

9:00 AM CONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

9:11 AM Steve Zachmann, Member of the Public joined the meeting.

Mother's Room- Steve brought in an estimate to complete the room that is needed in the Court House for new mothers. His estimate includes the floor work, fan, and plumbing. Commission agreed with the estimate and Steve will start working quickly.

9:15 AM Steve left the meeting.

9:15 AM Commissioner Rost made the motion to accept the estimate for the New Mother's Room. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MINUTES APPROVAL FOR WEEK OF APRIL 30-MAY 4, 2018

Commissioner Ranum made the motion to approve the Commission Minutes for the week of April 30, 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.

9:26 AM Jason Rittal, County Development Advisor joined the meeting.

Landfill Scale Bids- Commission and Jason will be opening the Landfill scale bids this afternoon. They are expecting at least two bids. They will be reviewed in depth before the decision is made. The proposals should be straight forward. After deciding which company to go with, they will need a contract. Jason will draft the contract and send it to Darcy Wassmann, County Attorney, to review.

Interim Committee- The Interim Committee Meeting that Jason attended last week went well. Jason will stay in contact with Legislation to move forward with County development as well as the State and City developments. There have been no changes in rates or tax structure. The taxing process with new construction is yet to be decided.

Ellsworth- Received an email from Ellsworth Airforce Base to pick dates for their public meeting. Discussion on possible places to meet and when. The first couple weeks of June may be a good time. Jason will correspond those dates and wait to hear back.

Punch List for Hail Damage- The punch list for the Hail Damage project was reviewed last week with Terry Sukut, JGA. There are items that Jason will inform First Dakota of to finish up the complete project, such as gutter work and overhead doors. Discussion on changes that have been made so far. The doors for the concession stands at the Fairgrounds are going to be winter sealed, as well as the seals on the windows. The electrical system in the Lutheran stand food booth had two circuits added, therefore they can keep the same setup they had last year.

Lake Enhancement Survey- Commissioner Rost would like to know if kids in the High School and Middle School would like to participate in the Lake Enhancement Survey. Commissioner Rost will get in touch with the school systems to correspond a time to meet up. Discussion followed on the possibility of having an assembly for the kids to keep them informed and updated on the Lake.

10:02 AM Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor joined the meeting.

10:03 AM Jason left the meeting.

Vehicle Repairs- The Dozer has been put back together, and it is up and running well. They ordered a manifold for the Dozer also. The backup camera on the shop blade was replaced.

Road Updates- New car gates have been put in on low traffic areas, because they used the old gates from the Landfill. The Road Department is busy patching roads and blading. The roads are dry, so they are blading the minimal maintenance roads at this time.

10:12 AM Shannon Hewson, Brosz Engineering joined the meeting.

10:13 AM Jason Rittal, County Development Advisor joined the meeting.

Gravel- Bobby would like to buy more gravel from Jason Wyrick. Iven Felt, Cemetery Caretaker, is also in need of gravel for the Bonnevale Cemetery.

10:15 AM Alba left the meeting.

10:18 AM Bobby left the meeting.

Baker Lake Rocks- Discussion on rocks for Baker Lake. Commissioner Ranum found rocks from North Dakota that Shannon agreed would work for what they are looking for. Commissioner Ranum will discuss with the owner of the rocks about hauling and prices. There is a need of 750-1,000 tons of rock for the Lake.

Wetland Construction Change Order Request #2- Received a revised Change Order for the Baker Lake Restoration Project from Western Municipal. This is in preparation to add the plants to the Lake. Shannon meets with Western Municipal Construction tomorrow to discuss the Change Order. The price did go down but is still not where they would like it to be. Discussed other options to do the work at a lower cost to the County. Until it is reclaimed, FEMA won't sign off. Western will be held to their June 22nd deadline. They started Thursday last week.

Lake Enhancements- More maps will be printed and put up around the area of the Baker Lake Enhancements for the survey. The survey ends the 14th of May.

Court House Project- Shannon presented plats of the Court House with the ADA Compliant ramps for handicap accessibility. The concrete will be added and repaired. They plan to try to replace the curb and gutter without messing up the sidewalk around the Court House. Changes may be added at a later date. The sidewalks at the Museum will also be completed.

Plant Procurement Bid Opening- Two bids were received for the Baker Lake Plant Procurement. North Fork Native Plants from Driggs, Idaho; as well as CSKT Tribal Forestry in Ronan, Montana. Shannon will go through the bids and will wait on the awarding process until further review.

10:58 AM Julie joined the meeting.

11:03 AM Shannon and Jason left the meeting.

Seasonal Hire Approval- There are four potential employees the Weed Department would like to hire for the Seasonal Weed Crew. Samantha Smith, Caelen Rehm, Adam Beyers, Madison Moore, would all be first year employees. The starting wage is \$12.50. They are hoping to get two more applicants as well. Commission signed in approval.

Commissioner Ranum made the motion to hire these individuals for the Seasonal Weed Crew. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:09 AM Julie left the meeting.

11:11 AM Karen Holliday, Museum Curator joined the meeting.

11:14 AM Iven Felt, Tom Sampson; Seasonal Cemetery Caretakers joined the meeting.

Museum Electrical Issues- The Museum Office is having electrical issues. All the other areas in the building has updated plug ins. Karen would like to have the office updated and be able for the security system and the computers to be on their own breaker. Karen will get estimates. The upstairs of the Museum is a fire hazard, because there is only one way in and one way out with the bars over the windows. Karen would like to get the bars to be able to move on hinges or a bracket in case of emergency. She will check into the windows because it is a historical building, even though it is an obvious fire hazard.

11:19 AM Karen left the meeting.

11:22 AM Julie Straub, HRM joined the meeting.

Seasonal Rate of Pay- Tom had worked for the Cemetery for Fallon County previously in 2013, 2014, and a week in 2015. When he was here before in 2013, Tom believed his position would become permanent like Iven's is. The previous Seasonal Employee was on the salary schedule, like Tom is now. If Commission were to allow his seasonal position to become a permanent seasonal position, all other seasonal employees for different departments would want the same. The Seasonal Cemetery employee in Plevna was set up years ago, and that is a permanent position. Commissioner Baldwin prefers to stick with a salary schedule. Next year, Tom's job description could be changed to a Permanent Seasonal Position. Commission agrees to stay with the current salary schedule for seasonal positions.

11:34 AM Iven, Tom and Julie left the meeting.

11:40 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 – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:28 PM Beth Epley, Shari Robertson; Eastern Plains Members; Jason Rittal, County Development Advisor joined the meeting.

Project Priorities- Eastern Plains is working with businesses on different projects for local startups and business succession planning. They are continuing with Baker commercial development as well as more industrial development. They are working on a grant for a preschool start up in the Plevna Public Schools. The Stanhope wastewater project is completed. The County is currently working on handicap accessibility for the Court House. Completion of Baker Lake is set for 2019. Discussion on different tourism activities throughout Fallon County. Everything that Jason could see was covered in the Action Plan from the Capital Improvement Plan. They plan to discuss with the City and Chamber of Commerce about downtown development in the future.

1:57 PM Jason left the meeting.

2:06 PM Beth and Shari left the meeting.

COMMISSION WORK SESSION

Commission reviewed Revenues, E-mails/Letters, Reports, Board Minutes and Agendas. They also signed a Certificate of Appreciation for DuWayne Bohle, Special Project Maintenance Worker, as he has been an employee for the County for five years. Thank you, DuWayne, your service is appreciated.

2:43 PM Eddie Coulter, Fair Board Member joined the meeting.

2:46 PM Shyla Hadley, Fairgrounds Manager joined the meeting.

Appoint Fair Board Members- There is one applicant for the open Fair Board Position, who will serve the remainder of the two-year term.

Commissioner Rost made the motion to appoint Wendy Wagner to the remainder of the two-year term for the Fair Board position. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

2:50 PM Shyla and Eddie left the meeting.

2:52 PM Tom Kachel, Landfill Manager joined the meeting.

2:56 PM Jason Rittal, County Development Advisor joined the meeting.

Landfill Scale Bid Opening- Fallon County has received two bids for the Landfill Scale. Diamond J and Fairbanks Scales INC. were the two participants. Jason will take the bids under review before Commission makes their decision. This is set on the agenda for next week.

3:05 PM Jason and Tom left the meeting.

CLAIMS APPROVAL

The Commission reviewed and approved the End of the Month Claims in the amount of \$458,064.81 and they are filed in the Clerk and Recorder's Office.

4:30 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. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

TUESDAY, MAY 8, 2018

9:00 AM RECONVENE

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

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:19 AM DuWayne Bohle, Special Project Maintenance Worker joined the meeting.

Special Projects Updates- All the fences have been repaired at the Gun Range, and the Road Department will be putting the culvert back in. The fence at the Fairgrounds will still need to be repaired, DuWayne will gather quotes from local companies. All the equipment DuWayne uses is serviced and ready to go for the summer.

9:26 AM Carla Brown, Council on Aging Coordinator joined the meeting.

9:27 AM DuWayne left the meeting.

Council on Aging Updates- Discussion on advertising for the meal bids for the meals that the Council on Aging program provides. Normally, Fallon Medical Complex is the only submitted bid. Their bid has stayed the same for this year. At the Council on Aging Board meeting, they recommended going with FMC again. Fallon County is the only county in the state that serves a cafeteria style meal, other counties meals are prepared at the Senior Center itself. The price of the meals is average for other counties. Donations are made by the meal recipients. Meals on Wheels donations are lower than the meals provided by the Council on Aging. The state provides 50 cents per each meal. The Commodity Program is for families over 60 years of age and meet certain income requirements. If qualified, they receive a 30-pound box of groceries consisting of different necessities. The food pantry is full and has been running very well.

9:46 AM Carla left the meeting.

9:55 AM Roy left the meeting.

9:57 AM Jason joined the meeting

9:57 AM Amanda Stephenson, David Turch and Associates joined the meeting via phone call.

10:00 AM Kodiak Hill-Davis, David Turch and Associates joined the meeting via phone call.

10:01 AM Roy Rost, Commissioner Member joined the meeting.

Ellsworth- Not all of the correct entities were notified 30 days in advance since the agreement passed of Ellsworth Air Force to be flying over the area. It will not be the Counties responsibility to notify the media. This issue should be resolved at this point. They are trying to better educate citizens to help know what is going on and leave out the confusion. Discussed flight heights. The FAA also requires the Air Force to conduct public outreach at least 60 days prior to the flights. Kodiak has voiced this with Ellsworth and is also trying to get help on the congressional side.

CDL Issues- It is understood that CDL's are now needed for any vehicle above 26,000 pounds, which is an issue because most horse trailers and pickups weigh more than that together. This new law will also require Electronic Logging Devices. Kodiak will look into the legal penalty. This law is within any federal lines. This is described as a rural regulation with good intentions but it is not good for rural areas. Kids participating in rodeos will be affected in a negative way. Kodiak would like to highlight this issue with the delegation, helping them understand some of the unintended penalties of this. Before engaging with delegation, Jason and the Commission would like more information.

Lake Remediation- Jason and Commission updated Kodiak and Amanda on Baker Lake, however the weather is proving to be a setback. The permit for the wetlands is in.

10:16 AM Kodiak and Amanda hung up the phone, therefore leaving the meeting.

10:23 AM Jason left the meeting.

10:53 AM Forrest Sanderson, KLJ; Mary Grube, Planning Administrative Assistant joined the meeting.

10:54 AM Rich Menger, Sanitarian joined the meeting.

10:55 AM Jason Rittal, County Development Advisor joined the meeting.

Lakeshore Regulations-The Flood Plain Development Regulations was reviewed by Commission. Shannon will need to verify that the flood plain does not change because of this permit. The permit is valid for one year. The joint application for landowners is in process, but this is not in regards to the County. They met with the Planning Board last night to have them read through the regulations. Their task over the next 60 days is to read the Lakeshore Regulations document to gain more knowledge of what will be coming. The differences will be sorted out July 2nd at the public meeting. They plan to look for the recommendation from Commission consideration sometime in August. This schedule should be consistent with the needs of the County. In the meantime, they will operate under the old Lakeshore Regulations. The public hearing will be after the Planning Board recommendation and the Commission reviews the document. Rich is updating the administrative components, but this is not part of the regular component of the regulations. These can be brought to Commission well in advance to the regulations.

11:04 AM Jason left the meeting.

The County may need to consider an Interlocal Agreement with the City regarding the lakeshore. This will need to be in discussion.

11:09 AM Jason joined the meeting.

The permit itself it to be returned upon completion.

11:10 AM Shannon Hewson, Brosz Engineering joined the meeting.

The Flood Plain Administrator is to sign the permit, which is Forrest. It is agreed by Commission that Mary will be allowed to sign the permit in his absence. Landowners around the Lake will sign a 404-permit. It will be separate applications for each landowner. The County is signing permits because they are going to be using some of the landowner property for access. The permits will go back to Shannon after they are signed.

11:18 AM Rich, Forrest and Mary left the meeting.

Lake Enhancements- Discussion on bringing the Lake Enhancement Surveys in the school for the Middle and High School Students. Shannon and Commissioner Rost will go over brief summaries of the Lake and help with the navigation of potential projects. Shannon will explain how to take the survey and the different aspects of the Lake, as well as the enhancements that could potentially be added. They will speak about what has been completed, what will be taken out and why the Lake is where it is.

11:29 AM Barb Ketterling, Treasurer joined the meeting.

11:30 AM Jason and Shannon left the meeting.

Treasurer Updates- Discussion on where investments lay and where the investments currently are for the month. April's investments are not yet reconciled. After talking with the Auditor, it is believed that Fallon County should just bank with one bank, no longer two. Barb would like to remove the funds from Wells Fargo in June and move all funds to the Bank of Baker. Oil and gas checks have been received. Barb is pleased with the auditors and likes the way they are doing things around the building. She has been busy working with the Department of Revenue.

11:37 AM Barb left the meeting.

11:45 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 – AGENDA/NON-AGENDA ITEMS

1:22 PM Brian Davis, Member of the Public joined the meeting.

Runnings- The new Runnings store has been quickly moving along. County land borders the land they are working on, and they will have to come across Fallon County property to get power to the line. Commission stated it is allowed and can move forward with the project.

1:23 PM Brian left the meeting.

1:28 PM Joe Janz, Outside Building Maintenance Supervisor joined the meeting.

Outside Building Maintenance Updates- Joe has been busy with mowing and picking up leftover materials from the roof. He would like to discuss a raise for Darold Brown, Outside Maintenance Helper, during the budget meeting. All the equipment he uses has been working well. Plants will be arriving soon for around the Court House area, and True Green will be in next week to fertilize. Continuing to work on heat tape.

1:39 PM Stacey Moore, Director of Library Services joined the meeting.

1:39 PM Joe left the meeting.

Library Updates- The Library has been busy preparing for the Summer Reading Program, Library Rocks. This will focus on Rock and Roll music as well as rocks from the outdoors. A quilting class may be started at the Library, potentially to start in the fall. The Library Board has been going over policies and updating them to be more current. The new interim employee has been working out very well. She is picking up things quickly and is a good fit for the Library. Commission notified Stacey that she can make

changes to the window project for the Library if need be, before they start the project. The front door to the Library is still sticking, which will be added to the project list.

1:50 PM Stacey left the meeting.

2:28 PM Julie Straub, HRM; Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

Timesheet Approval Discussion- Currently, the Commission Chairman is approving four timesheets of employees who are their own departments and do not have a particular Department Heads. Commission would like to no longer sign the four timesheets but will continue with their review of all the timesheets.

2:48 PM Julie and Debbie left the meeting.

2:56 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, MAY 9, 2018 – COMMISSION ATTENDED THE MACO SPRING DISTRICT MEETING IN JORDAN, MT.

THURSDAY, MAY 10, 2018

9:00 AM RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Member; Kelsey Phillips, Recording Secretary/Clerk

ABSENT: Roy Rost, Member

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Annual Safety Training- Commission made the decision to go to the Annual Safety Training on June 6th, instead of completing the Safety Training Alternative from Julie Straub, Safety Coordinator.

9:26 AM Tracey Goerndt, Drug Treatment Court; Jason Rittal, County Development Advisor joined the meeting.

Drug Court Grant- Commission reviewed the letter of support for the Sixteenth Judicial Drug Treatment Court Grant for four years. Commission signed the grant letter in approval. The grant will go through Legislature January of 2019.

Commissioner Ranum made the motion to approve the Four-Year Grant and the Commitment of the \$35,000 for the Four-Year Term for the Drug Treatment Court Grant. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.

9:35 AM Tracey and Jason left the meeting.

10:02 AM David Espeland, FMC CEO joined the meeting.

10:06 AM Margie Losing, FMC CFO joined the meeting.

Lifeline Units- FMC is going to be purchasing more lifeline units. They go through about one unit a year at Parkview. They have received an offer on the units at a very reasonable price. Commission agreed to the purchase of two lifeline units.

Satellite TV's at Parkview- David explained to the Commission what he had estimated for the revenues from the Satellite TV's in the Parkview Apartments and the actual amounts received during last calendar year. It worked well for the year and was close to what was charged. They will keep them working at the same rate. People seem to be happy with the TV's and enjoy the service.

FMC Machinery- FMC would like to exchange the current Bobcat they have for a different machine that will be more suitable for their needs. He provided a price sheet on the current machine and what it could be traded in for. It is low on hours and runs well. They would like a new machine because they borrow one from Scott Rabbitt, Parks Supervisor, during the winter and feel that they are causing a hardship to Scott due to wear and tear. David would like to sell the Bobcat to the County. Commission has discussed and this is what they were thinking about doing as well, and during budget time this will be included in. Discussed the issues with the current broom and the recent repairs paid by FMC.

Swing Bed Remodel Project- The swing bed project will be in progress this month. Contractors will be replacing ceilings and flooring. Certain parts of the building will be closed off during the remodel.

FMC Surveys- FMC had their Critical Access Hospital Survey, which is completed once every three years. No deficiencies were found, and it was recommended that FMC is deficiency free. The Rural Health Clinic Survey, as well as Fire Life Safety and Lab and Home Health Survey will still need to be completed.

Employment- Nurse staffing continues to dwindle, as it seems to pose as a problem to recruit nurses to this area. The Nursing Home is well staffed. They are trying to recruit another Mid-Level. No new Physicians have been added to the employment list yet.

Pet Policy- Patients have been bringing pets into the building. David produced a policy that employees are not allowed to bring their pets in. A service animal is allowed because of Federal law, but if they do not have the requirements to be a service animal, they are not allowed in the building. Discussed the difference between an emotional support animal and a service animal.

Monthly Report- March was an average month for FMC. They are under budget in quite a few areas, as the Managers have been doing a great job keeping costs down. More patients were admitted to FMC in March than normal.

Updates- Discussed carpet cleaning in the Parkview Apartments. The water leak on 3rd Street did not affect the Parkview Apartments or cause any water loss. Jerry's Refrigeration will come and look at restoring the ceiling ducts for the venting in the Parkview 2 Apartments, as well as do the duct work. The gutters will also need to be extended to keep water from going into the basement.

10:57 AM Julie Straub, HRM joined the meeting.

11:05 AM Margie and David left the meeting.

Seasonal Hire Approval- Shyla Hadley, Fairgrounds Manager, the Fair Board, and Julie have conducted interviews for Seasonal Employees for the Fairgrounds. They would like to hire William Smith, as he has previously worked four seasons, Nash Sauers, one previous season, and Cristofer Green, which this would be his first year.

Commissioner Ranum made the motion to hire William Smith, Nash Sauers, and Christofer Green for the Seasonal Fair Grounds Crew Hands. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.

11:11 AM Julie left the meeting.

11:19 AM Jason Rittal, County Development Advisor; Brenda Wood, Clerk and Recorder; Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

11:22 AM Barb Ketterling, Treasurer; Brent Olness, Curt Wyss, Olness and Associates Auditors joined the meeting.

Auditor Update- Commission received and reviewed the audit report updates from this year's audit. The auditors come once a year and should be back next fall. This year, the audit is behind because the County had to switch companies.

11:28 AM Roy Rost, Commissioner Member joined the meeting.

Common practice in the state of Montana is that the auditors provide the financial statements, as well as complete the Annual Financial Reports. FMC is County property, and as FMC improves their buildings and buy equipment, it is supposed to be recorded on the Fallon County Capital Assets. As for the Fairgrounds, an operational manual for procedures will need to be developed. Discussed bank accounts with the Fair, as well as balancing funds in the accounts. Discussion on having a different claim run for the Fair itself. Discussion on the auditors completing the annual report as well for years to come.

Commissioner Ranum made the motion to accept the auditors for Olness and Associates to complete the Annual Financial Report for Fallon County. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

12:14 PM Brent, Curt, Jason, Barb, Brenda, and Debbie left the meeting.

12:21 PM Commissioner Ranum made the motion to recess. Commissioner Rost 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