

MONDAY, JULY 20, 2020

**COMMISSION PROCEEDINGS HELD IN FALLON COUNTY COURTROOM**

**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**

**9:00 AM Kimberly Jensen, AP Clerk; Brenda Wood, Clerk and Recorder joined the meeting.**

**G & G Garbage-** The bills from G & G Garbage have been taken care of and will be going through this week's claim run. Kimberly asked that the Commission give them some time to fix their issues and continue to do business with them before making a change.

**9:06 AM Kimberly left the meeting.**

**Gazebo-** Brenda asked the Commission about the cleaning of the Gazebo at Baker Lake. The Commission will ask Robbie Christiaens, Maintenance Supervisor, about it.

**9:07 AM Brenda left the meeting.**

**9:32 AM Melissa Rost, Museum Curator joined the meeting.**

**9:32 AM Commissioner Rost left the meeting.**

**Museum Updates-** Melissa reported that the two front rooms of the Jail Building have been painted, as well as the front doors of both the Jail and the Metal Building. They are doing a drawing for "The 406 Table" cookbook. Melissa attended a free small business webinar from Evolve Marketing, which was promoted by Beth Epley at EPEDC. This included an hour-long brainstorming session with the presenters over Zoom. There is an open Museum Board position that is yet to be filled. The Block Building was re-opened the last week of June. The Traveling Collection Juried Art Exhibit is here on display for the month of July. After that exhibit is gone, the Miles City to Deadwood Stage Exhibit will be put out again for the Fair. The Museum is doing cookies and lemonade on Sunday afternoons again.

**9:41 AM Melissa left the meeting.**

**9:43 AM Commissioner Rost re-joined the meeting.**

**9:51 AM Robbie Christiaens, Maintenance Supervisor joined the meeting.**

**Maintenance Updates-** Robbie explained that the big mower was sent to Billings. The hydraulic hoses were rubbing, and oil was coming out. The sprinkler system at the Hospital Park is up and running. Robbie and the Maintenance Crew plans to do some painting around the picnic shelters around Baker Lake. Robbie stated that the Gazebo is cleaned at least twice a week and is pressure washed when reserved. The bathrooms are cleaned daily.

**10:00 AM Robbie left the meeting.**

**The Commission attended the Task Force Meeting in the Courthouse Library Basement.**

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

**Waterline Project at Gun Range-** Shannon gave the Commission the Gun Range Waterline project manual. He is still working on the report for the waterline.

**Water Leak at FMC-** Shannon explained that the leak at FMC was found to be the ductal iron main is what had failed. Shannon stated that it was a painted piece of steel. There was no protection or coating. The bolts were all rusted off the fitting and the piping itself is what had failed. They also found that around the building where the piping comes through, there was no remnants of a seal that was placed around the pipe going into the building. A piece of stainless steel was put back into place and they poly wrapped the stainless-steel piping. After that was done, they then sealed the piping through the building wall. There should now be a watertight connection.

**10:20 AM Rich Menger, Sanitarian joined the meeting.**

Discussion on painting the handrails and the concrete work that needs to be done in the parking lot.

**Fire Hall-** Shannon reported that there will be a change order addition to the Fire Hall apron project, as they thought the subgrade would be more suitable than it was once everything was taken out.

**Updates-** The City has decided to go back out to bid for their Watermain project. It will be advertised starting this week and bids will be opened in August. Shannon has looked into fixing the road

at Johny Creek Trail. He will generate an estimate of the cost to completely fix the road. The possible speed limit and bus routes were discussed.

**10:56 AM Kimberly Jensen, AP Clerk joined the meeting.**

**11:00 AM Darcy Wassmann, County Attorney joined the meeting.**

**11:03 AM Shannon and Rich left the meeting.**

**County Attorney Budget Review-** Darcy reported that she does not anticipate much change with her budget. Discussion on purchasing the Karpel Prosecution Software License. It would have a start-up fee and a yearly usage fee; however, it would be more seamless between the Court branches. She is not yet sure if she will be making this switch. She would also like to purchase the transcription software, but that will be under \$2,000.00.

**11:19 AM Darcy and Kimberly left the meeting.**

**11:22 AM Rochelle Conroy, Member of the Public joined the meeting.**

**11:25 AM Brenda Wood, Clerk and Recorder joined the meeting.**

**11:30 AM JoDee Pratt, City Mayor joined the meeting.**

**Request for City Funding-** JoDee asked that the Commission sign an agreement that was previously presented for the County taking over the City Parks. The Commission would also like an agreement to be made for the loan from the County for the Waterline Project. JoDee explained that the City is looking for funding for the drainage problem with the High School. This street is included in the SID project as well. The school is wanting to get their portion of the project completed, however, to do so, they need to be able to hook into the City storm drain. JoDee believes that the City Crew will be able to do the labor of the project, but they do not have the funds. Shannon Hewson, Brosz Engineering, is working on an estimate for this project. JoDee is estimating around \$100,000.00. Discussion followed regarding the Watermain Project that the City is undergoing, as the Commission has already agreed to pay five million dollars for this project. JoDee explained that they are still looking at putting out the SID.

**11:30 AM Mary Grube, Administrative Assistant Planner joined the meeting.**

The City budget meetings will be held this week. The Commission would like an estimate of the High School Drainage issue before a decision can be made. JoDee also asked about the streets on the East side of the Highway near Baker Lake. This estimate is around \$300,000.00. The County Road Crew plans to do the base of the streets this fall and do the chip and seal next year. The Commission would like to hold a meeting with the Road Crew and the City Crew to go over the project and costs before moving forward.

**11:56 AM JoDee, Brenda, Mary and Rochelle left the meeting.**

**11:56 AM Commissioner Rost made the motion to recess for lunch. Commissioner Baldwin 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, Steve Baldwin, Members; Kelsey DuCharme, Recording Clerk/Secretary**

**FALLON COUNTY COURTHOUSE**

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

No one appeared for public comment.

**Commissioner Rost made a motion to accept Griffith Steel's Pay Application #1 in the amount of \$40,000.00 for the Baker Senior Center Addition and Renovation. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

### **Approval of July 6-10, 2020 Proceedings-**

**Commissioner Baldwin made the motion to approve the minutes from July 6-10, 2020 Commissioner Proceedings, as presented. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**1:25 PM Mary Grube, Administrative Assistant Planner; Kimberly Jensen, AP Clerk joined the meeting.**

**Planning Budget Review-** The Planning Department budget has already been reviewed. Mary would like to ask about the professional services line item, more specifically the amount that will be allotted for Forrest Sanderson, KLJ Contract Planner. The professional services line item was decreased; however, Forrest will still be the Contract Planner and Susan Swimley, Land Use Attorney, will still be utilized for Planning purposes. Mary would also ask to budget for another employee in her office.

**1:42 PM Kimberly left the meeting.**

**Planner Updates-** Cindy Atkins has asked if she can be on the Planning Board, as there is an open position. The Commission will review her application and appoint during their work session.

**Plains Marketing Final Review & Approval-** Mary reviewed the Staff Report for the Baker Station Minor Subdivision. It is a proposed two lot minor subdivision of 41.73 acres. The location is west of town, near Tank Hill. It is becoming an industrial site and no longer qualifies for exemption.

**1:47 PM Tom Kachel, Manager of Landfill Operations joined the meeting.**

Mary reviewed the conditions, all which were met. It is not subject to zoning.

**Commissioner Baldwin made the motion to accept Staff Report MNR-FP-19-03 as Findings of Fact and that the Final Plat for the Baker Station Minor Subdivision be approved. Baker Station Minor Subdivision, a proposed two lot minor subdivision of 41.73 acres located in the SW1/4NW1/4 and W1/2 SW1/4 Section 3, Township 07 North, Range 58 East, P.M.M., Fallon County, Montana. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**1:52 PM Mary left the meeting.**

**Containers at Container Site and Tire Shredder-** Tom explained that the tire shredder is getting repaired and will be awhile until the County can rent it again. He would like to purchase containers for the Container Site, as they are currently rented through G & G Garbage. The Commission has not yet made this decision, as budgets have not been finalized.

**2:07 PM Tom left the meeting.**

**2:27 PM Darick Gorder, Polly Davis, Derby Representatives; Wendy Wagner, Fair Board Member joined the meeting.**

**2:30 PM Shyla Hadley, Fairgrounds Manager joined the meeting.**

**Additional Seating During Fair-** The Commission were asked if the Derby Association could utilize the stages used for the Fair and put the bleachers on top of them for extra seating during the Derby. They would plan to put handrails on them and make sure they are OSHA approved. Because of the social distancing guidelines, these extra seats would be able to make up for the ones that are not able to be used, as the facility can only hold 75%. The stages would allow the people to see over the arena. The Commission believes that this could be a good plan, as long as the Governor's Directive is being followed, as well as following all safety hazards.

**2:38 PM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.**

**2:39 PM Brenda Wood, Clerk and Recorder joined the meeting.**

Darick will talk with Jade Boggs, Insurance Store, regarding the insurance portion of adding these seats. The Commission will speak with Julie Straub, HRM, and ask about the OSHA side. The Commission agrees if all guidelines are followed.

**2:46 PM Shyla, Wendy, Brenda, Polly and Darick left the meeting.**

**2:49 PM Kimberly Jensen, AP Clerk joined the meeting.**

**Cemetery Budget Review-** The Commission reviewed the budget. Purchased Services was over budget this last year. There should not be any large expenses this upcoming year.

**2:53 PM Kimberly left the meeting.**

**3:15 PM Aaron Skogan, Baker School Superintendent joined the meeting.**

**Request for Interlocal Agreement to Fund After School Program-** Aaron gave the Commission the projected totals of the cost of the after-school program. The City will not be funding this any longer. Aaron would like to ask the County to do an interlocal agreement with the Schools to cover the cost of the program. They plan to hire three employees and are estimating an average of 20-25 students a day. Aaron reviewed the projected revenues and expenses for the program. They are asking for \$1,500 a month for 10 months, or a \$15,000 lump sum. The money would be put into an account specifically for the after-school program. The School Board still needs to agree with this, depending on Commission response. The Commission is more than happy to join into an interlocal with the schools and help fund the program. The Schools will completely handle the hiring and functions of the program.

**3:26 PM Brenda Wood, Clerk and Recorder joined the meeting.**

Aaron plans to hold a School Board meeting this week to discuss further.

**3:28 PM Tracey Goerndt, Member of the Public joined the meeting.**

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

Aaron gave an overview of the discussion that took place with the Commission, and that the Commission has agreed to enter an interlocal agreement with the Schools.

**3:30 PM Aaron and Tracey left the meeting.**

**3:40 PM Commissioner Ranum left the meeting.**

#### **WORK SESSION**

The Commission reviewed emails and correspondence, as well as County reports and revenues, board minutes and agendas. They also signed the Superintendent of Schools updated agreement for Fiscal Year 2020-2021. The Commission signed Amendment #1 and #2 for professional services for KLJ and the Baker Municipal Airport, as well as the Airport Layout Future Plans. Resolution #1048 – FY21 Salary Resolution was also signed by the Commission.

**Commissioner Baldwin made the motion to appoint Jennifer Fisher to the Plevna TV Board, Cindy Atkins to the Planning Board, and Matthew Plaisted to the Fair Board. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.**

**Commissioner Baldwin made the motion to adopt Resolution #1048 – FY21 Salary Resolution. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.**

**The Commission reviewed and approved the Mid-Month July 2020 claims in the amount of \$608,795.21. They are filed in the Clerk & Recorder's Office.**

**5:00 PM Commissioner Baldwin made the motion to adjourn the meeting. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.**

**MEETING ADJOURNED**

s/Kelsey DuCharme, Recording Clerk

s/Deb Ranum, Chairman

**ATTEST:**

s/Brenda J. Wood, Clerk & Recorder