

MONDAY, JUNE 8, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Chairman; Steve Baldwin, Member, Lani DeBuhr, Clerk

ABSENT Deb Ranum, Member

FALLON COUNTY COURTHOUSE

9:00AM ROAD DEPARTMENT BUDGET REVIEW

Present: Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Foreman

Alba gave the Commission a Condition Report of all Road Department equipment and vehicles indicating their year, mileage, replacement miles, replacement year and condition. He listed the pieces of equipment that will need to be replaced or rotated out and when they would be replaced. He suggested moving some of the vehicles around to other departments rather than replacing or sending them to auction. Alba said the rotation plan limit is 5 years, if a piece of equipment isn't rotated out within 5 years, the County will have to repurchase the equipment. The Commission, Bobby and Alba discussed what equipment should be rotated out and what the future costs may be.

Alba gave the Commission a Purchase Calendar for fiscal years 2015-2041 to review. For the upcoming FY2015-16, the Road Department purchased 6 new pickups and would like to rotate out 3 Motor Patrols in FY2016-17. The Mesolpa 9 Wheel Rake is missing a rake wheel that can't be replaced as the parts for this rake are no longer being made. Bobby asked the Commission if they could replace the Mesolpa 9 Wheel Rake with a rake from Trendline Equipment for \$7,200. The Commission would like Bobby to get another quote for the rake before making a decision.

10:00AM ROAD DEPARTMENT UPDATES

Present: Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Foreman

Airport Broom: Alba gave the Commission two quotes from LeeBoy for the broom the Airport and Road Department would share. The Commission will review the quotes and contact Roger Meggers, Airport Manager, about it.

Oil Tanker: The oil tanker was purchased in 2004 for \$28,925.

Commissioner Baldwin made the motion to donate the oil tanker to the City of Baker. Being there no second, Commissioner Randash stepped down from being Chair and seconded the motion. 2 Ayes. 0 Nays. The motion carried unanimously.

EQUIPMENT/VEHICLE MAINTENANCE:

Mower 11- The mower is repaired and back at the Fairgrounds.

Chip Spreader-The injection pump is being rebuilt at ProTech Diesel in Glendive.

MAC 214- Is back from Billings and running good.

MACs 213 and 214- When chip sealing is done Alba will take these trucks to Diamond Truck to have the frames stretched out and have end dump boxes put on them.

ROAD UPDATES:

Blading- The Crew will continue to blade when there is moisture.

Mulching- The Bridge Road that connects to Woodland Road will be built up and then gravel laid down.

Cemetery Bridge in Plevna- The crew will be working on that area this week.

Road Repairs: Repairs are being made on West Willard Road & Plevna Road South this week.

Hansen Road Easement- Bobby said for County purposes the GPS coordinates he determined are sufficient. He has talked to Darcy Wassman, County Attorney, about this.

Russley's Mailbox- Commissioner Randash was approached by the Post Master about Russley's mailbox being in a bad location that may prove dangerous when mail is being delivered. Bobby suggested the Postmaster and Russley's work out a solution as the County has no control over where Russley's mailbox sits.

Mark Sieler's Job Description- Bobby gave the Commission the job description for Mark Sieler (Road Foreman) that Julie Straub, Human Resource Manager, and he created.

Road Stabilization- Commissioner Baldwin asked Bobby what can be done for dust control. Bobby has been testing the use of calcium chlorite to stabilize the roads. Bobby suggested getting a railroad car of calcium chlorite to apply to a high traffic road, such as the Coral Creek Landfill Road to help him assess how affective this method would be in the long run. Bobby said if the County were to use this method they could do what other

counties do to pay for it, they have the landowner purchase the product and the county applies it.

Car Gates- The road department has been installing car gates with pipes on them and then putting those pipes into the cement when being installed. This has helped with the erosion around the car gates.

10:20am-Shannon Hewson with Brosz Engineering joined the meeting.

10:25am- Alba Higgins left the meeting.

Kramlick/Sparks Bridge Construction Bid Review & Award- Darcy Wassman, County Attorney, doesn't have the signed easements from the landowners available today but said she will have them on Wednesday. Due to the delay in receiving the signed easements the Bid Award will be postponed to Wednesday, June 10th, after the easements are signed.

Bonnievale Road- Shannon is going to meet with Robert Singer to locate his pin by the Bonnievale Road hopefully today. If he can't meet with him he will stake it off so Robert can find it easily.

Road GPS- Bobby said the locations for the roads are rarely exact in our easements. This is not a problem for the County because the County doesn't own the roads, they only maintain the road, wherever their location is. Bobby said because of this, continuing to use GPS coordinates rather than a surveyor to determine exact coordinates is alright when drafting easements.

10:50am- Bobby Wiedmer left the meeting.

Cemetery Plat- The Commission and Shannon reviewed the Cemetery Plat and discussed the price they should offer to Rodney and Marilyn Askin for the land they will sell to the County. The Commission approved of the initial plat Shannon drafted and Shannon will now get the final plat to the Planning Department. Commissioner Randash suggested talking to Jon Stevenson, Stevenson Funeral Home, about the process in selling plots in the Cemetery.

11:05am- Shannon Hewson left the meeting.

11:00AM- INDOOR SHOOTING COMPLEX UPDATES

Present: Richard Griffith, Griffith Steel

Richard said Sawhorse is doing a few touch ups today and Mid-Rivers still needs to come out and finish the line work before the project will be finished. The Commission will do a walk through with Richard on Wednesday, June 10th at 1pm. Richard said he will build the outdoor bathrooms out of cement for the range also.

11:15am- Richard Griffith left the meeting.

11:15AM COMMISSION BUSINESS/WORK SESSION

11:15am- Richard Menger, Sanitarian, joined the meeting.

Baker Lake Mitigation Assistance- Richard asked the Commission if they would consider bringing in a General Manager (GM) for the mitigation project and suggested the County hire Tom Parker with Geum Environmental Consulting. Richard said Tom is highly qualified, did the Bonner Dam Restoration by Missoula and comes highly recommended by Fish, Wildlife and Game. Richard said planning the project is going to be time consuming and he doesn't have the time to invest in it right now. Tom has a lot more experience than Richard does and feels he can get a plan done within 20 hours. If Tom does the plan he would like to have an EPA person here at the time he is here to ensure the plan is written correctly the first time. Richard said once the plan is written he can take over from there. The Commission and Richard discussed creating a usage plan for the lake. Commissioner Baldwin said he will call Tom Parker to speak to him about his services but the Commission will need to wait until Commissioner Ranum returns before a formal decision can be made.

11:25am- Richard Menger left the meeting.

US Air Force Request- The Commission received a request from the United States Air Force (USAF) asking permission to place their radio equipment at the North Repeater site on Cabin Creek Road to establish a way for them to communicate with their planes while in MOA. Commissioner Baldwin asked David Turch with Turch & Associates to review the request before a decision is made on this matter.

Ambulance Trailer Parking- The Commission made the decision to allow the Ambulance Trailer to be parked alongside the Ambulance Garage when snow removal is not occurring. When Joe Janz, Outside Building Maintenance Supervisor, begins removing snow from the parking lot the trailer will have to be moved to the

Road Department.

AGREEMENTS-

BOMAG BW266 Roller Packer- The Commission signed an Interlocal Agreement for the Use and Operation of County Equipment by the City of Baker. The agreement allows the City to use its BOMAG BW266 Roller Packer on the City's roads effective May 20, 2015.

MINUTES/AGENDAS/REPORTS-

Library- Library Board Agenda for June 10, 2015 meeting

Fair- Fair Board Agenda for June 8, 2015 meeting

Ambulance- Ambulance Financial Report/May 2015 ending balance \$54,029.57

Special Project Report- DuWayne Bohle, Special Projects, submitted a Special Project Report to the Commission. The report is filed in the Clerk & Recorder's Office.

Fallon County Detention Center- May 2015 Prisoner Report (1 County Prisoner, 4 City Prisoners with a combined total of 20 days in jail)

Town of Plevna- Plevna Water Phase 2 Project Updates for weeks 05/25/15 and 06/01/15

Baker Rural Fire District- May 2015 Warrants issued in the amount of \$32,408.84

Plevna Rural Fire District- May 2015 Warrants issued in the amount of \$6,178.68

CORRESPONDENCE-

The Commission received Mary Lee Dietz's resignation letter from the Planning Board dated 06/08/2015.

ACCOUNTS PAYABLE-

The Commission reviewed and approved the payment of \$509,000 to the City of Baker for their Sewer/Water Construction Project funded by SID 34 and SID 35.

REVENUES-

State of MT Department of Transportation- Road St Aid, Fuel Tax Rmb- \$4,139

MISCELLANEOUS EMAILS-

The Commission reviewed the emails sent to them from State agencies and other entities.

11:40am- Debbie Wyrick, Deputy Clerk & Recorder, joined the meeting.

New Pickup Insurance- Debbie and the Commission discussed the type of insurance the new pickups should have. The Commission decided to get Liability and Comprehensive insurance on the pickups.

12:00PM RECESS

Commissioner Baldwin made the motion to recess. Being there no seconded motion, Commissioner Randash stepped down from being Chair and seconded the motion. 2 Ayes. 0 Nays. Motion carried unanimously.

Noon Recess

1:15PM RECONVENE

1:15PM COURTHOUSE CARPET MAINTENANCE

Present: Lynda Herbst, Inside Building Maintenance Supervisor

Lynda gave the Commission a copy of her Maintenance Report for May 2015. Lynda asked the Commission if they wanted the carpets in the Courthouse shampooed again. The last time they were shampooed was in July 2014. The Commission asked Lynda to make a list of the areas that need it most as they don't think it is necessary to shampoo areas that have received new carpet this year or haven't had much foot traffic.

1:30PM SMART UPDATES

Present: Mona Madler, SMART Executive Director

Veteran's Memorial- Mona set up a new account for the Veteran's Memorial funds. She is putting a new flagpole at the Veteran's Memorial to fly the POW/MIA flag that will follow the requirements set forth in House Bill 211 that was recently enacted at the State Legislature. Mona is also going to change out the flags from 4x6 flags to 5x8 flags. She will also be working with Joe Janz, Outside Building Maintenance Supervisor, to clean up the area, put mulch down and plant some perennials. The Commission said the Landfill has mulch and Mona said she will talk to Tom Kachel, Landfill Manager, about bringing mulch into town or picking it up.

Beautification Committee- Mona asked the Commission if they would be able to donate \$1,000 to the Beautification Committee.

Commissioner Baldwin made the motion to donate \$1,000 to the Beautification Committee for use in their work. Being there no second, Commissioner Randash stepped down from Chair to second the motion. 2 Ayes. 0 Nays. Motion carried unanimously.

2:00PM TRANSPORTATION COMMITTEE MEETING TO DISCUSS COUNTY ROADS

Present: Don Dilworth, Superintendent of Baker Schools; Bobby Wiedmer, Road Foreman; Jule Walker, Superintendent of Plevna Schools/Transportation Committee Member, Dirk O'Conner, Member of the Public; Larry Dahl, Plevna School Bus Driver

The Transportation Committee came in to share their concerns about the roads being too narrow for school buses. Larry Dahl and one of Dirk O'Conner's employees passed each other on the North Bus Route and when the feed truck Dirk's employee was driving moved over the shoulder gave way and his feed truck tipped over in the ditch. Bobby Wiedmer said the roads meet the standards but because of the way some of the roads have been bladed the shoulders are soft. He said Plevna roads are flat or inverted in the middle and this causes the water to sit on the road, making the shoulders soft. Bobby said the roads need to be crowned and shaped the correct way and that is what they have been working on. Dirk said the Willard Road has too high of a crown where if you get over when passing someone you start to slide off into the ditch. Bobby said he is aware some of the crowns are too high and those roads will be bladed to bring the crowns to the correct level including Willard Road. Bobby said when the crowns are done right it helps to stabilize the shoulders but it takes time as these roads have been torn up and built and need time to heal and get hard. He is hoping by the end of the summer that the shoulders will be hardened. Jule said she is concerned for the safety of the students in the buses when a bus driver meets a truck and has to pass them. Dirk said he didn't think the roads were bad before and would rather have the roads safe and flat rather than crowned to save on scoria. Bobby said crowning the roads is the best way to deal with road erosion and softness and said part of the problem has been with the roads not being graded uniformly. He is purchasing the AccuGrade program to ensure the grading is correct and uniform and hopes this will help with the problems people are having. Jule asked if the Road Department is aware of the potholes on Plevna Road North and Bobby said they are planning on taking care of those potholes this summer. Bobby asked the Committee to be patient as they continue to work on the roads. Jule asked if they could be notified when the roads are being worked on so she can let her bus drivers and parents know to be cautious on these roads. Dirk suggested letting the public know about the road improvements they are doing by putting an advertisement in the paper also.

2:30PM RIFLE RANGE UPDATES

Present: Mike Kirschten, Rifle Range Board Chairman

Tractor Shed- Mike has a spot picked for where he would like to put the Tractor Shed but isn't sure where the water lines are around that area. The Commission said Bobby Wiedmer, Road Foreman, is having a someone come down and "locate lines" for him. They suggested Mike call Bobby to see if the person can locate the lines at the Rifle Range while he is in town too.

Indoor Shooting Complex Ventilation System Fencing Quotes- The Commission received two quotes for the fencing. Gamut Construction quote was \$6,400 and Vennes Fencing Inc. was \$6,150 for the fencing. The Commission will review quotes and make a decision at a later date.

Indoor Shooting Complex Updates- Landscaping is completed. Richard Griffith said Melby's Seamless Gutters are installing gutters this week or next. Mike would like the seeding of the ground to happen after the gutters and fencing are installed so the seeding is as undisturbed as possible. Mike is going to talk to Lynda Herbst, Inside Building Maintenance Supervisor, about having her help him with purchasing cleaning supplies and first aid items for the complex. Mike is going to ask DuWayne Bohle, Special Projects Technician, about getting a desk and possibly some furniture for the lobby that has been slated for auction.

Indoor Shooting Complex Security- The Commission asked Mike to talk to Bill Kessinger or Don Dilworth, IT Tech, about what they want for camera placement at the complex.

National Rifle Association (NRA) Grants- The Rifle Range applied for \$27,000 worth of grants from the NRA and they only received \$5,400 from them. Mike said there was a lot of competition for those funds and that is the reason the funds they received were low. The Rifle Range will need to purchase additional items that they have money in their budget for. They received \$3498.19 from the Montana NRA for the purchase of 16 chairs and 6 tables. 32 additional chairs will need to be purchased as the Hunter's Safety classes at times are largely attended. They received \$1,930.62 from the North Dakota NRA for the purchase of bow racks and a 3D target

rack. Target butts will need to be purchased to hold the targets. The other items he would like to purchase is a Smart TV for classroom instruction, vacuum cleaner and paging system. The total for the additional items he would like to purchase is \$16,000 and he asked the Commission for permission to buy these items. The Commission will review these items and make a decision at a later date.

Rifle Range Budget for FY2015-16- Brenda Wood, Clerk & Recorder, is working with Mike in creating their budget for FY2015-16.

Rates & Fees- The Board set the rates and fees at their last board meeting. The Gate Fee is \$30 and Day Fee is \$5. Fees for the Indoor Shooting Complex will be a Family Membership at \$125 and an Individual Membership at \$85. The memberships allow the person to get half price on the lane fees which will be \$10/session for the pistol range and archery side. All people without a membership will pay \$20/session for the pistol range and archery side. The Board is going to have punch cards made for members to purchase also.

4:00PM COUNTY ATTORNEY UPDATES

Present: Darcy Wassman, County Attorney

Kramlick/Sparks Easement- Darcy is meeting with the landowners on Wednesday to sign the easements. Once this is done the Commission will be able to award the bid for the project.

Prince Company Lease- Darcy will put the land description in the lease and get it ready for the Commission to sign.

Fidelity Lease- Commissioner Baldwin has been trying to get a hold of Jason Bechtold to talk to him about the drafting of a lease between Fidelity and the County for the use of County land. He will go to the Fidelity office to see if he can reach him there.

Timber Creek Acres Subdivision- When the subdivision was initially set up Ping and Gloria Askin owned the land adjacent to the proposed subdivision. Their son, Jay Askin, now owns the land and he called Darcy saying he had not received notice that the subdivision was going to be developed. Darcy told Jay the Final Hearing for it is set for June 15th and advised him to call in to discuss his concerns during the meeting. Darcy isn't sure why he wasn't sent a notice as the process to inform adjacent landowners is the developer gives the County the list of adjacent landowners to send notices to and then the County mails out the notices.

NAPA Retaining Wall: Darcy reviewed the corrected bid award letter Brenda Wood, Clerk & Recorder, drafted to Diamond J Construction and said it looked good. Darcy will review the agreement for the project and let Brenda know when she can mail it to Diamond J Construction.

Splash Park Project: Darcy reviewed the bid award letter Brenda Wood, Clerk & Recorder, drafted to KO Construction LLC and said it looked good. Brenda will be mailing the award letter to KO Construction LLC this week.

Oil Tanker: Darcy said she isn't sure the County can legally donate the oil tanker to the City. She is going to do research on this and will get back to the Commission. She said if it can't be legally done it would make the motion they made earlier in the day invalid.

5:00PM RECESS

Commissioner Baldwin made the motion to recess. Being there no seconded motion, Commissioner Randash stepped down from being Chair and seconded the motion. 2 Ayes. 0 Nays. Motion carried unanimously.

WEDNESDAY, JUNE 10, 2015

10:00 AM RECONVENE

PRESENT William L. Randash, Chairman; Steve Baldwin, Member, Lani DeBuhr, Clerk

ABSENT Deb Ranum, Member

FALLON COUNTY COURTHOUSE

10:00AM CAPITAL IMPROVEMENT PROJECT (CIP) PLAN

Present: Jason Rittal, Eastern Plains Economic Development Corporation (EPEDC) Executive Director; Clayton Hornung, City of Baker Mayor; Brenda Wood, Clerk & Recorder; Debbie Wyrick, Deputy Clerk & Recorder

The Commission, Jason, Clayton, Brenda, and Debbie met to discuss the Capital Improvement Project Plan and make necessary changes.

Baker Rural Fire- Baker Rural Fire has not met with the Commission yet so no changes will be made to their Capital Improvement budget at this time.

Mill Levy Project Off-set- Brenda spoke to Selena Nelson, Fallon Medical Complex (FMC) CFO, about the FMC disbursement of the mill levy funds back to the County. Selena said the way it is reflected on the CIP Plan is good.

Senior Citizens- The County is paying for the Senior Citizen Building roof repair but does not own the building. Jason is concerned about the County paying for Capital Improvements when they don't own the building. At this time he suggested the County require the Senior Citizen Center to provide proof of insurance that shows the building and roof are insured.

Sheriff- The Sheriff asked for \$50,000 to be budgeted to replace Tim Grube's truck. He also asked for \$20,000 to be put towards video cameras for patrol cars.

10:30am- Nic Eisle, Undersheriff, joined the meeting as requested by the Commission.

Nic said the plan is to rotate trucks every 3 years or at 100,000 miles. Jason asked Nic if it would work for the rotation plan if a truck is replaced every other year and Nic said yes, that should work. \$50,000 was budgeted for FY2015-16 to replace Tim Grube's truck, another \$50,000 was budgeted for FY2017-18 and the cameras will not be put into the CIP plan as it is a smaller expense that can be purchased out of operating supplies.

Road- The following amounts were added to the Road budget for equipment purchases: \$50,000 in FY2015-16, \$100,000 in FY2016-17, \$235,000 in FY2017-18, \$35,000 in FY2018-19 and \$100,000 in FY2019-20.

Health Nurse- The Health Nurse requested \$5000 be budgeted for an audio machine and \$7500 for a vision machine.

Fair- The Fair Board requested \$300,000 be budgeted for the Lutheran Stand, \$40,000 be budgeted for a sweeper and \$70,000 be budgeted for emergency purposes. It has been decided the Lutheran Stand will be built as a standalone building and the cost will be approximately \$200,000 so the amount for the erection of that will be set at \$200,000. Courtney Dietz, Fair Board Member, provided a quote for a reconditioned sweeper that would work for the Fair. The cost is \$10,000 and this item was added to the Fair budget for FY2015-16. Jason suggested putting the \$70,000 in reserve if they need it but to not put it in the Capital Improvement plan since it isn't assigned for anything.

911- Chuck Lee received approval to transfer \$500,000 of grant funds to the general fund to offset Dispatch/Sheriff Remodel Project costs and \$100,000 be transferred to Dispatch to offset staff costs.

Cemetery- Land may be purchased from Rodney and Marilyn Askins that will need to be budgeted for.

Hospital- The budget will be reduced by \$225,000 for FY2015-16 as that amount is being used this year for the project.

Upper/Lower Lake- \$1,000,000 was added to budget years FY2016-17, FY2017-18, FY2018-19, FY2019-20 for lake improvements.

The next meeting set for Capital Improvement Project Plan discussion is Wednesday, July 1, 2015 from 10am to 12pm.

1:00PM- GUN RANGE WALK THROUGH

The Commission went to do a walk-through at the Gun Range with Richard Griffith.

2:00PM ADJOURN

Commissioner Baldwin made the motion to adjourn. Being there no seconded motion, Commissioner Randash stepped down from being Chair and seconded the motion. 2 Ayes. 0 Nays. Motion carried unanimously.

ADJOURN
s/William L. Randash, Chairman

MINUTE TAKER:
s/Lani J. DeBuhr, Clerk

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