

MONDAY, DECEMBER 3, 2018

9:00 AM CONVENE

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

ABSENT: Steve Baldwin, Chairman – MACo Conference in Helena MT

FALLON COUNTY COURTHOUSE

CLAIMS APPROVAL

The Commission reviewed and approved the November End of the Month Claims in the amount of \$1,425,681.96 and they are filed in the Clerk and Recorder's Office.

10:00 AM Commissioner Rost made the motion to recess for the day. 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.

TUESDAY, DECEMBER 4, 2018

9:30 AM CONVENE

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

ABSENT: Steve Baldwin, Chairman –MACo Conference in Helena MT

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

9:30 AM Carl Overland, Shooting Range Attendant joined the meeting.

Gate for Gun Range- Dakota Fence didn't charge to move the arm for the gate for the Gun Range. It has been installed and is now completed. The final price has come in, which will be completely covered by the grant. Codes for the gate will be given out soon to the individual members so nobody is locked out. Codes were discussed for each entity, including 911 emergency services and the Sheriff's Department. Updates continued on the usage of the Gun Range. Carl will need to talk to Debbie Wyrick about insuring the gate through Fallon County in case of any damage that may occur. Carl informed the Commission of the cost to use the Gun Range, including the differences between individual or family memberships. Hunters and more out of town people have been involved in the Range.

9:54 AM Carl left the meeting.

9:56 AM Alba Higgins, Shop Foreman; Mitch Overn, Mechanic; Bobby Wiedmer, Road Supervisor joined the meeting.

Upper Lake Gate- Mitch went and looked at the gate at the Upper Lake. There are repairs that are needing done as some parts were not made of stainless steel, causing them to rust out. They will need to wait until it freezes before being able to get to it. Before anything can be tested, it will need to be fixed. The gate is supposed to stay open, according to the NRCS, until March when it will be closed. Discussion of the functions of the gate and how it will be a flood control.

Landfill Loader Specs- The specs have been worked on for the Landfill Loader and will be ready in the next few weeks. A lengthy discussion took place on what the trade-ins will include. The trade doesn't need to be too constrictive in case of missing out on some bids. The old compactor will be traded as is. The Commission would like to see what the cost of the old compactor may sell for to see what it may be worth.

10:33 AM Mitch left the meeting.

10:40 AM Rich Menger, Sanitarian joined the meeting.

10:43 AM Alba and Bobby left the meeting.

10:45 AM Shannon Hewson, Rylan Limesand, Brosz Engineering; Mathew Rugg, Fish, Wildlife and Parks joined the meeting via conference call.

Fish for Baker Lake- Discussion was held regarding the fish for Baker Lake. The Commission and Shannon would like to hold one more public input meeting to get the communities opinions. They will need to discuss more of what the meeting would entail. Rich asked about the warm water species and if they are all fingerling sizes. Matt explained that some are, some are not, depending on what is chosen. It would make sense to put the fish in during the spring for the Lake to be used this upcoming summer. Rainbow Trout grow incredibly fast which would provide great fishing opportunity to Baker Lake. Discussion on the fish that would go along with the Rainbow Trout, as the Commission is planning on adding them in. Matt explained that he would prefer to put in a fewer amount of species, in case of slow growth or problems that would arise. The more variables make it hard to determine the problem. He would prefer to start with a small number and get a handle on that

before adding in more species to the equation. Fish, Wildlife and Parks would be more than happy to watch what is going on with the fish species and report back annually with the results of which fish are adapting better.

10:45 AM Mike Backes, Fish Wildlife and Parks joined the meeting via conference call.

Public Meeting- Discussion on making the decision for the choices of fish at the public input meeting, which will be held December 17th at 6 PM. Fish, Wildlife and Parks will need to know the decision as soon as possible. Rich would like to see walleye or bass, as well as some channel cats. Matt and Mike will try to be here for the meeting as well. The question was asked what the Lake fishing will be targeted for, whether it be children or experienced fisherman. Different stocking options were discussed.

11:14 AM Shannon, Mathew and Mike hung up the phone; therefore, leaving the meeting.

Commissioner Rost made the motion to table the Interlocal Agreement for the City and County Equipment Usage and the Memorandum of Understanding for the Implantation of the Fallon County Lakeshore Protection Regulations to Thursday, at 11:00 AM. 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.

11:28 AM Rich left the meeting.

MINUTES APPROVAL FOR WEEK OF NOVEMBER 26-30, 2018

Commissioner Rost made the motion to approve the minutes from November 26-30, 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.

CLOSED MINUTES APPROVAL FOR NOVEMBER 26, 2018

Commissioner Rost made the motion to accept the closed minutes from November 26, 2018 as presented.

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.

11:46 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 DuCharme, Recording Clerk/Secretary

ABSENT: Steve Baldwin, Chairman – MACo Conference in Helena MT

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

COMMISSION WORK SESSION

Commission reviewed Revenues, E-mails/Letters, Reports, Board Minutes and Agendas.

2:00 PM Debbie Wyrick, Alba Higgins, Margie Losing; Members of the Health Insurance Committee joined the meeting.

Health Insurance Appeal- Debbie wanted to inform the Commission and the committee that there is currently a second level appeal going on for an insurance claim that was sent to EBMS. An employee appealed the claim after EBMS denied it. EBMS denied it because it was claimed to be experimental. A third party is reviewing it for the second appeal. If the third party agrees that it was experimental, the employee can go through the Commission and ask to have it paid by the County. They are still waiting to hear back on the review. The Commission and the committee can then decide if the County will pay for it or not depending on the information they receive.

2:10 PM Debbie, Alba and Margie left the meeting.

TIME SHEET REVIEW

Commissioners reviewed and approved November 2018 time sheets, payroll & withholdings in the amount of \$478,069.91 and they are filed in the Clerk and Recorder's Office.

3:09 PM Commissioner Rost made the motion to recess for the evening. 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.

EVENING RECESS

WEDNESDAY, DECEMBER 5, 2018

9:30 AM RECONVENE

PRESENT: Deb Ranum, Roy Rost, Members; Kimberly Jensen, Clerk

ABSENT: Steve Baldwin, Chairman – MACo Conference in Helena MT

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:56 AM JoDee Pratt, City Mayor joined the meeting.

City Parks Inventory list JoDee gave Commission the City Parks inventory list. Discussion on what the City would like to possibly keep for their City Crew. There is a Toro Workman on the list and they are not sure where it is located. JoDee will do some research as to if it went to a different department to use or went to Auction.

Christmas Tree is going up today in the City Park, a new one will be placed in the cement spot every year, JoDee is very excited for this. JoDee questioned Lakeshore regulations, Commissioner Baldwin will be back tomorrow to move forward and sign.

Discussion on status of Interlocal agreement between City and County, Commission Baldwin will be back tomorrow to move forward on this agreement.

Tank Hill Various discussion on Tank Hill. Tank Hill will not be part of the lease if we did a lease between City and County. There may be various Grants available for this project. There has been discussion with Shannon, Brosz Engineering on Tank Hill, no decisions have been made. JoDee has visited with Beth Epley with EPEDC and Girl Scouts on the Tank Hill project. This is not a necessity but would be a nice improvement. JoDee would like there to be no motorized vehicles, a community garden, accessible water, dog park and paths mowed for utilization.

Job Openings Commissioner Rost asked if the open City Crew spot has been filled. There has been an application, no one has been hired yet. The City is hiring in the Police Department as well.

10:02 AM Shannon Hewson, Brosz Engineering joined the meeting.

10:27 AM JoDee left the meeting.

Baker Lake Hauling of sand has started today, starting at Iron Horse Park. Shannon passed out an updated map of Baker Lake, and Lake Area comparisons sheets showing comparisons of lake area depth and usable area when full between pre-construction 2017 and post-construction 2018. Discussion on Baker Lake Map to include GPS coordinates of the Lake, various depths of Baker Lake, and latitude and longitude of Rock Piles in Baker Lake. Also discussed including a brief simple history of the Lake on the map, this will also be included on Shannon's slideshow presentation. Discussion on fish species and stock. Wyrick Construction still has some work going on, finish grading sand on beaches, just finished setting the picnic shelter, clean out of MDT 36" culvert for drainage and removal of concrete on existing boat ramp.

Commissioner Rost made the motion for approval of Western Municipal Final Pay Ap 14 of \$861,196.48.

Commissioner Ranum called for discussion.

How much more cost will be put into the Lake and Wetlands? Discussion on additional costs, and remainders.

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.

Parkview Shannon visited with Neil Moore at Baker Metal, Baker Metal is making the grates for Parkview Retirement Complex. Various discussion on Parkview.

Handrails TK Steel out of Miles City said it should be the end of the month when they install the rails at NE side of 1st Street Box Culvert and Parkview Apartment Complex. The prep of the rails will be done in their shop, and painting of them to be completed in the spring when the temperature is warmer.

Plevna North Bridge Discussion on Plevna North Bridge. Hydrology is in the process of being completed and are ready to start getting permitting put together.
Discussion on next bridge projects.

11:38 AM Shannon left the meeting.

11:38 AM Curt Wyss, Olness & Associates joined the meeting.

Audit Fiscal Year 2017/2018 is completed. Curt gave Commission copies of Audit Findings, informed Commission that they will be around for the rest of today to answer questions.

11:44 AM Commissioner Rost left the meeting.

Discussion on Fiscal year 2017/2018 Audit.

11:48 AM Commissioner Rost joined the meeting.

Continued discussion of Fiscal year 2017/2018 Audit.

11:51 AM Curt left the meeting.

12:00 PM 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; Kimberly Jensen, Clerk

ABSENT: Steve Baldwin, Chairman – MACo Conference in Helena MT

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:26 PM Mary Grube, Administrative Planning Assistant joined the meeting.

Upper Dam Still need joint agreement, once Mary gets a draft, she will put the operations manual together and send the draft of it out. Gate needs to be repaired so it will work the way it is intended to. She had visited with Shannon about it. Discussion on the procedure of getting it repaired.

Emergency Action Plan NRCS sent engineers over to take elevations for Emergency Action Plan. The City received a Grant for updates to Emergency Action Plan. They will come back to get better elevations when there is water in the reservoir, and will hold an Officials meeting in the spring to go over plan before it is updated. Mary will be in contact with everyone regarding this.

Planning Website Mary has been working with Dustan to make sure everything is online and up to date for regulations for Planning Department, on new updated County website. Mary mentioned having a City of Baker and Town of Plevna tab on our new website, linking them to their websites. Commissioner Rost said he would mention this to Dustan.

City of Baker Planning Grant Discussion on an opportunity to submit a planning Grant for the City of Baker. More discussion of the Grant will be on the City of Baker's agenda tonight.

Baker Metal LOMR application is in the Planning Department office for public to view. Mary was unable to make the Parks Plan available to SMART as requested as it has gone missing from her vault. The Fire Hall plan is unable to be located as well, but Mary was able to obtain some supporting documents from Sam Johnson, in which Shannon was able to submit to FEMA. Mary had questioned Mike Madler if he had come across it. He said he remembered seeing them but is unclear where it would be.

Lakeshore regulations City of Baker agreed to a Mutual Agreement of Understanding for the Lakeshore regulations, it is being looked over by Darcy Wassmann, County Attorney, at this time. Would like to make progress on this so we are up to date with these regulations

Subdivisions the Malcom Johnson subdivision has expired, per regulations and State Statue, the preapplication must be submitted again. Notification has been sent. Discussion on various subdivisions and their status.

Planning Board Lisa Espeland's and Randy Hoenke's terms expired on November 30th. Lisa declined from serving on the Planning Board for another term, her spot will be vacant and available to fill. Mary will be putting an advertisement in the Fallon County Times. Randy has not responded as to if he would like to stay on the Planning Board another term.

Vision Meetings Shanny with SMART is starting new vision meetings for the community to attend.

Mary informed Commission that Forrest will not be down in January, as there is nothing on the agenda. They are still in consideration about what to do about the land use regulations. Mary also wanted Commission to know that she will be serving on the Daycare committee for Port Authority. Mary has started a "Plan on It" spot in the Fallon County Times to educate the public. She will be putting a variety of things in the paper surrounding planning in the City of Baker, Town of Plevna and Fallon County. Mary has emailed Shannon pertaining to permits for Wetlands Mitigation joint application for the Planning Office. She is looking for weekly updates for their records, and anything from the FAA. Commission will follow up with Shannon on this subject.

2:00 PM David Espeland, FMC CEO; Chad Sutter, SDI Architects joined the meeting.

2:02 PM Mary left the meeting.

Passed out plans from February 2018 for Park View 1 Apartment Renovation.

Parkview 1 renovations on the patio, water builds up faster than the water drainage system can take. Main sunroom has previously received water damage. Apt 101 living room and west half of sunroom's plywood flooring is coming apart from water damage. They are planning to cut those areas out and apply new plywood. Framing all appears to be good shape currently. This water damage is all old water damage, they haven't had any new water damage since there were repairs made to the exterior concrete. However, there is still water coming into the south stairwell.

2:06 PM Shannon Hewson, Brosz Engineering joined the meeting.

There are some horizontal cracks appearing in the foundation behind the electrical room. There hasn't been any water in the basement spaces, however some cracks in the electrical room have some slight weeping. Discussion on epoxying the cracks, installing a trench drain system on the East side of the lobby entrance that would drain into current Park View 2 drainage system. Addition of heat tape to prevent from freeze ups since they have had really good luck with heat tape. They are hoping to add more lighting in the basement, as there are no emergency lights. Therefore, when the electric goes out there is no lighting. They would like to add more over head lights and change current lights over to LEDs. Park View 1 has no generator for power outages. Park view 2 common areas and Public Health are on a generator. The residents receive a warning phone call that a power outage is going to happen; as long as the proper notifying people are notified that there will be a power outage. Park View 1 is not currently wired properly for setting up with a generator. Discussion on generator that runs Park View 2 and possibilities of setting up Park View 1 with a generator. Suspended ceilings have gotten really beat up and have lots of staining, therefore they would like to remove the suspended ceilings and replace. Floor work upstairs, once repaired they will lay new flooring. They would like to use LVT Sheet vinyl in laundry room and bathrooms. In the basement they would like to resize some existing duct work, what is currently there is too small and not efficient for the size of the building. Air handler and the outside air-cooled condenser will be replaced. They are not designed for the size of the building and are inadequate as well. Installation of a new fire alarm system that will allow maintenance at hospital to view a panel showing the location of the fire, this will prevent guess work and save time for fire fighters. It would also include lights and strobes in addition to sound to function for sight and hearing impaired. The new fire alarm system would be approximately \$2.15/sq. foot just under \$38,000.00, quote from February 2018. Discussion on current door call system verses installing a new system. Would like to install a different type of Air Conditioning systems for apartments, in main living space and sized for the size of their apartments. This was all included on the plans from last year that were passed out at the beginning of the meeting.

3:00 PM Shannon left the meeting.

New discussion on replacing all copper lines with PEX lines in Park View 1 due to corrosion and leaks that have started to appear. This is not something that has been considered in original plans. There is a chance while making this change that you could possibly run into having to replace fixtures as well due to corrosion in the system.

Estimates for Park View 1 remodel from February 2018

Mechanical electrical (fire alarm, intercom, lighting, HVAC) \$310,000 approximately

Architectural \$246,000 approximately

Total of \$556,000 approximately

Keep in mind prices have increased since then (approximately 3% increase). This is not including changing the copper line to PEX line.

3:32 PM David and Chad left the meeting.

Commission signed Damage Payment Receipt for Denbury Onshore LLC ("Denbury")

3:33 PM Commissioner Rost made the motion to recess for the evening. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin) The motion carried unanimously.

EVENING RECESS

The City Council meeting occurred at 7:00 PM at the Fallon County Courthouse.

THURSDAY, DECEMBER 6, 2018

9:30 AM RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Kimberly Jensen, Clerk

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

10:00 AM FMC Updates meeting was canceled

10:00 AM Commission work session

1. Discussion on investing from Fiscal Year 2017/2018 Audit findings, and Commissioner Baldwin's attending of MACo.
2. Signed and approved Change Order 5 for the Western Municipal Final Pay Ap 14
3. Signed Easement Agreement for Gary Cameron and The Glen T. & Marilyn K. Cameron Joint Revocable Trust.
4. Signed Rental Agreement for new resident at Parkview Retirement Complex

11:00 AM Tabled from December 4th

11:05 AM Commissioner Rost motioned to take the Interlocal Agreement for the City and County Equipment Usage and the Memorandum of Understanding for the Implementation of the Fallon County Lakeshore Protection Regulations off of table. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried.

11:06 AM Commissioner Rost motioned to accept motion to accept the Interlocal Agreement for the City and County Equipment Usage and the Memorandum of Understanding for the Implementation of the Fallon County Lakeshore Protection Regulations. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried.

Commissioner Rost motioned to accept the Interlocal Agreement for the City and County Equipment Usage. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion.

Commissioner Ranum would rather send equipment with the assigned operators of the equipment, due to those individuals having the most knowledge of equipment. Discussion on the liabilities of doing this. Commissioner Rost would like to change the agreement entered date on page one to today's date and the effective dates on page 3 to be effective from January 1st 2019 to December 31st, 2019.

Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried.

11:16 AM Commissioner Ranum made the motion to recess for the evening. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

The Chamber Meeting occurred at 12:00 PM at Thee Garage. The Fallon County/City Christmas Party was held on Friday, December 7th at 6:00 PM at Thee Garage as well.

ADJOURN
s/Steve Baldwin, Chairman

MINUTE TAKER:
s/Kelsey DuCharme, Recording Secretary/ Clerk

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