

9:30 AM CONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

No one appeared for public comment.

9:44 AM Jason Rittal, County Development Advisor joined the meeting.

Oil and Gas Revenues- Quarterly reports on the oil and gas revenues were given to Commission, as well as compared to previous years. The numbers seem to be right on track for where Jason was expecting.

Window Project- Received a proposal from JGA. Jason described the different windows that will be getting replaced. The cost estimate is \$230,000.

10:02 AM Commissioner Ranum made the motion to accept JGA's proposal for the window project. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Art Sculpture- Discussed the art sculpture that the high school has been working on, and the potential areas the sculpture could be placed. It will be in remembrance of the effects of the tornado. Jason will keep in touch with the high school and update Commission with any details.

Repairs- Received one quote on the AC unit in the ambulance building, and are still waiting on another quote. The furnace is also due to be replaced. Discussed more issues with the hail damage punch list; as there are a few items remaining. The pay estimate will need to be on the next claim run.

Land Sale- Jason will start drafting the land sale agreement and get it to Commission. This will be reviewed more in depth later on this week.

10:21 AM Shannon Hewson, Brosz Engineering joined the meeting.

Discussed the length of time a land appraisal is valid. Jason will check with the appraiser and Darcy Wassmann, County Attorney to get an answer.

Sidewalks at Parkview- The sidewalks to the entrance of Parkview are in need of repairs. Shannon will look at the sidewalks and get a rough estimate for the costs, and Jason will get it drawn up to be sent to Commission. It would be in the budget.

Baker Lake- Commissioner Ranum would like the Commission to reconsider taking the additional muck out of the lake for \$200,000. Western Municipal will not move that price, but Commissioner Ranum believes that there's only one chance to get it right. The Commission will discuss further, because they do understand where Commissioner Ranum is coming from. Jason and Shannon informed the Commission of the pros and the cons to the additional project. The depths of the lake will still be what they were planned to be at the beginning of the project. It would be deeper if the additional muck was removed, but if it were to be left alone; it will still be deep enough to boat and for fish to live comfortably. The area will not be able to be seen after the lake fills up with water. The main con would be the cost. The public perception would also be a factor, because it will be noticeable until the lake fills up. This decision will need to be made as soon as possible. The main reasons for having the lake 10 feet deep all around would be for the boating and fish aspect, which will be available even if the muck was still in the lake.

Wetlands- The wetlands in the lake will be built with material from the lake. Shannon had an idea and asked if they could possibly do a change order; take out the additional muck material and use it for the wetlands. This would save money because they wouldn't be hauling the additional muck out to the landfill. It would not affect FEMA. No excavation or dirt work outside of the lake would be included in this change order. Western will be in town tomorrow and Shannon and Jason will speak with them to see if this could be a possibility. Commission agrees to speak to Western Municipal before making a decision.

Pay Application 4- Pay Application 4 was given to Commission. This will be allowing the Schedule 1 completion date to be March 3, 2018. It is an extension to completion deadline for Schedule 1 as the combined Schedule 1 and 2 cubic yardage of material haul is greater than Schedule 1 quantity. Total project completion is at 50%.

11:04 AM Commissioner Rost made the motion to accept the Section 00941 Change Order. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:10 AM Commissioner Ranum made the motion to accept the Application for Payment #4 on the Lake Project. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Progress Report- Shannon delivered Progress Report #4. It included that approximately 70% of the debris laden material has been removed and stockpiled. The disposal area is approximately 70% full and discussion of opening the secondary site has begun.

Extending Work Hours- No other negative comments have been made to Shannon about the extension of lake work hours. The deadline for these responses from homeowners is February 9th. The Lake Board is meeting tonight at the Courthouse, and Shannon will be there as well.

11:24 AM Jason and Shannon left the meeting.

11:32 AM MINUTES APPROVAL FOR WEEK OF JANUARY 29-FEBRUARY 2, 2018

Commissioner Ranum made the motion to approve the Commission Minutes for the week of January 29, 2018 with corrections. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:42 AM Julie Straub, HRM joined the meeting.

11:43 AM Carla Brown, Council on Aging Coordinator joined the meeting.

Obtain Approval for Additional Duties for Bus Drivers-Carla would like to make changes to bus driver duties, as the drivers have been doing odds and ends for different clients. If drivers are not physically driving, they have nothing to do; and in turn they have started to do errands for people in need. She would like to officially change the job description to include this. The driving of passengers would still be the first priority. Commission discussed if there would be any liabilities incorporated with this. These tasks would be pre-approved by Carla. Commission agrees to include this to the job description.

11:50 AM Julie and Carla left the meeting.

11:50 AM Commissioner Rost made the motion to take a noon recess. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

1:15 PM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

No one appeared for public comment.

1:30 PM CLAIMS APPROVAL

The Commission reviewed and approved the End of the Month Claims in the amount of \$323,367.23 and they are filed in the Clerk and Recorder's Office.

3:00 PM TIME SHEET REVIEW

Commissioners reviewed and approved January 2018 time sheets, payroll & withholdings in the amount of \$532,173.66 and they are filed in the Clerk and Recorder's Office.

3:20 PM Dale Butori, Weed Control Coordinator joined the meeting.

3:27 PM Julie Straub, HRM joined the meeting.

3:39 PM Trenton Harbaugh, Sheriff joined the meeting.

Safety Meeting Training- A safety meeting training will be held the 20th of February for Court House security. The Commission and Trenton will come up with procedures to be taught at the training, such as lock down situations and protests. Discussed the previous procedures, as they will need to be updated. Commission appreciates the effort Trenton is putting in to being prepared for everything. Everyone in the Sheriff's office has gone through a First Amendment training online, in preparation for potential protests from the upcoming pipelines. The City Office and Department of Revenue will also attend the safety meeting, as well as the County employees. Another course will be held in Richland County for Safety Training, and Trenton would like to send some of his officers. Different types of disaster drills were also

discussed, which will be executed after a plan is put into place. Commissioner Baldwin suggested gathering details and will meet up again to discuss procedure plans.

3:57 PM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

3:58 PM Brenda Wood, Clerk and Recorder joined the meeting.

4:01 PM Dale left the meeting.

4:02 PM Tim Grube, Deputy Sheriff joined the meeting.

Certification of Prior Employment Hours for Vacation- Tim explained the money he and Trenton will receive from their vacation hours from their previous employment with other local governments will affect their taxes greatly and cost them more money. They would like it to be on a separate check instead of including it with their regular pay. Trenton does not get vacation hours with his current position because he is an elected official. Debbie will have to run a separate payroll in order for this to happen. She will also research SRS to determine applicable laws. Commission agrees that if they can accommodate the separate check, they have permission to move forward with it.

4:12 PM Julie, Debbie, Trenton, Brenda and Tim left the meeting.

COMMISSION WORK SESSION

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

4:24 PM Commissioner Rost made the motion to accept Jake Wagner's request to serve on the Lake Board. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

5:30 PM LAKE ADVISORY BOARD MEETING

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Rich Menger, Sanitarian; Jerad Singer, Wayne Sander, Gye Varner, Jake Wagner, Lake Advisory Board Members; Jason Rittal, County Development Advisor; Shannon Hewson, Brosz Engineering

FALLON COUNTY COURTHOUSE BASEMENT CONFERENCE ROOM

Lake Advisory Board Meeting- The Lake Advisory Board met with Commission to discuss updates with Baker Lake, as well as improvements they would like to be made after the cleanup process.

6:30 PM Commissioner Baldwin 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.

EVENING RECESS

TUESDAY, FEBRUARY 6, 2018

9:30 AM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

9:41 AM Eddie Coulter, Fair Board Member joined the meeting.

9:44 AM Julie Straub, HRM; Shyla Hadley, Fairgrounds Manager; Alyse Webber, Fair Board Member joined the meeting.

Personnel Options for Montana High School Finals Rodeo- The Fair Board is looking to add a position for the High School Finals Rodeo because Shyla will be gone for the event, as well as the other summer office help. There will be nobody to step up into a management position, as the Fair Board will be busy putting the rodeo on. They would like to be prepared to add a position to the payroll. It will be a short-term worker with no benefits included. The Fair Board would like Lani DeBuhr, previous Fairgrounds Manager, to return for the needed help. She is well qualified, knows the computer system, and would save money on training because she already knows the position.

9:47 AM Dean Wang joined the meeting.

Julie asks that Lani's hourly wage be kept the same as it was before she resigned, because she would be traveling back to help out and step up into the position. They would like her to be here Thursday-Sunday for the Montana High School Finals Rodeo.

Commissioner Rost makes the motion to approve of the short-term position for the High School Finals Rodeo. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Open Position- Commission informed the Fair Board that the open position for the Fair Board is now being advertised in the Fallon County Times.

9:53 AM Julie, Eddie, Alyse, Dean and Shyla left the meeting.

10:04 AM Angie Rabbitt, Recreation Department Director entered the meeting.

Recreation Department Updates- Commission and Angie discussed the different types of field trips that could be made in the future, and the different times these would be feasible. Sponsorship has gone down this year, and the bus rates are very expensive. Angie agrees that anywhere cultural is always a good experience for the kids. Basketball is off to a good start; the numbers of participation are high. The after-school program has also been up and running well, even with these numbers being a little lower than anticipated.

10:15 AM Angel Wyrwas, Member of the Public joined the meeting.

Looking at more adult education classes for this coming spring. Baker Jam is March 24th- 25th. The deadline to sign up is March 9th. They will start looking for baseball coaches soon.

10:18 AM Angie left the meeting.

Baker Lake- Angel informed Commission that people are panicking that Baker Lake is not going to be finished. Commissioner Baldwin assured Angel that he had informed people at the Chamber Meeting last week that finishing the lake is not an issue. It will be finished, and is right on schedule. The lake is 50% completed, and Angel was given a report from Brosz Engineering. The landowners have been informed that if they own a shoreline and want it cleaned, they will need to go through the permitting process themselves. The county is not accountable for the shorelines that the lake landowners personally own. Commission also explained that Shannon Hewson, Brosz Engineering will be able to help with any questions the landowners may have.

10:25 AM Angel left the meeting.

10:50 AM Shannon Hewson, Brosz Engineering joined the meeting.

11:00 AM Jason Rittal, County Development Advisor joined the meeting.

Additional Excavation of Baker Lake- Shannon and Jason informed Commission that they have spoken to the contractors, and they will excavate the additional material in the lake that was previously discussed. The change order will be done after it is permitted.

11:04 AM Rich Menger, Sanitarian joined the meeting.

As of now, the additional excavation will be taking place on the North End. The yardage for Schedule 2 will not change, it will just be coming from a different area.

11:08 AM Shannon and Rich left the meeting.

Review County Land Appraisal- Jason drafted a Resolution to be discussed and eventually looked at by Darcy Wassmann, County Attorney. Jason and Commission went over the different tracts of land that have been appraised. The Commission has decided that the two tracts of land will be in the same auction, but will be auctioned off individually. A public hearing notice will need to be done; Jason will work on that. It will also be advertised on the county website and in the newspaper. Neighboring landowners will be informed as well. The Resolution was discussed in great detail, including the payment and amount of time that will be allowed to pay. No set date for this has been decided; as it will be weather permitting. Land locked property that is leased from the county was also in the discussion. Portions of this land will also be appraised. Jason will draft a letter for Commission to approve before sending to the landowners.

12:06 PM Jason left the meeting.

12:06 PM Commissioner Rost made the motion to take a noon recess. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

1:15 PM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

No one appeared for public comment.

1:29 PM Kodiak Hill-Davis, David Turch and Associates joined the meeting via conference call.

1:31 PM Jason Rittal, County Development Advisor joined the meeting.

David Turch Consulting Updates- Commission and Jason informed Kodiak that Senator Daines was in Baker last Saturday for a tour of Baker Lake. He gave a radio interview while he was here, which is airing this week. Discussed the political support Senator Daines has given, and will continue to provide if there happens to be future troubles with the EPA. The White House announced today that a new infrastructure plan will be coming out, which may include some federal money against private investment. Kodiak is eager to hear about the plan, since there has been speculation on what it will include for the last few months. National Association of Counties is next month in Washington DC, but the Montana Association of Counties is in February, which Commissioner Rost and Commissioner Baldwin will be attending. Kodiak invited the Commission to come to the convention in Washington DC in the next coming years.

1:47 PM Kodiak ended the phone call, therefore leaving the meeting.

1:48 PM Jason left the meeting.

2:19 PM Tom Kachel, Manager of Landfill Operations joined the meeting.

Landfill Updates-

Used Oil Heaters- The landfill has three used oil burners, and only one is working. The heaters are old, and once they are fixed they only seem to work for a few hours. The two in the shop are not working at all. Tom doesn't believe they need to heat his office with the used oil, because it is also heated with propane. However, he would like new oil heaters in the shop. Tom advised that if someone needs used oil, they are welcome to come and get it from the landfill. He will research costs on new heaters and bring them to Commission.

Landfill Scale- Tom received two quotes on new landfill scales. Commission will review the quotes; however, it will have to go out to bid because it's over \$80,000. This will have to be completed early spring. The scale will have to be compatible to the current landfill software, or the software will have to be updated.

Silver truck- The Silver Truck that Tom drives has 265,000 miles on it, and the 4-wheel drive doesn't work. It also needs new tires. Recalls were not made to the truck when they should have been. Discussed possible repairs, but Commission doesn't want to spend a large amount to keep it going because it doesn't have much value. Commission agrees it should be taken to the dealership it came from for the recalls. Tom will also look around for the best price for the repairs, and will bring an estimate to Commission. Commission agrees to keep it under \$5,000. He also has permission to get new tires. Discussed the tire shredder.

3:03 PM Tom left the meeting.

3:07 PM 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.

EVENING RECESS

WEDNESDAY, FEBRUARY 7, 2018

9:30 AM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

9:19 AM Dustan Davis, IT TECH joined the meeting.

New Website- Dustan has been in the process of getting the new website up and running. He has been meeting with department heads to decide what they would like on their department sites. He plans to have it going live in the next few months, after the elections take place.

Computer Safety Training- Discussed the computer safety training Dustan put on last month, as well as password enforcement. The city and the county will all need to be on the same page for the password enforcement that Dustan plans to make to enhance the security. A new backup system has been in place for the servers, and Dustan plans to make more security enhancements.

New Software- The software for the landfill was discussed, and the plan is to keep the software the same as it has been, even with the new scale. Air fibers could potentially be a solution to keep all the internets of county entities on the same internet line such as the Gun Range, the Landfill, Fairgrounds, etc. This will be a work in progress, as Dustan would like to do more research on these air fibers.

Saffire Software- The Fairgrounds uses a software called Saffire, which is used for the tickets and the website. The Commission feels the cost for Saffire is too high, and would like to explore different

options. They don't want to change it at this time, but Dustan will be searching for other options for the future.

Minutes Search Bar- Discussed the software that Carter County uses for their Commissioner's. Dustan will call Darcy Wassmann, County Attorney, and the Carter County office to learn more about what they use. This includes a search bar to look for any individual topic and text that may be included into the minutes.

Internal Chat- A new network internal chat for the Fallon County employees has been put into action. This will take place of a panic button for the buildings. Dustan demonstrated the internal chat to Commission, as it is already in use of the county employees. It seems to have been working well.

Fill-In Help- In case of Dustan being absent from work, a backup plan will need to be found. Scott Anderson, IT Tech with Baker Schools, is a possible candidate to cover for Dustan when he is gone. Discussed intertwining with the Baker Schools for Dustan and Scott to be able to help each other if one is out of the office, which could help the schools and the Court House. This is only an idea, and will continue to be researched. Scott would be able to come to the Court House if Dustan is out of the office, and vice versa. Commission agrees this would be a great idea if there is a way to get an agreement in place.

9:56 AM Dale Butori, Weed Control Coordinator joined the meeting.

9:57 AM Julie Straub, HRM joined the meeting.

9:58 AM Dustan left the meeting.

Extension of Volunteer Hours- As of the last pay period, Dale had 17 volunteer hours left to use. He has already used 8 hours this month, and is in need of more. Policy says that Commission can grant an extension based on the needs of the community. This would just be for Dale; no other employees will be included in this. It starts over again July 1, 2018. He can't predict the hours he will use, but he would like 20 hours of extension of volunteer hours.

10:01 AM Commissioner Rost made the motion to raise Dale Butori's volunteer hours 20 more hours. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:02 AM Julie and Dale left the meeting.

10:04 AM Commissioner Ranum made the motion to recess for the day. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

THURSDAY, FEBRUARY 8, 2018

9:30 AM RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – NON-AGENDA ITEMS

9:33 AM Jason Rittal, County Development Advisor joined the meeting.

Pay Request from First Dakota- The gutters and a few mechanical issues are left on the to-do list for First Dakota. It will be done by the 20th. Money is left over for the punch list items. Terry Sukut, JGA, will draft a Substantial Completion; assuming they get the mechanical and the gutters completed. The skylights are completed.

Baker Lake- Discussed different specs and quotes on the Iron Horse Park building as well as a pump house for after the lake is completed with the cleanup. Jason will continue to work on these before his next meeting with Commission. He sent a request for land appraisals that were discussed earlier in the week.

9:48 AM Jason left the meeting.

10:02 AM David Espeland, FMC CEO; Margie Losing, FMC CFO joined the meeting.

FMC Updates

Financial Audit- Discussed the audit that was completed for 2017. The consolidated financial statements included with the foundation are about the same as last year. Cash and receivables are both doing well in each category. All numbers were gone over extensively. Compared the 2012-2017 numbers, explaining the different operational components and common trends. The rate in equity seems to be

growing each year. David explained that he is extremely happy with how hard his management is working and to keep all the numbers looking good throughout. Selena, previous FMC CFO, did a wonderful job training Margie, and shared all the knowledge she had. Margie uses the same process that Selena used, which seems to simplify the auditing process. David will be doing an article in the newspaper to inform the community in on the explanation of the financial status of FMC.

FMC Employment- Discussed the doctors that FMC had previously, and the doctors they have remaining. The new health insurance is making doctors want to work more hours, but finding a doctor that wants to take call and work weekends is hard to do. Commission understands that David is in a tough spot trying to find doctors that want to work in Baker, and that they are doing everything they can. New advertisements will be made for the open positions as well.

Long-Term Care Project- The winning bid for the long-term care project was less expensive than they had originally expected. This project will be started next month. Fischer Construction from Billings won the bid.

Drain Pipes- Fischer Construction will also fix a bad drain pipe in the basement of the hospital. David would like to make a few improvements to the way the pipe drains while they are fixing it as well. This project will be started the end of March.

11:21 AM Margie and David left the meeting.

11:21 AM Commissioner Rost made the motion to adjourn. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

ADJOURN
s/Steve Baldwin, Chairman

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

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