

**9:00 AM CONVENE**

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

**FALLON COUNTY COURTHOUSE**

**PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS**

No one appeared for public comment.

**9:10 AM Julie Straub, HRM joined the meeting.**

**Application of Policy-** Violations of policy for internet use within different departments was discussed. The Commission will send out a memo to all employees explaining that computers in the County are meant to be used for work purposes, while keeping personal use to a minimum.

**9:22 AM Julie left the meeting.**

**9:46 AM Elin Kittelmann, Extension Agent joined the meeting.**

**9:47 AM Dustan Davis, IT TECH joined the meeting.**

**Excel Training Class-** Dustan and Elin would like to put on an Excel workshop in Fallon and Carter County. Dustan would be instructing the class with information on what Excel can do and the functions of the program. Employees could also benefit from the class, as well as the public. The Extension Office would loan out their laptops for the class. A sign up would be needed, with one class during the day and another in the evening. There would also be a beginner and an advanced class. These could be scheduled for November or December of this year. Dustan asked the question if he should instruct these on County time or do it through his personal business. The Commission and Dustan would like it to be through the County. Elin and Dustan will discuss amongst themselves to decide a day and time for the classes. The Commission agrees.

**10:00 AM Dustan and Elin left the meeting.**

**10:01 AM Alba Higgins, Shop Foreman; Mitch Overn, Mechanic joined the meeting.**

**10:02 AM Chuck Lee, DES-911 Coordinator joined the meeting.**

**Road Department Repairs-** One of the blades have been repaired. The differential is now done as well. They are currently waiting for parts. Discussion on the snow plow.

**10:08 AM Bobby Wiedmer, Road Supervisor joined the meeting.**

The mowers are holding together well. Commissioner Baldwin asked about sharing the broom with the Airport, and there has been no troubles with it going from department to department. The broom is used in different seasons for the two departments, therefore there is no trouble with it overlapping in use. The Road Department only uses it in the summertime and it is kept at the Airport.

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

**10:15 AM Alba and Mitch left the meeting.**

**TransCanada-** The gravel hauling has been going well. The trucks for TransCanada have been doing a great job at slowing down. Bobby is pleased with their use of the road. No signs are up where the trucks are coming out onto the road and Bobby has called them to ask to put them up. There are 40 trucks running less than a mile apart in a constant stream. The gravel is packing well and is being tested. They have been watering at peoples houses to help control the dust.

**Road Updates-** The Road Crew is hauling gravel in Ollie and should have it done by tomorrow morning. Commission informed Bobby that the Happy Horse Subdivision has went through and once it is finalized Bobby will be notified. All but one approach is completed at Ollie as well. Discussion on the project by the Montana Department of Transportation on the 101 Road.

**10:25 AM Bobby left the meeting.**

**Sidewalk Project-** The Sidewalk Project is coming along well. The walls on the ramp outside of the main door should be poured today. Diamond J Construction has cleanup work left on the Museum and the Parkview Apartments.

**Baker Lake-** The Baker Lake construction workers are off this week working on a different project. There will be no gravel hauling or dirt removal happening this week. The wetlands are up to grade and the topsoil has been put on them. The channel between the upper and lower lakes will be the next thing

that is worked on. The water will need to be pumped out before that takes place. The Wetland Restoration Crew is planning on coming October 8<sup>th</sup> or 9<sup>th</sup>. Their agreement has not been received. Fisher Sand and Gravel is also starting to haul this week. Discussion on the process of letting the water out of the Upper Lake.

**10:38 AM Shannon, Chuck, Commissioner Ranum and Commissioner Rost went to tour Baker Lake.**

**10:38 AM Commissioner Baldwin left the meeting.**

**11:30 AM Tayla Snapp, Greg Gianforte Representative joined the meeting.**

**11:33 AM Commissioner Ranum and Commissioner Rost rejoined the meeting.**

**Pipeline Updates-** Discussion on the upcoming pipelines in the area. Commissioner Rost informed her that ONEOK may be trying to start working this fall depending on how far along the process currently is. Tayla met with them last week, as did the Commission. Denbury is moving forward as well; however, they are not scheduled to start until next summer.

**11:38 AM Shannon Hewson, Brosz Engineering joined the meeting.**

Discussion on the Sage Grouse topic. The prep for the housing site for the Keystone Pipeline is going to start this fall. They have started hauling gravel and fixing up the roads for the project.

**Fallon County Updates-** Tayla wanted to check in to see how everything was going and looking for any updates from Fallon County. The Commission informed her that the gate will be opened in the middle of October for the water to be released out of the Upper Lake. They are working with Fish, Wildlife and Parks as well as the community to stock it with fish. Commissioner Rost is headed to MACO, Tayla will also be there.

**11:55 AM Tayla left the meeting.**

**12:04 PM Shannon left the meeting.**

**12:05 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; Kelsey Phillips, Recording Clerk/Secretary**

**ABSENT: Steve Baldwin, Chairman**

**FALLON COUNTY COURTHOUSE**

### **PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS**

**1:08 PM Shannon Hewson, Brosz Engineering joined the meeting.**

**1:15 PM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.**

**Bench Request-** There has been a request to install a memorial bench like the others around the Lake. The area that has been requested for a bench is going to be a wetland, it will no longer be open Lake. Discussion on areas where an opportunity may be for the bench.

**1:18 PM Brenda Wood, Clerk and Recorder joined the meeting.**

A bench could be put in the new beach area possibly. It may need to wait until spring when there is water in the Lake so people aren't disappointed with the placement of the benches due to the wetlands. Shannon would propose to do an install next year for the bench.

**1:20 PM Shanny Spang Gion, SMART Director joined the meeting.**

**1:21 PM Shannon left the meeting.**

**Museum Air Conditioning-** Debbie would like the Commission to be aware that there may have been damage to the air conditioning at the Museum from the lightning strike. Straub Heating and Cooling looked at it in July. Only the fans have been in use. Debbie has asked Karen Holliday, Museum Curator, to get quotes and get them to her in the next couple weeks. It is unknown what is needing to be replaced.

**1:23 PM Debbie left the meeting.**

**Auditor Findings-** The auditor was here a few weeks ago and did his pre-annual report journal entries. Since then, some reports have had to be redone. An adjustment was made. In the 911 fund we received \$110,000 credit from Tab Electronics because of a prepaid grant. The work was never done; therefore, the credit was given back to the County. Since the grant was paid to the County as well, it will need to be paid back since the project was not finished. Adjustments will need to be made to the budget. It will be a transfer from the 911 fund to the general fund, therefore a hearing will not be needed.

**1:27 PM Brenda left the meeting.**

**Dog Trial-** The men that did the dog trials just south of Baker were pleased with their time spent in the area. Next year SMART plans to help promote the trials. This competition is the only wild bird one amongst the other trials.

**SMART Updates-** Shanny would like to know how often the Commission likes to receive updates from SMART. Commissioner Ranum expressed that monthly meetings would be preferred, depending what is going on in the area.

**Daycare-** Discussion again on daycare centers and finding an area that would be suitable for childcare in the Baker area. A lot goes into keeping a license for a daycare facility to be able to keep the doors open. Shanny is looking into all of the guidelines that go along with having a licensed daycare facility. The Commission is open to exploring different options. County assistance would be open for discussion; however, running it would not be. Shanny will look further into what options may be available.

**Community Development-** Discussion on what the community would like to see in the area. Planning efforts might include visioning meetings, which get the communities input as a whole. The skateboard park was created in a visioning meeting that took place in 2011. Recreational multi-paths were discussed to have the opportunity to get Baker more walkable. The revolving loan fund is under SMART, there is currently one participant. They are looking for more participants. The purpose of the revolving loan fund is to get businesses connected to a small business direction center to look into different financial paths.

**Chamber of Commerce-** Shanny has been working with the Chamber of Commerce to make a brochure that showcases small businesses in Baker. It will include the downtown district, with restaurants and other points of interest. There are plans to have a map in the center of the brochure that will include Chamber events. The Chamber would recruit members to be showcased in the brochure.

**Mon-Dak Meeting-** The Mon-Dak meeting is on Thursday in Bowman, North Dakota. Baker hosted it last year. The meeting is for ideas to go back and forth with programs being offered in different areas.

**Redeveloping Areas-** Discussion on redeveloping areas within SMART, including Plevna. There is a phase 1 and phase 2 of the development process. A presentation for a meeting with the EDEMA will collaborate ideas with SMART for affordable workforce housing opportunities.

**1:58 PM Shyla Hadley, Fairgrounds Manager joined the meeting.**

**2:00 PM Shanny left the meeting.**

**2018 Fair Report-** Shyla presented a report for the 2018 Fair event. It includes everything that was paid for, including entertainment, services, judges, advertising, lodging, money received, and Darryl Worley refunds. Discussion on each area within the report. Shyla also gave a Saffire update, which is the ticketing program used by the Fair. The differences between last years processes versus this year was reviewed, as this year the software was used much more efficiently. Internet was installed within the ticket booths as well. Discussion on possibly getting internet for the entire Fairgrounds. The sales report was produced by the Saffire program as well, which made accurate reconciliation at the end of each event.

**2:27 PM Trent Harbaugh, Sheriff joined the meeting.**

**2:32 PM Shyla left the meeting.**

**2:33 PM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.**

**Intercom System and Cameras in the Jail-** Brenda Hoeger, Emergency Communications Supervisor, dropped off an intercom system quote from Data Imaging Systems (DIS) Technologies. Debbie is waiting to find out what the insurance is going to cover. The cameras may also be covered under the insurance. The intercom system is about twice the amount of the cameras. The Detention Officer's room needs an intercom as well. They are going to wait for the insurance to determine what will be paid for before replacing the equipment. Discussion on the tower.

**2:41 PM Lynda Herbst, Inside Custodial Supervisor joined the meeting.**

Debbie will take a look into the bills that have been paid to decipher what was replaced and what was not, including prices and labor costs.

**2:49 PM Debbie left the meeting.**

**HVAC Quote-** The quote to have the HVAC repaired has been received from Shad with S & W Heating and Air Conditioning out of Miles City. The cost to have it repaired is much lower than it would have been to replace it. Lynda would like a catwalk to be installed around the HVAC if it is going to be kept on the roof. It would be \$2,500 to add a circulating fan to pull conditioned air so it will not shut down in extreme temperatures. This bid includes electrical, parts and labor. Commission gave approval. Trent and Lynda will get the appointment set up.

**2:55 PM Lynda and Trent left the meeting.**

**3:10 PM Don Schillinger, Superintendent of Schools joined the meeting.**

**School Budgets-** Don explained the budget from last year for the Baker and Plevna schools, as well as the budget that needs approved for this year. The Schools receive information from the State with their estimated budgets based on the number of students, schools and the acts of the Legislature. This process makes it so schools cannot receive more than they need, as for a maximum and minimum budget. The mill levies from each year were compared. The Baker mill levy went up higher in the general fund than they had in previous years due to the lack of oil and gas money. Don explained the process of what the State decides schools get for each year because of oil and gas money. Baker has not run a mill levy in the last few years. Hopefully with the oil and gas money coming up they will not have to run a mill levy. The State keeps a tight track of the schools. The Commission will need to approve of the Baker and the Plevna school budgets. Commissioner Ranum asked about the school busses and how those budgets run, as well as the school bus routes. The budgets are set at the State level.

**3:28 PM Don left the meeting.**

**Commissioner Rost made the motion to approve the FY 2019 Budget Report for 0256 Plevna K-12 Schools Submit ID:0256-35671704, as well as the FY 2019 Budget Report 0244 Baker K-12 Schools Submit ID:0244-74020772. 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.**

#### **MINUTES APPROVAL FOR WEEK OF SEPTEMBER 3-7, 2018**

**Commissioner Rost made the motion to approve the Commission Minutes for the week of September 3-7, 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.**

#### **Commission Work Session**

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas.

**4:45 PM Commissioner Rost made the motion to recess. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any further discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.**

#### **RECESS**

**FRIDAY, SEPTEMBER 14, 2018**

#### **3:00 PM RECONVENE**

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

**FALLON COUNTY COURTHOUSE**

#### **PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS**

**3:00 PM Shannon Hewson, Brosz Engineering joined the meeting.**

**Private Property Issue-**A Landowner received a letter from the Army Corp of Engineers stating they cannot issue a permit as the property owner cannot do anything with their property at this time. The issue relates to the 2005 unresolved EPA issue. Shannon, the Commission and the individual that wrote the new report in 2016 felt the issue had been resolved. The Landowner will need to contact the EPA and request a written answer as to how to resolve the issue.

**Maps**-Shannon also brought some maps of the Baker Lake when it was full of water and currently after the dredging was completed.

**Iron Horse Park**-Discussed the new picnic/bathroom shelter at Iron Horse Park, landscaping and decision to wait on the sidewalk until the building, landscaping and beach area are complete.

#### **GAS TAX RESOLUTION**

**Commissioner Rost made the motion to adopt Gas Tax Resolution #1004 requesting Fallon County's share of funding per the Bridge and Road Safety and Accountability Restricted Account created by HB 473. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion. The funding will be used to complete the Pennel Bridge and the County's funding portion has been set aside per the FY19 Budget. 3 Ayes. 0 Nays. The motion carried unanimously.**

#### **PILT FUNDING**

Commissioner Rost explained today is the last day for County's to sign on with other County's across the State of Montana and other States regarding the PILT funding Lawsuit.

**Commissioner Ranum made the motion to join the PILT funding Lawsuit with the other County's. Commissioner Rost seconds the motion. Commissioner Baldwin asked for discussion. Commissioner Rost stated Fallon County's portion would be approximately \$900.00. There being no further discussion. 2 Ayes. 1 Nay (Commissioner Baldwin). Motion carried.**

#### **CLAIMS APPROVAL**

Commission reviewed and approved the Mid-Month Claims for the month of September 2018 in the amount of \$203,671.62 and they are filed in the Clerk and Recorder's Office.

**4:40 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

It has been brought to the Clerk and Recorder's attention that in the minutes from September 3-7, 2018, it is written that the Commission attended the Chamber meeting at the Lakeview Country Club. The Commission did not attend this meeting. We are sorry for any confusion or issues with this statement.

s/Steve Baldwin, Chairman

Minutes:

s/Kelsey Phillips, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder