

**8:30 AM CONVENE**

**PRESENT: Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary**

**ABSENT: Roy Rost, Chairman**

**FALLON COUNTY COURTHOUSE**

**8:30 AM – Work Safe Champions – Located in the EOC**

**9:30 AM The Pledge of Allegiance was held in the Commissioner’s Office to start off the week.**

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

**10:00 AM Rocky Long, Mid-Rivers Communications joined the meeting.**

**Parkview 2 Mid-Rivers-** Mid-Rivers will not be servicing the DSL modems that are in Parkview 2 any longer. They will need to be updated to at least two outlets per room for the new connection. Rocky would recommend putting a data line into each room, as there is currently conduit in each of them. The Commission will speak with the contractors working on Parkview 1 before moving forward. A dedicated fire line is getting installed early this week before the inspector comes.

**10:10 AM Rocky left the meeting.**

**10:12 AM Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Superintendent joined the meeting.**

**Shop Updates-** The Shop Crew is trying to get the compressor off of one of the trucks. One of the Sheriff’s vehicles has a locked-up transmission. A new valve body is getting installed. Discussion on renting the tire shredder and the use of the tub grinder at the Landfill. Tractor and Equipment was late on delivery of the blades for the Road Department. They have now arrived for the Road Department, but the front lift groups are not in yet.

**Road Updates-** Bobby is planning to order the oil for chip sealing this year. The Commission asked that Iron Horse Park be chip sealed as well. The sand used at Baker Lake is in stock at Fischer Construction in Glendive. It will take about 5 or 6 loads to fill the beaches. Bobby has been talking with Jasen Wyrick, Wyrick Construction, about using hot mix for patching instead of cold mix. The hot mix is a better product and will be cheaper if they can get it from Wyrick Construction. The Commission agreed.

**10:39 AM Alba left the meeting.**

**10:44 AM Bobby left the meeting.**

**10:45 AM Rich Menger, Sanitarian joined the meeting.**

**10:50 AM Shannon Hewson, Brosz Engineering joined the meeting.**

**Millennium Sidewalk Project-** The pay application and change order for the Millennium Sidewalk Project for Kratzer Construction are both ready to be signed by the Commission. The change order is for the lights, which will be 15-foot posts with downward facing lighting. These will match the existing lights. Buck Kratzer is planning to start the project the end of May.

**Commissioner Braun made the motion to accept the Change Order from Kratzer Construction for the Millennium Sidewalk Project for the lights in the amount of \$15,074.19. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**Commissioner Braun made the motion to accept the Pay Application #1 to Kratzer Construction in the amount of \$43,151.39 for the Millennium Sidewalk Project. Commissioner Baldwin seconded the motion.**

**Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**2021 Improvement Projects-** Brosz Engineering is working on the bid specs for the 2021 Improvement Projects, which will include the Waterfall Project, Senior Center parking lot, and the FMC south parking lot repair.

**Commissioner Braun made the motion to go out for bid for the Waterfall Project, the Senior Center parking lot, and the FMC south parking lot repair. The entire project will be called the 2021 Improvement Projects.**

**Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**Lagoon Site in Plevna-** Rich explained that he met with Gary Thielen and William Benner regarding the lagoon site in Plevna. Rich has made requests to send the existing report over to him. He is hoping the grant received will cover the entire cost.

**City of Baker Watermain Project-** Shannon has given a map to the emergency services to make them aware of any street closures or blockages for the City of Baker Watermain Project.

**Baker Lake-** Youderian Construction finished seeding the Upper Lake last Friday.

**11:16 AM Rich left the meeting.**

**11:21 AM Shannon left the meeting.**

**Commissioner Braun made the motion to approve the minutes from April 5-9, 2021, with corrections.**

**Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**11:30 AM Lynda Herbst, Inside Custodial Supervisor; Brenda Wood, Clerk and Recorder; Kimberly Jensen, AP Clerk joined the meeting.**

**Discussion on Fire Alarm/Sprinkler System/Extinguisher Inspections-** There is confusion on the sprinkler system, fire alarms, extinguisher inspections, etc. Ostlund's works on the Fairgrounds grandstands, and Johnson Controls works with the Detention Center, Public Health, the Parkview Apartments, and the Courthouse. Both Johnson Controls and the Fireman's Company service the fire alarms. Any active agreements are needing to be updated. The contracts were reviewed by the Commission.

**11:41 AM Julie Straub, HRM joined the meeting.**

The Commission is wanting to consolidate the contracts and the number of companies used. They will speak with Lyle at TW Clark about any contracts they may have for the project. This will be put on the agenda again for further discussion.

**11:45 AM Kimberly, Lynda and Brenda left the meeting.**

**Permission to Recall Seasonal Employee for Weed Department-** Sara Berger, Weed Control Coordinator, would like to recall Daniel McClure as a second-year seasonal employee for the Weed Department.

**Commissioner Braun made the motion to recall Daniel McClure for the Weed Department as a second-year seasonal employee. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**11:51 AM Julie left the meeting.**

**11:55 AM Commissioner Braun made the motion to take a noon recess. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

### **NOON RECESS**

**1:15 PM RECONVENE**

**PRESENT: Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary**

**ABSENT: Roy Rost, Chairman**

**FALLON COUNTY COURTHOUSE**

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

No one appeared for public comment.

**1:24 PM Jim Leischner, Shooting Range Manager; Shane Bettenhausen, Shooting Match Supervisor joined the meeting.**

**1:27 PM Julie Straub, HRM joined the meeting.**

**Discuss Shooting Range Attendant Classification-** Carl Overland, Shooting Range Attendant, has a current position with Fallon County that is identified as intermittent, which is an employee that does not hold a regular schedule or regular hours. In the past few years, Carl has been working an established schedule, meaning he is working on the same day and at the same time each week. If that schedule is maintained, it cannot be left as intermittent. It should be classified as permanent part-time, which would in turn receive vacation, sick leave, and holiday pay. Shane and Jim explained the hours that Carl is working each week and what he is doing during these hours. The Commission would like to keep this position as intermittent and make sure the timesheets are being accurately recorded. It can be looked at later on for further evaluation if still needed.

**1:39 PM Rich Menger, Sanitarian joined the meeting.**

**1:44 PM Steve Zachmann, City Mayor joined the meeting.**

**1:45 PM Jim, Shane and Julie left the meeting.**

**1:46 PM Makenzie Shellnutt, Matt Rosendale U.S. Representative joined the meeting via conference call.**

**Keystone XL Pipeline Discussion-** Makenzie explained that she is making calls to bring witnesses into a public forum to explain how the cancellation of the Keystone XL has affected different communities. She invited one of the members of the Commission to join in to sit on a virtual panel on Friday at 7:30 AM to give a two-minute-long testimony to the committee regarding the impacts. She would like to have a copy of the written testimony by Wednesday evening. The Commission will speak amongst themselves and figure out who will speak on the Republican forum.

**1:57 PM McKenzie hung up the phone, therefore leaving the meeting.**

**2:05 PM Rich left the meeting.**

**2:18 PM Steve left the meeting.**

#### **COMMISSION WORK SESSION**

The Commission reviewed, revenues received, reports, emails and other correspondence, board minutes and agendas.

**2:26 PM Julie Straub, HRM joined the meeting.**

**2:27 PM – Commissioner Braun closed the meeting for personnel issues. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**2:36 PM – Commissioner Braun made the motion to come out of closed session. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**Commissioner Braun made the motion to accept Bob Luhman’s voluntary resignation during his probationary period as Mechanic. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**The Commission directed Julie to resume the Mechanic position recruitment for the Fallon County Road Department.**

**2:37 PM Julie left the meeting.**

**3:15 PM Commissioner Braun made the motion to adjourn the meeting. Commissioner Baldwin seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Rost). The motion carried.**

**MEETING ADJOURNED**

**s/Steve Baldwin, Acting Chair**

**s/Kelsey DuCharme, Recording Clerk**

**ATTEST:**

**s/Brenda J. Wood, Clerk and Recorder**