

9:00 AM CONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Brenda Wood, Clerk and Recorder

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

9:03 AM Tim and Mary Grube, Public Members

July 5, 2018 Issue-Mary and Tim returned as they have not received a response from the Commission regarding their July 5, 2018 meeting. Tim stated they just want to be able to put this behind them. The Commission asked if Mary wanted this to be closed or public record. Mary would like this to be public record. Commissioner Rost asked if Mary felt safe. Mary stated she never felt unsafe; safety has nothing to do with it. Mary stated she was bullied and asked if the Commission read all the information that was given to them at the last meeting. Mary stated Commissioner Baldwin was not at that meeting and would like him to review what was presented that day. Commissioner Rost stated they have no authority to fire or discipline anyone from the City; they do however have to make sure their employees are safe. Tim stated the County adopted the Policy Manual which states vendors, outside consultants, etc. are included, regarding Harassment, Discrimination and Workplace Bullying. Tim wanted it known that it happened, (involving the Mayor and Chief of Police), and they want to make sure that this never happens again to anyone else. They were just asking for an apology from them. Mary and Tim stated the Chief of Police did not apologize he just told Mary he was proud of her for standing up to him. Tim went to the County to acknowledge the issue with the City and nothing has happened. Tim stated they never got any place with Human Resource, but they are not pointing fingers. Tim wants the City to own up to what happened. Mary explained the Mayor wanted to write Mary up for what happened but realized she could not due to the fact Mary was a County employee. Mary reiterated the Policy from the County Policy Manual and stated the Commission should have taken care of the issue.

9:05 AM Joe Janz, Outside Maintenance joined the meeting.

Mary felt the Commission would present the Grube's with a letter, containing their findings. Commissioner Baldwin apologized for not getting an answer back to the Grube's in a timely manner.

Health Insurance-Tim explained the next item had to do with all the issues they have had to deal with regarding Health Insurance claims. The Grube's have expressed their dissatisfaction with the way EBMS has handled their most recent claim issue. Tim will visit with Debbie Wyrick, Deputy Clerk and Recorder at a later date regarding this matter to keep her up to date on the matters at hand as well.

9:20 AM Mary and Tim left the discussion.

9:21 AM Joe met to discuss the windows on the east side of Library. The windows go all the way to the ground. The Contractors did not put the metal protection back on the outside/bottom portion of the window. They did build a false wall on the inside of the Library windows. The Commission will view those windows and discuss with the Architect.

9:25AM DETERMINATION OF WHO GETS NOTIFIED OF COUNTY PROPERTY DAMAGE, ISSUES, ETC.

OUTSIDE OF NORMAL BUSINESS HOURS/Julie Straub, HRM; Brenda Hoeger, Emergency Communications Supervisor; Lynda Herbst, Inside Maintenance Supervisor and Joe Janz, Outside Maintenance Supervisor

Julie would like the Commission to decide how to handle issues that happen outside of normal business hours. Brenda explained during Fair weekend there was an electrical issue at the Courthouse, which Dispatch was unaware of until later. Brenda just needs to know who should be notified when this happens.

Decision is to have Dispatch contact the Chairperson as well as Inside or Outside Maintenance depending upon where the issue takes place. Joe and Lynda have the contacts they need to take care of most all issues. Also, Lynda can notify Joe and Joe can notify Lynda just so they are both aware of the issues taking place. Brenda could add this to her Stand Operating Procedure Manual.

9:34 AM Everyone left the meeting.

9:40 AM PERMISSION TO RECRUIT TREASURER'S OFFICE EMPLOYEE, Julie Straub, HRM joined.

9:48 AM Barbara Ketterling, Treasurer/Assessor joined the meeting.

Barb presented the Commission with the resignation of an Employee from her office. Hours of work and the updated Job Description were discussed in detail. Permission was granted to advertise the position for 30 hours per week to start with. If more hours are needed Barb can get permission from the Commission at a later date.

10:00 AM Mitch Overn, Mechanic; Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor joined the meeting.

Julie stated the ad will run for 3 weeks in the paper. Barb stated she plans to have everyone in her office assist with training.

10:06 AM Barb and Julie left the meeting.

10:07 AM ROAD DEPARTMENT/Shop Updates

Mower Bid-The mower bid was presented to the Commission for review. Permission granted to advertise for a new mower with trade and without trade options.

Truck tires-Mitch stated they ordered truck tires this morning through Tire-Rama; they are buying casings back. The County does not have to pay Federal Excise Tax when purchasing through Tire-Rama.

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

Road Updates

Maintenance-Discussed maintenance on the John Deere Loader and the issues they have been having with the regen for the Kenworth trucks.

Road Maintenance-Bobby stated the 101 road is completed for now. A contractor is hauling on Willard and East Willard. The Road Crew will have to blade these roads again. The Hidden Water Trail has been completed by the Contractor working on roads for the Keystone Pipeline. The Contractor worked on Straub Access this weekend. Bobby feels when that road is completed they will be finished graveling the roads planned for use. Bobby has had no phone calls from the public regarding the dust but has had calls about the magnesium chloride used for dust prevention.

Tire grinder-Commissioner Rost stated the tire grinder will be ready to go back on Thursday. Bobby stated they will have someone available to take it back.

10:18 AM Alba and Mitch left the meeting.

Bobby stated the Road Crew is hauling gravel and cleaning cattle guards.

Project Updates

Lake Project-Shannon will contact the Road Department when the Contractor is ready for the sand.

City/County Equipment Agreement-Bobby feels the City employees need to give a copy of their CDL and medical cards to our Payroll Department before they operate our equipment. Bobby stated the agreement has not been completed that he is aware of. Discussed having the City Attorney draw up the agreement and the County Attorney and Commission review the language.

Bridges-Shannon stated he needs to get approval for Ingraham Environmental to complete an asbestos inspection on the North Plevna Bridge. Bobby feels they should also complete the inspection for the bridge on Cottonwood Creek as long as they will be in the area. The bridge on Cottonwood Creek was placed on the Historical list so options to repair are limited. The group discussed options for repairs to be made to Historical structures. Commission granted permission to have this bridge tested for asbestos as well, in case they are able to make needed repairs.

10:40 AM Bobby left the meeting.

Baker Lake-Discussed the construction berm on waste disposal area. Western Municipal has agreed to do this at the Sub-Contractor's rate, with a 10% mark-up, or approximately \$50,000. Commission granted permission to proceed with this through Western Municipal. Shannon will notify them that they can move forward but the hours will be limited.

Wetland substantial completion request (Schedule 4)-Shannon reported the Sub Contractor completed the rip-rap last Friday.

Plantings-Lifts were placed last week and got the soil blended for the plants. Shannon approved watering the plantings because of the dry weather. The Commission was fine with that decision being made.

Parkview/1st Street Railings-Shannon stated there will be additional railing added at Parkview and on the NE side of 1st street, by the box culvert. Shannon checked with someone that would be interested in installing the railings.

Pay Requests-Shannon discussed various pay requests. Shannon stated the remaining funding, held back for the 1st street project, will be paid next pay run. The plant bill will also be paid with the next pay run. The rock piles that were spread by lake Sub-Contractor will be paid, as will the billing for the boat ramp prep work completed by the Sub-Contractor.

Bridge-Commissioner Ranum asked about the previously discussed walking bridge. Shannon stated the piers are not permitted for concrete; if steel or wood are used, no permit is necessary. Shannon will need to know the span of this bridge and the type of materials they want to use. More research and quotes will be gathered. It was felt there may be donated funds used for this.

Iron Horse-The Iron Horse Park beach is finished, it just needs sand. Commissioner Ranum asked if Shannon would do a site plan and contract the landscaping around the shelter for the new gazebo/restroom at Iron Horse Park.

Upper Lake stockpile area-The stockpiled area at the upper lake has been removed. It will be leveled and the Contractor will plant BLM seed mixture.

Lake Road-They are very close to opening up the road around the lake; possibly later this week. Upper dam should be done draining by the end of this week; there was some erosion which was to be expected.

Drainages-The group discussed the drain, placed by the State of Montana, may possibly be washed out. They will need to talk to MDT about the maintenance of this. Commissioner Baldwin will contact MDT.

Courthouse Sidewalk Project-Commissioner Ranum discussed making the landing to the front steps of the Courthouse wider.

11:21 AM Barbara Ketterling, Treasurer/Assessor joined.

There was much discussion as to what could possibly be done to make that feasible. Shannon stated everything is ADA compliant, they just have to make sure the west door is the only door that opens.

11:25 AM Shannon left the meeting.

11:24 AM Barb passed out the Treasurer's reports, as well as an article about luxury cars, from out of state, being licensed in Montana, to avoid higher taxes in their states.

11:25 AM Barb left the meeting.

11:30 AM DISCUSSION & DECISION FOR EARLY CLOSE ON CHRISTMAS EVE/DISCUSSION ON BROKEN WINDSHIELD/Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

Scheduling Question-The Commission granted permission to close at Noon, Christmas Eve. Debbie will get the information out to the employees and remind them if they are already scheduled for vacation they will use vacation. If they were planning to work the entire day they do not have to take vacation.

Broken Windshield-The individual that received a broken windshield submitted 2 quotes to Debbie. The Commission agreed the Body Shop chosen by the individual would complete the work on their vehicle.

11:33 AM Debbie left the meeting.

11:34 AM DISCUSSION AND DECISION ON NEW COUNTY CREDIT CARDS/Kimberly Jensen, AP Clerk; Debbie Wyrick, Deputy Clerk and Recorder

Kimberly provided the group with her research and handouts gathered while trying to find a more accommodating credit card system for Fallon County. In all the research gathered, Comdata seems to be the most versatile and functional for the County. Discussed the various ways to set up the account, new policy to be signed by employees and the fact we will have a Customer Service Rep available to us when needed and they are willing to come to Baker as well. The Commission will leave it up to the Department Head as to whether or not they have Department cards or Individual Cards. The Commission would like individual cards as they often travel to separate meetings. The Commission was pleased with how Kimberly researched and compiled the information for the Commission to view in ease of making their decision. The Commission granted permission to move forward with Comdata.

12:02 Kimberly and Debbie left the meeting.

12:02 PM Commissioner Ranum made the motion to take a noon recess. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Brenda Wood, Clerk and Recorder

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:25 PM Pat Ehret, Fair Board Member joined.

1:30 PM FAIR BOARD MEMBER APPOINTMENT-Shyla Hadley, Fairgrounds Manager joined the meeting. The Commission received an application from Jason Coulter.

Commissioner Rost made the motion to re-appoint Jason Coulter to the Fair Board. Commissioner Ranum abstained. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 1 Abstain. The motion carried.

1:33 PM Shyla and Pat left the meeting.

1:45 PM REVIEW AND APPROVE RECOMMENDATIONS AND CHANGES OF COUNTY OWNED LAND USE PERMIT/Forrest Sanderson, KLJ Contract Planner via conference call; Mary Grube, Planner Administrative Assistant; Darcy Wassmann, County Attorney;

DEPT OF JUSTICE INTERLOCAL WITH TREASURER/FEE SCHEDULE FOR SEWAGE DISPOSAL RESOLUTION/REVIEW AND APPROVE ONEOK REVISED AGREEMENT/RESPONSE FROM ACLU LETTER REGARDING KEYSTONE XL PIPELINE/Darcy Wassmann, County Attorney

1:45 PM Darcy Wassmann, County Attorney and Mary Grube, Assistant Planner joined the meeting. Forrest Sanderson, via conference call; Tara DePuy, MACo Attorney will call when she is available.

Land Use Permit-Mary reviewed the recommended changes made by Tara DePuy, MACo, pertaining to the Land Use Permit.

2:00 PM Tara DePuy phoned in and was able to answer questions and offer input on her recommendations.

2:30 PM Julie Straub, HRM and Debbie Wyrick, Deputy Clerk and Recorder joined.

After much review and discussion, Darcy will make recommended updates and will reschedule for the final and possible adopted permit.

2:34 PM Mary left the meeting; Forrest and Tara hung up therefore leaving the meeting.

Due to schedule constraints there was no time to discuss the Justice Interlocal Agreement with the Treasurer/Fee Schedule for Sewage Disposal Resolution or Review the OneOk Agreement. Darcy will reschedule the Justice Interlocal with the Treasurer however, feels the Health Board is able to set their own fees so should not need to complete a resolution; Darcy will check into that further. The changes to the OneOk Agreement were already discussed in a previous meeting and the Commission is okay to sign it because the only thing that changed was the bonding which was previously agreed upon at the same meeting.

RESPONSE FROM ACLU LETTER REGARDING KEYSTONE XL PIPELINE

Darcy met to further discuss the most recent letter received from the ACLU regarding the Keystone XL Pipeline requesting a response within 10 days of receipt. Darcy stated the letter also included a District Court case from another County and is just something for the Commission's consideration. The included court case is NOT binding on our District Court in Fallon County. The Commission discussed what the response letter should entail. The Commission asked the Sheriff to join the discussion.

2:50 PM Trenton Harbaugh, Sheriff joined the meeting.

2:55 PM Shyla Hadley, Fair Manager; Eric Kary, Golf Course Superintendent and Joe Janz, Outside Maintenance Supervisor joined.

Trent stated he is not sure if his Department has any of the items requested by the ACLU, however, will check and get any information he may have to Darcy by Friday. This will determine if Fallon County will send an updated letter, as well as any possible documents, or, a letter with only updated fees requested by Fallon County. Darcy will be gone Friday so will need to have the letter completed by Thursday of this

week. The Commission agreed to wait for Trent to look for any information in the Sheriff's office that pertains to the request and everyone will meet again on Thursday, November 1st at 9:00 AM.

3:07 PM Darcy stated she needs to ask the Commission to go to Executive Session due to discussion pertaining to possible litigation.

Commissioner Rost made the motion to go into Executive Session. Commissioner Ranum seconded the motion. Commissioner Baldwin asked if there was any discussion; being none. 3 Ayes. 0 Nays.

Motion carried unanimously.

3:07 PM Everyone left the meeting, with the exception of Debbie Wyrick.

3:38 PM Commissioner Rost made the motion to come out of Executive Session. Commissioner Ranum seconded the motion. Commissioner Baldwin asked if there was any discussion; being none. **3 Ayes. 0 Nays. Motion carried unanimously.**

3:40 PM Debbie left the meeting.

3:45 PM Darcy left the meeting.

3:50 PM MUSEUM DISCUSSION & DECISION ON CUTTING HOURS OF OPERATION AND CHANGING CURATOR POSITION FROM FULL TIME TO PART TIME/Julie Straub, HRM

Due to schedule time constraints Julie dropped off the updated Museum Curator job description for the Commission to review. The meeting will be rescheduled for Thursday, November 1st.

3:50 PM Julie left the meeting.

3:51 PM UPPER DAM DISCUSSION ON OPERATIONAL FAILURE, ANNUAL INSPECTIONS, MAINTENANCE AND DRAFT OF O&M MANUAL FOR THE UPPER AND LOWER DAM/JoDee Pratt, Mayor-City of Baker; Mary Grube, Planner Administrative Assistant; Luke Holstein, Public Works Director-City of Baker and Richard Menger, Sanitarian.

Upper Dam-Mary handed out the DRAFT Upper Dam O&M Manual for everyone to review. Mary explained there is a 100-year agreement between the City of Baker and the NRCS, pertaining to the Upper Dam. Mary further explained there are 3-oil pipelines and 1-gas pipeline easements between the various companies and Fallon County. The pipelines are located under the Upper Dam. Repairs to the gate, etc. for the Upper Dam were made to comply with the agreements and easements of record. Mary explained the City and the County could do a joint agreement for the operation of the Upper Dam. This would be a decision that would need to be made between both entities.

Mary explained we got behind on our inspections for the Upper Dam and one needs to be completed. Luke and Brosz Engineering need to complete the inspection and include the NRCS as well. Mary explained ALL documents need to be provided to the Planning Department incase Mary is called, she would be able to let individuals or entities know a time and date these items were completed.

Steve Becker has reviewed the manual but will email key elements that need to be included in the Operation Manual.

3:55 Bobby Wiedmer, Road Foreman joined.

JoDee wants to know why the City should have any involvement in this. Mary explained the agreement was 100-year agreement between the City of Baker and NRCS. Steve Becker stated the only way to change that it is to complete a joint agreement, including the County in the Agreement, until the agreement expires. The Joint Agreement will need to be included in the manual as well. Luke feels he, being a City Employee, only has control over the gate and feels anything after that is County Property. Clarification of duties is the main goal for everyone. Susan Swimley, Swimley Law Office, will complete a draft agreement which would go to the City Council and then the County would sign off on it.

4:08 PM Mary left the meeting.

4:08 PM Bobby, JoDee and Luke discussed a street concern from a member of the Public. The concern is the water does not drain properly. This is private property off of a City Street and this does not involve Fallon County. The property is located on Milwaukee Avenue. Luke will visit with the Public Member.

4:15 PM REVIEW AND SIGN RANDASH LOT AGGREGATION

Commissioner Rost made the motion to approve the Randash lot aggregation Certificate of Survey – Lot 2AP, Block 1 of the Savage Addition to the City of Baker. Commissioner Ranum seconds the motion. Commissioner Baldwin asked for other discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

4:20 PM WEED BOARD MEMBER APPOINTMENT

Commissioner Ranum made the motion to accept the application submitted by Bill Wyrick for the open Weed Board position. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

4:24 PM PERMISSION TO PURCHASE AIRPORT MOWER/SNOW REMOVAL EQUIPMENT/Roger Meggers, Airport Manager

Quotes-Commissioner Ranum discussed a letter that was sent to the Departments regarding the fact Baker Ace Hardware can quote Commercial equipment as well. The Commission would like Roger to contact Kyle at Baker Ace. Roger stated he would definitely do that and return with both quotes.

4:25 PM Dustan Davis, IT TECH joined the meeting.

Wetlands-Roger was concerned about all the wetlands now in the Baker Lake which is very close to the Airport runway. Roger wanted to make sure the FAA was consulted because he was very surprised the FAA would authorize this. The Commission stated they were positive the FAA was contacted. Commissioner Rost explained there will not be standing water there, unless they are draining the Upper Lake. Commissioner Baldwin will get the information to Roger.

Tree issue-Commissioner Ranum asked if the tree had been removed from the Airport Fence. Roger stated a portion of it is gone but not all of it.

4:35 PM Roger left the meeting.

4:35 PM DISCUSSION AND DECISION ONLINE COUNTY AUCTION/DISCUSSION & APPROVAL ON MAKING NEW COUNTY WEBSITE LIVE/PERMISSION TO PURCHASE ADDITIONAL SERVER

Online Auction-Dustan would like to do an online auction for IT items only, at this time. The vault is getting filled up and more computers need to be upgraded. He is running out of room for storage. Dustan showed the Commission the mock auction site he set up. This would be a trial run for IT items and could see how it goes, then this could be used for future County Auctions. This can be placed on Facebook and in the paper. Also, anyone that has taken surveys on our web site will automatically receive auction notifications. Discussed adding a terms of use agreement and disclaimer. Dustan will get a terms of use agreement from the County Attorney. The Commission was very pleased with the way this will work and feels it will be a huge benefit for future auctions. Permission to proceed.

New Web Site-Dustan feels it is ready to be uploaded and reviewed for revisions/corrections. Dustan would like to go live with the website November 30th. The Commission felt this looked good and sees no problems with it.

Additional Server-Dustan stated he had permission from a previous meeting to purchase a new server for E-Recording. Dustan was checking into a larger server that could also be used to host the County web page. Clerk and Recorder's Office and Dustan would share the cost of the server. The additional cost would be \$1,000. Commissioner granted permission to proceed with the purchase.

5:05 PM Dustan left the meeting.

5:06 PM Commissioner Ranum made the motion to recess the meeting. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING RECESSED UNTIL 9:00 AM THURSDAY, NOVEMBER 1, 2018.

THURSDAY, NOVEMBER 1, 2018

RECONVENE

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

FALLON COUNTY COURTHOUSE

8:56 AM Debbie Wyrick, Deputy Clerk and Recorder; Trent Harbaugh, Sheriff; Brenda Wood, Clerk and Recorder joined the meeting.

9:03 AM Darcy Wassmann, County Attorney joined the meeting.

Review Response ACLU Letter Regarding Keystone XL Pipeline- The cost for the information request was sent to the ACLU, which included the health benefit cost. That will need to be taken out of the fee for the hourly wage. Trent would like to make the point that there is still an exemption clause even though there is a time crunch. Only information that pertains to Fallon County will be given out. Trent brought what he has to send the ACLU for Darcy to review. The amended fee will be sent in a new letter. Discussion followed on how to keep other people's contact information private. Darcy will also get ahold of MACO to review the information with them. She will change the fees and get it back to the Commission to be signed for approval before it is sent.

9:27 AM Brenda and Trent left the meeting.

9:27 AM Commissioner Ranum made the motion to move into Executive Session. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:02 AM Commissioner Ranum made the motion to come out of Executive Session. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:03 AM Commissioner Rost made the motion to direct the County Attorney, Darcy Wassmann, to have further discussions with First Dakota's Attorney to resolve the claim. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:05 AM Mark Sieler, Road Foreman joined the meeting.

Approve Interlocal Agreement with the City of Baker for County Equipment Usage – The proposed agreement with the City of Baker regarding the use of County equipment was discussed. The Road Department would like to make sure it is not open ended and has the correct wording to ensure it is not overused. Maintenance and winterization procedures need to be added into the agreement. The County will need to be in charge of the agreement. It will need to be reviewed each year before renewal. A 30-day cancellation policy is also included. Commissioner Ranum would rather send our drivers with our equipment because of insurance purposes.

10:11 AM Julie Straub, HRM joined the meeting.

Debbie explained that if the City has their drivers in our equipment, it will be on the Cities' insurance. If something was wrong with the equipment and a City employee was using it, it would also be liable through the Cities' insurance. There will need to be a process that allows the City to notify the County of the use of the vehicles beforehand. The City employees will have the same responsibilities as the County. The only equipment included will be the heavy equipment. Big dollar items will need to be specified as to who is paying for the repairs. Equipment is to be returned in the same condition as it left and County use will take priority.

10:33 AM Mark and Darcy left the meeting.

Museum Discussion and Decision on Cutting Hours of Operation and Changing Curator Position from Full Time to Part Time- Commissioner Baldwin felt the Museum hours were not discussed enough in past meetings to be able to make a decision. He would rather the Museum Curator position start as part-time and work towards full-time if need be. Commissioner Rost would like to look for a Curator that wants to further their knowledge and broaden the Museum. If the hours were dropped, he explained that it may be hard to find the kind of person they are looking for without a full-time schedule. Commissioner Rost would like the position to start at full-time and lower the hours later on if need be.

10:39 AM Eric Kary, Golf Course Superintendent joined the meeting.

10:40 AM Shyla Hadley, Fairgrounds Manager joined the meeting.

Commissioner Rost believes it is a mistake to lower the hours and it should at least be a 30-hour position year-round. The Museum will need to be invested in by the County to draw a crowd and get more attraction. Julie explained that there may be a compromise in the hours, which could be higher in the summer and lower in the winter. If there were only eight hours a week in the winter, it would lessen the chances to have a pool of employees applying. There was no decision made on the Museum hours. It will be on the agenda for Tuesday, November 13th.

10:53 AM Debbie Wyrick left the meeting.

10:57 AM Joe Janz, Outside Building Maintenance Supervisor joined the meeting.

Identify Specific Plans for Fairground Winter Maintenance- In a recent Commission meeting, the Commission made the determination to resume Floyd Ehret's seasonal hours until next Spring as usual, rather than through the winter months. Joe explained to Julie that he does not have time to help every week at the Fairgrounds based on his work load. Eric has stated that he will help with the winter maintenance at the Fairgrounds. Joe takes care of the Gun Range, the Court House and the Veteran's Memorial. Eric understands the hours that are needed each week are dependent on the weather. He is able to run all of the snow removal equipment. Commission appreciates Eric being flexible and helping out where needed. If Eric is gone, Joe will make time to help. The Commission agrees with the plans.

11:01 AM Shyla, Eric, Joe and Julie left the meeting.

11:04 AM Shannon Hewson, Brosz Engineering joined the meeting.

Baker Lake Updates- The road around the Lake is open. The sidewalk has been re-poured, and the plant seeding is done by the fill removal area, as well as on the stockpile by the Upper Dam. There are plans to finish hauling gravel in the next week. They will start constructing the berm at the disposal area on Monday. Water is still coming in from the Upper Lake, however it is slowing down considerably. Discussion on the State drainage on the edge of the Old Beach, as it can be filled in the way it was before construction occurred.

Pay Application #13- Pay Application #13 was received from Western Municipal Inc. There was cleanup that needed to be done in the channel between the lakes.

Commissioner Ranum made the motion to accept Pay Application #13 from Western Municipal Inc. in the amount of \$326,782.37. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Remaining Projects- The \$90,000 grant from the Department of Commerce will cover the cost of the sand for the beaches. There is planting to be done in the Spring. Boat docks and fishing docks will need to start to be discussed to get them ordered in time. The Lake Board will be involved with those decisions.

Pay Request for Diamond J Construction for the Sidewalk Project- The pay request from Diamond J Construction for the Sidewalk Project has been received. Test holes are still going to be done at the Parkview Apartments, as there are drainage issues.

Commissioner Rost made the motion to accept the final payment for Pay Application #3 for Diamond J Construction for the Sidewalk Project in the amount of \$50,942.43. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Ismay Historical Bridge Discussion – Shannon will be getting in touch with the Historical Society regarding the Ismay Historical Bridge. Landowners will also need to be involved for their input. Commissioner Baldwin and Shannon will view the Bridge next week. It is being tested for asbestos.

12:01 PM Shannon left the meeting.

12:02 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

RECONVENE

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

FALLON COUNTY COURTHOUSE

Commissioner Ranum made the motion to rescind the vote from Monday, October 15th, 2018, regarding the Museum to change the hours from 40 hours a week. Robert's Rules of Order were not followed properly. The Museum hours will be discussed at a later date. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:19 PM Mary Grube, Administrative Planner Assistant joined the meeting.

1:21 PM Dale Butori, Weed Control Coordinator joined the meeting.

Land Use Regulations- Mary informed the Commission that more time is needed to prepare the Land Use Regulations. They will be done the first week of January. The regulations need to be all inclusive for liability issues. The Commission agreed.

1:22 PM Mary left the meeting.

1:25 PM Julie Straub, HRM joined the meeting.

Approval to Send Seasonal Employee to Training- Dale would like Sara Berger to be licensed to the same level as himself. The Weed Crew is required to be within 100 miles of a license at all times during spraying. She passed her test last week, which will enable another Fallon County license. Dale would like to send her to a training conference over the winter. He will need Commission approval because Sara is a seasonal employee during only summer months. A 30-day break in employment is needed to remain a seasonal employee. The conference is in January. Julie informed the Commission that she would still meet the requirements to maintain her seasonal employment. The Commission agreed.

Montana Weed Control Association Annual Conference- Discussion followed on the Montana Weed Control Association Annual Conference in Great Falls in November. Dale has been working on the agenda. One of the Commissioners will be attending depending on schedules.

1:39 PM Dale and Julie left the meeting.

1:50 PM Commissioner Ranum made the motion to approve the minutes for October 15-19, 2018 as presented. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Work Session

Commission reviewed e-mails, correspondence, revenues, reports, board minutes and agendas. They also signed the Ambulance IGT, a letter of support for the Dispatch Grant, the Airport Project Federal Financial Report, Applications for Shoreline Construction Permits for various lakeshore landowners, signed the ONEOK Agreement, and signed the amended ACLU Response Letter. They discussed the basement windows, viewed the new Library Drop Box, and discussed the Airport Mower and Snow Removal equipment.

3:37 PM Terry Sukut, JGA joined the meeting.

Court House and Library Window Project- Terry and the Commission reviewed the window Change Orders from the Window Project. A revised copy for the ceiling repairs has been sent by Associated Glass. Discussion followed on the front doors and the handicap accessible push buttons. The new window sills will be made of oak. Terry has received the Pay Application but is yet to review it.

Commissioner Ranum made the motion to accept Change Order #1 and #2 for the Court House and Library Window Replacement Project in the amount of \$6,733.69 and \$6,301.15. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The basement windows and the Library doors will both be on Change Order #3.

Hail Damage- The heat pipe inside the shop at the Road Department is still needing to be repaired. Other items were discussed amongst the Change Orders and schedules given from First Dakota.

Jail Museum – Terry spoke with the State Historic Preservation Office as well as an architect and is still unsure of what to do about the Jail Museum stucco. He is trying to find someone to do that type of work, as it is not used much anymore. It has been tested for asbestos and there was none found. Different possibilities of repairs were discussed. Terry will keep looking into it for further review.

4:50 PM Terry left the meeting.

4:56 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

s/Steve Baldwin, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder