

**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**

No one appeared for public comment.

**Commissioner Baldwin made the motion to approve the minutes from September 6-10, 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.**

**9:28 AM Brenda Wood, Clerk and Recorder; Debbie Wyrick, Deputy Clerk and Recorder; Kathy Newell, Elections Clerk joined the meeting.**

**Correcting Typing Errors to Legal Descriptions on Commissioner Districts-** The legal descriptions on the Commissioner district boundaries are correct, but there are some typing errors that need to be corrected. The boundaries will not be changed. The Commission agreed that correcting the legal descriptions is needed. Darcy Wassmann, County Attorney, is looking to whether a resolution will need to be done or not.

**9:33 AM Brenda, Debbie and Kathy left the meeting.**

**9:42 AM Julie Straub, HRM joined the meeting.**

**Permission to Hire Director of Public Health-** The Commission is waiting for more information regarding a potential Director of Public Health. This meeting will be tabled until a later date.

**9:46 AM Julie left the meeting.**

**10:03 AM Mitch Overn, Shop Mechanic; Bobby Wiedmer, Road Superintendent joined the meeting.**

**Road/Shop Updates-** The Road Crew is busy preparing for the County Auction next week. The Landfill loader will be getting a new windshield today. They are still mowing and are going to try and blade a few hours this morning.

**10:09 AM Mitch left the meeting.**

**10:15 AM Shannon Hewson, Brosz Engineering joined the meeting.**

**Gravel Bid Specs-** Shannon gave the Commission the gravel specs for the invitation to bid for the Road Department. It will be advertised and opened on October 12<sup>th</sup> so that it can be advertised for 3 weeks. Discussion on how the gravel will be advertised, as last time there were two separate schedules. The Commission would like to have a bid sent out for gravel within Fallon County, as well as another one for a short distance from the County, in hopes that maybe more than one bid will be received. 50,000 yards will be acquired at the time of the bid and another 50,000 may be requested. The rock needs to meet the specified hardness. Discussion on the additional specs of the bid and what will be asked for gravel hardness. Bobby and Shannon reviewed the specs in depth.

**Commissioner Baldwin made the motion to go out for bid for gravel for the Road Department. Commissioner Braun seconded the motion. Commissioner Rost asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.**

**Project Updates-**The Commission has received a complaint regarding Frontage Road north of Baker because the scoria is affecting the antique cars. The road cannot be abandoned. Shannon wouldn't recommend chip sealing it because of the maintenance involved. The Commission will visit with the parties involved before any steps are taken.

**11:03 AM Melissa Rost, Museum Curator joined the meeting.**

**11:05 AM Shannon and Bobby left the meeting.**

**Museum Updates-** Melissa reported that a group from Rhame came in a few weeks ago to view the Museum. She is still waiting to hear back from Terry Sukut, JGA, regarding the grants for the Museum. The upcoming fall events were reviewed with the Commission, as well as a list of previous summer activities. She is still working on a tourism grant for the awning in front of the Metal Building. There have been a couple false alarm issues due to random malfunctions. A grant for STEM camp has been received for next summer. Film is needed for the windows for UV protection in the Jail Building. Melissa is planning to redo the Museum website. She would prefer that there is consistency in the hours and staffing at the Museum, as there are people coming to visit when it is closed.

**11:12 AM Melissa left the meeting – The Commission went with her to view the Museum flooring.**

**11:26 AM Julie Straub, HRM; Darcy Wassmann, County Attorney joined the meeting.**

**11:27 AM The Commission returned to the meeting.**

**11:28 AM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.**

**11:30 AM Shyla Hadley, Fairgrounds Manager; Wendy Wagner, Matt Plaisted, Karrol Williams, Fair Board Members joined the meeting.**

**Approval Rodeo Committee Bylaws-** The bylaws for the potential Rodeo Committee have been created and are based off the existing Fair Board bylaws. The Commission explained that the Procurement Policy requires anything purchased over \$2,000 needs prior approval and the importance of communication between the Fair Board and the Commission. Discussion followed regarding who the proposed Rodeo Committee would answer to and who their supervisor would be. A Fair Board member would most likely need to be a part of the Rodeo Committee. The Rodeo Committee would not be able to make any financial decisions and would go through the Fair budget. Rodeos would be made into their own line item in the budget. Darcy explained that the structuring of the proposed committee may not be correct, as most committees are created by existing boards. Discussion of possibilities to create this new board or committee. The Fair Board members are not wanting the Rodeo Committee to be completely separate, as they would prefer the communication to be open. They would prefer there to be at least five people on this board/committee. Discussion on adding Fair Board members and then separating the members out to committees, including a separate Rodeo Committee. In order to create a sub-committee, the members would first need to be on the Fair Board. Discussion on possible ways to form this committee. The Commission will continue the conversation and work with both Shyla and Darcy to create a plan for this to be possible.

**12:25 PM Shyla, Darcy, Julie, Wendy, Matt, Karrol, and Debbie left the meeting.**

**12:26 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.

**1:28 PM Julie Straub, HRM joined the meeting.**

**Revision to Policy #3.02 – Sick Leave-** This meeting is being held to discuss any additional revisions to the sick leave policy. Julie has spoken with Darcy Wassmann, County Attorney, as well as MACo regarding this issue. She was told that a County cannot change the sick leave policy, because it is included in State Statute. A County also cannot use Paid Time Off (PTO). The Commission and Julie reviewed State Statute. Discussion on the definitions included into the statute in question. Commissioner Rost plans to discuss during the MACo Convention in a few weeks. Nothing will be changed in the policy as of now, due to State Statute leaving portions of sick leave up to interpretation. Discussion on the number of employees misusing sick leave. The Commission from here on out has made the decision that any funeral attendance will be required to use vacation or sick leave, regardless of the person or the affiliation with the County. A memo will need to be sent out from the Commission stating that policy will now be followed from here on out.

**1:59 PM Steve Zachmann, City Mayor; Kevin Dukart, City Clerk joined the meeting.**

**2:01 PM Julie left the meeting.**

**City Updates-** The City is contracted with Wyrick Construction, and they are working on George Avenue and 2<sup>nd</sup> Street, getting it prepped for surfacing and tying into the storm drain. They plan to have it paved by next week. They have poured concrete on Harriet Avenue and are adding some additional drainage. They plan to rebuild Center Avenue, between 2<sup>nd</sup> and 3<sup>rd</sup> Street. There was noticeable water pressure improvement after the Montana Avenue Watermain Project was completed. Discussion on the ARPA funding, as half of the funding for the City has been received. The Baker Chamber of Commerce has taken over the Recreation Department and are using the equipment that the City has available. The scoreboard at the baseball fields has been repaired. Mayor Zachmann explained that the City Council is hoping a member of the Commission will sit on a committee to take another look at the proposed SID. There will not be much of a change to the project, but they are hopeful that the current improvements taking place will take some of the cost out of the SID. The City is working on a floodplain permit to be able to put electrical power into the City Park.

**2:32 PM Steve and Kevin left the meeting.**

### **COMMISSION WORK SESSION**

The Commission reviewed revenues, reports, emails and other correspondence, board minutes and agendas. They also signed the Congregate and Home Delivered Meals agreement.

**Commissioner Baldwin made the motion to appoint LaTonne (Toni) Reetz to the Museum Board.**

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

**Commissioner Braun made the motion to adopt Resolution #1069 – Resolution Approving Final Budget and Setting Levies for Fallon County for Fiscal Year 2021-2022. Commissioner Baldwin seconded the motion.**

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

**2:45 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**

**WEDNESDAY, SEPTEMBER 15, 2021**

### **CONVENE**

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

**ABSENT: Roy Rost, Chairman**

**FALLON COUNTY COURTHOUSE**

**9:27 AM Commissioner Braun made the motion to go into closed executive 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.**

**9:41 AM Commissioner Baldwin made the motion to come out of closed executive session. Commissioner Braun 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 terminate Karlene Kloetzke's position as Home Health Aide. 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.**

**9:50 AM 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.**

**ADJOURN**

s/Kelsey DuCharme, Recording Clerk

s/Roy Rost, Presiding Officer

ATTEST:

s/Brenda J. Wood, Clerk and Recorder