

9:00 AM CONVENE

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

FALLON COUNTY COURTHOUSE

The Pledge of Allegiance was held in the Commissioner's Office to start off the week.

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also discussed and worked on remaining budget items for Fiscal Year 2019-2020.

Commissioner Ranum made the motion to approve the minutes from the week of August 19-23, 2019, as presented. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Abstain (Commissioner Baldwin). The motion carried.

9:29 PM Lynda Herbst, Inside Custodial Supervisor joined the meeting.

9:30 AM Commissioner Rost and Commissioner Baldwin left to attend a funeral.

Courthouse Lights- Commissioner Ranum would like to update the lights in the lobby of the Courthouse. Different options for lights were reviewed; no decisions were made.

9:47 AM Robbie Christiaens, Parks Supervisor; JoDee Pratt, City Mayor joined the meeting.

9:48 PM Lynda left the meeting.

Parks Updates- Robbie plans to start blowing out the sprinklers at the Parks soon. The JC Park is supposed to be finished by October 15th. FEMA will reimburse the City once the project is completed. JoDee would like Robbie to place cement parking barriers at the City Park. Robbie agreed. There are a few items from the Parks Department for the County Auction. The Fair Board was in favor of taking the Parks tents, where they will now be stored as well.

10:03 AM Luke Holstein, City Public Works joined the meeting.

City Project- JoDee explained that she would prefer the City streets in between Highway 7 and Baker Lake to be worked on this fall by the County Road Crew. She does not want to wait until spring. The County would be ripping up the surfacing before the City starts their repairs.

10:08 AM Luke left the meeting.

Sidewalk Project- JoDee stated that the City will be giving the County an easement for the sidewalk project around Baker Lake, as it goes through City streets.

10:22 AM Robbie left the meeting.

11:15 AM JoDee left the meeting.

11:15 AM Shyla Hadley, Fairgrounds Manager joined the meeting.

Fair Updates- Commissioner Ranum would like to put new benches and tables at the Fairgrounds, as the current wooden ones are unsafe and need to be updated. She is working on the pricing and details. Shyla gave the Commission the report of ticket sales for the 2019 Fair. Both her and the Fair Board were very happy with the attendance to all the events this year. Online ticket sales is proving to be worthwhile and a good asset to the community. People were kind about the carnival situation and seemed to enjoy the other entertainment that was provided.

11:39 AM Lisa Mitchell, Ambulance Director joined the meeting.

11:30 AM Shyla left the meeting.

11:43 AM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

11:45 AM Julie Straub, HRM joined the meeting.

Follow-Up on Safety Concern- The concern has arisen regarding the safety of the EMS crew at all County events. Each event is required to carry their own insurance; however, these are held on County property. Safety precautions are in place, but it is something that needs to be looked at again. Lisa expressed the concerns during the High School Rodeos and the Extreme Bulls, because the Ambulance Crew is not getting a good visual of the activity. The positioning of the bleachers is also a concern. Kids have been climbing on the Grandstands fence. A meeting with Julie, the Safety Committee, the Sheriff's Department and the Fair Board will need to take place to discuss a safety plan to put into place.

12:12 PM Debbie, Julie and Lisa left the meeting.

12:13 PM Commissioner Ranum left the meeting for a noon recess.

NOON RECESS

RECONVENE

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FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:13 PM Alba Higgins, Shop Foreman joined the meeting.

Landfill Fuel Truck- Alba is concerned about the engine swap in the Ford Weed Truck. The Road Crew doesn't have the correct equipment to pull the engine. They would be able to figure it out if need be, however, they are busy working on the usual road and equipment maintenance and the County Auction. It may be easier to take it to a local company that would have the correct equipment. The Commission would like to discuss further before deciding.

1:23 PM Darcy Wassmann, County Attorney joined the meeting.

1:24 PM Alba left the meeting.

Fire Hall Concrete- The Commission asked Darcy if there may be potential for any recourse for the faulty concrete work that was done at the Fire Hall years ago. It is going to be re-done and will be documented from the beginning of the site dig up. Darcy will find out what the warranty entails and when the project took place. The contractor has not yet been made aware of the issue.

County Loan to City- The County will be loaning the City 2.5 million each year for the next two years for their water main project. Darcy is not sure whether this can be interest free because it is an agreement between two government entities. The City will be re-paying the money to the County within 15 years. Darcy will do more research and draw up an agreement for the loan.

Golf Course Green Fees- It has been found that the Lakeview Country Club used to pay green fees to the County. Darcy has drafted an agreement with the County and the Country Club that states the Club will contribute an amount of money to offset added costs to the County for preparation for tournaments. Nothing has been decided for the green fees. The agreement has been given to the Golf Board Members for their review. It may be beneficial to meet with the Board Members as well.

1:58 PM Julie Straub, HRM joined the meeting.

2:00 PM Darcy left the meeting.

2:02 PM Kim Cuppy, Director of Public Health joined the meeting.

Permission to Hire Part-Time Home Health Aide-The position title is being switched from a temporary part-time Home Health Aide to a permanent part-time Home Health Aide, as a temporary employee cannot be employed for longer than one year. Heather Havens was the only applicant for the permanent position that has been advertised the last couple of weeks. She has previously held the temporary position. Kim is confident in her abilities and would like to hire her for the position.

Commissioner Baldwin made the motion to hire Heather Havens for the Permanent Part-Time Home Health Aide. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Resignation- Kim Bryan, Staff Nurse, gave her two weeks' notice last week. Her last day will be Wednesday. Kim Cuppy would not like to replace this position and do a trial run with only one nurse. She would like to try this for a few months before re-evaluating. The recruitment for the Administrative Assistant office position is open until this Friday.

Commissioner Baldwin made the motion to accept Kim Bryan's resignation. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

2:10 PM Dale Butori, Weed Control Coordinator joined the meeting.

2:13 PM Kim left the meeting.

Weed Coordinator Position Decision- The Commission needs to decide on the hours for the Weed Coordinator position, as well as finalize the job description. Commissioner Rost would like the position to be 40 hours a week, year-round. Commissioner Ranum and Commissioner Baldwin would like the hours to be shortened during the winter.

Commissioner Baldwin made the motion to set the hours for the Weed Coordinator Position at 40 hours a week through April 1st – October 31st and 30 hours a week November 1st – March 31st. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 1 Nay (Commissioner Rost). The motion carried.

Different certifications, endorsements and requirements were discussed. The Commission will inform the Weed Board of their decision. Julie will work on the job description and bring it back to the Commission for further discussion before the position is advertised.

2:37 PM Dale left the meeting.

2:46 PM Julie left the meeting.

3:00 PM Melissa Rost, Museum Curator joined the meeting.

Museum Updates- Melissa has received permission to sell the dolls from the doll room exhibit. She will be keeping enough to fill the room and the rest will be sold in the gift shop. Discussion on putting sliding doors to keep the dolls locked in the room because the plexiglass is not currently working efficiently. Melissa has applied for a logo design grant and should hear about it sometime next month. She is on week 7 of the Collections Management Policy class. Melissa reported that she will not be passing this class due to time restrictions, however the Museum will have a completed Collections Management Policy. The next class will be Museum and Education Outreach. She would prefer to pay for this class out of pocket for her to do it on her own time. The Commission agreed. She would like to have the Historical Society involved in public vendor events.

3:14 PM Brenda Wood, Clerk and Recorder joined the meeting.

3:17 PM Mary Grube, Assistant Administrative Planner joined the meeting.

3:22 PM Melissa left the meeting.

FY 2019-2020 Preliminary Budget Hearing- Brenda explained what oil and gas funds have been given to the County thus far. She reviewed the tax levy requirements schedule and different changes to funds.

3:54 PM Lisa Mitchell, Ambulance Director joined the meeting.

3:58 PM Julie Straub, HRM joined the meeting.

4:02 PM Brenda and Mary left the meeting, ending the public hearing for the time being.

Director of EMS Position Discussion- Lisa has requested an assistant in a previous meeting with the Commission. Julie would first like to review Lisa's job description. She cannot support an assistant at this point because she would first like to see the department be re-structured, as she doesn't want Lisa working an abundant number of hours. Julie had done research on demographically similar counties, and only Rosebud County runs their EMS through the County, most others are through hospitals. The Commission will need to review the current job description and come to an agreement on what the work entails before moving forward. A meeting will be set up in the next few weeks to discuss further.

4:14 PM Lisa and Julie left the meeting.

4:15 PM Brenda Wood, Clerk and Recorder joined the meeting.

Budget Continuation- Brenda reviewed the entitlement money and what that entails. Each fund and the proposed budgets were reviewed.

4:54 PM Brenda left the meeting.

Commissioner Rost made the motion to accept the Barco Products quote in the amount of \$39,666.40 for benches and picnic tables at the Fairgrounds. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

5:00 PM Commissioner Baldwin made the motion to adjourn the meeting. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

The Fair Board Meeting was held on Monday, August 26th at 6:30 PM at the Fallon County Fairgrounds.

Terry Sukut, JGA, completed the Window Project Over-Seeing on Tuesday, August 27th.

Commissioner Rost attended the MPA Annual Meeting on August 27th-28th in Billings, MT.

The Fiscal Year 2019-2020 budgets from the preliminary budget hearing were reviewed on Wednesday, August 28th at 9 AM in the Commissioner's Office with Brenda Wood, Clerk and Recorder.

s/Deb Ranum, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder