

9:00AM CONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Member; Lani DeBuhr, Clerk

ABSENT: William L. Randash, Member

FALLON COUNTY COURTHOUSE

9:00AM 2016 HAIL DAMAGE TOUR

The Commission canceled their morning appointments to go view the hail damage to County property from the June 10, 2016 Storm.

11:30am- The Commission returned to the meeting.

11:30AM COMMISSION WORK SESSION

FAIRGROUNDS CONCESSION STANDS- The Commission reviewed and Commissioner Baldwin, as Chairman, signed the Agreement Form between Fallon County and Tooz Construction for the construction of the Fairgrounds Concession Stands.

FY2017 SALARY RESOLUTION- The Commission adopted and signed FY2017 Salary Resolution 2017-01 fixing the salaries of the elected officers for the FY2017.

FY2017 SALARY RESOLUTION-2017-01

WHEREAS, the provisions of Section 7-4-2501 through 7-4-2508 and other applicable provisions of the Montana Code Annotated mandate that the County Commissioners of their respective counties of the State of Montana, on or before August 1 of each year adopt a resolution fixing the salaries of the elected officers of the respective Counties for the ensuing year, according to law,

NOW THEREFORE IT IS HEREBY RESOLVED, the salaries of the officials of Fallon County, Montana for the 2015-2016 fiscal year is set in the following amounts:

1. **Clerk and Recorder/Election Administrator/Superintendent of Schools** of Fallon County, salaries are fixed at **\$63,585.60**
2. **Clerk of District Court; Treasurer/Assessor of Fallon County** salary is fixed at base salary of \$63,585.60 plus \$2,000.00 per MCA. Total- **\$65,585.60**
3. Fallon County **Sheriff/Coroner's** salary is fixed at (Sheriff) \$63,585.60 plus \$2,000.00 per MCA for a total of **\$65,585.60**. In which case the Sheriff is also the Coroner, such as it is in Fallon County, the Coroner is paid an additional **\$2,000.00** per year. Total Sheriff/Coroner - **\$67,585.60**.
4. The **Undersheriff's** salary is fixed at 95% of the Sheriff's Salary or the equivalent of **\$29.95 per hour**. In which case the **Undersheriff** is also appointed **Deputy Coroner**, they will be paid an additional **\$1,000.00 per year** for this position.
5. The **Deputy Sheriff** salary fixed at 90% of the Sheriff's Salary or the equivalent of **\$28.38 per hour**; Deputy Sheriff salary fixed at 85% of the Sheriff's Salary or the equivalent of **\$26.80 per hour**; Deputy Sheriff is appointed **Deputy Coroner**, they will be paid an additional **\$1,000.00 per year** for this position.
6. **County Commissioner** salaries fixed at base salary of \$63,585.60 plus \$2,000 per MCA. Total- **\$65,585.60**.
7. The **County Attorney's** annual salary shall be fixed at **\$92,933.00**. The Montana Department of Justice has certified their portion of the Salary in the amount of **\$40,205**. The Counties' Compensation Board has recommended the amount of **\$52,728.00**. Both amounts will be divided between Fallon and Carter County. The amounts shall be divided in the following manner:
Fallon County Portion (State): 2/3 of \$40,205.00 or **\$26,803.00**; **(County):** 2/3 of \$52,728.00 or **\$35,152.00** for a Fallon County total of **\$61,955.00**.
Carter County Portion (State): 1/3 of \$40,205.00 or **\$13,402.00** **(County):** 1/3 of \$52,728.00 or **\$17,576.00** for a Carter County total of **\$30,978.00**
8. The salary of the **Justice of the Peace** is fixed at base salary based on (780 Hours) of \$23,844.60 plus additional prorated amount at (780 Hours) of \$748.80 per MCA. Total- **\$24,593.40**.

9. The Public Administrator has no salary.

10. IT IS FURTHER HEREBY RESOLVED, that each deputy to an elected official, other than the Sheriff, shall receive a salary of up to ninety (90%) of the Clerk and Recorder base salary. The Undersheriff shall receive (95%) and the Deputy Sheriff rate is (85%-90%) of the Sheriff.

BE IT FURTHER RESOLVED that such salaries shall be effective for the period of time from July 1, 2016, through June 30, 2017 inclusive.

Dated this 11th day of July, 2016.



ATTEST:

Brenda J. Wood, Clerk and Recorder

Steve Baldwin, Chairperson

Deb Ranum, Commissioner

William L. Randash, Commissioner

HEALTH BOARD DOCUMENTS- The Commission reviewed and Commissioner Baldwin, as Chairman, signed the Health Board's Transport Plan Checklist and Communicable Disease Reporting Protocol.

BOARD AGENDAS/MINUTES- The Commission reviewed Board Agendas and Minutes.

REVENUES- The Commission reviewed revenues received during the week.

DEPARTMENT REPORTS/NOTICES- The Commission reviewed Department Reports, Newsletters and Notices.

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

11:45AM PUBLIC COMMENT

Mike Kirschten joined the meeting for Public Comment. Mike said he filed for an extension with Fish, Wildlife and Parks to allow him more time to gather the invoices and documentation for the Rifle Range bathrooms and sidewalks that were paid for by grant funds. Mike told the Commission he hasn't heard back from them regarding the Landfill Operator wage discussion they had a while ago and asked the Commission if they had made a decision. The Commission said they can't discuss this right now as it isn't on the agenda and asked Mike to schedule an appointment next week to talk about it further. Commissioner Ranum asked Mike what type of wage he wanted if he was given one and Mike said an equipment operator's wage. Mike told the Commission he will not back down from the wage issue.

12:00PM NOON RECESS

Commissioner Ranum made the motion to take a noon recess. Being there was no second, Commissioner Baldwin seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

1:15PM RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Member; Lani DeBuhr, Clerk

ABSENT: William L. Randash, Member

FALLON COUNTY COURTHOUSE

1:15PM BAKER CORRIDOR STUDY DISCUSSION

Chuck Lee was not available to meet, therefore the meeting was canceled.

1:45PM OVERTIME ON TIMESHEETS DISCUSSION AND STAFF NURSE

Present: Julie Straub, Human Resource Manager; Kim Cuppy, Health Nurse

Kim Cuppy told the Commission they only had one person apply for the nursing position and after interviewing the candidate she would like to recruit for the position again. Kim said there was an applicant who

withdrew her application due to the pay so she would like to discuss increasing the wage to attract more applicants. Kim said she also spoke with other nurses who were interested in the position but said they couldn't take a big pay cut so didn't apply. Kim said when she set the wage at \$18.50/hr she wasn't aware the Clinic Nurses were given a \$2/hr pay increase making their starting wage \$24/hr. Kim said one of the reasons she set the pay at a lower rate was because the position only required an LPN license but since no LPNs applied the demand may not be very high. Kim suggested starting the wage at \$21.50 with step increases. Commissioner Ranum recommended starting the position out at \$20/hr, with an increase to \$21 at 6 months and \$22 at one year. Kim said \$21/hr would be more appealing but thinks the \$21.50/hr is warranted as it is an important position that will work independently the majority of the time. Julie Straub said this position will also be taking over the school nurse duties Kim did last year. Julie said Kim opted to give these duties to the person they hire and agreed to have her stipend paid to the County rather than to her and these additional funds will help pay for the wage increase. The Commission agreed and gave approval to set the wage at \$21.50/hour.

2:00pm- Kim Cuppy left the meeting.

OVERTIME DISCUSSION- Julie asked the Commission if they would send a memo out to employees asking them to write down the reason they worked overtime on their timesheets. Julie said this helps with accountability, tracking and further recruitments. The Commission agreed and will send out a memo.

2:05pm- Julie Straub left the meeting.

2:05PM 2017 PLANNING DEPARTMENT FEE SCHEDULE ADOPTION

Present: Mary Grube, Planner Administrative Assistant

Mary Grube said Forrest Sanderson reviewed and compared the planning fees for the following Counties: Musselshell, Dawson, Richland and Fallon to assist him in determining appropriate planning fees for Fallon County. Mary Grube said the Planning Fees needed to be adjusted because they have been dipping into the General Fund to provide these services where they were intended to be self-sustaining services. Mary said the Subsequent Minor Subdivision fee has been included in the Planning Fees as it expedites the process of a Minor Subdivision and asked the Commission if they would like to include it in the Regulations and the Commission said yes. Mary said the expedited review on a Minor Subdivision they discussed last week isn't in the regulations and could be added as well.

Commissioner Ranum made the motion to adopt the 2017 Planning Department Fee Schedule.

Commissioner Baldwin asked for further discussion and there was none. Being there was no second, Commissioner Baldwin seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

2:30pm- Mary Grube left the meeting.

2:30PM COUNTY ATTORNEY BUDGET REVIEW AND UPDATES

Present: Darcy Wassmann, County Attorney

The Commission and Darcy Wassmann reviewed her FY2016-17 Budget for the County Attorney Department. Darcy did not have any capital expenditure requests this year. Darcy requested a \$70.36 increase in her monthly operating stipend for increase costs. The Commission approved her operating stipend to be increased by \$70.36.

Darcy gave the Commission updates on the County cases she has been working on.

2:50pm- Darcy Wassmann left the meeting.

3:00PM MUSEUM BUDGET REVIEW AND UPDATES

Present: Karen Banister, Museum Curator

The Commission and Karen Banister reviewed her FY2016-17 Budget for the Museum. Karen did not have any capital expenditure requests this year. Karen told the Commission she presented the budget to the Museum Board with all expense items being reduced due to the decreased revenues but the Board said they wanted all accounts to be set at what they have been in the past and to not reduce them. The Commission asked Karen if her operating supplies and purchased services accounts could be reduced and Karen said yes. Karen said the Museum Board discussed putting heat into the metal building so it could be open year round but Lane Straub said it would be very expensive, especially since all of the items would need to be removed to do the work. Karen said she is going to talk to her Board about this more and see if there is another way they can accomplish this without it being so costly. Karen said she would like to close off the north side of the Museum's entry way to make it into a doll room and gave the Commission two quotes for the work to be done. Karen said that area isn't being used right now and is right next to the toy room so a doll room in that area would be ideal and the Commission agreed. The Commission and Karen reviewed the balance of donations received from the public over the years and the Commission asked if these funds could be used to convert the north entry into the doll room and Karen said yes. The Commission and Karen discussed replacing the ramp to the Museum when the sidewalks and curb/gutters around the Courthouse are done.

Karen gave updates on the activities she has planned at the Museum.

3:20pm- Karen Banister left the meeting.

3:30PM LIBRARY BUDGET REVIEW & UPDATES

Present: Stacey Moore, Library Director

The Commission and Stacey Moore reviewed her FY2016-17 Budget for the Library. Stacey did not have any capital expenditure requests this year. The other budget items were 24% less than last year's budget and the Commission did not make any recommendations at this time.

3:45pm- Commissioner Baldwin excused himself from the meeting.

Stacey told Commissioner Ranum the money from the coal severance will no longer be available to fund the EBSCO library catalog and she is planning on trying to cost share it with other libraries since it is expensive. Stacey gave updates on the activities in the Library.

4:00pm- Stacey Moore left the meeting.

4:00PM PRE-FEMA PRELIMINARY DISASTER ASSESSMENT MEETING

Present: Jason Rittal, County Development Advisor; Mary Grube, Planner Administrative Assistant; Chuck Lee, 911/DES Coordinator; Rich Menger, Sanitarian

Commissioner Ranum and all present met to review the information Jason Rittal and Chuck Lee gathered or created to present to the FEMA team tomorrow during the Preliminary Disaster Assessment Meeting. The specific items reviewed were: Commission's Declaration of Disaster; expense report for all tornado clean-up expenses; list of property that was damaged and not insured; employee payroll report for overtime accrued due to the tornado clean-up; photos of damages; letter from EMC stating the Baker Lake did not have insurance coverage; Preliminary Clean-Up Plan drafted by Brosz Engineering; Baker Lake water test results; letters from Army Corps of Engineers and Fish, Wildlife and Parks regarding the Baker Lake; list of lost items that need to be replaced; report of road damage repair and electrical repair expenses. Chuck said the total of man hours and equipment was \$169,285 which the City of Baker will be able to use for soft-match purposes.

4:30pm- Rich Menger, Chuck Lee, Jason Rittal and Mary Grube left the meeting.

4:30PM EVENING RECESS

Commissioner Ranum made the decision to recess for the evening.

TUESDAY, JULY 12, 2016

9:00AM RECONVENE

**PRESENT: Steve Baldwin, Chairman; Deb Ranum, William L. Randash, Members; Lani DeBuhr, Clerk
FALLON COUNTY COURTHOUSE**

8:00AM FEMA-PRELIMINARY DISASTER ASSESSMENT (PDA) MEETING

The Commission attended the FEMA Preliminary Disaster Assessment Meeting. All materials were presented to the FEMA team and the FEMA team toured the tornado disaster site and Baker Lake. The FEMA team said they will meet again at 1pm after they complete their assessment of the damages and to discuss their recommendations.

1:00PM FEMA- PRELIMINARY DISASTER ASSESSMENT FOLLOW UP MEETING

**Present: FEMA Team: Charles M. Baird, Laurie Hassell, David Lucas, Mark Shugart, Martin Thomson, Tom Barnard; Kent Atwood, MT-DES; Tim Thennis, MT-DES; Sage Joyce, Army Corps of Engineers; Chuck Lee, DES/911 Coordinator; Jason Rittal, County Development Advisor; Rich Menger, Sanitarian; Clayton Hornung, City of Baker Mayor; Darcy Wassmann, County Attorney; Mary Grube, Planner Administrative Assistant; Luke Holestine, City of Baker Public Works Employee
Present via Conference Call: Monica Heimdal, EPA**

The Commission and all present met to discuss the FEMA team's Preliminary Disaster Assessment (PDA) and recommendations. The points of discussion were:

- The focus of the PDA is to determine the best method and associated costs to remove the major debris from Baker Lake. Major debris is debris that is visible and can be easily seen.
- The PDA needs to present the "hard damage" with reasonable associated costs in order to qualify for a Presidential Declaration that will lead to financial assistance. The debris and

removal of debris needs to be quantifiable and justified when it is presented. The amount of small debris in the silt bottom of Baker Lake is not easily known and quantifiable and therefore will be excluded from the PDA.

- The threshold for financial assistance in removing the major debris is \$1.4 million.
- The PDA needs to be completed and a plan in place within 30 days of event. Additional items can be added to the plan after the PDA is completed but they would be considered “alternative” items and an “expansion” of the plan.
- The PDA and the County’s Restoration Plan submitted to EPA must remain separate and cannot overlap.
- The main area where large debris is located is in the Northeast portion of Baker Lake also known as the cove by Iron Horse Park and because of this it will be the focus of the PDA and the major debris removal plan.
- FEMA recommended Baker Lake be pumped down to where the major debris in the cove can be retrieved and put in a staging area. This area is expected to be 5 feet deep. After this stage of the clean-up is complete the County can choose to continue pumping the Lake to remove the smaller debris that isn’t seen but this would be considered an improvement and not included in the PDA.
- The water from the Baker Lake would be pumped into the Upper Baker Lake. If a flood or natural disaster occurred in which the Upper Baker Lake was needed for water run-off the water could be pumped back into Baker Lake until the Upper Baker Lake could be used again for that purpose.
- An access point to the Lake for debris removal was discussed and building a temporary ramp in the cove to remove debris was favored due to its proximity to the majority of the debris. There was an objection of this access point being too close to Iron Horse Park and affecting those coming in and out of the park but since it is the closest point to the debris it was favored. The cove has a small area of existing wetlands that could be returned to its original condition for EPA and Army Corps of Engineers purposes.
- A staging area for debris needs to be in place before debris is removed. The debris needs to be inventoried. The focus needs to be on the tonnage of debris removed, not the sediment.
- The staging area for debris was discussed and these options were given: 6th Street by the cove, undeveloped land nearby and a parking lot. There was objection to 6th Street being used as it is too close to neighborhoods and may be a hazard to those who live in the area. There was concern about finding a large enough section of undeveloped land that is close to the Lake for the debris to be placed. If undeveloped land was used for staging it would have to be surveyed prior to it being used. The staging area also cannot be on undisturbed land due to historical regulations and it cannot be in a floodplain area. Staging the debris in a parking lot was the favored option but finding a parking lot big enough and close to the Lake was a concern.
- An area will be needed for the silt to sit and dry out before either being taken to the Landfill or distributed to other parts of the County. The south side of the Upper Baker Lake was suggested for this. Only hazardous sediment would need to be taken to the Landfill, the rest could be filtered and used in other areas.
- The method used to remove debris will dictate the types of permits that will be needed.
- Fish, Wildlife and Parks have recently determined the type and amount of fish in the Lake and are not concerned with saving the fish when the Lake is drained.

2:30pm- The Commission left the meeting and returned to their office.

2:30PM ADJOURN

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

ADJOURN
s/Steve Baldwin, Chair

MINUTE TAKER:
s/Lani J. DeBuhr, Clerk

ATTEST:

s/Brenda J. Wood, Clerk and Recorder