on Apartment 102; that issue was repaired. Would like to have the Apartments updated in PVI-at least the flooring.

Parkview Retirement Waiting List-The Commission received the most current Parkview Complex Waiting List to review.

Ambulance Covered Area-The group discussed a covered area for the Ambulance to drive into; would be located by the Emergency Room, for safety and comfort to the patient, etc.

Projects-David stated they do not have many projects left that are major, so any projects the Commission would like to see completed please let David know. Commissioner Ranum confirmed they were still doing the Nursing Home updates. David stated yes.

Bobcat-David stated the bobcat disappeared last season and has not been returned.

Snow Removal-Scott Rabbitt stopped to ask if a vehicle at the Hospital could be moved for snow removal. David will take care of that, Scott's equipment will be used to remove snow from the sidewalks.

New Project -Discussed asbestos abatement in various areas in the basement before remodel begins at a quote of \$17,000. David explained they may be short \$400,000 to \$500,000 to complete the project. David could phase it out through a few more years or borrow funding. The budget will be looked at and discussed later.

New Physician Assistant-The contract was submitted to the new P.A. They have heard no word from her and are still doing a background check.

Doctors-The group discussed the Doctors we now have and the possibility of retirement or cutting back their hours.

CNA's-Discussed the shortage of CNA's; try to retain local people as there are still a lot of traveling nurses.

Employee shortages-David stated there are employee shortages in all areas of the hospital.

11:00 AM FOLDER REVIEW

MISCELLANEOUS

Dispatch Punch List-Phase 3 punch list for Dispatch is as follows: Fire caulk pipe penetration to garage, install storm windows, install vinyl flooring transition; check and see if test and balance was completed; install corner guards; install blinds on existing windows; paint PVC vent on roof; paint "patched-in" areas from old HVAC penetrations in sally port; finish installing door closer and controls and provide (3) total remote control units for the power blinds.

Change of Position/Rate of Pay Approval Forms-These were signed by the Commission for the following employees: **Danielle Butori** to work only at the Container site on Wednesday's and Saturday's for a total of 16 hours with no change in hourly rate. **Kimberly Cuppy** to receive compensation for assuming the duties and responsibilities of School Nurse in conjunction with her current duties and responsibilities as Department Head of Public Health. **Eric Kary** to change his primary location of winter work hours. The change was based upon the Lakeview Country Club Board via Mike Gentilini to have Eric remain at the Golf Course during the winter months (December, 2014 through February, 2015) but must be accessible and willing to assist the Road Crew if extenuating circumstances arise (such as but not limited to winter storms or employee illness).

Bridge Permits-The Commission signed permits for the following bridges: Dry Fork Road-Pennel Creek; Webster Road-Soda Creek; Cooper-Dry Fork Creek; Westmore Road-Sandstone Creek; Burnt Station Road-Sandstone Creek; Webster Road-Coal Bank Creek.

Quote-The Commission approved the quote for the Clerk and Records office to have new lights installed in the amount of \$8,155.21. This will be an ongoing work in progress throughout the courthouse.

12:00 PM RECESS

Commissioner Baldwin made the motion to recess. **Commissioner Ranum** seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members and **Brenda Wood**, Clerk and Recorder

1:25 PM John Geving, Lutheran Church Member, **Fred Housvicka**, Lutheran Church Board President was unable to attend due to inclement weather.

Lutheran Board presented a draft drawing for the building. John stated they would like to go with a pre-engineered steel building for cost savings. They are trying to make the electrical adapt to what they have. Would like to extend the Lutheran Stand to the north due to the electrical meter on the south side. They need more prep room than the building they are now housed in; the building would need to be raised due to drainage issues; discussed adding more roofline for more seating. The size of the existing structure is 31 x 32; 35 x 38 is the size Julie Stanhope, Parish Secretary had earlier proposed.

The Commission suggested the Lutherans meet with Daryl Abby, Building Codes Inspector and Richard Menger, Sanitarian for more suggestions.

2:30 PM Brenda Wood, Clerk and Recorder

Phone logs-Phone logs will no longer be kept by the Departments. We have nothing to compare them to any longer as Mid-Rivers has changed that on their billings; we are not required by law to keep them and only a few people keep them anyway. Commission agreed this was okay.

2:45 PM COMMISSIONER FOLDER ITEMS

MISCELLANEOUS REVENUES

- Baker Air Service**-County Portion December Aviation Fuel Sales-\$230.28
- State of Montana**-FY2014 Alcohol Earmarked Tax Revenue-\$6,174.00
- Sands Oil Co.**-November, 2014 Oil and Gas Royalties-\$65.79
- Baker Air Service**-October-December, 2014 Hangar Rental-\$1,306.75
- State of Montana-Department of Revenue**-Fuel Tax Allocation-\$4,139.00

REPORTS/MINUTES/FLYERS

- Plevna Rural Fire District Minutes**-December, 2014 warrants issued -\$2,239.54
- Baker Rural Fire District Minutes**-December, 2014 warrants issued-\$4,449.41
- Fallon County Detention Center Report**-December, 2014-10 prisoners held for 159 days-33 Fallon County and 126 City of Baker
- Fallon County Detention Center Annual Report**-Prisoners held for 1639 total days for the year. 1339 Males served/300 Females served
- Work Comp Report 2009-2014**-2 open claims from policy year 2013 and 3 open claims from policy year 2014.
- Landfill Reports**-December, 2014 Amount Paid-\$53,945.90 and Balance owed to Fallon County-\$108,453.52
- Special Project Technician Report**-December 23, 2014
- Seniors in Action Flyer**-January, 2015
- 4H News Flyer**-January, 2015
- Extension Flyer**-December 2014-January, 2015

3:00 PM COMMISSIONER PROCEEDINGS

- Commissioner Ranum** made the motion to approve August 11, 2014 minutes as submitted.
- Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion Carried.
- Commissioner Ranum** made the motion to approve the August 4-7-2014 minutes with grammar and spelling corrections. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion Carried.

3:15 PM PLANNING DEPARTMENT

The Commission approved Mary Grube, Planning Secretary's overtime for the month of December, 2014.

3:30 PM Commissioner Ranum excused due to inclement weather.

3:50 PM Debbie Wyrick, Deputy Clerk and Recorder discussed the certificate of insurance needed for the Fallon County/Gallatin County Sheriff's Agreement. If Gallatin County is not satisfied with the \$1,000,000 x 3, Trent Harbaugh, Sheriff will bring it back and the insurance company will be contacted to bring it up to \$1.5 million. Debbie stated we will also need to add them as an additional insured.

4:30 PM ADJOURN

Commissioner Baldwin made the motion to adjourn. Being no second to the motion, **Commissioner Randash** stepped down from the chair to second the motion. 2 Ayes. 1 Absent. 0 Nays. Motion carried.

ADJOURN,
s/William L. Randash, Chairman

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