

MONDAY, MAY 31, 2021

NO COMMISSIONER MEETINGS – ALL COUNTY OFFICES CLOSED – MEMORIAL DAY

TUESDAY, JUNE 1, 2021

8:30 AM CONVENE

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

8:30 AM – WORKSAFE CHAMPIONS – Located in the E.O.C.

10:00 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.

10:05 AM Bobby Wiedmer, Road Superintendent joined the meeting.

Road Dept Updates- Bobby reported that an item for the spring shackles for one of the Kenworth’s was ordered for about \$1,500.00. The Road Crew will need to go out to bid for more gravel soon, as they are going to be out before too long. They are working on mowing and are graveling Hay Creek right now.

10:11 AM Bobby left the meeting.

10:20 AM Shannon Hewson, Brosz Engineering joined the meeting.

10:23 AM Brenda Wood, Clerk and Recorder joined the meeting.

Project Updates- The landscape plan for the courtyard at the Parkview Apartments was discussed. The Commission had previously made the decision that it would be brought back to only grass, with no trees or shrubs. They would like to stick with that decision. The Millennium Sidewalk Project will tentatively start next week. Both Shannon and Bobby will need to meet with landowners for the Ismay Bridge, as well as gather easements for the Bonnevale Bridge. The floodplain permit for the Bonnevale Bridge will also need to be updated.

10:30 AM Steve Zachmann, City Mayor joined the meeting.

10:39 AM Kevin Dukart, City Clerk joined the meeting.

ARPA Funding Discussion- Shannon explained that there is currently limited knowledge regarding the ARPA funding. There is money that the City and the County is able to receive from the CARES Act. There is also money that is available for water, sewer, and broadband projects. These funds must be applied for. The State is recommending the uniform application be followed for acquiring these funds. Shannon understood that a preliminary engineering report is needed, as well as documentation of the chosen project before an application can be submitted. Funds must have a 1:1 match, or 25% of the funds given from COVID can be in lieu of the match. As for ranking the projects, they are taking into consideration the need for the health of the community, as well as “shovel-ready” projects. Shannon asked the Commission if there are any projects they would be looking at doing that would be in coordination with this type of project. The City may be able to tie another portion of a project into the Watermain Replacement Project, as that is already an on-going project in the works. Applications are due July 15th. The sooner the applications are put in, the better. If submitted early, missing items in the application will have time to be submitted. The funding is planning to come out on August 15th. The criteria is everchanging; it is unknown what is exactly needed. Shannon also explained the need to check with the EPEDC to get on the list for the grant submittal. Shannon is working with Plevna on the Lagoon Project. As many applications can be turned in from each entity as possible, however no more than one entity will be given more than \$25 million. There are concerns about being able to get contractors, since every county will be in the same boat, as well as issues on getting pipe and steel. It will also be extremely difficult for any small community to get an application in on the tight schedule. Discussion on adding on to the City Watermain Project because the Preliminary Architecture Report is completed at this time and the application would be able to be completed in time. Discussion on project possibilities that could be applied for and other possible scenarios. The entities

chosen will have until 2024 to commit the funds. Shannon will continue to gather more information. The City and the County will need to have a decision made by June 15th.

11:22 AM Shannon, Brenda, Steve and Kevin left the meeting.

12:03 PM 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 joined the meeting.

PDM Contract Sign- Dale and Georgia Bruski, Carter County DES/911 Coordinator, met with Great West Engineering last week to discuss the Pre-Disaster Mitigation Plan. The Commission signed the contract. Dale will get the original contract put on record.

1:33 PM Dale left the meeting.

1:41 PM Julie Straub, HRM joined the meeting.

Permission to Receive Leave Without Pay- Julie reported that Angel Wywras, COA Program Assistant, will be needing permission to receive leave without pay. The Commission agreed.

Commissioner Braun made the motion to give Angel Wywras permission to receive leave without pay.

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

1:47 PM Angel Wywras, COA Program Assistant joined the meeting.

1:49 PM Angel left the meeting.

Request to Designate a Lead Grounds Crew Hand at the Golf Course- Julie asked the Commission permission to designate Katelynn Afrank as the Lead Grounds Crew at the Golf Course. This is Katelynn's fifth season at the Golf Course. The pay would be set up as a Lead Grounds Crew Hand, at \$17.00 an hour.

Commissioner Baldwin made the motion to designate Katelynn Afrank as a Lead Grounds Crew Hand at the Golf Course. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

1:55 PM Dale Butori, DES/911 Coordinator joined the meeting.

2:01 PM Julie left the meeting.

2:01 PM Eric Steele, TAB Electronics joined the meeting via teleconference.

2:01 PM Kimberly Jensen, AP Clerk joined the meeting.

Verizon Mobile Internet at Tower Sites- A quote has been received to receive data usage at the tower sites through Verizon Wireless. This will allow remote monitoring to the six repeater sites and will only use a small amount of data. It will also monitor the alarms to the generators of the towers and do environmental and power checks to the buildings. TAB Electronics will be supplying the routers. These are about \$750 per each site.

2:14 PM Eric hung up the phone, therefore leaving the meeting.

2:14 PM Dale and Kimberly left the meeting.

2:38 PM Julie Straub, HRM joined the meeting.

Job Description for Director of Public Health- The Director of Public Health position has been vacant for five months. Julie would like to propose that rather than searching for a Registered Nurse, that the job description be changed to hire a Family Nurse Practitioner. It would allow expansion services to Public Health and would better serve the community needs. Julie gave the Commission the proposed job description. The average wage for a FNP is \$105,000 a year. It would be classified as an exempt position. Discussion on the benefits to the community if the Commission were to make this change. Another option would be to keep advertising for an RN and raise the wage. The Commission discussed the possibility of starting the FNP position at \$90,000 a year. They will let Julie know, as no further decision was made.

2:53 PM Trent Harbaugh, Sheriff joined the meeting.

3:00 PM Brenda Wood, Clerk and Recorder joined the meeting.

Coroner Wage Discussion- Trent asked the Commissioner for a Coroner wage increase. It has not been increased in over 16 years. He explained that a Coroner must be present to any unattended death that does not happen at a hospital. The average wage in other counties is \$5,000.00. Currently, Trent receives \$2,000.00 a year and the Deputies receive \$1,000.00.

Commissioner Baldwin made the motion to change the Sheriff/Coroner wage to \$4,000 a year, and the deputies \$2,000, for a total of \$10,000. Trent will put this into the budget for FY 2021-2022. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

3:12 PM Trent, Julie and Brenda left the meeting.

Commissioner Baldwin made the motion to approve the minutes from May 24-28, 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.

COMMISSION WORK SESSION

The Commission reviewed, revenues received, reports, emails and other correspondence, board minutes and agendas. The Commission also signed the Road Haul Agreement with Denbury.

The Commission reviewed and approved timesheets from May of 2021 in the amount of \$540,757.18. They are filed in the Clerk and Recorder's Office.

4:30 PM – The Commission, Robbie Christiaens, Maintenance Supervisor and Derrick DeHaan, Maintenance Assistant, went to Baker Lake to discuss/view the Amphitheatre seating.

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

MEETING ADJOURNED

s/Roy Rost, Presiding Officer

s/Kelsey DuCharme, Recording Clerk

ATTEST:

s/Brenda J. Wood, Clerk and Recorder