

9:30 AM CONVENE

**PRESENT: Roy Rost, Chairman; Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary
FALLON COUNTY COURTHOUSE**

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

No one appeared for public comment.

Commissioner Baldwin made the motion to approve the minutes from January 25-29, 2021, with corrections. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Baldwin made the motion to approve the closed minutes from January 25, 2021, with corrections. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

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

Shop Updates- One of the trucks is still having issues and showing low power. The truck will pull, it just is not pulling like it should. Alba explained the ongoing issues. If it is a bad motor control modular, it will need to go to Billings to be repaired. Discussion on the possible issues it could be, however it is unknown at this time. The Commission recommended trying to get the truck into Billings to get it repaired.

10:22 AM Shannon Hewson, Brosz Engineering joined the meeting.

Road Updates- Bobby gave the Commission the cost per yard to gravel the County Roads. It costs about \$26.05 a yard to haul gravel to the North End of the South Ismay Road. It costs about \$19.50 to haul gravel to Webster Road. This includes the trucking, motor grader and the loader. They bring in the shoulders because the moisture drains better, and the loose gravel doesn't give patrons a false sense of security.

10:31 AM Rich Menger, Sanitarian joined the meeting.

The Commission asked last week that the roads be brought to a 3% crown instead of 4% come springtime. The meters on the dash of the trucks are set up in degrees and the computers are set up on a percentage. Bobby explained that they like to blade in the spring and fall on the high traffic roads. These changes to the crown of the roads will be added to the County Road Policy.

10:46 AM Bobby and Alba left the meeting.

Millennium Sidewalk Lighting- Shannon received a quote for the new lights that will be going in at the Millennium Sidewalk. There is a cost increase from the manufacturer for the change in the lights. The Commission had previously chosen a different type of light, however they now asked for quotes for the lights to match the other ones around Baker Lake. The timeframe will stay the same no matter the lights that the Commission chooses. The lighting for the residents may be better in the lights that are increased in cost and will match the other lights. In order to get rid of the light pollution and the concern of the lights being too bright for the surrounding residents living in the area, the Commission would like all the lights to match. Shannon will put together a change order.

10:53 AM Beth Epley, Melissa Higbee, Alissa Miller, Eastern Plains Economic Development Corporation joined the meeting.

Waterfall Project- The Army Corp has permitted the Waterfall Project to start construction. Shannon has a few questions about the piping unit for under the floor of the Lake and a wet well installation. The type of material used for the wet well will either be concrete or steel. Steel will be cheaper, but the longevity will be an issue. Shannon would prefer to bury the pipe under the surface, and it won't rust out because it is a poly pipe.

The biggest issue will be digging and the installation of digging in the pipe. The Commission would like the material for the wet well to be concrete. A maintenance cost will also be associated with the project. A quote on the installation is still needed, as well as the Local Floodplain Permit.

11:05 AM Shannon and Rich left the meeting.

Eastern Plains and Chamber of Commerce- Eastern Plains is partnering with the Baker Chamber of Commerce to meet with all businesses in Baker and find ways that they can be supported during this tough time. The Chamber is sponsoring Take Out Tuesday's, where each participant is entered to win a gift card. Melissa is speaking with the community businesses to invite them to a meeting to discuss needs and what can be of assistance. They are also in hopes that this will help add more members to the Chamber.

EPEDC Updates- Eastern Plains held a small business start-up training virtually last week. Eight new potential businesses attended the meeting. The Brownsfields Coalition awarded a grant to SMART for the remediation of their new project at the Old Insurance Store building. They are still looking into possible funding options for the Childcare Project. Discussion on the Community Branding Plan. EPEDC is trying to find a cohesive and unified logo design for both Baker tourism and community unity. Budget estimates from different graphic designers have been received. Alissa has been working with Terry, Glendive, and Wibaux on Ag Days. Discussion on possible mass texting programs that the Chamber could text patrons about promotions and specials going on in the County.

11:43 AM Beth, Melissa and Alissa left the meeting.

11:50 AM Commissioner Braun made the motion to take a noon recess. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

1:15 PM RECONVENE

**PRESENT: Roy Rost, Chairman; Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary
FALLON COUNTY COURTHOUSE**

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:27 PM Dale Butori, DES/911 Coordinator; Georgia Bruski, Carter County DES/911 Coordinator; Brenda Hoeger, Emergency Communications Supervisor; Eric Steele, TAB Electronics joined the meeting.

Updating Battery Backup on North and South Repeaters- Eric is representing TAB Electronics out of Glendive Montana. Some of the projects that have previously been started or are needing to be started are up for discussion. The new radios run off a different voltage than the older radios, so will need to update the battery backups on the North and South repeaters for all four counties involved in the DES/911 program. There are three areas currently that do not have battery backups. The batteries are meant for long term use. Discussion on the different types of batteries and the convertors. Fallon North and South repeaters are high priority, as they are the primary sites for Dispatch to talk out of. There are four in Carter County that are needing a new battery backup or an update. Each county adds to the budget each fiscal year to help cover these kinds of issues. The estimated cost for parts, labor, installation, etc. would be around \$25,000-\$30,000 per site. The Commission would like to prioritize the project and not do all at once. The timeframe to do the North and South repeaters would be a 5–6-week time period. The Commission agrees that they would like to see pricing and the areas where backups are needed, as they will need to be upgraded regardless. They will be staggered and on a need only basis.

911 Call Taking System Service Plan- The service plan that includes the update to the system for Z Tron is needing to be renewed. As long as the County renews the service plan before March 12th, they will forgive the reinstatement fee. The cost to renew it is \$2,700.00. As the system gets older, the cost is more. It is not something that Dispatch can go without. The Commission agreed to renew the Z-Tron for the 911 call taking system.

Motorola/State System- The Motorola console that is in place right now has no active service contract. The County currently has a very old version. It would be a possibility to tie the console into the State system, as they have an agreement with Motorola, however it would be able to be made current. It would need to be coordinated through the County and the State to be able to do something like this. It needs to be updated before there are major issues. The standalone price last year was around \$180,000.00 to bring it up to the current

standard and be able to tie into the State system. The State would be looking to add potential sites and add repeaters to their trunking system, but the conventional system would stay the Counties and would not be a resource to the State. The State has hired techs for the sites, but for the local onsite consult it would still run through TAB. The Commission would like more information before making a decision.

Cellular Modems- Discussion on status monitoring. The sites are voice radio sites and there isn't a path to get that data back and forth. Eric suggested the County using cellular modems. It would be about \$15 monthly to be able to remotely check each generator. The Commission is in agreement to move forward with the cellular modem for the generators.

2:55 PM Eric and Brenda left the meeting.

Pre-Disaster Mitigation Plan Discussion- In order to utilize FEMA funds, a pre-disaster mitigation plan needs to be put into place. It will need updating periodically. The grant was approved in 2018 for the pre-mitigation plan. It was supposed to be finished by now, however an extension was granted. An advertisement will need to be sent out to find an agency to put these together. The grant is a reimbursement type grant. It was awarded in August of 2018 and the extension is valid for another year. It is not in the current DES budget. Dale and Georgia will begin the process next fiscal year due to budget reasons. The Commission agreed.

3:08 PM Georgia and Dale left the meeting.

3:25 PM Commissioner Rost recused himself from the meeting.

3:30 PM Commissioner Braun made the motion to go into executive 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.

3:38 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.

3:43 PM Commissioner Rost re-joined the meeting.

COMMISSION WORK SESSION

The Commission reviewed, revenues received, reports, emails and other correspondence, board minutes and agendas. They also signed two different contracts for the upcoming 2021 Fair.

The Commission reviewed and approved the End of the Month January 2021 Claims in the amount of \$581,681.50 and they are filed in the Clerk and Recorder's Office.

The Commission reviewed and approved the January 2021 timesheets, with holdings and benefits in the amount of \$566,576.97 and they are filed in the Clerk and Recorder's Office.

4:10 PM David Turch, David Turch and Associates joined the meeting.

Loss Revenues Due to Keystone XL- David asked that the Commission remains in contact with Turch and Associates regarding the impacts the County is seeing from the Keystone XL pipeline. The Commission explained the impacts to the property tax, vehicle licensing, businesses, and landowners involved. David stated that he is looking to see what can be reviewed or modified, or if there is any other projects that would be as advantageous to Fallon County.

4:55 PM David left the meeting.

5:05 PM Commissioner Baldwin made the motion to recess for the evening. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

TUESDAY, FEBRUARY 2, 2021

9:30 AM RECONVENE

PRESENT: Roy Rost, Chairman; Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Commissioner Baldwin made the motion to approve Resolution #1054 to Make a Voted Levy upon the Taxable Operation of the Fallon Medical Complex. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:43 AM Robbie Christiaens, Maintenance Supervisor joined the meeting.

Maintenance Updates- Robbie and Derrick Dehaan, Maintenance Assistant, are working on tearing into the butterfly valves at the Splash Park. It is recommended to use valves that are specifically meant for chlorine, however that is more expensive. Robbie would like to order the chlorine kit on the valves we have and see if it works and makes the valves last longer. Seasonal employees were discussed. Robbie only believes that they will need three additional employees this year.

9:52 AM Robbie left the meeting.

9:53 AM Sara Berger, Weed Control Coordinator joined the meeting.

Weed Department Updates- Sara has been sending out post cards for patrons to start registering for Spray Day. All but two landowners have paid their invoices for the last season of spraying. She is working on completing the list of remaining safety review items. Discussion on possible grants available to the Weed Department. Sara will look into other possible grant opportunities. The Weed Crew starts spraying the roads in the month of May before the Road Crew blades. They work to coordinate together to make sure the spray is affective before the roads are bladed or mowed.

10:09 AM Sara left the meeting.

10:28 AM Dustan Davis, IT TECH joined the meeting.

KNOW B 4 (E-Mail Simulator) Follow-Up and Training- Dustan explained that he met with MACo a few weeks ago and they are offering a system that is identical to Know B-4, which the County currently uses. They can get their system at no cost to the County. Dustan gave the Commission a report of the current system and how it is working for the employees. Some could use additional training, as there is some in the high-risk group. Dustan explained that when an employee is sent a phish email and they click on it; they are automatically sent extra training modules. It is not required at this time, only recommended. The license with Know B-4 does not expire until 2023. MACo is currently unsure of how long they will be offering this free system. Discussion on whether the County will switch over or keep their current contract. Because the money has already been spent and there are uncertainties involved with MACO's system, the Commission would like to continue with Know B-4. The County may choose to jump in with MACo on the last contract year and use both systems to see which one is preferred.

10:55 AM Dustan left the meeting.

10:57 AM Steve Zachmann, City Mayor; Kevin Dukart, City Clerk joined the meeting.

City Updates- Steve asked the Commission on the progress of the manholes for the drainage at the City Park. They will receive an update tomorrow at the meeting with TW Clark. The City's 12 passenger van will be transferred to the County since they no longer have any use for it.

Montana Avenue Watermain Replacement Project- The majority of the easements for the Montana Avenue Watermain Replacement Project have been received. They are holding a construction meeting on February 10th. The project is planned to start April 15th, but preliminary work will start soon. They are planning on running two crews at the same time to shorten the construction period. The State Highway Department is requiring a 2-year \$500,000 bond after project completion. The City was not aware of this until recently. It is unknown at this point where that money will be coming from, whether it be the Water Enterprise Fund, from the County loan, or asking the contract holder to take that bond instead of the City. Discussion on the agreement that the County received from the City regarding the funds for the project. The Commission has concerns about the amount of money coming out at once and the timeline it will be under. Further discussion will need to take place.

11:07 AM Brenda Wood, Clerk and Recorder joined the meeting.

Georgia Avenue- Impact drills and other tools were purchased by City employees for the project on Georgia Avenue and charged to the County. Kevin explained that they were purchased for the project and recommends the Commission deny them, as it was a mistake they were added to the claim.

11:13 AM Brenda left the meeting.

11:13 AM David Turch, Turch and Associates joined the meeting.

Keystone XL- David asked that the City gather information regarding how much money they have spent in preparation for TC Energy and the Keystone XL pipeline.

11:16 AM Steve and Kevin left the meeting.

Turch and Associates Updates- David expressed the importance of Fallon County to his business and will work hard to reestablish the permit for the Keystone XL. He cautioned that in the last couple of years, this project has developed ethicacy issues, and even with the permit, it may not be successful. Both David and his team will work towards creating jobs for this community.

11:25 AM David left the meeting.

11:27 AM Julie Straub, HRM; Stacey Moore, Director of Library Services joined the meeting.

Permission to Recall Seasonal Library Aide- Stacey would like to request permission to recall Diane Van Gordon as the seasonal Library Aide. It would be her second season. She would help tremendously with the summer reading program and plans to start in May.

Permission to Recruit Library Aide- Diana Schmidt plans to retire in March of this year. Stacey would ask to start recruitment for a Library Aide to replace this position.

Changes in Wages for Library Aide- The Library Aide position starts at \$12.00, completion of probation is \$12.50, and step 3 is \$13.00. The seasonal wages are higher than what a permanent employee would make. This is a 40 hour per week position. The average wage across the state is \$14.74. Julie would request position of entry at \$14.50, after probation be \$15.25, and after completion would be \$16.00. The Commission would like to discuss further.

11:37 AM Julie left the meeting.

Discuss Middle Doors (Handicap Access) Between the Courthouse and Library- Discussion on unlocking the middle doors between the Courthouse and the Library. They were previously locked because of COVID. There will be a sign on it to wear masks and a table to sanitize before entering. They can always be closed later on if need be. The Commission agreed to unlock the doors.

11:40 AM Stacey left the meeting.

Commissioner Baldwin made the motion to recall Diane Van Gordon as the seasonal Library Aide.

Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Baldwin made the motion to recall Traci Bruha as the seasonal Museum Aide. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

The Commission reviewed and approved a Special Check Register in the amount of \$57,731.78 and it is filed in the Clerk and Recorder's Office.

11:55 AM Commissioner Braun made the motion to take a noon recess. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

1:15 PM RECONVENE

**PRESENT: Roy Rost, Chairman; Steve Baldwin, Kevin Braun, Members; Kelsey DuCharme, Recording Secretary
FALLON COUNTY COURTHOUSE**

AGENDA/NON-AGENDA ITEMS-PUBLIC COMMENT

No one appeared for public comment.

1:25 PM Mary Grube, Planner Administrative Assistant joined the meeting.

Planner Updates- Mary gave the Commission a synopsis of what she has been up to for the month of January. Shannon Hewson, Brosz Engineering, will do a new application on the waterfalls. Mary explained the issues they are having with the Brosz Engineering's surveyors, as she does not feel they are communicating well with the examining land surveyors and it is costing the taxpayers more to be redone. Discussion on the Upper Lake and whether another fence will need to be added to keep traffic out. She is planning to set up a meeting with the City of Baker and Town of Plevna regarding the interlocal agreements within the Planning Department.

1:41 PM Mary left the meeting.

1:58 PM Lisa Mitchell, Ambulance Director; Bridget Schwartz, EMT joined the meeting.

Ambulance/EMS Updates- Lisa reported that there were 19 calls for Ambulance services in January. These included cancelled calls, public assists, etc. In February, EMS will be offering over nine hours of training. One training will take place on pediatrics from the State of Montana. Stat Air is coming to Baker and has teamed up with FMC for a training as well. Patient care reports are all up to date. Lisa asked permission to hire Kay Webb as a CPR Driver. She has the proper driving trainings and is on the Baker Fire Department. The Commission approved. EMS was stand-by for the COVID vaccinations at the Fairgrounds and plan to be there in the future as well.

2:12 PM Lisa and Bridget left the meeting.

2:19 PM Shanny Spang-Gion, SMART Director joined the meeting.

Baker State Bank Building- The Baker State Bank building (old Insurance Store) has received a grant from the Eastern Montana Brownfields Coalition to help pay for the majority of the abatement. The roof will have to wait, as that abatement cost is very high. Once the abatement is done, they plan to hire a demolition contractor and start construction on the main floor. Nothing is under contract yet, except for the SMART Office and the Chamber will be moving over to that location. Shanny and the board are continuing to research and reach out to foundations to generate funds for the re-development.

SMART/EMEDA Updates- The COVID relief fund is still up and running. It is meant to connect with families to help provide the quiet help and support as needed, due to COVID. They have been coordinating with the Baker High School National Honor Society and the Students Against Drunk Driving and they have volunteered to do the flag service that the Baker Beautification Committee puts on. The Port Authority still has the Façade Improvement Grant that is active. The Senior Center and the Insurance Store grants should be closed out in the next few weeks. Discussion on what the project will entail for Sew what. One new business owner has contacted them about an application as well. The COVID specific grant ad has been very popular in the last few months. The Preliminary Architecture Report is complete. They are still preferring the vacant County lots on the east side of Baker Lake. A feasibility study may be the next step.

2:52 PM Shanny left the meeting.

3:29 PM David Espeland, FMC CEO; Marjorie Losing, FMC CFO joined the meeting.

FMC Updates- December was a good month for FMC. There was 39 inpatient days and 22 skilled days. Margie reviewed the FY2020 Cost Report Settlement with the Commission, as well as the year-to-date financials. The quarterly financials include the detail on each department and their expenses and revenues. The Commission approved the Mill Levy resolution this morning. David plans to hold an informational meeting on Monday, April 12th at 6 PM regarding the Mill Levy election. David explained that FMC will no longer be administering the Fallon County portions of the COVID vaccines. The last rounds of the first dose of vaccines will be done on Friday. Public Health can receive the vaccines from FMC to be able to administer further.

4:07 PM David and Marjorie left the meeting.

4:27 PM Michael Millward, Extension Agent joined the meeting.

Extension Updates- The Winter Series went well this round. There was almost double the amount of people attending this year compared to last. Achievement Nights will be held this month for 4-H. 4-H is holding a fundraiser event for the Interstate Exchange Club, in which they made pizzas. They are planning to start working more on the progress of the wash rack at the Fairgrounds. Michael has received a bid for the cement berm along one side and another drain and tank. The water from washing the animals is running down to the vendors

creating an issue. It is not in this year's budget, but may be able to work on it and plan to go out for quotes on it in the next fiscal year. The Extension Office has been working on a predator control event to be held late May, if possible. A Fish, Wildlife and Parks specialist, as well a specialist from MSU will hold the event.

4:43 PM Michael left the meeting.

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

EVENING RECESS

WEDNESDAY, FEBRUARY 3, 2021

8:30-9:30 AM The Commission met at Parkview 1 to review interior colors/designs with Kimberly Jensen and Kelsey DuCharme

9:30 AM RECONVENE

**PRESENT: Roy Rost, Chairman; Steve Baldwin, Kevin Braun, Members; Brenda Wood, Clerk and Recorder
FALLON COUNTY COURTHOUSE**

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:25 AM Jasen Wyrick, Wyrick Construction joined the meeting.

Discussed Leasing County Land west of Baker to set his Asphalt plant. The Commission will get Darcy to draw up a lease agreement and decide on a price for 10 years. Jasen will pave the approach into that area.

9:30 AM Jasen left the meeting

10:00 AM – The Commission attended a meeting at Parkview with SDI Architects/TW Clark.

11:00 AM Commissioner Braun made the motion to adjourn. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

ADJOURN

s/Roy Rost, Presiding Officer

s/Kelsey DuCharme, Recording Clerk

ATTEST:

s/Brenda J. Wood, Clerk and Recorder