

9:30 AM CONVENE

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

9:35 AM Kevin Braun, Member of the Public joined the meeting.

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:42 AM Kim Cuppy, Director of Public Health joined the meeting.

Keeping Work Cell Phone Number for Personal Use- Kim would like to keep her work cell phone number for personal use after her employment ends on December 31st. The Commission is in agreement to allow this. Kim will get into contact with Kimberly Jensen, AP Clerk, regarding the switch.

Commissioner Baldwin made the motion to allow Kim to keep her County cell phone number for personal use after her employment ends on December 31st. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:46 AM Kim left the meeting.

9:59 AM Bobby Wiedmer, Road Superintendent; Alba Higgins, Shop Foreman joined the meeting.

Shop Updates- RDO came down to work on a motor grader last week. It is still under warranty. All other trucks seem to be working correctly. The Road Crew is working on hauling gravel this week to the South Ismay Road.

10:08 AM Alba and Bobby left the meeting.

10:15 AM Shannon Hewson, Brosz Engineering joined the meeting.

Project Updates- Shannon explained that even though there are a few changes needed on the Lower Lake Inspection Report, it will still be able to be submitted at this time. The updated agenda for the City Watermain Project was reviewed. There is an updated schedule and agenda included.

Notice of Award for 2020 Millennium Sidewalk Project- The Commission signed the Notice of Award for the 2020 Millennium Sidewalk Project. It was awarded last week during the Commissioner Proceedings.

PRESENT: Zach Williams, Teraflex Group; Skip Eldridge, Earth Work Solutions; Tyler Youderian, Youderian Construction; Nathan Kemp, Martin Construction; Beth Kalisiak, Young Gun Construction; Mary Grube, Administrative Assistant Planner; Rich Menger, Sanitarian

Upper Lake Sediment Removal and Dam Repairs Bid Opening-

- Young Guns Construction (Ludlow, SD) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$202,084.00.
- Martin Construction (Dickinson, ND) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$299,399.71.
- North Star Construction (Spearfish, SD) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$156,593.25.
- Youderian Construction (Stanford, MT) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$121,437.75.
- Earthwork Solutions (Gillette, WY) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$211,855.95.
- Teraflex Group (Williston, ND) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$636,746.00.
- Stealth Energy Group (Williston, ND) – REJECTED
- Oftedal Construction (Miles City, MT) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$222,163.90.
- Griffith Excavating (Baker, MT) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$142,496.25.
- Wyrick Construction (Baker, MT) – License & Bid Bond Included – Addendum Noted – Total Base Bid - \$166,697.50.

10:52 AM Zach, Skip, Tyler, Nathan and Beth left the meeting.

10:52 AM Bruce Moore, Baker Metal joined the meeting.

Request to Vacate a Street- Bruce explained that Baker Metal is looking at putting up another building at their current location. There is an existing street that runs into their property, sitting where the north side of the building will run. He would like to request to vacate that section of the street within that portion of the road, which runs between the two lots. The Commission explained that they are required to follow State Statute and the process of closing a road starts with petitioning. After the petition, public comment and advertising will need to be held as well. Bruce will start the process and move forward from there.

11:03 AM Bruce left the meeting.

11:08 AM Shannon, Rich and Mary left the meeting.

Approval of December 14-18, 2020 Proceedings-

Commissioner Rost made the motion to approve the minutes from December 14-18, 2020

Commissioner Proceedings, with corrections. Commissioner Baldwin seconded the motion.

Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:27 AM Julie Straub, HRM joined the meeting.

Classification of Airport Assistant Manager- The Commission will need to decide on the classification status of Darrin Meggers, Airport Assistant Manager. Right now, he is working without a set number of hours a week and is receiving vacation and sick leave benefits. Commissioner Rost explained that this position was advertised with benefits, therefore he believes that if this position no longer receives benefits, a wage increase would be appropriate. If Darrin is kept as a part-time employee, the hours of employment will need to be defined.

11:40 AM Sara Berger, Weed Control Coordinator joined the meeting.

Commissioner Rost made the motion to set the Assistant Manager as an Intermittent Employee with a 25 cent pay increase after the longevity is added in and effective in the January 2021 pay period.

Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 1 Nay (Commissioner Baldwin). The motion carried.

Discuss Safety Review for Weed Department- Sara had requested that the safety review be completed with both her and the Commission since it was her first year working as the Weed Control Coordinator. Her office is very clean and organized, a cabinet will need to be anchored to the wall. The electrical in the office is needing a battery backup. Cords will need to be secured under the conference table. All SDS sheets are held in her office, as well as in the shop and all vehicles. An emergency evacuation map needs to be posted. Lighted exit signs will be put up in the shop. The fire extinguishers need to be inspected once a month. A chemical spill kit will need to be purchased as well. Sara will work to have these items completed by March 1st before they start working in the shop for the next spray season.

11:54 AM Sara and Julie left the meeting.

11:56 AM Commissioner Baldwin made the motion to recess for lunch. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

PRESENT: Deb Ranum, Chairman; Roy Rost, Member; Kelsey DuCharme, Recording Clerk/Secretary

ABSENT: Steve Baldwin, Member

1:15 PM Kevin Braun, Member of the Public joined the meeting.

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:15 PM Shannon Hewson, Brosz Engineering joined the meeting.

Upper Lake Sediment Removal and Dam Repairs Bid- Shannon has spoken with Youderian Construction as they were the low bidder for the Upper Lake Sediment Removal and Dam Repairs bid. They would like to start the project when the paperwork is completed if the Commission awards them the bid. ABC Fencing is their subcontractor out of Belfield. Shannon has reviewed the bids and compared the numbers. He has also spoken with Stealth Energy about their rejected bid. The majority of the bids

were lower than Shannon's estimate of the project. Shannon would recommend awarding Youderian Construction the bid. It will be put on the agenda next week for Commission decision.

1:18 PM Steve Baldwin, Commission Member joined the meeting.

1:24 PM Shannon left the meeting.

1:35 PM Commissioner Baldwin left the meeting.

The Commission attended interviews for an open County position.

3:30 PM Kevin left the meeting.

The Commission reviewed and approved the Mid-Month December 2020 Claims in the amount of \$1,054,147.38 and they are filed in the Clerk and Recorder's Office.

WORK SESSION

The Commission reviewed emails and correspondence, as well as County reports and revenues, board minutes and agendas. The Certificate of Substantial Completion for Griffith Steel Construction for the Baker Senior Citizen Addition was reviewed and signed. The Commission reviewed, discussed, and approved the Cucancic Construction Pay Application #6 for the Fallon County Courthouse Window Project. The Management Representative Letter was signed and sent to Olness & Associates, PC (Audit Firm). The Fiscal Year 2020 Management Discussion and Analysis (MD&A) and the Fiscal Year 2020 Annual Report was reviewed.

Commissioner Rost made the motion to accept Change Order Proposal #016 from TW Clark Construction for Parkview 1 in the amount of \$362.64 for Exit Lighting. 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.

4:45 PM Commissioner Rost made the motion to adjourn the meeting. 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.

MEETING ADJOURNED

s/Kelsey DuCharme, Recording Clerk

s/Deb Ranum, Chairman

ATTEST:

s/Brenda J. Wood, Clerk & Recorder