

9:30 AM CONVENE

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

The Pledge of Allegiance was held in the Commissioner's Office to start off the week.

9:30 AM PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for Public Comment.

9:45 AM COMMISSIONER MINUTES APPROVAL FOR November 22-26, 2021

Commissioner Baldwin made the motion to approve the minutes from November 22-26, 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.

9:55 AM Mitch Overn, Shop Mechanic joined the meeting.

ROAD REPORT/PROJECT UPDATES

Road updates-The road crew is hauling material on School House Road. One of the new blades will arrive this morning and the other blade should be here soon. One of the CAT blades was returned to T & E in Williston already, the last one will be returned tomorrow.

Shop updates-Carl Overland, Shop Mechanic has been in touch with Yetti Diesel about the Ambulance turbo but has not heard back from them.

10:02 AM Mitch left the meeting.

10:01AM Shannon Hewson, Brosz Engineering joined.

PROJECT UPDATES

Waterfall Project agreement-Shannon stated the contractor is currently unavailable; the agreement will be discussed at a later date.

Sidewalk as-builts-Shannon brought the as-builts for the Millennium Sidewalk project for review. The as-builts will be placed in the project file.

Ismay Bridge-The plans were not complete yet so will bring them when they are finished. Shannon met with landowner regarding the temporary construction easement and the permanent easement; the landowner had no concerns with the easements. He will stop in and sign them when he is in town. The landowner also does not need to use the box culvert to move cattle. Due to past years rain events, it is a difficult to move cattle through that area and has alternatives.

Bonnievale Bridge-The design is complete for this cast-in-place bridge and all easements are signed. The DNRC extension requests will be sent in for the Bonnievale and Ismay bridges.

Waterfall project-The December 10th deadline was discussed; due to complications completion of the waterfall will be discussed later.

Upper Dam Report-Shannon does not feel the County needs to sign off on the report since the city is the owner of the upper dam. There are a few things that will need to be worked on to meet the engineer's recommendations: The trees along the front slope of the dam will need to be removed, the city should be able to mow them as before. Will need to monitor the stilling basin and the principal spillway for increased pitting and spalling. With regard to 2016 Inspection; the City of Baker needs to send a letter to the Airport Board to make sure there were no changes to the runway or the fence line grade. Shannon explained the grade of the Airport runway cannot be changed. The pipeline and oil well owners will also need to be notified. It also called for a slope stability analysis which Shannon did not feel needed to be completed at this time; Shannon will explain that in his detailed report and will be reviewed in his 5-year report. Whomever completes the annual reports will need to make sure to take good pictures of the stilling basin and pipe for the spillway.

Lower Dam-The inspection of the lower dam will be due in 2025; at that time there will be more expectations from the County.

Road Easement-Discussed a road that will have to be built to specifications before the County will accept an easement from the Landowner.

10:26 AM Rich Menger, Sanitarian joined.

Emergency Action Plan-The group discussed updating the Emergency Action Plan.

Waterfall-Shannon explained the waterfall project will be on hold at this time.

10:29 AM Mary Grube, Administrative Assistant for the Planner joined.

Emergency Action Plan-Discussed updating the new Emergency Action Plan and Adopting it. Mary is working on the current EAP, in conjunction with Sam Johnson, DNRC. As soon as the EAP is updated, with completed recommendations, Sam will issue the permit.

10:36 AM Shannon, Mary and Rich left the meeting.

11:04 AM CITY OF BAKER UPDATES/Steve Zachmann, Mayor and Kevin Dukart, City Clerk

Sewer Line Service MOU (located in Fairway Acres Subdivision)-Mayor Zachmann explained the city is ready to finish sewer clean-outs. The Interlocal agreement addresses damages, should the City's equipment get stuck, and this also addresses access legalities. Mayor Zachmann explained this line has not been cleaned but did camera it once but were unable to camera the entire line. Discussed ownership of the sewer line; the County owns the sewer line, and the city will service the sewer line, after the MOU is signed. Also discussed splitting the costs based on circumstances.

Commissioner Baldwin made the motion accept the MOU after changing the term to "one year" and removing the "auto-renewal." Commissioner Braun seconds the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

Mayor Zachmann stated the city will make the changes to the agreement, approve it at their next City Council meeting, and return it for the Commission to sign and approve.

11:28 AM Julie Straub, HRM and Kim Bryan, Public Health Nurse joined.

11:29 AM City Park-Discussed the sidewalk for the City Park was not completed in time for the past weekend's event, which was disappointing.

Chronic Wasting Disease-Discussed the mule deer in town that had chronic wasting disease. The city has been in touch with Melissa Foster and Zach Phillips, FWP regarding the matter. The carcasses can be delivered to the County Landfill.

11:31 AM Steve and Kevin left the meeting.

11:31 AM PERMISSION TO HIRE PUBLIC HEALTH STAFF NURSE

Kim would like permission to hire Dawn Michelle Moser for the Staff Nurse position.

Commissioner Baldwin made the motion to hire Dawn Michelle Moser as the Staff Nurse for Public Health. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

11:35 AM PERMISSION TO INCREASE WAGES-USING FUNDS RECEIVED FROM DPHHS GRANT

Public Health has received funds through the Department of Public Health and Human Services and there is more funding available. Kim would like to give an increase to office staff for extra duties acquired. Julie stated she would advocate for an increase for the office staff as well; however, feels a better time would be at budget time. The Commission would like to wait and discuss increases during the salary meeting which is usually held in May.

11:47 PM Julie and Kim left the meeting.

11:48 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; Brenda Wood, Clerk and Recorder
FALLON COUNTY COURTHOUSE**

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for Public Comment.

1:30 PM ROAD PROPOSAL RFP DISCUSSION/Cindy Irgens, Recording Clerk

Cindy met to discuss moving forward with an RFP for one of the options given in the Road Proposal Study. After further discussion, the Commission granted permission to proceed with Option #3. Commissioner Braun will contact someone to assist with completion of an RFP to move the process forward.

2:00 PM Cindy left the meeting.

2:15 PM COMMISSION WORK SESSION

The Commission reviewed, revenues received, reports, emails and other correspondence, board minutes and agendas. Fallon County received the final payment from TransCanada Keystone Pipeline, LP for the Workforce Housing Camp, per the agreement on record in the Clerk and Recorder’s Office. Commission signed the Certificate of Appreciation for Paula Fuchs in recognition of 15 years of service to Fallon County. Congratulations Paula, your years of service and dedication to Fallon County and the Public does not go unnoticed. Commissioner Rost signed, the Cooperative Agreement between MT DPHHS and the Board of Health, as a Board Member and as Chairman of the Commission. The agreement pertains to disbursement of funds to the Board of Health for inspections of public establishments completed by the Fallon County Sanitarian. The Agreement is on record in the Clerk and Recorder’s office. The Commission received and reviewed the inspection of the lower dam completed by Mary Grube, Planner Administrative Assistant. The Commission signed the MT DOT Approach Application pertaining to access to the Workforce Housing Camp.

Commissioner Braun made a motion to accept Mike Menger’s quote for a boiler for Parkview in the amount of \$8,100. Quote includes materials, labor and mechanical permit. Commissioner Baldwin seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

Commissioner Baldwin made the motion to accept Vennes Fencing’s quote in the amount of \$3,750.00 to erect 6’ chain link fence around garbage container site at Parkview Retirement Complex. Quote includes material, labor and equipment. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

2:57 PM PERMISSION TO PURCHASE LIGHT THERAPY LAMPS/Julie Straub, HRM; Lynda Herbst, Custodial Supervisor

Julie was approached by a supervisor discussing the benefits of light therapy lamps and if there is a possibility the county would purchase them. Discussion took place regarding employees located in offices/departments with inadequate natural sunlight. Light therapy has been proven to improve the health of mind and body for those who use them. Julie stated she has no funding available in her Safety Budget; discussed employees making personal purchases or departments/offices using their budgets.

3:14 PM Kevin Hill, Golf Course Superintendent joined the meeting.

Commissioner Braun did a quick search and discussed the possibility of replacement light therapy bulbs that may work with our existing fixtures. The Commission would like further research completed on cost for each method and report back to the Commission.

3:18 PM Julie and Lynda left the meeting.

GOLF UPDATES AND BUDGET DISCUSSION/Kevin Hill, Golf Course Superintendent

Updates-The pump, located at the lagoon, was disconnected; work on #8 tee is now complete; applied sand to 1,2,3,6 & 7 greens and leveled them out; plans to cover the greens when the weather gets cold. Kevin met with Floyd, Fairgrounds seasonal lead crew hand, to review items Kevin will take care of until Floyd’s season begins again. Kevin found information on the proper care of the Solar Bee; the Solar Bee was turned on this season but did not work correctly. Kevin will remove the solar bee this week and try to diagnose the problem. The Solar Bee will not be placed again until next season.

Budget-Kevin reviewed projected expenses through June 30th. Discussed upgrades to the #4 tee box which drains into the Airport; this will be discussed with the Airport Board. The Commission would like Kevin to get quotes and prepare project information, (including the #4 tee box), for next fiscal year's budget. Permission was granted to order necessities requested today.

3:53 PM Kevin left the meeting

4:00 PM Commissioner Baldwin made the motion to recess. 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, NOVEMBER 30, 2021

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

9:30-12:00 PM PROPERTY/CASUALTY INSURANCE REVIEW/Debbie Wyrick, Deputy Clerk and Recorder
The Commission and Debbie reviewed the current County Property/Casualty Insurance.

12:00 PM Commissioner Baldwin made the motion to recess. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

RECESS

WEDNESDAY, DECEMBER 1, 2021

10:00 AM COMMISSION ATTENDED FINAL THE WALK THROUGH OF THE PARKVIEW RETIREMENT REMODEL AND WATER DAMAGE PROJECTS.

THURSDAY, DECEMBER 2, 2021

PRESENT: Roy Rost, Chairman; Kevin Braun, Member; Brenda Wood, Clerk and Recorder

ABSENT: Steve Baldwin, Member

FALLON COUNTY COURTHOUSE

9:30AM AGENDA/NON-AGENDA ITEMS-PUBLIC COMMENT

No one appeared for Public Comment.

9:45AM CLAIMS APPROVALS

The Commission reviewed and approved end of month November, 2021 claims in the amount of \$783,887.74. They are filed in the Clerk and Recorder's Office.

11:00 AM BUDGET AMENDMENT HEARING-AMEND BUDGET TO ACCOMMODATE ADDITIONAL DPHHAS FUNDS RECEIVED FOR IMMUNIZATION TASK ORDER 22-07-4-31-113-0

Commissioner Braun made the motion to adopt Resolution 1073. Commissioner Rost seconded the motion. Commissioner Rost asked for further discussion; being none. 2 Ayes, 0 Nays, 1 Absent (Commissioner Baldwin). Motion carried. Resolution #1073 is on record in the Clerk and Recorder's Office.

11:15 AM APPROVE NOVEMBER, 2021 PAYROLL

The Commission reviewed and approved timesheets for the month of September 2021 in the amount of \$546,999.74. They are filed in the Clerk and Recorder's Office.

11:35 AM Commissioner Braun made the motion to adjourn. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Steve Baldwin). The motion carried unanimously.

ADJOURNED

s/Roy Rost, Chairman

ATTEST:

s/Brenda J. Wood, Clerk & Recorder