

9:00 AM CONVENE

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

9:06 AM George Bailey, Member of the Public joined the meeting via teleconference.

Cancellation of Keystone Pipeline- George explained that he noticed on the agenda tomorrow is the discussion of the cancellation of the Keystone Pipeline process. He is questioning the status of the property that has connections for sewer and water. He asked if it would be a possibility that the County can consider a land exchange with the group of people that have property for sale on 6th Street. They have completed a land swap with the City of Baker around Tank Hill. The Commission is unsure if a land swap is legal for a county entity and would have to check with Darcy Wassmann, County Attorney. The water system is not at depth because it was going to be a temporary facility. TC still has it under lease. The Commission will know more tomorrow after their meeting. Commissioner Baldwin explained that the County does not have much use for property that has been annexed into the City already.

9:14 AM George hung up the phone, therefore leaving the meeting.

Commissioner Baldwin made the motion to approve the closed minutes from June 21, 2021, as presented. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:32 AM Kodie Olsen, 4-H Program Assistant; Amanda Williams, Extension Agent; Kimberly Jensen, AP Clerk joined the meeting.

Extension Budget Discussion- The operating supplies line item went over last year due to purchasing a new desk for the office. The new pens will come out of the purchased services line item. No new computers are needed this year. No big-ticket items are planning to be purchased, besides the pens. Kodie is expecting more postage expense this upcoming year. Amanda does not wish to have a separate County cell phone.

9:58 AM Kodie, Amanda and Kimberly left the meeting.

Commissioner Braun made the motion to approve the minutes from June 21-25, 2021, with corrections. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:26 AM Shannon Hewson, Brosz Engineering; Rich Menger, Sanitarian joined the meeting.

Millennium Sidewalk Project- The light poles were poured for the Millennium Sidewalk project last week. Krazter Construction is working on getting the forms set to be able to pour the section next to Baker Lake. The dock will be placed in a decreased slope so that it is handicap accessible.

Project Updates- Wyrick Construction plans to continue working on FMC this week. The County Road Crew is currently getting hot mix out of the Wyrick plant. Shannon brought in the estimates for the improvement projects on the surveys of the overtopping sections of O'Fallon Creek, Sandstone Creek, and Pennel. It is the estimated 1-foot overflow depth opinion of cost, as well as an .5-foot overflow depth. The plan is to do these road improvement projects after the bridges are completed.

10:51 AM Rich left the meeting.

10:59 AM Shannon left the meeting.

11:28 AM Julie Straub, HRM joined the meeting.

Approval of Updated Public Health Job Description- The job description for the Director of Public Health has been updated. It includes both the classification status and wages of a Family Nurse Practitioner and Registered Nurse. The Commission reviewed the description and made no further changes. It will continue to be published as open until filled. The first round of application review will begin on July 9th.

11:37 AM Julie left the meeting.

11:42 AM Brenda Wood, Clerk and Recorder joined the meeting.

Predatory Animal – FY 2021 Budget Amendment Hearing-

Commissioner Rost opened the Predatory Animal FY 2021 Budget Amendment Hearing. No one appeared for the public hearing. Resolution #1065 states that the Fallon County Commission wishes to request the Clerk and Recorder transfer cash from fund #2899-Oil and Natural Gas Production Tax to Fund #2150-Predatory Animal Control, as well as transferring from the respective budgeted expenditure accounts in the same funds. As of now, the budget is in the hole \$1,972.36. After the transfer, any funds will be rolled over to the next fiscal year.

Commissioner Baldwin made the motion to accept Budget Amendment Resolution #1065. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:47 AM Brenda left the meeting.

11:52 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.

1:30 PM Lynda Herbst, Inside Custodial Supervisor; Kimberly Jensen, AP Clerk joined the meeting.

Inside Maintenance Budget Discussion- The operating supplies line item was reduced due to usage. The hot water heater is needing replaced because it is leaking. Lynda would like to get something done with the Library basement floors. No capital outlay projects are going to be budgeted for. She has requested different quotes for the flooring. It has also been asked to budget to replace the tile in the Library hallway. Discussion on replacing the valves to the Courthouse.

1:53 PM Ken Griffith, Curt Williams, Museum Board Members joined the meeting.

Discussion on what projects may be viable this year for the Courthouse. Lynda will get more information about the valves that need replaced.

1:56 PM Lynda left the meeting.

1:57 PM Commissioner Rost left the meeting.

2:00 PM Melissa Rost, Museum Curator; Linda Rost, Museum Board Member joined the meeting.

Museum Budget Discussion- A prioritized list was given to the Commission of projects that the Museum Board would like to budget for, including signs for the outside of the Museum, an awning for the front entrance, sink in the bathroom, standing desks and tablets, etc. A survey was completed from the Heritage Fest, as well as on Facebook. It better explains the population and what activities patrons have been involved in. The Commission has discussed and are in agreeance to extend Melissa's hours to full-time year-round. However, they would like to keep Traci Bruha, seasonal Museum Aide, scheduled at her original hours of 520 hours per year. Melissa explained that Traci is great help and very much needed during September and October. Right now, she is scheduled April through August. The Commission explained that requests can be made depending on events. Melissa asked if she were to keep going at 30 hours a week, would it be possible for Traci to extend her season instead.

2:18 PM Julie Straub, HRM joined the meeting.

Julie clarified that Traci must work 24 hours per week, as that is her established hours upon hiring. The Commission could change her employment status from 24 to 20 hours per week, however that would lessen her potential vacation and sick leave. The Commission would like Melissa to be placed at 40 hours per week, year-round and will further discuss Traci's length of employment.

2:29 PM Julie left the meeting.

Commissioner Braun made the motion to allow Melissa to extend her hours to 40 hours per week, year-round. 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.

2:39 PM Melissa, Linda, Curt, Ken and Kimberly left the meeting.

2:45 PM Commissioner Rost returned to the meeting.

2:58 PM Jeff Frank, Manager of Landfill Operations; Barry Damschen, Landfill Consulting Engineer; Mary Hendrickson, Landfill Consultant joined the meeting.

Landfill Updates- Barry reported that the Landfill is looking good. He is working with Jeff and the other employees to keep everyone informed and able to keep the lifespan at maximum capacity. Mary will come out twice a year to do the methane monitoring and the groundwater monitoring. No new equipment is needed at this time. There is still an issue about using too much dirt, which is taking up more airspace than needed. Barry is working on remediations with the Crew. Discussion on the Landfill trust fund, as the rules have been changed and it can now be put into a local bank. The Commission asked about the possibility of having a spot to bury the used wind tower blades when they are needing to be disposed. Barry does not want them in the current pit but didn't know if there was an area that can be used in the other acreage that is owned. Barry will run numbers once it is known how much companies will pay to have them disposed.

3:23 PM Brenda Stoddard, Member of the Public; Theresa Myers, Karol Zachmann, Margie Losing, Susan Stevens, FMC Employees joined the meeting.

3:27 PM Jeff, Mary and Barry left the meeting.

3:29 PM Darcy Wassmann, County Attorney joined the meeting.

FMC Management Agreement- The FMC management agreement of the Healthcare Facility was reviewed. The portion that states the Fallon Memorial Nursing Home will be taken off the agreement, as that is no longer. The agreement, as of now, states that it may be terminated upon a written 180-day notice for any reason. Budgets are discussed annually, not monthly. The monthly update meetings will still take place each month. The agreement states that FMC may not use County funds for the operations of the facility. Currently, the County pays for the utilities of FMC. Discussion on what items are to be paid for by FMC and what will be paid for by the County, such as utilities, fire suppression systems, etc. Further discussion will need to take place regarding this issue, as it needs to be clarified in the agreement.

4:02 PM Trent Harbaugh, Sheriff; Kimberly Jensen, AP Clerk joined the meeting.

4:03 PM Darcy, Brenda, Theresa, Karol, Margie and Susan left the meeting.

Sheriff Budget Discussion- The Sheriff's Office is needing to purchase a new shredder, which should be around \$1,200.00. They also plan on purchasing a new computer. Trent has received a grant that will pay for 43% of a Data Pilot 10, which gets data off phones, computers, etc. They are needing new tasers, as the old ones are outdated and no longer under warranty. He is hoping to purchase two this year.

4:11 PM Nic Eisele, Undersheriff joined the meeting.

Nic showed the Commission the difference between the current tasers and the new ones.

4:19 PM Nic left the meeting.

Through the deferral audit, it was found that the Sheriff's Office must purchase an IT virus. They are needing a new firewall, which will increase the purchased services line item. The fuel budget will be planned to stay the

same. There is mandatory training for 40 hours every two years that will need to take place this upcoming fiscal year.

4:29 PM Jerrie Newell, Clerk of Court joined the meeting.

There are major issues with plumbing in the Jail that is needing repaired. Trent is hoping to get a few units done this upcoming fiscal year. The side by side for Search and Rescue has been ordered but not yet delivered or paid for. There is also mandatory training that will go into the Coroner budget.

4:41 PM Trent left the meeting.

Clerk of Court Budget Discussion- Postage is going up in pricing this year, so the line item was increased. All dues and subscriptions will come out of professional services. Jerrie and her office are planning to attend more trainings online, rather than in person.

4:48 PM Jerrie and Kimberly left the meeting.

COMMISSION WORK SESSION

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

4:45 PM Commissioner Braun made the motion to recess for the evening. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

TUESDAY, JUNE 29, 2021

9:00 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.

9:23 AM Brenda Wood, Clerk and Recorder; Debbie Wyrick, Deputy Clerk and Recorder; Julie Straub, HRM joined the meeting.

Maintenance Discussion- It has been discussed before to combine Outside Maintenance, Inside Maintenance, and other entities into one general Maintenance umbrella. There would be a department head, followed by Lead Crew Hand's for each entity, including the Golf Course, Cemetery, etc. By establishing a department head, there would be less people that the Commission would directly supervise. It would be ideal to have at least 3-4 people managing all maintained areas. Discussion on how this would work with payroll and budgets. The Commission would like to toss the idea around more and gather other information before any changes are made.

9:43 AM Brenda, Debbie and Julie left the meeting.

Robert Boggs will be reimbursed \$100 out of petty cash because he has been without air conditioning at Parkview.

10:00 AM Rich Menger, Sanitarian joined the meeting.

10:03 AM Steve Zachmann, City Mayor joined the meeting.

10:05 AM Forrest Sanderson, KLJ Contract Planner joined the meeting via teleconference.

Cancellation of the Keystone XL Pipeline Process- Forrest explained that the subdivision approval for the temporary workforce housing for the cancellation on the Keystone XL Pipeline must be discussed. At the time of construction, Fallon County did not have the workforce housing rules in place, so it went through temporary subdivision review as temporary housing. The lease of the property is held by TransCanada. The County can either decide to reclaim the whole area, or not at all. The next lease payment is due in January.

10:42 AM Forrest hung up the phone, therefore leaving the meeting.

10:46 AM Rich and Steve Zachmann left the meeting.

10:55 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